

Government of Madras.

EDUCATIONAL DEPARTMENT.

Recd.

Regd.

} 1913.

Enclosures

Spare copies

G.O. No. 561, 14th June 1913.

Building Grants.

Directing the submission, in future, of a detailed estimate, three copies of plans and two copies of abstract estimate in all cases of applications for —.

OFFICE OF THE

Dated 191.Hours 4 Minutes 40.

TELEPHONIC MESSAGE.

From

Supt. Home Ed.

To

Supt. A.

your Tm of date.

We no. 2702 Wks A and
 relates to plans & expense
 in duplicate - for front - in -
 Appl. The Case has come
 we to this dept; but the
 E.O. is not in the file

6/11

OFFICE OF THE

Dated 191.Hours 1 Minutes 45.

TELEPHONIC MESSAGE.

From

To

Furnished

2 Subscriptions
 8/11/16

Supt. P. W. S.

To

She Supt. Home Ed. with the original
 of Sp. no 531 Ed. of 1916

6/11

OFFICE OF THE _____

Dated _____ 191 .

Hours _____ Minutes.

TELEPHONIC MESSAGE.

From The Manager to P. L. [unclear]

To The Sup of Home & Edu [unclear]

Reference your Lm of 4/11/13
 The Co No 561 Edu of 14.6.13 refers only to
 Cases in which the plans are scrutinised by the
 Chief Engineer. Separate instructions have
been issued to all Inspectors, Inspectresses
and to managers of schools on the lines of the
G.O. The article 52 (ii) of the Grant in aid
Code refers to all Cases

K.S.
 10-11-13

SMP

TELEPHONIC MESSAGE

Mr. L. J. Murphy, Jr.

The first of the above mentioned
 cases in which the plans are submitted to the
 Chief Engineer. Reports are submitted in three
 cases covered by the instructions directed to cases
 and to have effect in accordance with the lines of the
 1-0. The article 2 of the present
 Code refers to the cases

5.11.16
 11.01

TELEPHONIC MESSAGE

Don

Super Home (E.S.)

To Manager D.P.

Please see para 52(ii)
 of the grant-in-aid which
 states that the detailed
 plans should be in
 duplicate. This appears
 to be in contravention
 of G.O. No. 561 of 14 June 1913.
 which requires that the
 plans should be ^{will you please}
 in triplicate. ~~Am~~
 let me if doing right. ~~stop~~
~~Am~~ Please let me
 I shall be much obliged if
 you can give me a
 very early reply.
 Yours faithfully
 S.M.

5.11.16

T.C.
 9/11/16

Signed
 9.11.16 T.C.
 Pennington
 D.P.
 10/11/16
 Pennington
 10/11/16

Government of Madras.

EDUCATIONAL DEPARTMENT.

Recd.

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1913.

Enclosures

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Directing the submission, in future, of a detailed estimate, three copies of plans and two copies of abstract estimate in all cases of applications for —

GOVERNMENT OF MADRAS.

EDUCATIONAL DEPARTMENT.

READ—the following papers :—

I

G.O. No. 672, Educational, dated 21st September 1908.

ABSTRACT.—Directing that plans and estimates submitted by managers of schools and other Educational Institutions with applications for building grants should be prepared and signed by a competent person and that estimates should be prepared on the form prescribed by Government.

II

G.O. No. 132, Educational, dated 6th March 1911.

ABSTRACT.—Directing that applications for building grants should, in future, be accompanied by two copies of plans and estimates.

III

Letter—from the Hon'ble Sir ALFRED GIBBS BOURNE, D.Sc., F.R.S., K.C.I.E.,
Director of Public Instruction, Madras.
To—the Chief Engineer, Public Works Department.
Dated—the 3rd April 1913.
No.—Ref. on C. 2094.

In forwarding herewith a copy of letter No. 428-M./101-C., dated 8th March 1913 of the Superintending Engineer, IV Circle, I have the honour to state that plans and estimates are now prepared and submitted in duplicate of which one copy is retained in your office and the other is forwarded to the correspondents who return it to this office after the work is completed. It seems undesirable to require correspondents to prepare and submit the plans and estimates in triplicate. The other procedure suggested by the Superintending Engineer, viz., forwarding the correspondent's copy through the Superintending Engineer, will, I think, cause delay in commencing the work. I have the honour, therefore, to suggest that the copy retained in your office may, when necessary, be sent to the Superintending Engineers concerned for reference and return.

ENCLOSURE.

Letter—from Col. W. M. ELLIS, R.E., Superintending Engineer, IV Circle.
To—the Director of Public Instruction.
Dated—Coimbatore, the 8th March 1913.
No.—428-M./101-C.

I wish to bring to your notice that a form of "Proceedings" dealing with grants in aid of building works in connection with schools has been adopted making a practice of returning the plans and estimates to the "Correspondents".

2. The Government Order sanctioning the grant generally throws on the Superintending Engineer, the duty of satisfying himself as to the adequacy of the foundations. This entails a consideration by the Superintending Engineer of the plans and estimates.

3. It is therefore suggested that copies of approved plans and estimates be furnished to the Superintending Engineer for his use and that of the Public Works Department inspecting officers or that the plans and estimates be sent to the correspondent through the Superintending Engineer.

The former would be a better arrangement if duplicate copies of plans and estimates are received.

4. In the cases I refer to Nos. 371-M./101-B, and 418-M./101-B., dated 28th ultimo and 8th instant, respectively, separate application is being made to you for the plans and estimates for consideration.

Order—No. 561, Educational, dated 14th June 1913.

In view of the fact that the Chief Engineer is responsible for the correctness of the plans scrutinized by him and that he should have in his record an authentic copy of what he has actually passed, the Government consider it inadvisable that, as suggested by the Director of Public Instruction, the copy of the plans and estimates retained in his office should be sent out for the use of the Superintending Engineers or other inspecting officers of the Public Works Department. It is, however, essential that the latter officers should be provided with copies of the plans to enable them adequately to examine works entrusted to them. The Director of Public Instruction will accordingly be requested, in partial modification of paragraph 2 of G.O. No. 132, Educational, dated 6th March 1911, to arrange that, in future, applications for building grants are accompanied by a detailed estimate, three copies of all plans (which can be readily made on blue prints) and two copies of the abstract estimate.

(True Extract.)

W. FRANCIS,
Ag. Secretary to Government.

To the Director of Public Instruction.
.. Public Works Department.
Editors' Table (order only).

EDUCATIONAL DEPARTMENT.

NOTES CONNECTED WITH G.O. No. 561, EDUCATIONAL,
DATED 14TH JUNE 1913.

[SUBJECT.—*Regarding submission in triplicate of copies of plans and estimates of buildings accompanying applications for grant-in-aid.*]

PUBLIC WORKS DEPARTMENT.

*From the Director of Public Instruction, dated 3rd April 1913,
Ref. on C. No. 2094/13.*

Perusal of the Director of Public Instruction's letter is solicited. The submission of plans and abstract estimates in duplicate was prescribed in G.O. No. 132, Educational, dated 6th March 1911, at the instance of this department—*vide* Notes to G.O. No. 132, Educational, dated 6th March 1911.

2. The Chief Engineer considers that the copy of the plans and estimate retained in his office should not be sent out of the office and that, as the Superintending Engineer is as a rule only concerned with the foundation, it is hardly necessary to furnish him with a copy of the estimate. He accordingly recommends that *plans* may be submitted in triplicate as this would be very little trouble if sun prints are made. With this recommendation, the file may be passed on to Educational for issue of necessary orders.

K.R.—21-4-13.

R.K.—22-4-13.

D. MARSHALL—25-4-13.

To the Educational Department.

EDUCATIONAL DEPARTMENT.

The Director of Public Instruction states that "it seems undesirable to require correspondents to prepare and submit the *plans and estimates* in triplicate." The Chief Engineer observes that it is unnecessary to furnish the Superintending Engineers with *estimates* and consequently recommends that *plans* alone may be prepared in triplicate. He remarks that this will entail very little trouble.

2. Submitted that the Director of Public Instruction may be requested to state whether the Chief Engineer's modified proposal is acceptable to him.

P.R.—1-5-13.

C. RAMANUJACHARI—3-5-13.

Please.

L. DAVIDSON—5-5-13.

To the Director of Public Instruction.

OFFICE OF THE DIRECTOR OF PUBLIC INSTRUCTION.

The proposals make matters somewhat better for aided managers, but I very much doubt whether the Public Works

* Please see Public Works Department note on page 1 of notes with G.O. No. 132, dated 6th March 1911. The papers may be submitted in a complete form. If no further reference is made, the Public Works officers will never refer to these papers again.

It is all "red tape" and throws difficulties in the way of private managers.

A. G. BOURNE—24-5-13.

To the Educational Department.

EDUCATIONAL DEPARTMENT.

The Public Works Department may be requested to reconsider the question in the light of the Director of Public Instruction's remarks on the previous page and to state whether they still require that the plan should be prepared in triplicate.

P.R.—27-5-13.

C.R.—27-5-13.

Yes: I know personally that managers of schools have often great trouble in getting these plans prepared as they have no proper draftsmen nor printing apparatus. I think it would be merciful to let them off the third copy if it can any how be dispensed with.

W. FRANCIS—28-5-13.

To the Public Works Department.

PUBLIC WORKS DEPARTMENT.

I object very strongly to the statement of the Director of Public Instruction that the request of the Public Works Department to be supplied with an extra copy of the plan for record in the Chief Engineer's office is "all red tape."

Of all Government departments the Public Works Department is the one least likely to wish to hamper itself or others with red tape, its whole existence being one of continued struggle against this exasperating impediment to progress.

2. The Director of Public Instruction does not appear to recognise that when the Chief Engineer scrutinises a plan he becomes responsible for its correctness and it is very desirable that he should have an authentic record of what he has actually passed. In connection with the execution of the work and its supervision by the Public Works Department officers, more than one other copy of the plans will be required and it is in my opinion better to face this necessity at the outset and insist upon a third copy being sent with the application.

C. A. SMITH—10-6-13.

To the Educational Department.

EDUCATIONAL DEPARTMENT.

Tell Director of Public Instruction that the course sketched in paragraph 2 of above should be followed for reasons there given—plans in triplicate, estimates in duplicate in future.

W. FRANCIS—12-6-13.

A draft order is submitted for approval.

P.R.—12-6-13.

C. RAMANUJACHARI—13-6-13.

Issue.

W. FRANCIS—13-6-13.

[Issued as G.O. No. 561, Educational, dated 14th June 1913.]

G.O. No. 672, dated 21--9-1908.
G.O. No. 132, dated 6--3-1911.

C.No. 1397, from the D.P.I., No. 2094/13, dated 3--4-1913.

ORDER: No 561. S.C. 14-6-13
P.S.

In view of the fact that the Chief Engineer is responsible for the correctness of the plans scrutinized by him and that he should have in his record an authentic copy of what he has actually passed, the Government consider it inadvisable that the copy of the plans and estimates retained in his office should be sent out for the use of the Superintending Engineers or other inspecting officers of the Public Works Department. It is however essential that the latter officers should be provided with ~~non-reliable data~~ reliable data to enable them adequately to conduct the inspections and examinations of works entrusted to them. In the opinion of Government it will be sufficient if a copy of plans alone is furnished to these officers. Towards this end the Director of Public Instruction will be requested, in partial modification of paragraph 2 of G. O. No. 132, Edl., dated 6th March 1911, to arrange that, in future, applications for building grants are accompanied

58

accompanied by a detailed estimate,
three copies of all plans and two
 copies of the abstract estimate.

(which can be
 made on
 blue prints)

9
 15/6/13

11/13/16

7

To the D. P. I.

" P.W.D.

E.T. (Order only)

Sc. 20/12
 15/1/13

ORDINARY.

PREFERENCE.

URGENT (a).

LOCAL AND MUNICIPAL DEPARTMENT.

Current No., dated 19

G.O., No. 5618, dated 14/6/1913.

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

Docket: Building front
A detailed estimate of the cost of the building front
also two copies of a sketch of the building front
in all cases of application for

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

Complete
correspondence
and orders.

Notes

FOR RECORD.*

Madras Records	...	...	...	75	12
Ooty Records	...	...	...	2	4
For filing with original	...	...	...		

Total ... 32 17

FOR ISSUE.†

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

Signature copies.....

The C. M. C.....				
The Collector of.....				
The P. D. B.....				
The Accountant-General.....				
The Director of Public Instruction.....				
The Surgeon-General.....				
The Sanitary Commissioner.....				
Do. Engineer.....				
Do. Board.....				
The President, Corporation of Madras.....				
The.....				
The.....				
The.....				
The.....				
Total				

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

† Copies distributed on..... (Despatcher.)

* To be initialed and dated.

[P.T.O.]

PRESS SLIP.

INSTRUCTIONS FOR THE
SECRETARIAT.

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

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

(b) For rules regarding printing of notes, see the rules in G.O., No. 1220, Public dated 30th November 1900.

(c) The number of copies and the details of distribution should be filled in by the Superintendent or Referencer concerned.

(d) In the absence of special instructions to the Press to keep matter standing for a specified period, ordinary papers of 8 pages and under will be kept standing for one week, and larger papers for two weeks only. The type of notes and of all confidential papers is distributed immediately after striking.

(e) This slip, properly and completely filled in, should accompany every paper sent to Press; it will be returned by the Press when proofs are furnished; it should be sent to the Press when a call is made for revised proofs or when a corrected proof is sent for striking. When finally returned by Press it should be filed with the original order or letter.

INSTRUCTIONS FOR THE PRESS.

(a) If, in the opinion of the Superintendent of the Press, a paper has been marked urgent unnecessarily, he should send the Press slip to the Registrar with a remark to that effect.

(b) Unless a note to the contrary is made against the matter, pencil entries should not be printed. The Superintendent of the Press may bring to the notice of the Registrar any instance of incomplete or careless editing.

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

(d) This slip should be returned by the Press to the Secretariat when proofs are furnished; it will be sent back to the Press when proofs are returned corrected and should be finally returned to the Secretariat when struck-off copies are supplied.

(e) The names of the Secretary and Members should be printed in full when they occur on the right hand side, but only the first time when they appear on the left side, the initials alone being printed later.

A
send proof in triplicate. The
pers have been carefully edited.

B
Proof returned corrected. Please strike
off and send number of copies as indicated.
Type may be released after usual interval.
at once.

C
As the matter is clear manuscript and
has been carefully edited, (b) proof need
not be sent. Please print and supply
number of copies as indicated.
Type may be released after usual interval.

Clerk.

Clerk.

Supdt.

Supdt.

(b) Three copies of proof of all notes should be sent for approval, except when instructions are given to the contrary.

SPECIAL INSTRUCTIONS.

TO BE FILLED IN BY THE PRESS.

Diary.	Initials of Press official.
Received in Press on.....	10-6-13 <i>SL</i>
First proof furnished on.....	2-7-13 <i>SL</i>
Call for revised proof received on.....	
Revised proof furnished on.....	4/7/13 <i>SL</i>
Corrected proof received for striking on.....	12/17/13 <i>SL</i>
Final copies supplied on.....	12/17/13 <i>SL</i>

Account of copies.	Complete copies.	Notes.	Issue copies.
Supplied to Secretariat for Record.....	22		
" " " Issue.....	12		
For Volumes.....	16		
For E.T.....			
Total ..	64		