

Government of Madras.

EDUCATIONAL DEPARTMENT.

Recd.

Enclosures

} 1913.

Rego.

Spare copies

G.O. No. 240, 19th March 1913.

Books and publications.

Directing the despatch to the Board of Education, Whitehall, a copy each of all the educational publications which may, with advantage, be sent to the Board and requesting the University of Madras to furnish the Board annually with a copy of the University Calendar.

- 2

Government of Madras.

EDUCATIONAL DEPARTMENT.

Recd

Rego.

} 1913.

Enclosures

Spare copies

G.O. No. 240, 19th March 1913.

Books and publications.

Directing the despatch to the Board of Education, Whitehall, a copy each of all the educational publications which may, with advantage, be sent to the Board and requesting the University of Madras to furnish the Board annually with a copy of the University Calendar.

GOVERNMENT OF MADRAS.

EDUCATIONAL DEPARTMENT.

READ—the following paper :—

From the Government of India, Department of Education
(Education), No. 250 C.D., dated 15th February 1913.

A copy of the undermentioned papers is forwarded to the Government of Madras for favour of compliance.

(By Order.)

H. SHARP,
Joint Secretary to the Govt. of India.

ENCLOSURE.

Despatch—from His Majesty's Secretary of State for India.

To—His Excellency the Right Honourable the Governor-General of India in Council.

Dated—India Office, London, the 3rd January 1913.

No.—4, Public.

With reference to the letter from the Joint Secretary to Your Excellency's Government in the Education Department, dated 26th September last, No. 591, regarding the establishment of an Advisory Committee in connection with the Imperial Education Conference of 1911, I forward, for the information of Your Excellency's Government, a copy of a letter* from the Board of Education reporting certain resolutions passed at the first meeting of the Committee.

* Dated 29th November 1912.

2. It will be observed that the Committee lay stress upon the desirability of keeping the Board of Education supplied with all documents of general interest or importance issued by the Education Departments in India (as well as in the self-governing Dominions and Crown Colonies), and further suggest that each Education Department might forward annually to the Board of Education a complete list of their publications for the year.

3. I commend these suggestions to the favourable consideration of Your Excellency's Government. I am aware that certain Educational reports are already furnished regularly to the Board of Education by the various Education Departments in India, but I shall be glad if the attention of Local Governments can again be drawn to the matter, with a view to the issue, if necessary, of such further instructions as will ensure that the requirements of the Board are fully met.

Sub-enclosure.

Board of Education to India Office.

S.I.R./IMPERIAL. 9A./12.

SIR,

WHITEHALL, LONDON, S.W.,
29th November 1912.

I am directed to refer to the Board's letter of 3rd April which dealt with the establishment of the Advisory Committee for the Imperial Education Conference. The first meeting of that Committee was held on 18th November at the offices of the Board, and a copy of the minutes of the proceedings will be forwarded shortly for your information.

2. In the meantime, however, in order to obviate delay, I am directed to bring to your notice the following resolutions which were among those passed at the meeting :—

"1. That the Board of Education should approach the Secretary of State for the Colonies with the suggestion that he should address the Government of each self-governing Dominion on the general desirability of keeping the Board of Education supplied with all documents of general interest or importance issued by the Education Department or Education Departments of the area with which that Government is concerned, and should further suggest that each Education Department might forward annually to the Board of Education a complete list of their publications for the year, for the purpose of enabling the Board to take steps, if necessary, to procure any publication a copy of which had not reached them.

"2. That the Secretary of State for the Colonies be asked whether he would be willing to address the Administrations of the various Crown Colonies with a view to impressing upon each Administration the desirability of keeping the Board of Education supplied with all official documents of general educational interest as well as with an annual list of official publications.

"3. That the Secretary of State for India be asked whether he would be willing to address the Government of India for a similar purpose, so far as official publications by the Government of India and local Governments in India are concerned."

3. In accordance with the last of these resolutions I am directed to inquire whether the Secretary of State would be willing to address the Government of India in the manner suggested.

I am, &c.,

The Under Secretary of State for India.

H. FRANK HEATH.

Order—No 240, Educational, dated 19th March 1913.

Communicated to the Director of Public Instruction who will be requested to forward at an early date to the Board of Education, Whitehall, London, a corrected copy each of the latest editions of all educational publications such as the Madras Educational Rules, the Grant-in-Aid Code, the Code of Regulations for European school, and the Inspection Code now in use and such periodical reports as, in his opinion, may with advantage be forwarded to the Board. Copies of all similar publications which may be issued in future should also be forwarded to the Board as soon as they are published.

2. The Director will be requested to forward to Government before the 31st January of each year a complete list of the publications of the Educational Department for the previous year noting therein the date of despatch of each to the Board.

3. The University of Madras will be requested to furnish the Board annually with a copy of the Madras University Calendar, commencing with the issue for the current year.

(True Extract.)

L. DAVIDSON,
Ag. Secretary to Government.

To the Director of Public Instruction.
" Registrar, Madras University.
" Superintendent, Government Press.

NOTES CONNECTED WITH G.O. No. 240, EDUCATIONAL, DATED
19TH MARCH 1913.

[SUBJECT.—Supply of educational publications to the Board of Education, London.]

From the Government of India, dated 15th February 1913, No. 250 C.D.

The Board of Education, India Office, requests that it may be supplied with "all documents of general interest or importance issued by the Education Department."

2. It is not clear what exactly is meant by "documents"—does it include all Government Orders and other papers placed on Editors' Table or does it mean only the reports, codes and similar publications of this department. From resolution (3)

Submitted this. it will appear that only official "publications" are meant.

C.R.—5-3-13.

3. Another question is what publications should be forwarded now. It seems desirable to forward a copy of the latest Madras Educational Rules, Grant-in-Aid Code, Code of Regulations for European schools, Inspection Code and similar publications issued by the Director of Public Instruction with correction slips up to date and also to forward a copy of all educational publications which may issue in future as soon as they are published.

4. As all educational publications are issued by the Director of Public Instruction under the sanction of Government and as their distribution also is made by that officer the duty of forwarding them to the Board of Education, London, may also be entrusted to that officer. For the sake of convenience the Director of Public Instruction may send them to this office, packed and addressed to the Board. This office can send the packets along with other packets going to the India Office Library and the British Museum.

5. A draft order is submitted for approval.

P.R.—3-3-13.

C. RAMANUJACHARI—5-3-13.

Type page 1 of the draft as amended, and send the case to the Director of Public Instruction. It is important not to cause avoidable delay and he may be able to suggest something simpler or more convenient than the draft.

L. DAVIDSON—7-3-13.

To the Director of Public Instruction.

OFFICE OF THE DIRECTOR OF PUBLIC INSTRUCTION.

I think the despatch of the publications will most conveniently be done by this office as we shall have to furnish a list certifying the despatch.

2. I suppose college calendars are "publications." I do not however propose to forward them to the Board of Education since the most important facts about each college are to be found in the University Calendar.

J. H. STONE—13-3-13.

EDUCATIONAL DEPARTMENT.

The words enclosed in brackets in paragraphs 1 and 2 of the draft order may be omitted.

2. With reference to paragraph 2 of the Director's note on the previous page, it is submitted that no hard and fast rules need be laid down as to the kind of publications which may be forwarded. It may be left to the discretion of the Director of Public Instruction to forward such as may, in his opinion, be found to be of use to the Board.

3. The draft order as now altered is for approval.

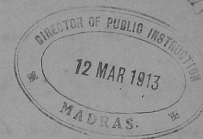
P.R.—17-3-13.

C. RAMANUJACHARI—17-3-13.

Approved.

L. DAVIDSON—18-3-13.

[G.O. No. 240, Educational, dated 19th March 1913.]



READ AGAIN G.O. No. dated 191

" " " " " 191

C. No. 540, From the Govt. of India, No. 250, dated 15-2-1913

" ".....) " ".....- 6 "..... 191

" " " " " "

[9]

ORDER

No. 240, dated 19.3.1917.

Communicated to the D.P.I. who will be requested to forward ^{to} ~~to Government~~ at an early date ^{to} ~~to~~ ^{the Board} ~~transmission~~ to the Board of Education, Whitehall, London, a corrected copy each of the latest editions of all educational publications, such as the Madras Educational Rules, the Grant-in-Aid Code, the Code of Regulations for European schools, ^{the} Inspection Code now in use ~~report~~ and such periodical reports, as in his opinion, may with advantage ~~to the Board~~ be forwarded to the Board. Copies of all similar publications which may be issued in future should also be forwarded ^{to the Board} ~~to Government~~ as soon as they are published, ~~separately packed~~

2
SP
11
I was addressed to the Board. This attention
will be drawn to para. 3 of the Secretary
of States despatch No. 4 Public d. 2-1-13.

2. The Director will ~~also~~ be requested
to forward to Govt. before the 31st
January of each year a complete
list of the publications of the educational
department for the previous year noting
therein the date of despatch of each
to the Board.

3. The University of Madras will
be requested to furnish the Board
annually with a copy of the Madras
University Calendar, commencing with
the issue for the current year.

PPR CA
3.2.13 5/3/13

L.D
18.3.13

To, the Secy 6
" Regd, Madras University
S.G.P.
Per 12
M
5/3/13

LOCAL AND MUNICIPAL DEPARTMENT.

Current No., dated 19
 G.O., No. 240, dated 19-3-1918.

INSTRUCTIONS FOR THE SECRETARIAT.

Number of MS. pages sent { Correspondence including orders
 Notes.

Docket: Books and publications reaching the
 Press to the Press, to be printed, which shall
 copy each of all the documents, publications,
 which are sent to the Press, to be printed, which shall
 be sent to the Press, to be printed, which shall
 be sent to the Press, to be printed, which shall

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	20	12
Ooty Records	6	4
For filing with original	1	1
Total	27	17

FOR ISSUE.†

Signature copies	Letter only.	Complete G.O.		Special issue copies of G.O.	Notes.
		No.	Papers.		
India Office	4				
Govt. of India					
Revenue Department					
Public Works Department					
Educational Department					
Dept.					
Dept.					
Dept.					
Dept.					
Total					

Spare 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				

(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.

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..... (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.

Type may be released after usual interval at once.

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.

.....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.....	2/12/13
First proof furnished on.....	9/14
Call for revised proof received on.....	
Revised proof furnished on.....	
Corrected proof received for striking on.....	19/14
Final copies supplied on.....	2/5/13

Account of copies.	Complete copies.	Notes.	Issue copies.
Supplied to Secretariat for Record.....	27		
" " " Issue.....	10		
For Volumes.....	16		
For E.T.....			
Total ...	53		