

Government of Madras.

EDUCATIONAL DEPARTMENT.

Recd

Regd

} 1913.

Enclosures

Spare copies

G.O. No. 143, 17th February 1913.

Malaria.

Recording, with remarks, papers relating to the question of giving instruction in schools on the nature of — and the measures to be adopted for its prevention.

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Recording, with remarks, papers relating to the question of giving instruction in schools on the nature of — and the measures to be adopted for its prevention.

GOVERNMENT OF MADRAS.
EDUCATIONAL DEPARTMENT.

READ—the following papers:—

I

Memorandum No. 1771-1, Educational, dated 13th July 1912.

The attention of Government has been drawn to the following resolution of the Imperial Malaria Committee held in Bombay in November 1911, regarding the question of adopting measures of prevention to check the prevalence of malaria:—

“The Conference is of opinion that the education of the people is a most important anti-malarial measure and that every effort should be made to secure the co-operation of the public, without which there is little hope that the campaign against malaria will ever be crowned with success. They believe that instruction in schools as well as lectures and lantern demonstrations in villages and towns are the best methods of propagandism and that in this way information is more likely to reach the people than by the publication of pamphlets and posters.”

In order to give effect to this, it has been suggested that some general information about common ailments and diseases should be included in the teaching of elementary hygiene in schools in villages and small towns and that steps should be taken to give the teachers in such schools special instruction with regard to malaria, plague, consumption, cholera, itch and other diseases. Simple lessons on the subject would also be required for incorporation in the vernacular school books.

2. The Director of Public Instruction is requested to consider and report, in consultation with the Surgeon-General and the Sanitary Commissioner, whether effect could be given to these suggestions and if so, how he would propose to carry them out.

L. DAVIDSON,
Ag. Secretary to Government.

To the Director of Public Instruction.

II

Letter—from the Hon'ble Mr. A. G. BOURNE, D.Sc., F.R.S., C.I.E., Director of Public Instruction, Madras.

To—the Secretary to Government, Educational Department.

Dated—the 15th October 1912.

No.—Ref. on Cur. 5755.

With reference to Government memorandum, dated 5th instant, calling for an early reply to Memorandum No. 1771-1, Educational, dated 13th July 1912, regarding the steps to be taken to prevent the prevalence of malaria, I have the honour to report that the replies of the Surgeon-General and the Sanitary Commissioner to my references on the subject have not yet been received.

I am sending reminders to these officers today.

III

Letter—from the Hon'ble Mr. A. G. BOURNE, D.Sc., F.R.S., C.I.E., Director of Public Instruction, Madras.

To—the Secretary to Government, Educational Department.

Dated—the 25th October 1912.

No.—Ref. on Cur. 5755.

With reference to Government Memorandum No. 1771-1, Educational, dated 13th July 1912, regarding the question of adopting measures of prevention to check the prevalence of malaria, I have the honour to report that the department have been alive to the fact that education can be of assistance in spreading knowledge with a view to the prevention of disease.

Lectures have been given from time to time at conferences and meetings of Teachers' Associations by competent authorities on hygiene, sanitation and the prevention of disease. Further, catechisms regarding diseases and in particular, plague, have been prepared and vernacular translations distributed for the use of teachers in elementary schools. The Surgeon-General has now suggested some additions to the catechism on hygiene. His suggestions will be incorporated in revised vernacular translations.

In the broader sense of the term, education will naturally tend to facilitate the work of medical and sanitary officers inasmuch as ignorance is the chief bar to progress in these as much as in other directions.

A copy of each of the catechisms on hygiene and plague already published and of the additions to the former now recommended by the Surgeon-General are herewith submitted.

ENCLOSURE.

Consumption.

What is consumption?

It is a disease caused by the presence of the germ of consumption in the lungs. The symptoms are cough, spitting of phlegm, fever in the evenings, and wasting.

Where do the germs exist?

In the phlegm spat out by the consumptive.

How does the germ enter the human body?

It is breathed into the lungs with the dust amongst which are particles of dried phlegm.

What are the measures necessary to prevent the spread of consumption?

The consumptive must occupy a separate room in the house, and must possess a separate set of clothing, utensils, and drinking vessels. He must never spit on the ground but must spit into a metal vessel containing some water or better still some phenyl solution and the vessel must have a lid. Any remains of food coming from the consumptive's room should not be eaten by others.

What should we do to keep off the disease from ourselves?

We should live in well ventilated houses where fresh air and sunshine can enter freely and take good nourishing food containing much fat or ghee. We must boil the milk before drinking it.

Is consumption curable?

Yes, but only in the early stages, when fever and cough are very slight.

Itch.

What is itch?

It is a disease caused by a small insect which burrows under the skin, and lays eggs in the tunnel it has formed. The irritation caused by the presence of the insect leads to intolerable itching and consequent scratching.

How can itch be prevented?

By keeping the body, and the clothing clean and avoidance of contact with people suffering from the disease.

In what parts of the body does the disease occur?

On the hands, between the fingers, on the wrist, and arms and on the feet.

How can itch be cured?

By thoroughly washing the diseased parts and then applying sulphur ointment, but the clothes must also be boiled as the insect lives on them.

IV

Official Memorandum No. 2897-1, Educational, dated 23rd November 1912.

With reference to his letter R.C. No. 5755, dated 25th October 1912, on the subject of educating people in anti-malarial measures, the Director of Public

Instruction is requested to state to whom the catechisms on hygiene and plague referred to therein were distributed, and whether it would not be desirable to make copies of them available for sale to the public.

(By Order.)

C. S. ANANTARAMA AITAR,
Ag. Under Secretary to Government.

To the Director of Public Instruction.

V

Letter—from the Hon'ble Mr. A. G. BOURNE, D.Sc., F.R.S., C.I.E., Director of Public Instruction, Madras.
To—the Secretary to Government, Educational Department.
Dated—the 3rd December 1912.
No.—Ref. on Cur. 5755.

With reference to Government Memorandum No. 2897-1, Educational, dated 23rd November 1912, I have the honour to report that copies of the catechism on hygiene were distributed to the managers of all recognized schools in the Presidency and that on plague to managers of similar schools situated in or near plague-infected areas.

2. I see no objection to the catechisms being made available for sale to the public.

VI

Letter—from the Hon'ble Mr. A. G. BOURNE, D.Sc., F.R.S., C.I.E., Director of Public Instruction, Madras.
To—the Secretary to Government, Educational Department.
Dated—the 9th December 1912.
No.—R.C. 5755.

In continuation of my letter R.C. No. 5755, dated 25th October 1912, I have the honour to submit a copy of a letter recently received from the Sanitary Commissioner from which it will be seen that he considers the catechisms on hygiene and plague too technical and forwards for approval "A Lesson on Malaria," a copy of which is herewith submitted.

2. He recommends books written in the style of "Life, Light and Cleanliness" ordered to be translated into the vernaculars in G.O. No. 226, Educational, dated 12th March 1912. These translations are now in the press and will be introduced into schools and will be available for sale to the public. They will really supersede the catechisms and will resemble in style and content "A Lesson on Malaria" forwarded by the Sanitary Commissioner.

ENCLOSURE.

Letter—from Captain W. A. JUSTICE, I.M.S., Sanitary Commissioner for Madras.
To—the Director of Public Instruction, Madras.
Dated—the 29th November 1912.
No.—D. 2931/8.

With reference to the correspondence ending with your letter No. 5755, dated the 15th October 1912, I have the honour to state that, in my opinion, the two pamphlets are couched in too technical language and I forward for your approval "A Lesson on Malaria," which is in the nature of a conversational and I story such as would appeal both to the child and the teacher. Similar lessons were prepared and printed in the Bombay Gazette in 1910 on tubercle and germs. Books written in the style of "Life, Light and Cleanliness" are the books we want, not dry-as-dust catechisms like those sent and which I return herewith. I regret delay in answering your letter.

Lesson on Malaria.

Almost everyone who lives in India suffers at some time or other from malaria fever. We think that plague is a terrible disease; but more people die every year from fever than from plague. Even those who recover suffer much inconvenience, whilst they are sick, they cannot attend to their work, and so they lose the money that they would have earned. School children also who suffer from fever cannot continue their studies.

What is the cause of fever? It is caused by a small living thing, like a speck of jelly which enters our blood and poisons us in such a way that we have fever. These living things are so small that they can only be seen with the help of a microscope, and when we have fever there are so many crores of them in our blood. If we can kill them quickly we shall be cured of our fever. But if we can prevent them from getting into our blood, we shall not have any fever at all. Which is the better?

How do these living things come into our blood? Some person who lives near us has fever, and his blood is full of such living creatures. Then a mosquito bites him and drinks his blood; so some of the little creatures pass into the mosquito. When the mosquito has drunk enough of blood it flies away, and sleeps for a time. Then it becomes hungry and goes to another person and bites him. When it bites him some of the little creatures come out of the mosquito and enter the blood of the second person. In a few days they become very numerous in his blood, and then the second person gets fever also.

So it is the mosquitoes that carry the fever from one person to another; and if we could kill all the mosquitoes we should put a stop to the fever. In India there are so many mosquitoes that we cannot kill them all, but we can kill a great many of them in the following way.

The female mosquitoes lay eggs just as hens do. These eggs are laid on the surface of water, in pools, or wells, or wherever quiet water is found, as in old tins or pots. These eggs appear like grains of soot floating on the surface of the water. When the proper time comes, the young mosquitoes come out of the eggs; they are like worms and live in the water in which the eggs were floating. These worms require to come to the top of the water to get air to breathe, for they cannot live entirely in the water like fish. So if we can prevent them from reaching the air above the water they will die. This we can do by pouring a little kerosene oil on the water; for the oil will spread out like a skin over the water, and the worms will not be able to get through this skin or reach the air. So the worms will all die from want of air. But it is still better to take away all water from broken pots and other places where it collects, so that there may not be any young mosquitoes at all.

When the worm becomes old it comes out of the water, turns into a mosquito (just as a caterpillar turns into a butterfly), and flies away. In the day time it sleeps, but in the evening it becomes hungry and looks for some one to bite. So when we go to sleep we should try to prevent the mosquitoes from biting us. Some people sleep under mosquito curtains, and some people cover their whole bodies and faces when they go to sleep. We should try by all means to keep ourselves from being bitten, and then we shall not be likely to get fever.

There are some other places where there used to be as much fever as in India. But the people of those places by taking away all dirty water, and by pouring oil on the top of other water or covering it up, have destroyed most of the mosquitoes. By covering themselves during sleep, they have protected themselves from the mosquitoes that remained. In these ways they have saved themselves from fever. Are not the people of India clever enough to do what other people have done?

But if a person is so unfortunate as to get fever, what is he to do? The fever is caused by the living creatures in his blood, so he must try to kill those creatures. There is a medicine called quinine which has the power of killing them. This medicine can be bought very cheaply at the post-offices. If we swallow some quinine it will get into our blood and kill the creatures. The quinine has a bitter taste, but we must go on taking it for some days; then our blood will become so full of quinine that the creatures cannot live in it and we shall have no fever. When much quinine is taken we sometimes have noises in our ears, or become a little deaf, but this does not harm us. It only shows that we may stop taking quinine for a few days. But before we take the quinine it is good to take some purgative such as castor oil.

Some people stop taking quinine soon as the fever begins to stop. But we should go on and take plenty of it. If we do not take plenty of quinine we shall not kill all the creatures in our blood, and some of them may lie quiet in our bodies for a long time after the fever has stopped.

When a person has had fever several times that part of the body which we call spleen becomes diseased and it grows much larger. In children especially the spleen often grows large in this way. Such a person has many of those little creatures in his blood, and if a mosquito bites him it is likely to poison other people whom it bites afterwards and to give them fever. So then a person with a large spleen should take medicine to cure this, both for his own sake and for the sake of other people who live with him. The best medicine for this is quinine, either alone or joined with some tonic. If you live near a doctor you should go to him and ask him for a tonic medicine for a large spleen.

If a doctor examines your body to see if you have a large spleen, you must not be frightened, for he does not wish to do you any harm. If your spleen is too large it is good for you to take medicine which will kill all the creatures living in your blood and save you from fever. In this way you will grow strong yourself and will not poison other people.

So then there are four things for you to remember :—

- (1) Not to leave water lying about for young mosquitoes to grow in.
- (2) Not to let yourself be bitten by mosquitoes.
- (3) If you have fever you should take plenty of quinine.
- (4) If you have a large spleen you should take medicine for it.

Order—No. 143, Educational, dated 17th February 1913.

Recorded with the remark, that the pamphlet entitled "A Lesson on Malaria," a copy of which was forwarded with the Director of Public Instruction's last letter read above, commends itself to Government as suitable for circulation and translation.

(True Extract.)

L. DAVIDSON,
Ag. Secretary to Government.

To the Director of Public Instruction.
" Public Department.
" Local and Municipal Department.

**NOTES CONNECTED WITH G.O. No. 143, EDUCATIONAL, DATED
17TH FEBRUARY 1913.**

[SUBJECT.—*Prevention of malaria.*]

Extract from the Resolutions passed at the meeting of the Executive Committee of the Medical Graduates' Association, Madras, on the 14th February 1912, published in the "Indian Patriot" of 23rd February 1912.

That for educating people leaflets on the subject of malaria in English and vernacular may be freely distributed and that magic lantern slides may be exhibited in schools and other convenient localities.

The Surgeon-General to whom the resolution was referred noted :—

4. In this connection I would invite the attention of Government to the fourth resolution of the Malaria Conference published in *Paludism* No. 4 for March 1912. It runs as follows :—

"The Conference is of opinion that the education of the people is a most important anti-malarial measure and that every effort should be made to secure the co-operation of the public, without which there is little hope that the campaign against malaria will ever be crowned with success. They believe that instruction in schools as well as lectures and lantern demonstrations in villages and towns are the best methods of propagandism and that in this way information is more likely to reach the people than by the publication of pamphlets and posters."

5. I do not know what is done in the way of teaching ordinary elementary hygiene in our schools in villages and small towns, but I would suggest that if there is nothing much done in this line, that steps be taken to have all teachers of such schools properly taught such subjects as malaria, plague, consumption, cholera, itch and other such like common afflictions of the people.

6. To assist these teachers it would be necessary to draw out some simple scheme of lessons for incorporation in the vernacular lesson books. It is only I think by teaching the rising generation that it will be possible to effect much good among such a conservative people as the Indians. I should be very pleased to co-operate with the Director of Public Instruction and the Sanitary Commissioner in the drawing up and working out of some such scheme.

W. B. BANNERMAN—30-4-12.

The Educational department is concerned with the suggestions of the Surgeon-General contained in paragraphs 4 to 6 of his note, dated 30th April 1912, extracted above; viz., that steps should be taken to have all teachers of schools in villages and small towns taught properly such subjects as malaria, plague, consumption, cholera, itch and other such like common afflictions of the people, and that in order to assist the teachers, some simple scheme of lessons should be drawn out for incorporation in the vernacular readers.

2. Submitted that these suggestions may be referred to the Director of Public Instruction for report as to whether effect could be given to them, and if so, how he would propose to carry them out.

3. The draft below is for approval.

T.K.—11-7-12.

C. RAMANUJACHARI—12-7-12.

I have amended the draft, but before it issues, please note briefly what is done in this direction already. Hygiene is taught in elementary schools, I believe, and only the other day we commended "Life, Light and Cleanliness;" there must be other text-books and a syllabus or curriculum. No reference need be made to the Director of Public Instruction on the subject; I only want to know what information is available in the Secretariat.

L. DAVIDSON—12-7-12.

From the scheme of studies for elementary schools for boys, it will be seen that "Hygiene and Sanitary Science" appears under "Optional" subjects to be taught in the schools. No syllabus is prescribed for this subject; but under paragraph 2 under this head one should be framed and approved by the inspecting officer if the subject is to be introduced in any recognized school.

2. In the scheme of studies for elementary schools for girls, however, "Health and house management" is included among the subjects for instruction; and it is compulsory in all Government girls' schools in standards above the second. The subject comprises instruction in "cleanliness of person and house," "food with special reference to nutrition," "common ailments and their remedies," "epidemics and their prevention," etc.

3. No information is available as to what text-books have been prescribed on the subject.

C. RAMANUJACHARI—12-7-12.

Issue.

L. DAVIDSON—13-7-12.

[Memorandum No. 1771-1, dated 13th July 1912.]

From the Director of Public Instruction, R.C. No. 5755/12, dated 25th October 1912.

Please see the Director of Public Instruction's reply on pages 2 and 3 of the Government order. The Educational department appears to be doing all that it can to spread information about common diseases. Lectures on hygiene, sanitation and prevention of diseases are delivered by competent authorities and catechisms on hygiene and on plague, etc., both in English and in the vernaculars are distributed for the use of teachers. Copies of these catechisms are attached to the Director's letter.

2. The Director says nothing about the incorporation of simple lessons on diseases, etc., in the vernacular school books. It may be noted that it is not possible for the department to do anything in this matter, as school books are not now prepared by or under the supervision of the department.

3. The Director's letter may be recorded. A draft is submitted for approval.

T.K.—15-11-12.

The catechisms on hygiene and plague published by the department are "not for sale." They will therefore be available only to such of the teachers of schools to whom the books have been circulated. As these catechisms have been translated in vernacular also, it may perhaps be better if they are made available for students in schools in which they can be introduced as text-books.

C. RAMANUJACHARI—15-11-12.

The file originated in Public and ought not, I think, to be recorded "notes and all" in Educational which is concerned only with a very small section of the case. Please take a copy of the relevant portions which I have marked with red pencil on

Done.

T.K.—22-11-12.

The original notes may then be transferred to Public and we may in Educational separately ask the Director of Public Instruction whether these catechisms should not be made available for sale and to whom they are now distributed. The plague catechism seems a meagre production.

L. DAVIDSON—17-11-12.

A draft memorandum to the Director of Public Instruction is submitted for approval.

T.K.—22-11-12.

C. RAMANUJACHARI—22-11-12.

C. S. ANANTARAMA AIYAR—23-11-12.

[Memorandum No. 2897-1, Educational, dated 23rd November 1912.]

From the Director of Public Instruction, R.C. No. 5755/12, dated 3rd December 1912.

" " " " " 9th " "

The Director of Public Instruction reports that copies of the catechism on hygiene were distributed to the managers of all recognized schools in the Presidency and that on plague to managers of similar schools situated in or near plague infected areas and he sees no objection to the catechisms being made available for sale to the public.

No objection but also no need.

L. DAVIDSON.

2. The Director further submits copy of a letter from the Sanitary Commissioner in which that officer pronounces the two catechisms above referred to to be too technical for use in schools and states that books written in the style of "Life, light and cleanliness" are the books which are wanted. The Sanitary Commissioner also forwards a lesson on malaria which is in the nature of a conversational story such as would appeal both to the pupils and the teachers.

3. The Director of Public Instruction states that translations of the "Life, light and cleanliness" ordered in G.O. No. 226, Educational, dated 12th March 1912, are now in the press and will be introduced into schools and will be available for sale to the public. He also points out that these translations will resemble in style and content the "lesson on malaria" forwarded by the Sanitary Commissioner and will supersede the catechisms on hygiene and plague.

Quite so.

L. DAVIDSON.

4. In these circumstances there seems to be no need to make copies of the catechisms available for sale to the public but it seems desirable to have the lesson on malaria prepared by the Sanitary Commissioner printed and distributed to all schools in the Presidency. The lesson may also be translated into the several vernaculars and the Director may be told to have similar lessons on tubercle and germs referred to by the Sanitary Commissioner printed and distributed to schools.

T.K.—4-1-13.

Malaria is dealt with in the book "Life, light and cleanliness" and so the separate pamphlet may not be needed.

This book is to be supplied to all training schools and to other selected institutions; and translations thereof are to be distributed to all elementary schools under public management. The question for consideration is whether this book alone will be sufficient for all purposes, or whether further publications should be undertaken on the lines of that book. The Sanitary Commissioner says that "books written in the style of 'Life, light and cleanliness' are the books we want." His opinion whether this book is all that we want may be useful.

The Surgeon-General does not appear to have been consulted about this book in connection with the present question. His opinion, referred to by the Director of Public Instruction in his letter of the 25th October 1912, has reference only to the catechisms already published.

In Memorandum No. 1771-1, dated 13th July 1912, the Director of Public Instruction was requested to consult the Surgeon-General and the Sanitary Commissioner.

It is for consideration whether these officers may be consulted u.o. on the point above referred to.

C. RAMANUJACHARI—4-1-13.

Surely the "lesson on malaria" has already been accepted in Local and Municipal and adopted for circulation. Please ascertain and let Local and Municipal send originals or copies of any papers on the subject.

L. DAVIDSON—13-1-13.

Please see G.O. No. 841 L., dated 23rd June 1911. In this Government Order the Government directed that the "lesson on malaria" received from the Surgeon-General should be widely circulated by presidents of local boards and chairmen of municipal councils. The "lesson on malaria" now sent up by the Sanitary Commissioner is not quite the same as that accepted in the above Government Order. Though the substance of both is the same, that furnished by the Sanitary Commissioner is written in a style more adapted for use in schools. The health primer, "Life, light and cleanliness" also contains almost all the information given by the Sanitary Commissioner in his "lesson on malaria."

S.K.—17-1-13.

C. RAMANUJACHARI—20-1-13.

It seems to me that this wandering stream might now be dammed up by a Government Order recording the papers. There is really only one point in issue, namely, whether or not it is expedient to circulate the Sanitary Commissioner's leaflet on malaria as a supplement to "Life, light and cleanliness." It puts the same truth in the form of a homily easily to be understood by a child—instead of in the guise of a story. Government might express commendation of it as suitable for circulation and translation. The Director of Public Instruction would presumably do the rest. Draft so.

L. DAVIDSON—23-1-13.

A draft order is submitted for approval.

S.K.—30-1-13.

C. RAMANUJACHARI—31-1-13.

Public u.o. for acceptance or remarks.

L. DAVIDSON—1-2-13.

PUBLIC DEPARTMENT.

The draft order may, it is submitted, be accepted in this department.

H.T.—10-2-13.

P.R.R.—11-2-13.

A. J. CURGENVEN—12-2-13.

To the Educational Department.

EDUCATIONAL DEPARTMENT.

Submitted that the draft order may now issue.

C. RAMANUJACHARI—13-2-13.

L. DAVIDSON—15-2-13.

[G.O. No. 143, Educational, dated 17th February 1913.]

C.No. 2806, from the D.P.I., R.O.C.No. 5755, dated 15-10-1912.
C.No. 2897, " " 25-10-1912.
C.No. 3264, " " 3-12-1912.
C.No. 3341, " " 9-12-1912.

ORDER:
P.S.

Recorded with the remark, that the pamphlet entitled "A Lesson on Malaria,"

a copy of which was forwarded with the

~~leaflet~~ ^{leaf} of D.P.I.'s letter read above,

commends itself to Government as

suitable for circulation and transla-

tion.

S.K.
30-1-13.

CR
31-1-13

LA.
1-2-13

To the D.P.I.
" Public Dept.
" L. & M. Dept.

Sp + S. copy's dfr
10-3-13
M.

Current No. 2206, dated 190 ..

G.O., No. 143, dated 17.2 1913.

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

Subject: *Malaria* *Recording for press*
relating to the question of giving instructions
to schools on the subject of
and the measures to be taken for its prevention.

Number (c) of copies required when struck off (not including
copies for volumes and editors' table which are retained
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Correspondence
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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.....					
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INSTRUCTIONS FOR THE
SECRETARIAT.

(a) If a paper is marked to be printed urgently, the Superintendent of the section concerned should sign the Press slip. The Superintendent should exercise a careful discretion in the matter.

(b) Each letter, memorandum, or order, or set of orders, in the file of correspondence should be headed in succession with the Roman numeral I, II, III, etc., the number being written in red ink or blue chalk above the item. The particular papers to be printed in the special issue-copies should be indicated by the Roman numeral (I, II, etc.) by which that item has been headed in the correspondence file. All matter, including marginal remarks or references, to be printed should be written in ink and matter which should not be printed should be encircled. Initials and signatures that are not quite legible should be re-written distinctly.

(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 Referencer 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.)

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TO PRESS, MADRAS.
OOTY.

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.

.....Clerk.

.....Supdt.

.....Supdt.

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(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.....	17-2-13 Lb
First proof furnished on.....	
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