

Government of Madras.

EDUCATIONAL DEPARTMENT.

Recd.

} 1913.

Enclosures

Regd.

Spare copies

G.O. No. 184, 27th February 1913.

Teachers' College Bulletins.

Approving the proposal of the Director of Public Instruction to distribute to all recognized secondary institutions free of cost copies of —.

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GOVERNMENT OF MADRAS.

EDUCATIONAL DEPARTMENT.

READ—the following papers :—

I

Letter—from the Hon'ble Mr. A. G. BOURNE, D.Sc., F.R.S., C.I.E., Director of Public Instruction,
To—the Secretary to Government, Educational Department.
Dated—Madras, the 29th November 1912.
No.—R.C. 9200.

I have the honour to report that the Teachers' College, Saidapet, has been issuing from time to time bulletins containing syllabuses and detailed schemes of work in the various school subjects. Up to date five bulletins have either been printed or are in the press; others too will follow.

I consider that the supply of these bulletins to recognized secondary schools for boys and girls is very desirable as they contain valuable information and suggestions for the improvement of teaching. I request therefore that the sanction of Government may be obtained for the supply of a copy of each of the bulletins to all recognized secondary institutions free of cost. The number of copies required will be about 400.

II

Memorandum No. 3251-1, Educational, dated 3rd January 1913.

With reference to his letter R.C. No. 9200, dated 29th November 1912, the Director of Public Instruction is requested to submit for the perusal of Government sample copies of the bulletins in question. He is requested to report what will be the approximate cost of printing and distributing the copies to the recognized secondary schools. It should also be stated how they are proposed to be distributed, whether through the inspectors of schools or directly from the press. It would perhaps be more satisfactory if the inspectors were to distribute the copies.

(By Order.)

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

To the Director of Public Instruction.

III

Letter—from the Hon'ble Sir ALFRED BOURNE, K.C.I.E., D.Sc., F.R.S., Director of Public Instruction.
To—the Secretary to Government, Educational Department.
Dated—Madras, the 6th February 1913.
No.—Ref. on. Cur. 9200/12.

With reference to Memorandum from Government, No. 3251-1, dated 3rd January 1913, I have the honour to submit a copy of each of the first three numbers of the Teachers' College bulletin issued and to state that their distribution may be made by the college. The cost of printing the first three numbers is estimated by the Superintendent, Government Press, at Rs. 32-2-0, Rs. 32-14-0 and Rs. 11-11-0 respectively. The postage on each issue will be Rs. 6-4-0 if the Bulletin is registered under clause 72 of the Post Office Guide; otherwise Rs. 12-8-0.

Order—No. 184, Educational, dated 27th February 1913.

The Government approve the proposal of the Director of Public Instruction to distribute to all recognized secondary institutions free of cost copies of occasional bulletins containing syllabuses and detailed schemes of work in school subjects issued by the Teachers' College.

(True Extract.)

L. DAVIDSON,
Ag. Secretary to Government.

To the Director of Public Instruction
 „ Financial Department.

NOTES CONNECTED WITH G.O. No. 184, EDUCATIONAL,
DATED 27TH FEBRUARY 1913.

[SUBJECT.—Free supply of the Teachers' College bulletin to Secondary Schools.]

From the Director of Public Instruction, dated 29th November 1912,
R.C. No. 9200.

The Director of Public Instruction does not furnish information as to the probable cost to Government of the free supply of the bulletin to recognized secondary schools, nor is it mentioned where the bulletin is printed. If the proposal to distribute copies free to secondary schools is approved, the question who should undertake the work of distribution will have to be decided. In connection with the question of the distribution of copies of the bulletin on Botany the Superintendent, Government Press, demurred to the proposal to have copies distributed by the Government Press. The Government, however, in G.O. No. 864, Educational, dated 30th September 1912, decided that copies should be distributed by the Superintendent. He has again represented that he has not the necessary establishment for the work and requests that the order directing him to distribute copies may be re-considered. In these circumstances the distribution of the Teachers' College bulletin may perhaps be undertaken by the inspecting staff.

Further information on these points is necessary. A draft memorandum to the Director of Public Instruction is submitted for approval.

C. RAMANUJACHARI—24-12-12.

C. S. ANANTARAMA AIVAR—3-1-13.

[Memorandum No. 3251-1, Educational, dated 3rd January 1913.]

From the Director of Public Instruction, dated 6th February 1913, No. 9200.

Please see the sample copies of the Teachers' College bulletin sent by the Director of Public Instruction. The cost of printing the three issues is reported to be Rs. 126-11-0. As regards the distribution, the Director of Public Instruction states that it may be made by the college itself. The proposal of the Director of Public Instruction may, it is submitted, be approved. A draft order is placed below for approval. If approved, it may be sent to the Financial Department for acceptance.

C. RAMANUJACHARI—18-2-13.

L. DAVIDSON—19-2-13.

To the Financial Department.

FINANCIAL DEPARTMENT.

The draft order may, it is submitted, be accepted.

P.G.—21-2-13.

C. REILLY—24-2-13.

A. G. CARDEW—25-2-13.

[G.O. No. 184, Educational, dated 27th February 1913.]

5,000—12-7-11

READ

No 3957. 50, ~~2~~ from the D.P.I. no good 29. 11. 12

С№ 398. ЭД - ~~20~~ 9200 г 6.2.13

570

ORDER No. 1824, dated 27.2. 1913.

PH

The Govt. approve the proposal of the D. & I to distribute to all recognized secondary institutions free of cost copies of ^{occasional} bulletins containing syllabuses and detailed schemes of work in school subjects issued by the Teachers College.

Q
18.2.13

15
19

To
The D. C. I (gr)
F. D. (dev) ✓
all 12/13/13
13 8 13
9/11
2000

ORDINARY.

PREFERENCE.

URGENT (a).

Educational
Local and Memorial Department.

Current No., dated 19 ..

G.O., No. 184, dated 27-2-1912.

Number of MS. pages sent { Correspondence including orders
(b)
NotesDocket: Teachers' College bulletins
of the Government of the Madras Presidency
of secondary institutions. Copy for each
of Govt. Colleges of(e)
Number 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	...	30	15
Ooty Records	...	4	4
For filing with original	...		
Total	...	35	20

FOR ISSUE.†

Letter only.	Complete G.O.	Special issue copies of G.O.	Notes
		No. Papers.	

Signature copies.....			
India Office.....			
Govt. of India..... Dept.			
Revenue Department.....			
Public Works Department.....			
Educational Department.....			
..... Dept.			
..... Dept.			
..... Dept.			
..... Dept.			
Total			

Spate copies			
The C. M. C.			
The Collector of.....			
The P. D. B.			
The Accountant-General.....			
The Director of Public Instruction.....			
The Surgeon-General.....			
The Sanitary Commissioner.....			
Do. Engineer.....			
Do. Board			
The President, Corporation of Madras.....			
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. 1320, 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 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 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 13-3-12/14..... (Despatcher.)

TO PRESS, MADRAS
OOTY.

A

B

C

case 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.
Received in Press on.....	4-2-73
First proof furnished on.....	
Call for revised proof received on.....	
Revised proof furnished on.....	
Corrected proof received for striking on.....	
Final copies supplied on.....	13-3-73

Account of copies.	Complete copies.	Notes.	Issue copies.
Supplied to Secretariat for Record.....	25		
" " " Issue.....	7		
For Volumes.....	16		
For E.T.....			
Total ...	48		