

Government of Madras.

EDUCATIONAL DEPARTMENT.

Recd.

} 1913.

Enclosures

Regd.

Spare copies

G.O. No. 422, 8th May 1913.

Public Service Commission.

Recording copies of the memoranda submitted to the — by the members of the Indian and Provincial Educational Services and other officers holding corresponding appointments in the Madras Educational Department.

2

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GOVERNMENT OF MADRAS.

EDUCATIONAL DEPARTMENT.

READ—the following papers:—

I

Memorandum No. 577-1, Educational, dated 26th February 1913.

A copy of paragraphs 1 and 2 of letter No. 29 C., dated 8th February 1913, from the Joint Secretary of the Royal Commission on the Public Services in India and its enclosures is furnished to the Director of Public Instruction who is requested to place himself at once in communication with the members of the Indian Educational Service and of the Provincial Educational Service and with officers holding corresponding appointments and to arrange for the preparation of memoranda by representatives of the services as a whole or of sections having different views, on the lines indicated in paragraph 2 of the letter. Fifty printed copies of each memorandum that it is decided to submit should be forwarded, when ready, direct to the Joint Secretary of the Royal Commission, if possible, by the earlier of the two dates mentioned in paragraph 2 of the letter.

2. Copies of the memoranda should at the same time be forwarded to Government for information.

3. The attention of the Director of Public Instruction is drawn to the opening speech of the Chairman of the Commission delivered in Madras on the 8th January last from which it will be seen that the Commission have decided to exclude from their consideration the subordinate services and ministerial establishments except in so far as they have a direct bearing on the Government Provincial Services.

L. DAVIDSON,
Ag. Secretary to Government.

To the Director of Public Instruction, with enclosures.

II

Letter—from the Hon'ble Sir ALFRED BOURNE, K.C.I.E., D.Sc., F.R.S., Director of Public Instruction, Madras.

To—the Secretary to Government, Educational Department.

Dated—the 9th April 1913.

No.—Ref. on Cur. 1775.

With reference to Memorandum No. 577-1, Educational, dated 26th February 1913, I have the honour to submit for the information of Government the under-mentioned number of copies of the memoranda submitted by the members of the Indian Educational and Provincial Educational Services and other officers holding corresponding appointments in the Madras Educational Department:—

	Number of copies.
(1) Joint memorandum of the members of the Indian Educational Service	5
(2) Joint memorandum of the members of the Provincial Educational and allied services	5
(3) Joint memorandum of the members of the Provincial Educational Service employed in the Government Arts College, Rajahmundry.	5
(4) Typed copies of memoranda from M.R.Rys. Ramunni Menon, M. Kameswara Rao, and M. Ramaswami Aiyangar, Mr. Dunhill, Miss Rosario and Mrs. Shreenivasa	1 copy each.

2. Fifty copies each of the memorandum, Nos. 1, 2 and 3 were submitted to the Joint Secretaries of the Public Services Commission, direct, on the 5th instant, together with two typed copies each of the independent memorandum referred to in No. 4.

ENCLOSURES.

Memorandum of the Members of the Indian Educational Service, Madras, submitted to the Royal Commission on the Public Services in India with reference to letter No. 29 C., dated 8th February 1913, of the Joint Secretary of the Commission, to the Chief Secretary to the Government of Madras.

I.—METHODS OF RECRUITMENT.

We are of opinion that the present method of recruitment by selection is in general satisfactory. In the India Office list it is stated that weight will be given to the possession of (a) a University degree in Honours or other like distinction; (b) a University certificate or diploma in teaching; (c) experience as a teacher; (d) qualifications in special subjects, depending on the nature of the vacancy to be filled. In selecting candidates for teaching posts, importance is also attached to bodily activity and some proficiency in games.

With reference to the question of a degree we feel it necessary to emphasise the desirability of a degree obtained in a University of Great Britain or Ireland. As the agent through whom western thought and method are to be imparted along their higher levels to the intellect of India, the Educational officer requires to have absorbed that western spirit by at least some years of residence in a University atmosphere. He should be conversant with British conditions in the higher spheres of educational activities. Such familiarity is not to be obtained at even the best Indian University. True education consists largely in a developed sense of values, and it is difficult or rather impossible for those whose experience is confined to an Indian University to appreciate the breadth and depth of European scholarship. The standards of Indian Universities are not those of the great western centres of learning, and only those who have been in touch with these higher standards are qualified to bring education in India to a higher level. We are then of opinion that a degree in Honours from a British or Irish University is essential to the work that an officer of the Indian Educational Service is called on to perform.

In view of the complexity and importance of the problems which education in India presents it is of vital importance that the quality of the very inadequate European element should be of the very best, and that those already in the service should enjoy a status and emoluments commensurate with the importance of their work. The conditions of service are not such as to attract the best men in future and are unsatisfactory to those already in the service. We have therefore detailed below the proposals we consider necessary.

II.—TRAINING AND PROBATION.

The India Office list referred to above distinguishes two branches of the Service, the teaching and the inspecting. For the former, which in this Presidency consists almost entirely of Principals and Professors of Colleges, no special training other than that already received in their University course seems necessary. The men selected are experts in particular subjects and arrive in India fully qualified for their work. With Inspectors conditions are different. In their case facilities for professional training in England and for language study in India are very necessary. The need for the former has been recognised, but the facilities for language study are totally inadequate. It is, in our opinion, unwise to give a man full work as an Inspector as soon as he arrives in this country. Before he is familiar with his surroundings and has had time to learn a single word of any vernacular language he is given full charge of a circle which may comprise as much as 30,000 square miles, with a very large number of schools and heavy office work. Within a fixed period of time he has further to pass two departmental language tests, which, however, are not sufficiently practical in character to be of real service to him in his work. But the passing of even these tests is, under present conditions, no easy matter as an Inspecting officer is continually touring and has little or no spare time. It is in connection with elementary education that the results of this lack of facilities for language study are especially harmful, as it is essential that an Inspector should be able to convey ideas to and converse with elementary school teachers without fear of misinterpretation. We are of opinion that an Inspecting officer on arrival in this country should work under a senior Inspector and be given ample leisure to acquire a thorough knowledge of one vernacular—a knowledge which in present circumstances he cannot acquire and which it is unreasonable to expect. In bilingual and multilingual circles the passing at a later date of an examination of a lower standard in a second vernacular may be demanded. We see no necessity, however, for requiring professors to pass any examination in the vernacular. It is true that transfers do occur occasionally from one branch of the service to the other, but, with the introduction of Honours courses in the University, such transfers are likely to become more and more infrequent. The functions and qualifications of the professor and the Inspector are becoming increasingly differentiated.

We consider that both for Professors and for Inspectors better provision than at present exists may, with advantage, be made for study leave, so that greater opportunities may be afforded to enable officers of the service to keep abreast of the results of research, the advance of scholarship and the development of educational theory and practice at home and abroad.

III to VI.—CONDITIONS OF SERVICE, SALARY, LEAVE, AND PENSION

It is a fundamental article of the position taken by the Madras members of the Indian Educational Service that their service finds its proper analogy in such services as the Civil Service, Public Works or Forests. This claim does not appear unreasonable when the qualifications of the members of the service, the length and expense of training, and the late age of entrance are considered. Under the reorganisations of recent years, however, a comparison of the conditions of these different services will be found to leave the Indian Educational Service at a disadvantage.

Formerly the age for the Indian Civil Service was fixed at 19, and it then competed probably not at all with the Indian Educational Service. Its appeal was to the school boy whose parents, looking well ahead, marked out a career for him before the University stage. The Indian Educational Service on the other hand offered an opening to the graduate who had postponed consideration of his future till long after the possible age for the Indian Civil Service, and who, after a distinguished academic course, was then face to face with the problem of a livelihood. Since the age for the Indian Civil Service has been raised it offers a solution of this problem and a solution of superior attractions. The Honours graduate looking about him for a livelihood will frequently prefer the Civil Service to another Indian Service, which, in some respects perhaps more congenial, is from the financial standpoint far less attractive. If then it is desired to attract the best ability into the Indian Educational Service the distance between it and the Indian Civil Service should be reduced.

(A) SALARY.

Though the Educational officer begins on Rs. 500, a higher pay than prevails in the Indian Civil Service, it must be remembered that he enters the service at a later age (in Madras the average age is 28 years) and in estimating the attractions of different services the comparison of salaries should be made as between the same ages. To one hesitating between two careers the answer to the question "what shall I be earning at 40 or 50?" is likely to be decisive. During the first ten years, pay in the Indian Educational Service rises by annual increments from Rs. 500 to Rs. 1,000 but thereafter prospects suffer a considerable diminution. Unless unusually lucky an Educational officer will after 16 years be drawing only Rs. 1,100 as against the Civilian's Rs. 1,700 or Rs. 1,900 odd. It must be remembered that at this stage the absence of acting allowances places the Educational officer at a great disadvantage. In his 21st year of service a Civilian will often obtain Rs. 2,300 or Rs. 2,500 (pay Rs. 2,250, acting allowance Rs. 250) while the Educational officer, who is probably several years older, will be at Rs. 1,250 or possibly only Rs. 1,100.

Not only is the Indian Educational Service inferior to the Indian Civil Service, but in conditions of service it compares unfavourably with such services as the Forests and Public Works as well. Taking the current number of the Madras Quarterly Civil List (January 1913) it will be found that roughly one-third of the officers of the Public Works Department are drawing Rs. 1,250 or upwards (and the "upwards" rises to—pay Rs. 2,750, local allowance Rs. 250), and one-seventh are drawing Rs. 1,500 or more. In the Forests out of 29 Deputy Assistant Conservators, 13 are at Rs. 1,250 while in addition the four Conservatorships carry pay ranging from Rs. 1,500 to Rs. 1,900. At the same time of 26 members of the Indian Educational Service, one is on a special and temporary pay of Rs. 2,000, one on Rs. 1,350, one on Rs. 1,250, and one on Rs. 1,200. It may possibly be said that the Indian Educational Service has in addition a claim on the Directorship of Public Instruction (Rs. 2,000—100—2,500), a claim which has been officially recognised in Lord Morley's despatches of 1906 (May 10th and July 13th). Recent experience in Bengal has, however, shown that the claim is liable to evasion and that the orders of even the Secretary of State are an insecure foundation on which to build. Leaving aside then a problematic Directorship the most an Educational officer has to hope for is Rs. 1,500 at the end of his service and even this is far from certain. The relation of cadre and scale of pay is at present such that in Madras it will be possible for an officer to finish his service on Rs. 1,100, i.e., the increase in his pay after the first ten years will amount to Rs. 100. It has actually happened that a senior officer has lately been drawing less pay than the pupil whom he, as professor, trained for the Public Works Department. Such a state of things is not calculated to produce a healthy or contented service. At the very time when he begins to feel the strain of India, an officer finds that his prospects have sunk to a monotonous and unstimulating level that contrasts unfavourably with those of the men of his own age, and even junior to him, in other services.

The following proposals with reference to pay and allowances are accordingly placed before the Royal Commission on Indian Services:—

(1) All members of the Indian Educational Service to rise from Rs. 500 to Rs. 1,500 by annual increments of Rs. 50. For 20 per cent. of the service a higher scale of Rs. 1,500 to Rs. 1,800 by annual increments of Rs. 100 to obtain; and acting allowances to be payable to officers acting in this higher scale.

(2) Presidency allowance and house-rent to be granted to officers stationed in the Presidency town.

(3) The maximum leave allowance of £800 under article 314 (c) of the Civil Service Regulations to be increased to £1,000.

(4) This scale of pay to be retrospective so far as, when sanctioned, to affect officers in the same way as it would have done had it been in force when they joined, e.g., the pay of an officer of 16 years' service to be raised from Rs. 1,100 to Rs. 1,300 without having to rise through the intermediate increments.

In the case of an officer who is appointed to the grade of Rs. 1,500—Rs. 1,800, any service which he may have rendered while drawing an allowance of Rs. 200—Rs. 250 or Rs. 250—Rs. 500 to count for fixing his initial pay in such higher grade.

The grounds on which this enhanced scale is advocated are the disadvantages already noted of the Indian Educational Service as compared with other similar services and the rise of prices which in India and Europe makes it increasingly difficult for officers to maintain themselves and their families in a suitable manner. A rise of prices which in India has called for a special official inquiry, and in Europe has attracted the attention of leading economists, must injuriously affect a scale of pay fixed under very different conditions.

The present scale dates from the reorganisation of the Indian Educational Service of 1892-96; but then salaries were redistributed rather than enhanced. But since then not only has there been a notable rise of prices, but the number of officers has approximately doubled. No recognition of this increase of cadre has as yet been forthcoming. The Government of India, it is believed, was about to remedy the anomaly, but the question has now been deferred pending the report of the Royal Commission. Such delay will to a great extent deprive senior officers of the benefit of the relief. It is on this ground that No. (4) of the proposals has been put forward.

(B) LENGTH OF SERVICE AND PENSION.

Here again the disadvantages of the Indian Educational Service are visible. Its members enter at a more advanced age than in other services, as will be seen from the following comparison taken from the India Office List of 1912:—

Indian Civil Service	age limits		22—24 years.
Forests	"		19—22 "
Public Works Department	"		21—24 "
Police	"		19—21 "
Indian Educational Service	"		23—30 "

Officers in the Indian Civil Service, Forests and Public Works Department can retire on maximum pension after 25 years' service, while in the Forests and Public Works Department there is further an option of retiring after 20 years on reduced pension. The Indian Educational Service, however, enjoys neither privilege. Though the senior service in point of age it is treated on the same principles as the Police, the most junior. In each case 30 years of total service are required, but these 30 years will leave the Police officer at 50 and the Educational officer at 55 (assuming 25 years as the age of entrance, though in Madras the average is 28). Moreover while the Police officer has been receiving a salary and a training at the expense of the State, the Educational officer has in the years before entrance been fitting himself for his duties at his own cost. No Educational officer can unless invalided retire before 55 (assuming 25 years at entrance). This is felt to be too long. A great deal has been made in official replies in the House of Commons of the special concession provided under articles 403 and 404 of the Civil Service Regulations for Educational officers who join over 25 years of age. But it is desirable to point out more carefully than was done in the House of Commons that this affects only the amount of pension and not the age of retirement. An official defence, recently given in the House of Commons, of the 30 years' service required from the Police rested on the early age of recruitment. Such a defence is an admission by implication that a similar period in the case of the Indian Educational Service is too long.

It is further felt to be unsatisfactory that the closing years of an officer's service, the very years in which the strain on him is probably greatest, are not represented in his pension. His maximum pension (unless he is appointed Director of Public Instruction) is reached by 25 years of qualifying service, but cannot normally be taken then. It may happen to an officer who has put in 22 years in India, and three years on furlough, to spend another five years in this country, but so far as the amount of his pension is concerned these five years will go for nothing. This contrasts with the principles applied elsewhere. In the Indian Medical Service the pension is increased in proportion to the years of service. In the Indian Civil Service Forests and Public Works Department when the maximum pension has been reached it lies at the officer's option to continue his service. Neither option nor increase (after 25 years' qualifying service) is allowed to the Indian Educational Service.

Nor again is the officer's salary at date of retirement reflected adequately in his pension. Those on the higher and on the lower grades of pay are treated alike. Though in the Public Works Department, Forests and Police the desirability of establishing a correspondence between pay and pension has been recognised, in the Indian Educational Service the principle has not been extended below the Directorship.

The following represent the recommendations of the Madras members of the Indian Educational Service on the subject of length of service and amount of pension :—

(i) *Length of Service.*

(1) Full pension to be obtainable after 25 years' service, of which three years may be taken on furlough.

(2) After 20 years, of which two may be taken on furlough, an option of retirement on reduced pension to be permitted.

It is not anticipated that this privilege would be employed in such a way as to weaken the service, for the inducements to remain would continue strong in the case of all married members. But it is thought that such an option would add largely to the popularity of the service. To a young man at home hesitating as to whether to cast in his lot with India, the possibility of retirement after 20 years is likely to be an important consideration. This is a recommendation to which the Madras members attach very considerable value. As pointed out elsewhere the privilege is one already enjoyed by such Services as the Indian Medical, Forests, Public Works and Telegraphs. It would also give greater facility to Government to get rid of those who for one reason or another had shown themselves unsuited to their surroundings.

(ii) *Amount of Pension.*

After 10 years of completed service	£
" 11 " " " " " " " "	200
" 12 " " " " " " " "	220
" 13 " " " " " " " "	240
" 14 " " " " " " " "	260
" 15 " " " " " " " "	280
" 16 " " " " " " " "	300
" 17 " " " " " " " "	320
" 18 " " " " " " " "	340
" 19 " " " " " " " "	360
" 20 " " " " " " " "	380
" 21 " " " " " " " "	400
" 22 " " " " " " " "	420
" 23 " " " " " " " "	440
" 24 " " " " " " " "	460
" 25 " " " " " " " "	480
" 26 " " " " " " " "	500

In order that the salary at the date of retirement may be approximately recognised in the pension, we further recommend that an additional £100 be granted to those who have put in three years of effective service, whether permanent or officiating, in the higher grade (Rs. 1,500 to Rs. 1,800), and an additional pension of £200 a year be granted to those who have put in three years of effective service as Director of Public Instruction, whether permanent or officiating.

To meet the case of officers appointed for special qualifications at over 25 years of age, the concession granted in articles 403 and 404 of the Civil Service Regulations should be continued.

The recommendation of sterling pensions is based on the following considerations :—

(1) The pension of Rs. 5,000 originally represented £500, and if formerly £500 a year was considered a suitable sum for a retired official, the recent rise of prices would seem to emphasise such suitability in the future. The standard of living represented thereby is not higher than that which an officer who has spent his life in the responsible task of helping to form the character of a growing nation has a right to expect. The purchasing power of even the sovereign has considerably diminished within recent years. In fact, having first been hit by the depreciation of silver, the Indian official is now being hit by the depreciation of gold.

(2) Since the rupee for pension purposes was fixed at 1s. 9d. the gold situation has changed entirely and India has shared in the movement from silver to gold. Having already adopted a gold exchange standard, the Government is now contemplating that gold currency which the Fowler Committee declared to be "the normal accompaniment of a gold standard."

(3) The pension rules profess to create a relation between average emoluments and pension; in practice, however, this relation wears thin owing to the low figure at which the maximum is fixed. Take the case of an officer whose average emoluments are Rs. 1,500 after 25 years of service. The Rs. 5,000 that he obtains as maximum correspond but obscurely with "the 30/60ths of average emoluments" that are dangled before his eyes.

VII. (a).—SUCH LIMITATIONS AS MAY EXIST IN THE EMPLOYMENT OF NON-EUROPEANS.

As far as we know there is no rule which prohibits the Secretary of State from appointing non-Europeans to the Indian Educational Service, but in practice non-Europeans have not been appointed to that Service in this Presidency.

The Indian Educational Service is on a rather different footing from the other Services in that most of the appointments in its cadre require special qualifications. On his first appointment, an officer is appointed not merely to the Indian Educational Service, but to a particular

vacancy in that Service, it may be a Professorship of Physics, an Inspectorship of European Schools, a Vice-Principalship of a Training College for Teachers, or so on, and is presumably the best man available for the particular post. We think it would be unwise for the Secretary of State to bind himself to appoint or not to appoint persons of a particular nationality. Let him appoint the person best qualified to fill the particular post.

In the present conditions when the Service is engaged directly or indirectly in giving an education on Western lines, it is clear that the great majority of such appointments should go to men who have been trained on such lines, and to whom such an education seems natural. As pointed out in our observations under I, we regard a course at a British or Irish University ending in a high degree in Honours as an essential qualification for the Indian Educational Service.

We would rule out those who have received an education only in India. We know from practical experience that the courses of Indian Universities, though improving, are still inferior to those of British Universities, and that the standards are lower. We know also that the intellectual education which results rather from moving in the atmosphere of a Western University than from the pursuit of a definite branch of study cannot, in existing conditions, be adequately provided in any Indian University.

VII. (b).—THE WORKING OF THE EXISTING SYSTEM OF DIVISION OF SERVICE INTO IMPERIAL AND PROVINCIAL.

We are of opinion that the present system of dividing the Educational Services into Imperial and Provincial works satisfactorily save in one respect. In this Presidency one Principalship, six Professorships, and two Inspectorships are reserved for the Provincial Educational Service. To reserve these appointments for the Provincial Educational Service practically restricts the field of selection to men trained only in India. In the case of a Professorship it may quite easily happen (and it has happened) that none of the available persons trained in India have the particular qualifications for the particular post, but nevertheless one of them must be chosen in order to make up the number of six Professors in the Provincial Educational Service.

It is equally important that Inspectorships should not be reserved for men trained only in India. Officers engaged in supervising education should be in close touch with the theory and practice of Western education. We therefore regard a European training as of paramount importance for an Inspector.

We think that all Principalships, Vice-Principalships, Professorships and Inspectorships should be in the cadre of the Indian Educational Service, and should not be given to officers who do not comply with the conditions we have indicated as essential for entry into that service. We do not mean this to preclude promotion from the Provincial to the Imperial Service where the officer promoted satisfies the conditions for entry into the latter service.

The removal of these nine listed appointments would undoubtedly be a grievance to members of the Provincial Service, and the loss of these appointments should be compensated by transferring nine or more appointments from the Subordinate Service to the Provincial Service. For example those of the District Assistant Inspectors and Assistant Professors who are in the Subordinate Service might be put into the Provincial Service. It may be observed that the pay of a Principal, Professor or Inspector in the Provincial Service depends entirely on his seniority in that Service, so that the loss of these appointments would not financially injure the Provincial Service, provided that the total number of appointments is not diminished.

VIII.—RELATIONS OF THE SERVICE WITH THE INDIAN CIVIL SERVICE AND OTHER SERVICES.

The members of the Indian Educational Service are not alone in the opinion that their Service is regarded and treated as an inferior branch of the Public Service: it is an opinion which they share with competent observers both European and Indian, who have a first-hand knowledge of Indian affairs. Some of these critics have suggested that a remedy should be found in associating the Service more closely with the Indian Civil Service, or in putting Educational officers on the same level as Indian Civililians in the matter of pay and official status.

In the foregoing, details have been given of the disadvantages of Educational officers in the matter of pay and prospects, arising from the increased cost of living and the rapid expansion in the cadre of the Service unaccompanied by any increase in the number of allowances. These disadvantages are reflected in the low official status now given to Educational officers, who have no position under the Warrant of Precedence in India until they have put in at least 15 years' service.

This question of official status may seem to some a trivial matter comparable for example with the unjustifiably low rate of halting allowance which was until recently given to Educational officers on tour: but these details show in what general estimation the Indian Educational Service is officially held not less clearly than (1) the discrimination exercised against the Indian Educational Service in the matter of length of service for pension or (2) the tendency to appoint officers outside the Indian Educational Service to Directorships of Public Instruction in contravention of the Resolution of the Government of India, dated 4th September 1886.

As further evidence of this inferiority it should be noted that—

(a) On the 1st April 1906, a member of the Indian Civil Service was appointed Director of Public Instruction in Bengal. The pay of the post is Rs. 2,000 to Rs. 2,500. This officer was given at once not the maximum pay of the post (Rs. 2,500), but, in addition, a personal allowance of Rs. 300. On 22nd February 1908, he was succeeded by an officer of the Indian Educational Service on Rs. 2,000.

(b) The pay of the Director of Public Instruction compares unfavourably with that of the heads of analogous departments.

(c) The annual increment of Rs. 10 prevailing in the case of the "junior personal allowances" (Rs. 200—10—250) and of the pay of the Inspectresses is more in accord with the conditions of a subordinate than of an Imperial Service.

The Indian Educational Service cannot be said to have been popular at any time, and facts such as these are not likely to render it more attractive, while they are distinctly calculated to produce a sense of injury in all its members. The recruitment of qualified officers to the Service, we understand, has not at all times been an easy matter, and resignations in the early years of service have been not infrequent. Such difficulties are likely to recur unless measures are taken to secure for the Service a status more nearly related to the importance and responsibility of the work, and to the capacity and qualifications of the individual officers.

With this aim in view it is recommended—

(1) That appointments to Directorships of Public Instruction should be restricted in practice, as they are in theory, to members of the Indian Educational Service.

(2) That officers of the Indian Educational Service drawing Rs. 800, but less than Rs. 1,200 per mensem should be placed under No. 78 of the Warrant of Precedence for India; that officers drawing Rs. 1,200, but less than Rs. 1,600 per mensem, should be placed under No. 73 of the Warrant; and that officers drawing Rs. 1,600 or more per mensem should be placed under No. 69 of the Warrant. This proposal would merely bring the Educational Service into line with the other unenvied Services.

NOTE BY THE INSPECTRESSES OF GIRLS' SCHOOLS.

Most of the considerations under the various heads of this Memorandum are as applicable to Inspectresses as they are to Inspectors or Professors in Colleges. The only question which seems to call for special treatment is that of salary. The present scale of pay is graded Rs. 400—10—450, Rs. 450—10—500, Rs. 500—20—600. Not infrequently an Inspectress has to wait five years after attaining the maximum pay of her grade before she can obtain promotion to the next grade.

The absence of a Presidency allowance causes difficulty in meeting the heavy expenses of living in the Presidency town, with the result that in 1910 the first Inspectress, who received neither rent allowance nor carriage allowance nor any other allowance, requested a transfer to the mofussil where living is possible under healthier and less expensive conditions.

The special allowance of Rs. 100 per mensem after fifteen years' service sanctioned by the Government of India in 1897 for officers of the Indian Educational Service whose total salary does not exceed Rs. 1,000 has never been granted to any Inspectress, although three of them have served more than the requisite number of years since that date.

The Inspectresses therefore recommend that the rules affecting their Service may be amended so as—

(1) To abolish the graded Service in the Madras Presidency for Inspectresses, as was done in the case of Inspectors in 1896.

(2) To increase the pay of the Inspectresses in the Indian Educational Service to Rs. 500 per mensem rising by annual increments of Rs. 50 to Rs. 1,000, so that the Inspectresses may attain, as the Inspectors do at present, to the maximum pay of their appointments in ten years.

(3) To grant a Presidency allowance of Rs. 100 per mensem to the women officers of the Indian Educational Service whose headquarters are in Madras so as to cover the increased expenditure incurred under house rent and conveyance charges in the Presidency town.

A Memorandum from the Members of the Madras Provincial Educational Service.

(Adopted at a General Meeting held at Madras on the 22nd and 24th March 1913).

The present constitution of the Madras Educational Service, in so far as it affects the officers of the Provincial branch, is very unsatisfactory and calls for considerable modifications. There are, in the first place, very serious limitations, under the existing system, to their position and prospects. An Indian graduate of the most brilliant attainments cannot hope to rise, even after many years of service, to a higher salary than Rs. 700 per mensem, while very much higher salaries are available for Indians in most other branches of Government service. The salaries in the lower grades of the service, in particular, are so small and inadequate that the officers in receipt of them are severely handicapped in their efforts to maintain the standard of efficiency

expected of them. As the standard of University Education has been considerably raised, and the various courses of study are highly specialised, it is absolutely necessary that the Indian professor or lecturer, who does work of a similar character and of equal responsibility to that of his colleagues in the Indian Educational Service, should be afforded every facility for equipping himself properly for his task, and be placed on the same footing with them in regard to pay and prospects. But the earliest and best years of an Indian Educationist's career are spent, at present, in comparative poverty, and his chances of promotion are extremely uncertain, depending, as they do to a great extent, on the death or retirement of his seniors in the service. This has a demoralising effect on even the strongest minds and tends to impair the efficiency of the most capable officer. Various appointments in the department, again, are practically reserved for Europeans; and an Indian, by the simple reason of his nationality, is precluded from holding them. The presence of this element of racial distinction in the Educational department, where more than anywhere else, approved merit should be the sole qualification for office, is most unfortunate.

2. The Public Service Commission of 1886-87 recommended that recruitment should be made in England only for principalships of colleges and professorships in those branches of knowledge in which the European standard of advancement had not been attained in India. These recommendations, we regret to note, have not been carried out, except to a very limited extent, in spite of the great advance both in the quality and standard of Western education in India during the past twenty-five years. Dr. Duncan, Director of Public Instruction, Madras, in his letter to Government, dated 11th August 1892, wrote:—"The professorships of Mathematics, History, Sanskrit and Philosophy have been held with credit either permanently or temporarily on several occasions by natives of India." And speaking of one of them particularly, the late Rai Bahadur T. Gopala Rao, for some time acting Principal of the Government College, Kumbakonam and acting Professor of History, Presidency College, Madras, he wrote: "A good mathematician, Mr. Gopal Rao was nevertheless better known as an English scholar. As a teacher of the English language and literature, he stood in the first rank, even when compared with the best European teachers of that subject." If the head of the Educational Department could speak thus of Indians over twenty years ago, it is needless to point out that their claims are very much stronger now, considering the great progress which has been made in education and the larger number of Indians available for such appointments.

In regard to the Inspecting staff, the Public Service Commission of 1886-87 said:—"It is generally agreed that the recruitment of Inspectors from Europe should be considerably reduced, inasmuch as local agency may be substituted for them without loss of efficiency. The report of the Education Commission written four years ago fortifies the opinions now expressed on these points." In pursuance of this recommendation, the Government of India issued the following resolution (*vide* No. 4, Education 204-205, dated 23rd July 1896):—"In connection with the suggestion made by Lord Cross (the Secretary of State for India) that at least one-half of the inspectorships should at an early date be transferred to the Provincial branch of the Educational service, the following distribution of inspectorships in each province has been decided upon:—

Madras.—Two Inspectors to be recruited in England and two in India."

And yet, it is matter for regret, that the proportion of Indian Inspectors to European has since then steadily gone down. While there were two Indian and two European Inspectors twenty years ago, there are now only two Indians as against seven Europeans; and we understand that an additional inspectorship is shortly to be created and that it is to be filled by a European. Such a reduction in the proportion of the Indian element in the Inspectorate is, we consider, unjustifiable.

3. The existing division of the Educational service into Indian and Provincial services is highly invidious in that it is virtually a racial classification and has caused great dissatisfaction to the members of the Provincial branch in regard to both status and salary. The setting up of an impassable barrier of this kind between Indian and European is, apart from all other considerations, detrimental to the true interests of education. Under the present system, it often happens that Assistant Inspectors of experience who are quite capable of doing the work of Inspectors are placed under a young officer recruited from England, new to the conditions of the country, and often but imperfectly acquainted with its vernaculars. Similarly, senior lecturers possessing the highest academical qualifications have to work in a mofussal college very frequently under a young European Principal with little or no knowledge of Indian educational conditions.

4. In regard to salary and promotion, again, there are very great differences between the two services. A member of the Imperial Service starts on Rs. 500 and by progressive increases of pay rises in ten years to Rs. 1,000 and after a further service of five years gets an allowance of Rs. 100 not to speak of the personal allowances of Rs. 200—10—250 and Rs. 250—50—500 open to him. On the other hand, in the graded system of the Provincial service, considering that Indians generally enter it late in life, few rise beyond the Rs. 400 grade. Such a great disparity should not exist in the salaries of men doing the same kind of work and having similar responsibilities. There are at present Indian Professors drawing such low salaries as Rs. 200 and Rs. 300 after long service in the department, while the latest recruit from England to the professorial staff starts at once on Rs. 500. There have been, again, Indian Inspectors and other responsible officers of the executive branches of the service whose salaries have been less even than the personal allowance enjoyed by officers of the Indian Educational service.

5. *Constitution.*—In view of what has been stated above, we would propose that the present division into Imperial and Provincial services be abolished and that there be in their stead, one common service to be designated the Madras Educational service. This service may consist of two classes, class I and class II. Class I would be composed of the following officers:—

- (1) Deputy Director of Public Instruction.
- (2) Principals of the three first-grade colleges.
- (3) Principals of the Teachers' College.
- (4) All the Professors in the Presidency College and 50 per cent. of the Lecturers in the other Arts Colleges and in the Teachers' College.
- (5) The Professors of the College of Engineering.
- (6) Inspectors of Schools.
- (7) Superintendent, School of Arts.
- (8) Headmaster, High School, Mercara.
- (9) Headmaster, Government Madrasa-i-Azam, Madras.
- (10) Vice-Principal, Teachers' College.
- (11) Principal, Mangalore College.
- (12) Personal Assistant to the Director of Public Instruction.

To Class II would belong the following officers:—

- (1) All gazetted officers now appointed by Government, excluding those proposed to be transferred to Class I.
- (2) District Assistant Inspectors now in the Subordinate service.
- (3) Fifty per cent. of the Assistant Professors and Assistant Lecturers now employed in the Arts Colleges to be taken out of the Subordinate service of the Collegiate branch and included in this class.

(N.B.—This memorandum does not deal with Girls' Schools Inspecting Agency and other female members of the service or with officers employed in the Industrial and Technical Departments.)

6. *Methods of Recruitment.*—We would suggest that as regards Class I, 50 per cent. of the appointments should be recruited by direct nomination by the Secretary of State for India, competent Indians of European training being included in such recruitment, and 50 per cent. should be recruited by promotion from Class II.

The recruitment to Class II should be mainly, say to the extent of 75 per cent., by promotion from the Subordinate service. But in order to attract statutory natives of India of exceptional ability, 25 per cent. may be recruited by direct appointment by the local Government.

7. *System of Training and Probation.*—Class I.—The present system of training and probation for officers appointed by the Secretary of State for India may continue. In the case of Inspectors of Schools, however, a knowledge of at least one vernacular not lower in standard than that of the present High Proficiency Test shall be required. No officer shall be appointed either as the Principal of a College or as an Inspector of Schools, unless he has had at least three years' Indian experience.

Class II.—For officers appointed direct to this class, a two years' probation including training in pedagogy shall ordinarily be provided for.

8. *Conditions of Service.*—Candidates for appointment in the Educational service, must be British subjects or subjects of Native Princes in alliance with His Imperial Majesty. They must have had a liberal education and possess a University degree. For direct recruitment to Class II, we would suggest that the age limit be raised to 30.

9. *Conditions of Salary.*—We would suggest that the scales of salary for officers in Class I should be the same for all, be they Indians or Europeans. It may be fixed at Rs. 750 rising to Rs. 1,250 per mensem, by annual increments of Rs. 50.

The officers recruited direct to this class should draw in the probationary period Rs. 500 in the first year and Rs. 600 in the second year.

The officers in Class II should start on a salary of Rs. 300 per mensem and rise by annual increments of Rs. 50 to Rs. 800 in a period of ten years.

As it is desirable that Indian graduates of distinction should be attracted to the service, we would recommend that, for officers of the Subordinate service of the Collegiate branch, the initial salary should be Rs. 150 and that they should rise by annual increments of Rs. 20 to Rs. 250 in five years. A similar revision may be effected of the other branches of the Subordinate service.

A Presidency allowance of Rs. 50 may be granted to officers of Class II resident in Madras and of Rs. 100 to officers of Class I.

An acting allowance of Rs. 100 for officers of Class II acting in Class I and of Rs. 50 for officers of the Subordinate service acting in Class II may be provided for, subject to the provisions of article 139, Civil Service Regulations.

10. *Conditions of Leave.*—(a) At present officers who are entitled to the benefit of the favourable leave rules laid down for European services are at liberty to take furlough and special leave to an aggregate amount of six years during the service, while in the case of Indian services the

maximum amount of furlough and leave on private affairs taken together cannot exceed two years. It is understood that a modification of the leave rules for the Indian services is now under the consideration of the Government of India, that there is a proposal to treat all kinds of long leave including leave on medical certificate as furlough and that such furlough can be taken to an aggregate amount of five years during the service and at less intervals than eight years. If the contemplated change is not to be introduced at an early date we would suggest that leave on private affairs under article 337 be abolished altogether, that the maximum amount of furlough admissible under article 338 be raised from two to three years and that it be permissible for an officer to avail himself of it as follows:—

(a) Furlough for a year or any less period after six years' service instead of 10 as at present, and thereafter at intervals of not less than six years, one year or such other period as together with all periods already spent on furlough may not exceed two years and (b) after 25 years' service, furlough for two years or any less period which together with all periods already spent on furlough may not exceed three years.

At present very few avail themselves of the leave on private affairs as that leave can be granted to an officer, only if he has not already had furlough, and as service for furlough of an officer who has had leave on private affairs counts only from the date of his last return from such leave. In other words, leave on private affairs not only vitiates the furlough already earned but does not also count as service for furlough, while, on the other hand, such leave may be counted as furlough under the European Service rules—vide article 300-B.

The increasing responsibility and strain, which work in the superior ranks of the service now entails, render absences on furlough for a longer period than two years in the aggregate very desirable. The total amount of furlough admissible for the Indian services may be at least half of that which is admissible to the European services.

(b) The amount of leave allowances admissible under articles 340 and 341 of the Civil Service Regulations to gazetted officers and non-gazetted officers whose salary is not less than Rs. 300 per mensem during absences on long leave is restricted to half their average salary for the preceding three years; and as the Educational officers belonging to the various cadres do not receive the benefit of promotions in temporary vacancies it would be an advantage if a leave allowance equal to a moiety of their pay be substituted for 'half average salary'.

(c) It is further proposed that it should be optional for an officer eligible for furlough to avail himself on full pay of only half the amount of the furlough admissible to him at the time on the understanding that he is considered as having been on leave on half pay for double the amount of leave actually taken.

It has been brought to our notice that most of the officers to whom the Indian leave rules apply do not freely apply for furlough since they cannot afford to be on half pay or salary during such leave. The concession suggested above is intended to minimise this hardship.

11. *Conditions of Pension.*—(a) With reference to the second condition imposed by article 361 of the Civil Service Regulations it is submitted for consideration that, as in the case of officers recruited in Europe by the Secretary of State, the previous temporary and acting service of any officer of the Indian services should be made to count for leave, increments and pension, if the officer is subsequently confirmed in the service without any interruption.

The existing rules work hardly in the case of Indian officers and there seems no justification for making an invidious distinction in this respect between the European and Indian services.

(b) It is suggested that the minimum amount of service prescribed for optional retirement be reduced from 30 years (article 465 of the Civil Service Regulations) to 25 years and that consistently with this reduction the limit for other classes of pensions be fixed at 25 years instead of at 25.

No detailed explanation seems necessary in support of this proposal. The present conditions of life necessitate such a reduction and as is well known, seldom do Indians live to enjoy any pension. This is especially noteworthy in the educational services where the work required both in the scholastic line and in the inspectorate is very taxing.

(c) If the reduction suggested in the preceding clause cannot be carried out, we would propose as an alternative the substitution of the following table for that appearing under article 405 of the Civil Service Regulations:—

If the total service of the officer is not less than	he counts as service for pension a period of leave out of India not exceeding	he counts as service for pension a period of leave in India not exceeding
15 years.	1 year.	1 year.
20 "	2 years.	1 "
25 "	3 "	2 years.
30 "	4 "	3 "
35 "	5 "	3 "

At present 4 years' leave out of India and 2 years' leave in India count as qualifying service out of a total service of not less than 30 years; while under the revision proposed this difference is reduced from 2 years to 1.

12. *Other Recommendations.*—(i) It is suggested that in Class I, the proportion of statutory natives of India should be not less than 50 per cent. of the total number and that the proportion of such men among Inspectors of Schools should be not less than two-thirds.

(ii) The senior officer in each college shall ordinarily be the Principal, seniority being determined by service in Class I.

(iii) It is desirable that officers of the same status in the service should be placed on a footing of equality in regard to official precedence and similar privileges.

(iv) Officers of Class I should be given a higher position than is now accorded to them in the Official Precedence List.

A. C. PRANATHIYAHARA Aiyar,
*Chairman of the Provisional Committee appointed
for drawing up the Memorandum
required by the Royal Commission.*

J int memorandum—from Messrs. B. RAGHAVENDRA RAU, A. CHAKRAVARTY,
P. RAJAGOPAL and C. A. WILKINSON.

To—the Chairman, Provincial Service Committee, Madras.

Dated—Rajahmundry, the 20th March 1913.

In reply to the several communications we have received from you, we have the honour to forward herewith our own expression of opinion on the different points which form the subject-matter of the inquiries of the Royal Commission. As we do not agree in some of the important details of the draft resolutions sent to us, we request that our own proposals communicated herewith may be sent along with this letter to the Director of Public Instruction. We refrain from saying much on points about which there is no divergence of views, e.g., Leave and Pension rules, but it should be optional to retire after 25 years' service.

We are quite at one with you in the general enunciation of the principle that in education, particularly, the distinction of race should be forgotten. We believe that in India the conditions of life to a European are somewhat different from those of an Indian. We, therefore, propose for class I of the Educational Service the scale of Rs. 750 to Rs. 1,500, the Indian reaching the maximum by annual increments of Rs. 50 and the European by increments of Rs. 75. Though we do not wish to fix the proportion of Indians to Europeans in this class, yet we would propose that whenever an Indian with a brilliant educational career, and with European training is available here, he should be directly recruited for this class.

Reference is made in the draft resolutions sent to us, to the recommendations of the Education Commission of 1882 that the proportion of Europeans to Indians may be reduced without impairing the efficiency of the service. Certainly here, if anywhere. But even here we would suggest that the first year of service of an officer so appointed to class I, be he Indian or European, should be one of the probation to study the English and Continental Systems of Education and perhaps also those of Japan where western culture has been crafted successfully with much profit. This probation will not, we hope, be felt as an impediment by Indians; for in future they would gladly avail themselves of the valuable training thus afforded during the probationary period. This kind of probation may be dispensed with in exceptional cases at the discretion of the Government.

According to the scheme proposed by the Provisional Committee, an Indian can enter class I in the Collegiate Branch, to a great extent, only through the portals of the Presidency College. We wish to point out that an officer's connection with the Presidency College may be a matter of opportunity and accident only, and the scheme might sometimes act as an impediment in the way of an exceptionally brilliant man, who happens to be elsewhere. We would, therefore, propose that men of genuine worth should get into class I in spite of the accidents of place and that no officer should rise at once to class I by the mere accidents of being in the Presidency College unless he shows original work. Let a number of appointments not exceeding a certain maximum be open to Indians of superior worth. Such a scheme will have, we believe, the further merit of acting as an incentive to officers in class II to deserve the higher class by good work.

We are also of opinion that the heads of colleges, both first grade and second grade, should invariably be men of European training. For we believe that personal influence is an important factor in culture and the culture we seek is mainly, even if not wholly, western.

With reference to class II, we would propose a uniform increment of Rs. 50 from Rs. 300 to Rs. 800. It must be remembered that an officer in class II who attains his maximum of Rs. 800 after a long period of service in the ordinary course, touches only the fringe of class I. We have, therefore, thought it proper to reduce the period between Rs. 300 and Rs. 800 to ten years. It ought to be thus possible for one joining the ranks of the service to rise to the top—we mean Rs. 1,500 in the most favourable circumstances in a period of 30 years—the minimum service qualifying for pension under the present rules.

As the maximum in class II, as proposed, is Rs. 1,500, we drop the question of Presidency allowance altogether. The higher cost of living is, besides, more than compensated by the facilities of culture and refinement in a metropolis.

Letter—from M.R. Ry. K. RAMUNNI MENON, M.A., (Cantab) Professor of Zoology,
Presidency College, Madras.
To—the Director of Public Instruction (through the Chairman of the Committee
of the Provincial Educational Service for submitting the views of the
Service to the Royal Commission).
Dated—the 30th March 1913.

In accordance with the proceedings of the Director of Public Instruction Ref. on Cur. No. 1775/13-(A), dated 3rd March 1913, I have the honour to submit the accompanying memorandum which embodies my views in regard to some of the questions raised in the notice issued by the Royal Commission to which attention was directed in your proceedings. I am obliged to adopt this independent course, as I cannot, on certain vital points, agree with the views embodied in the memorandum which will be submitted by the Committee. I request that you may find it convenient to forward my memorandum along with that of others to the Royal Commission.

SUB-ENCLOSURE.

*Memorandum submitted in answer to the notice issued by the Royal Commission
in regard to the Department of Education.*

It is unfortunate that the educational service does not occupy its legitimate place in popular estimation. Owing mainly to the comparatively low pay and poor prospects offered, the department is looked upon as an inferior branch of the public service and this stigma of inferiority is also attached to those who enter it. The division into the Indian and the Provincial services and their differential treatment, and the distinction between them which in actual practice rests upon nothing more than a racial difference, have produced in the minds of the members of the Provincial service an intense feeling of dissatisfaction which cannot but be prejudicial to good work. India will need, for her grand work of education, the cordial co-operation of the best Englishmen that England can spare for her and the best of her own sons. Any organisation of educational agency which does not aim at securing and which, in practice, does not secure this essential condition of progress and good work, must, in my opinion, be condemned. It is fair to expect of those willing and anxious to take part in the task of Indian education a certain amount of self-sacrifice; but it is legitimate that those who come forward to do this work should have opportunities of raising to positions of responsibility and honour and that the emoluments of their offices should be such as will enable them to maintain their position with dignity, and will place them on a footing of social equality with their co-workers in other departments.

The first suggestion which I venture to make—I place it first on account of its importance, though it refers to head 7 in the notice issued by the Royal Commission—is that the present division into the Indian and Provincial Educational services should be abolished. I would apply the term—Educational Service Madras—to the whole of the department and would divide it into three classes of which class 3 would include what is now known as the subordinate educational service. The first two classes will consist of all the appointments which are now included in the Indian and Provincial services. All appointments now carrying a salary of Rs. 500—1,000 and upwards, the Vice-Principalship of the Teachers' College, and the Professorships and Inspectorships now included in the Provincial Educational Service should be placed in the first class. All the other gazetted appointments should be placed in the second class. It may be necessary to place in a special group with special salaries or rates of increment, certain appointments which are now placed outside the ordinary cadres of the Indian and Provincial services—such as Inspectorships, certain appointments in the Teachers' College, and also some which are now included in the Provincial service, such as the post of Assistant Superintendent, School of Arts, etc. It is not necessary to allow for these appointments a higher maximum than for class 2, but it may be necessary to fix, in some cases, a higher initial pay and perhaps to allow special rates of increment, and, generally, to place them on a different footing from class 2. The pay of class 1 should ordinarily be Rs. 750—50—1,250, rising to the maximum in a period of ten years; in this class there should be a higher grade consisting of four appointments on Rs. 1,500. The pay of class 2 should be Rs. 250—50—750, rising to the maximum in ten years.

Recruitment.—Recruitment to the first class should be effected to the extent of 75 per cent. by direct nomination by the Secretary of State and to the extent of 25 per cent. by promotion from class 2. Appointment to class 2 should be by direct recruitment to the extent of 50 per cent. and by promotion from the third class (subordinate service) to the extent of 50 per cent. As our modern system of education is western in its methods and in its ideals, I attach the

greatest importance to the view that the principal educational officers in the service of the State should have received their training in the first rate Universities of the West and at the hands of their best professors. While it is to be hoped that, in course of time, all the higher educational appointments will be held by men with European degrees, I do not, at present, consider it desirable to make European training a *sine qua non*, partly because it may cause injustice to the men already in the service and partly because a sufficient number of suitable Indians who possess European degrees may not be at once available. Nevertheless, the value of such a training seems to me to be so great that it is necessary to insist on it in the case of all direct recruits to class 1 and also in the case of at least half of those who are directly recruited to class 2. In this connection and especially with regard to Indians, I wish to make it clear that I do not intend that a man who, by character and antecedents, does not give much promise of becoming a successful educationalist, should by his merely possessing a European degree be considered fit for an educational appointment. All that is aimed at is that the knowledge and experience which the better class of Indian students gain at English Universities should be utilised in the service of the department.

Employment of specialists.—The Public Service Commission of 1886-87 recommended that the "recruitment of Professors should be ordinarily of specialists, and, when practicable, for a term of years, with power of re-appointment." The necessity for such appointments is, in my opinion, very much greater now than when the Commission made the recommendation. It may be readily admitted that the scale of salary suggested above for the two classes, while it is quite sufficient for the class of men able and of good attainments, as they generally are—who now enter the department—or who are likely to enter it ordinarily, will be quite inadequate in the case of specialists of eminence whom it will be desirable to engage in the State service. The men I have in view are not mere men of ability and of great promise but men who have actually done good work and have risen to eminence in their respective spheres; they must have obtained at least a Fellowship of the Royal Society or a corresponding distinction. Whenever a Professorship falls vacant, steps should be taken to secure the services of such men, if available; and it will be necessary to offer them specially favourable terms. Such men may be appointed for periods of ten years, on an annual salary of £1,500 and should, after ten years of good work, be eligible for a pension of, say, £400 or £500 per annum. In the appointment of such specialists I am of opinion that the system in vogue in English Universities—the Professors being elected by boards of experts, consisting mainly of Professors of different Universities—should be followed.

5. & 6. *Leave and Pension.*—I am in general agreement with the views expressed by the majority of members of the Provincial Educational Service on these matters.

7. *Employment of non-Europeans.*—I take it, as generally accepted, that the prospects of Indians who enter the Educational Department are not very satisfactory. I think it highly necessary to fix a definite proportion between Europeans and non-Europeans in class 1. I think that 50 per cent. of the appointments in this class should be given to Statutory Indians; of these Indians, 25 per cent. (*i.e.* half) must be directly recruited by the Secretary of State. Of the four appointments on Rs. 1,500, two should be held by Indians and two by Europeans. In class 2 I anticipate that the majority of appointments will be held by Indians as they now are in the Provincial Educational Service. Half of the direct recruits to class 2 should be Indians who hold British or European degrees.

It is quite obvious that the scheme thus outlined will throw additional burdens on the Exchequer. With regard to the question of finance, however, I have only to observe that it is a subject which should be examined in its entirety in relation to the cost of the whole administration and in relation to the cost of the various departments of it. Having regard to the character and attainments of the men who should be attracted to the Educational service and with a due recognition of the conditions of service which exist or which, in the near future, it may be presumed, will be brought into existence, I think that the scale of salaries suggested above must be regarded as suitable and reasonable.

Letter—from M.R.Ry. M. KAMESWARA RAO PANTULU GARU, B.A., Acting Inspector of Schools, Second Circle.

To—M.R.Ry. RAO BHADUR A. C. PRANATARTIHARA AIYAR AVARGAL, B.A., Chairman of the Committee for drafting the required memoranda and arranging for a discussion of the drafts before they are adopted and submitted to the Director of Public Instruction for transmission to the Joint Secretary of the Royal Commission.

Dated—the 14th March 1913.

With reference to the Proceedings Ref. on C. No. 1775 dated 3rd March 1913, of the Director of Public Instruction calling for an expression of my views, as a member of the Provincial Educational Service, I beg to submit the following memorandum for favour of your perusal and approval and incorporation in the memoranda to be submitted to the Joint Secretary of the Royal Commission.

(1) Members of the Provincial Educational Service are recruited from Indian Universities and from English Universities. Considering the smallness of the number of appointments, it is very desirable that the service should be set apart for Indians alone.

(2) Deserving members of the Subordinate Educational Service are promoted to the Provincial Educational Service as a rule. But owing to the exigencies of public service, a few men outside the cadre of the Subordinate Educational Service are admitted into the Provincial Educational Service. In the case of the former, they are put into the Provincial Educational Service as acting incumbents, and confirmed therein in course of time. No training is given them to better qualify them for the service; nor is it necessary, in my humble opinion. In the case of non-Indians, it is desirable that incumbents should be acquainted with the vernacular or vernaculars of the districts in which they are employed.

(3) Members of the Subordinate Educational Service are drafted into the Provincial Educational Service very late in life. Hence, it is not possible for a great many of them to enjoy the benefits of the service in entirety. Unlike the Revenue and the Judicial Departments, there are very few opportunities even for deserving men to get into the Provincial Educational Service owing to the paucity of berths therein. Hence it is desirable that in the interests of secondary and elementary education, more openings should be found for capable men in their early career.

(4) There are nine grades carrying salaries varying from Rs. 200 to Rs. 700. Up to the third grade inclusive, members of the Provincial Educational Service receive an addition of Rs. 50 to their pay on the occurrence of a vacancy, while those of the third and second grades of the service get an increase of Rs. 100 to their pay under similar conditions. In the Judicial and Revenue Departments, appointments of the last grade carry salaries of Rs. 200 and Rs. 250 respectively, while those of the last but one grade Rs. 250 and Rs. 300 respectively. The next higher grade of the Judicial Service is Rs. 300. All the other graded appointments rise by an addition of Rs. 100. It is desirable, therefore, that the Provincial Educational service should be placed on a footing of equality with the Revenue and Judicial services in matters of pay and selection.

(5) Conditions of the Provincial Educational service are such as entail a great strain on the mind and body. It is, therefore, desirable that furlough at short intervals should be granted to the members thereof to recruit their health. As it is, furlough is granted only on two occasions in the course of thirty years' service at very long intervals.

(6) The claim to voluntary retirement accrues on the completion of thirty years' service. Considering Indian conditions of life, it is desirable that members of the Provincial Educational service should be permitted to retire voluntarily on the completion of twenty-five years' service, and to retire on medical certificate after twenty years' service.

(7) Indians or non-Europeans are not taken into the Indian Education service as permanent incumbents. But they are occasionally put to act therein and permitted to draw an acting allowance of Rs. 100, under the Civil Service Regulations. It is desirable that one Indian graduate at least should be a member thereof, if he should be found deserving of such encouragement. There are many instances of Indians filling up the highest positions in the Judicial, Revenue and Registration departments.

(8) The charges of the members of the Revenue and Judicial departments are by far very limited when compared with those of the Assistant Inspectors of Districts and Inspectors of Circles. So far as pay and allowances are concerned, there is no difference whatever between the members of the former and those of the latter services, barring the fact that an Indian Inspector of Schools, whether acting or permanent, gets a daily allowance of Rs. 4 when he is in camp. In a word there is no comparison whatever between the Indian Civil Service and the Provincial Educational service.

(9) In point of culture, breadth of view and brotherhood of man, simultaneous examinations are unnecessary, but real worth and merit should ever receive recognition irrespective of all extraneous considerations.

Memorandum.

I fully agree with the views set forth in the preamble (pages 1—3 and part of page 4 of the draft memorandum) as amended at the meeting of the members of the Provincial Educational service held at the Presidency College on 22nd March 1913.

Constitution of the Service.

The name "Madras Educational service" may be substituted for the one proposed and it may consist of two classes of officers.

Class I.

Items 1—7 on page 4 of the draft memorandum, and in addition the following:

- (8) The Principal of the Mangalore College.
- (9) The Personal Assistant to the Director of Public Instruction.

(10) Fifty per cent. of the number of lecturers in the mufassal first-grade Arts Colleges and in the Teachers' College.

(11) Fifty per cent. of the number of inspecting officers above the grade of Sub-Assistant Inspectors of Schools.

The present policy of Government being to make absolutely no distinction between lecturers in mufassal Arts Colleges (including the Teachers' College) and inspecting officers of the Provincial service, but to treat both exactly alike in the matter of pay and prospects, any proposal to put up in class I only lecturers in Arts Colleges and in Teachers' College, leaving inspecting officers alone in class II will be unfair to the latter class of officers.

Page 6 of the draft Memorandum.

Presidency allowance.—This allowance may be uniformly fixed at Rs. 75 per mensem to either class of officers resident in Madras.

I am in entire agreement with the rest of the memorandum.

24th March 1913.

M. RAMASWAMI AYYANGAR,
Provincial Educational Service.

Views of Mr. H. E. R. Dunhill, Superintendent, Technical Institute, Madura, on the draft memorandum.

1. *Constitution.*—I approve of the abolition of the present divisions of Imperial and Provincial services and substitution of "The Madras Higher or Superior Educational Service." The service to consist of three classes, one, two and special.

Class I to be composed of all the officers mentioned in the draft memorandum except No. 7, Superintendent, School of Arts.

Class II to consist of officers named in the draft memorandum except such as are specialists.

Class, special, to be composed of all specialists and gazetted officers appointed for special posts.

2. *Methods of Recruitment.*—I can only make suggestions as regard the special class. For all the higher posts direct nomination by the Secretary of State and for the lower paid post nomination in India, of any nationality or creed and confirmation only after at least one year's probation. If men with sufficient practical knowledge of the subject required are not obtainable in India at the time, it will be preferable to get them from Europe.

3. *System of Training and Probation.*—No training will be required for men nominated in Europe, as they will be selected for the knowledge they possess. A knowledge of a vernacular is not necessary, though a colloquial knowledge would be advantageous. It will, perhaps, be found necessary to open training classes for instructors and subordinates at Madura and Madras in the future, where all officers newly appointed may be attached for six months to learn systems of instruction, management and office routine.

4. *Conditions of Service.*—The age limit may be raised to 30 years as an ordinary rule, there being no age limit for experts who will be appointed under special agreements.

5. *Conditions of Salary.*—The salaries of officers in class I and II to be the same as recommended in the draft memorandum.

The salaries of class, special, to be from Rs. 350 to Rs. 1,000.

Note.—All the special appointments are at present graded. The gradings and rates of pay are not sufficiently attractive. Good technical men are able to obtain higher wages or salaries with firms. The posts may continue to be graded for each appointment, the constitution and scale of pay being—

	RS.
(1) Principal, Madras Technical Institute	750—50—1,000
(2) Do. Madura do. do.	2 years.
(3) Superintendent, School of Arts	do.
(4) Inspector of Industrial Schools	do.
(5) Superintendent (Mechanical), Madura Technical Institute	350—25—600
(6) Do. (Weaving) do.	1 year.
(7) Do. (Dyeing) do.	do.
(8) Do. (Leather work) do.	do.
(9) Assistant Superintendent, School of Arts	do.
(10) Assistant Inspector of Industrial Schools	do.

Acting Appointments.—The officer acting in a higher appointment may be paid 25 per cent. of the minimum pay of the acting appointments.

6. *Subordinate Service.*—The subordinates will be recruited in India by selection and nomination and will never rise to the superior posts.

7. *Conditions of Leave.*—All officers appointed in Europe or India may be granted the present rules of leave for European Services. As at present and for many years to come, only Europeans and domiciled Europeans will have to be appointed to the special posts.

Indians when appointed may be granted the leave permissible for the Department of Public Works and other technical departments.

8. *Conditions of Pension.*—I would suggest that the rules now in force for officers recruited in Europe be extended to all Europeans (appointed in Europe and India) and that the periods of retirement be reduced from 30 to 25 years and 25 to 20 for optional and unit retirements.

In all other respects I agree with the suggestions given in the draft memorandum.

Memorandum—from Mrs. M. A. SHREENIVASA, B.A., L.T., Assistant Inspectress of Schools, Kistna-Guntur Girls' Range.
To—the Director of Public Instruction.
Dated—the 19th March 1913.

With reference to Proceedings, Ref. on C. No. 1775/3, dated 3rd March 1913, I have the honour to lay the following points before you for inclusion in the draft memorandum required by the Royal Commission—

Conditions of Service.—The conditions under which Assistant Inspectresses in this Presidency work are most deplorable and compare very unfavourably with those under which the men serve, or even with those of women holding a similar position in Northern India. While the men have to inspect only a certain number of schools in one district and have the help of supervisors, we have to inspect every single school in our range which usually consists of two or three districts without help of any kind. Assistant Inspectresses in Northern India inspect schools biennially.

Conditions of Salary.—There are only two grades in regard to salaries and consequently there is no chance of promotion at all. The salaries of the Assistant Inspectresses of this Presidency as well of those of Assistant Inspectresses in Northern India are graded and proportions do not depend on vacancies.

I beg to represent that the women's Inspectorate may be constituted thus—

Class I.—Inspectresses of whom there should be six who may be recruited from Europe as well as from India if their qualifications justify such appointment.

Class II.—Of Assistant Inspectresses, the designation of Sub-Assistant Inspectresses being abolished, there should be one Assistant Inspectress for each district or districts containing at least 70 girls' schools as the inspections are annual and as no supervisors are permitted.

Salary—Class I.—Rs. 500 to Rs. 1,000 by annual increment of Rs. 50.

Class II.—Rs. 300 to Rs. 500 by annual increment of Rs. 25.

Qualifications—Class I.—Inspectresses should be graduates of an English or an Indian University and have passed the High Proficiency test in the vernacular of the districts of which the circle is composed.

Class II.—Women graduates of Indian Universities.

Leave, Pension, etc.—In regard to these all the advantages afforded to members of the Indian Educational Service should be granted to officers of both classes. But I would ask that women may be permitted to retire at 50 instead of 55 years if they wish to do so and that 25 years' service or 20 years with a medical certificate may entitle them to draw full pension at half their pay.

Memorandum.

The conditions under which the women officers in the Provincial Educational Service work are very unsatisfactory. There is absolutely no outlook for promotion. An Anglo-Indian or Indian woman graduate cannot hope to rise, even after many years of service, to higher salary than Rs. 250 per mensem, and the chances of promotion to this grade are very remote for there is only one post carrying a salary of Rs. 250.

The salaries in the lower grades of the service are very small, ranging as they do between Rs. 125 and Rs. 175. Promotions in these grades depend almost entirely on the death or retirement of the senior officers; while the chances of promotion to a gazetted officer's post in the Provincial Educational Service are extremely remote, and in fact such a position may never be attained for the reason that there are only three such appointments at present for women. The pay and prospects of Anglo-Indian and Indian women officers in the Madras Educational Service are so unattractive that very few women graduates and undergraduates offer themselves for work in the department. The majority prefer the more lucrative openings to be found

in other walks of life, while others who do qualify for educational work seek appointments in North India where the conditions of pay and prospects of women workers are much more favourable than those that obtain in the Madras Presidency. The lack of women officers in this Presidency has necessitated, in several cases, the appointment of men to posts intended for women.

The work of the women inspecting officers is very heavy and the strain has been so great that more than one officer has physically collapsed under it.

Almost every woman inspecting officer whether in the Provincial or Subordinate Service has charge of two or three districts and she is obliged to inspect every single girls' school in that extent of territory at least once a year. The number of girls' schools is increasing by the opening of new board schools and if the practice of the annual inspection of the schools is to be maintained more officers are absolutely necessary.

There is a vast difference in the conditions under which the Assistant Inspectresses and the Assistant Inspectors work. The former have charge of two or three districts, while the jurisdiction of the latter extends over only one district; the former have to inspect every girls' school—whether elementary, secondary or training—while the latter inspect only a certain number of schools every year, and have the advantage of the help of supervisors in their inspections.

As to the conditions of salary, the Assistant Inspectresses are distinctly at a disadvantage when compared with the Assistant Inspectors. There are only three posts for women officers in the Provincial Service, two of which carry salaries of Rs. 200 and one of Rs. 250. It is extremely discouraging to have to work for years together in the same grade with almost absolutely no chance of promotion to the only one higher grade.

It is suggested therefore that the subordinate grades of women inspecting officers be abolished altogether, for, whatever be the grade—whether Provincial or Subordinate—all women officers do exactly the same kind of work, and further the pay in the subordinate grades of service is very inadequate. Besides the Inspectresses, there should be only one class of women officers—the Assistant Inspectresses—all of whom should be gazetted officers and be placed in the same grades as regards pay and promotion with the men officers of the same rank.

The initial salary of an Assistant Inspectress should be at least Rs. 250 per mensem and she should rise by annual increments in the same way as is proposed to be done in the case of the men gazetted officers. In North India, it is understood that the Assistant Inspectresses—and there is no lower grade—are all gazetted officers and are on progressive salaries.

The prospect of having to wait an indefinite period of time for a vacancy to occur in order to obtain a promotion is one that is hardly calculated to maintain the efficiency of an officer.

The increase of the women's inspecting agency by the appointment of more Assistant Inspectresses in proportion to increase in work due to the opening of new girls' schools is an urgent necessity. The men's branch of the service has been greatly added to in recent years but no relief has yet been given to the women inspecting officers whose work has increased considerably since the last reorganization of the women's branch of the service.

The higher posts in the service—namely, those of Inspectresses—are not now open to Anglo-Indian or Indian women. They have however held these posts temporarily on several occasions and the fact that they have done so with credit is proof of their fitness for permanent appointments to these posts. At least one out of every three appointments may be recruited by promotion from the grade of Assistant Inspectresses.

The proposed modifications in the conditions of leave and pension may, if sanctioned, be made to apply to the women officers also; and they may further be allowed to retire at 50 years of age, if they wish to do so, instead of at 55 years.

CAMP, NELLORE,
20th March 1913.

A. DE ROZARIO,
Ag. Asst. Inspectress of Schools, Madras Girls' Range.

Order—No. 422, Educational, dated 8th May 1913.

Recorded.

(True Extract.)

L. DAVIDSON,
Ag. Secretary to Government.

To the Director of Public Instruction,
Copy to the Public Department.

EDUCATIONAL DEPARTMENT.

NOTES CONNECTED WITH G.O. No. 422, EDUCATIONAL, DATED
8TH MAY 1913.

[SUBJECT.—Public Service Commission.]

PUBLIC DEPARTMENT.

In continuation of Public Department u.o. note No. 4908-9, dated 14th February 1913, a copy of letter No. 29 C., dated 8th February 1913 since received from the Joint Secretary to the Public Service Commission is forwarded to the Educational Department with the request (1) that, with reference to paragraph 2 of the Joint Secretary's letter, the Department will arrange with heads of departments concerned for the preparation and submission in print and within the date specified to the commission by the various services or sections of the representative of different views, of the memoranda referred to; and (2) that, with reference to the concluding part of paragraph 3 of the Joint Secretary's letter, *very early intimation* may be given to the Public Department if there are any other services under this Government's control, which are not specified in the schedule to the notice in the Joint Secretary's letter, and of which enquiry should be made by the Commission.

A. G. CARDEN—20-2-13.

ENCLOSURES.

(1)

Letter—from the Joint Secretary of the Royal Commission on the Public Services in India.

To—the Chief Secretary to the Government of Madras.

Dated—the 8th February 1913.

No.—29-C.

With our letter No. 1, dated the 15th November 1912, we forwarded for publication in your Government's Gazette, and in the principal English and vernacular newspapers of your Presidency a notice explaining the procedure which the Royal Commission on the Public Services in India had decided to follow in the case of the Indian and Provincial Civil Services. We are now directed to send you a notice, intended for the general public, about the remaining services and departments, and to request that similar publicity may be given to its contents.

2. With regard to the members of the services themselves, the Royal Commission have directed us to suggest a somewhat different procedure. Whilst they have no desire to restrict any individual member from placing before the Commission such evidence as he may wish to give, it will, in their judgment, be convenient, if some means can be found of giving expression to the corporate opinion of the various services as a whole or of sections of them representative of different views. We are accordingly to ask that the members of such of the services under your Government's control, noted in the margin, may be allowed to take such steps as will enable them to submit through representatives to the Commission memoranda under the nine heads referred to in the public notice. The Royal Commission would be glad to obtain these memoranda by the 10th of April before they leave India, but would accept them if posted to them at the India Office by the Mail leaving Bombay on the 3rd of May. It would, we may add, be convenient if they were sent in print, in which case 50 copies of each may kindly be supplied. The Commission will in this way obtain material on which to address your Government for such further information as they may desire, and for selecting the witnesses for oral examination next season.

1. Indian Medical Service and Indian Subordinate Medical Department (Civil Side).
2. Police Department.
3. Jail Department.
4. Registration Department.
5. Public Works Department.
6. Forest Department.
7. Civil Veterinary Department.
8. Agricultural Department.
9. Pilot Services.
10. Educational Services.
11. Sanitary Department.

Address—Joint Secretaries, Public Services Commission, Camp, India.

to the Commission memoranda under the nine heads referred to in the public notice. The Royal Commission would be glad to obtain these memoranda by the 10th of April before they leave India, but would accept them if posted to them at the India Office by the Mail leaving Bombay on the 3rd of May. It would, we may add, be convenient if they were sent in print, in which case 50 copies of each may kindly be supplied. The Commission will in this way obtain material on which to address your Government for such further information as they may desire, and for selecting the witnesses for oral examination next season.

3. As regards certain of the other services, which the Royal Commission understand to be under the control of the Imperial Government, we are to explain that a separate communication

1. Indian Finance Department.
2. Mint and Assay Department.
3. Military Finance Department.
4. Railway Department.
5. Survey of India Department.
6. Postal Department.
7. Telegraph Department.
8. Customs Department.
9. Northern India Salt Revenue Department.
10. Indian Mines Department.
11. Geological Survey Department.

has been addressed to the Government of India, and they have been asked to take the necessary steps in the matter. Should there be any services under your Government's control, other than those named in the schedule to the public notice, into which they think that enquiry ought to be made, the Royal Commission would be glad to be addressed on the subject.

4. Finally we should be obliged if you would inform us as to the date of publication of the notice in the local Gazette, and of the names of the newspapers to which it has been issued. We should also be glad to hear exactly what steps have been taken to give effect to the Commission's wishes as expressed in paragraph 2 above.

(2)
NOTICE.

The Royal Commission on the Public Services in India will leave India for England on April 19th, 1913. They propose to return to India early in the ensuing cold weather season to prosecute their investigations into the services set out in the schedule attached to this notice and into any other services which it may subsequently be decided to include. They accordingly invite all persons, not being members of those services, and all associations or public bodies, who may have any representation to make, to send the same, addressed to the Joint Secretaries, Public Services Commission, Camp, India, on or before the 16th April 1913, together with an indication of their qualification for giving an opinion on the points at issue. Any representations sent might conveniently be made in the form of memoranda under the following main heads so far as they may be suitable in each case:—

- I. Methods of recruitment.
- II. Systems of training and probation.
- III. Conditions of service.
- IV. " of salary.
- V. " of leave.
- VI. " of pension.
- VII. Such limitations as may exist in the employment of non-Europeans, and the working of the existing system of division of services into Imperial and Provincial.
- VIII. Relations of the service with the Indian Civil Service and other services.
- IX. Any other points within the terms of reference to the Royal Commission not covered by the preceding heads.

SCHEDULE.

1. Indian Medical Service and Indian Subordinate Medical Department (Civil Side).
2. Police Department.
3. Jail Department.
4. Registration Department.
5. Indian Finance Department.
6. Mint and Assay Department.
7. Military Finance Department.
8. Public Works Department.
9. Railway Department.
10. Forest Department.
11. Survey of India Department.
12. Civil Veterinary Department.
13. Agricultural Department.
14. Postal Department.
15. Telegraph Department.
16. Customs Department.
17. Northern India Salt Revenue Department.
18. Indian Mines Department.
19. Pilot Services.
20. Geological Survey Department.
21. Educational Services.
22. Sanitary Department.

To the Educational Department.

EDUCATIONAL DEPARTMENT.

With reference to A in the Public Department's note on page 1 *ante*, a draft memorandum to the Director of Public Instruction in submitted for approval.

2. After its issue the file may be forwarded to the Public Department for information that there are no services under the administrative control of this department other than those mentioned in the Joint Secretary's letter of which enquiry should be made by the Commission. That department may also be requested to return the file after perusal.

P.R.—24-2-13.

C. RAMANUJACHARI—25-2-13.

L. DAVIDSON—26-2-13.

[Memorandum No. 577-1, Educational, dated 26th February 1913.]

To the Public Department.

PUBLIC DEPARTMENT.

The file may be returned to Educational after perusal.

A.H.—28-2-13.

A. G. CARDEW—28-2-13.

To the Educational Department.

EDUCATIONAL DEPARTMENT.

From the Director of Public Instruction, dated 9th April 1913,
R.O.C. No. 1775.

The papers may be recorded and printed for reference. It is for consideration whether a copy each of the several memoranda may be forwarded to the Government of India for information.

2. A draft order is submitted for approval.

P.R.—18-4-13.

It is submitted for consideration whether a special report should be called for from the Director of Public Instruction on the specific requests made in the memoranda prepared by the members of the services. So far the Director of Public Instruction has prepared a note showing the history of the services and of the several attempts made to improve them. This note has been supplemented by the office, and the latter is being printed under Secretary's orders. These notes are intended for the

I am not certain that this is the case.

L. DAVIDSON—28-4-13.

members of Government and not (as instructions go) for the Commission. The memoranda prepared by the members of the services have been invited by the Commission itself. It may be that the members of Government and other official witnesses (e.g., Director of Public Instruction, Secretary, etc.), may at the enquiry be asked for opinion on the requests made in them. It seems therefore to be necessary to consider beforehand the requests on their merits and determine what attitude the Government should take in respect of them. If this is approved, the Director may be asked to prepare a note or submit recommendations in regard to the points raised in the memoranda.

C. RAMANUJACHARI—27-4-13.

His Excellency the Governor—

No such examination seems to me necessary. Surely the essence of the Royal Commission's functions is direct dealing with the services. It is their opinion which was asked and if, as is not impossible, the Director of Public Instruction be co-opted when the Commission returns and takes up the Educational services he would be undesirably hampered if required to set his views down *now*, before he had heard the witnesses give evidence.

It will suffice to record the papers, but His Excellency the Governor will like to see them, I have no doubt.

L. DAVIDSON-28-4-13.

I agree.

P[ENTLAND]—7-5-13.

[G.O. No. 422, Educational, dated 8th May 1913.]

READ AGAIN G.O. No., dated 191

” ” ” ” ” ” 191

C. No. 1223, From the 2-25, No. 177513, dated 9-6-1913

" " " " " "

19

[illegible]

ORDER

No. 42280, dated 8.5.1913

Recorded

25.
28-4-17

$\frac{18-4-13}{27-4-13}$

To, the & Mr. ✓ Despatch p.p. Mr. ✓
Copy to the Public Dept. ✓ (1861)

Ende

Copy to the Govt of India,
Department of Education, for information

$$\begin{array}{r} 18.4.13 \\ \times 27.4.13 \\ \hline \end{array}$$

Current No., dated.....19

G.O., No. 6229, dated..... 1913

Number of MS. pages sent { Correspondence including order or orders
(b¹)
Notes.....

Public Service Commission
Docket... According to ^{cases} thousands submitted
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Educational Service Officers in the Madras
Educational Department

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Do. Engineer.....			
Do. Board.....			
The President, Corporation of Madras.....			
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(b) For rules regarding printing of notes, see the rules in G.O., No. 1220, Public dated 30th November 1900.

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(c) Signature copies of letters to the Secretary of State or to the Government of India should be printed on hand-made paper.

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P.T.O.

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.....Clerk.

P. Ramani
8/5/13
.....Clerk.

.....Supt.

.....Supt.

.....Supt.

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SPECIAL INSTRUCTIONS.

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Rm*

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