

Government of Madras.

EDUCATIONAL DEPARTMENT.

Recd.

Regd.

} 1915.

Enclosures

Spare copies

G.O. No. 1259, 22nd November 1915.

University of Madras.

Approving the additions to and alterations in the rates of travelling and halting allowances proposed by the Syndicate of the — for Fellows and Members of the Board of Studies.

2

Government of Madras.

EDUCATIONAL DEPARTMENT.

Recd.

Regd.

} 1915.

Enclosures

Spare copies

G.O. No. 1259, 22nd November 1915.

University of Madras.

Approving the additions to and alterations in the rates of travelling and halting allowances proposed by the Syndicate of the — for Fellows and Members of the Board of Studies.

GOVERNMENT OF MADRAS.
EDUCATIONAL DEPARTMENT.

READ—the following papers:—

I

G.O. No. 594, Educational, dated 1st November 1909.

ABSTRACT.—Approving the revised rates of travelling and halting allowances for Fellows and Members of Faculties and Board of Studies of the University of Madras and the form of declaration to be signed by lecturers appointed by the University in connection with vacation lectures.

II

Letter—from F. DEWSBURY, Esq., B.A., LL.B., Registrar, University of Madras.
To—the Secretary to Government, Educational Department.
Dated—Senate House, the 18th September 1915.
No.—5833.

I have the honour, by direction, to inform you that the Syndicate has made the following additions to and alterations in the rates of travelling allowances to examiners which are paid from the University Fee Fund:—

“For all journeys by established motor-car or steam-boat services open to the public, double the first-class passenger fare. For all other journeys performed by road, canal, etc., at As. 8 per mile.

To . . . day's halting allowance at Rs. 6 for each day necessarily spent at the destination for the conduct of University business as certified by the Chairman” ?
For the sake of uniformity the Syndicate considers it desirable that these alterations in and additions to the rates should be made applicable to the Members of Boards of Studies and Fellows of the University whose travelling allowances are paid out of the contribution made by Government to the University for the purpose. I am accordingly directed to request that the Government will be pleased to approve these amendments to the rates sanctioned in G.O. No. 594, Educational, dated 1st November 1909. The words “as certified by the Chairman” will refer only to the travelling allowances to Members of Boards of Studies and not to the Members of the Senate.

I enclose forms of travelling allowances to Members of Boards of Studies and Fellows of the University showing the alterations proposed.

ENCLOSURES.

(1)

University of Madras.

TRAVELLING and halting allowance bill of Mr. _____

Fellow

Members of the Faculty of
Syndicate

	Dates of journey.	Number of miles travelled.	From	To	Rs.	A.	P.
To first-class railway fare.							
Do do							
Additional allowance at Rs. 4 for each 100 miles or part of 100 miles in excess of the first 100 miles of journey.							
For all journeys by established motor-car or steam-boat services open to the public: double the first-class passenger fare.							
For all other journeys performed by road or canal, etc., at As. 8 per mile.							
To . . . day's halting allowance at Rs. 6 for each day necessarily spent at the destination for the conduct of University business. No halting allowance will be paid in respect of journeys of under 12 miles . .							
	Date.	Nature of business.					
Detention on _____ at Rs. 6 for each day . .							
Total Rs. . .							

Rupees (in words)

E. E. Received payment.

Station _____ Fellow _____
Date _____, 19 . . Members of the Faculty of _____
Syndicate

STAMP
WHEN CLAIM
EXCEEDS
Rs. 20.

(A receipt stamp should be affixed in case the amount exceeds Rs. 20.)

The expenses of Fellows, and of Members of Faculties or of Syndicate travelling to attend meetings of the Senate, Faculties, and Syndicate, respectively, shall be paid at the following rates:—

For all journeys performed by rail—one first-class fare each way for a Fellow or a Member of a Faculty or Syndicate and an additional allowance of Rs. 4 for each 100 miles or part of 100 miles in excess of the first 100 miles of journey.

For all journeys by established motor-car or steam-boat services open to the public: double the first-class passenger fare.

For all other journeys performed by road, canal, etc.—As. 8 per mile.

For each day necessarily spent at the destination for the conduct of University business and for each day on which detention in Madras is necessary in the interests of the University—Rs. 6.

For each day at the destination necessarily spent for the conduct of University business —Rs. 6.

EDUCATIONAL DEPARTMENT.

NOTES CONNECTED WITH G.O. No. 1259, EDUCATIONAL,
DATED 22ND NOVEMBER 1915.

[SUBJECT.—*Travelling allowance of Fellows and Members of the Boards of Studies of the University*.]

From the Registrar, University of Madras, dated 18th September 1915, No. 5833.

Accountant-General, dated 14th October 1915, No. O. A. 9-14463.

Please see paragraph 6 of India's letter on page 3 of G.O. No. 190, Educational, dated 28th March 1905, regarding framing of definite rules for the payment of travelling allowance to Fellows, etc., and also the rules in G.O. No. 594, Educational, dated 1st November 1909.

2. The Syndicate of the University of Madras has made certain additions to and alterations in the rates of travelling allowances to examiners, which are paid from the University Fee fund. They now propose to extend the altered rates so as to

Cf. Rules in G.O. 594, 1st November 1909.

Cf. Also G.O. 1305, Educational, 18th November 1914.

apply to the Members of Boards of Studies and Fellows of the University whose travelling allowances are paid out of the contribution made by Government to the

University for the purpose. The altered rates now proposed are compared below with those approved by Government in G.O. No. 594, Educational, dated 1st November 1909 :—

Rates sanctioned in G.O. 594, Educational,
1st November 1909.

Proposed rates.

For journey by rail—

(1) One first-class railway fare each way and an additional allowance of Rs. 4 for each 100 miles or part of 100 miles, in excess of the first 100 miles of the journey. (1) No change.

(2) For journeys by road, canal, or steamer— As. 8 per mile.

(2) For all journeys by established motor-car or steam-boat services open to the public, double the first-class passenger fare. For all other journeys performed by road, canal, etc., at As. 8 per mile.

(3) *Halting allowance.*—To . . . day's halting allowance Rs. 6 for each day actually spent on University business at the destination. No halting allowance will be paid in respect of journeys of under 12 miles.

(3) *Halting allowance.*—To . . . day's halting allowance at Rs. 6 for each day necessarily spent at the destination for the conduct of University business as certified by the Chairman.

Note.—The words "as certified by the Chairman" will refer only to travelling allowances to Members of Boards of Studies and not to the Members of the Senate.

3. The Members of Boards of Studies and Fellows of the University as first-class officers and if the provisions of the Civil Service Regulations were applicable, they would be entitled to an allowance of As. 8 per mile for journeys by road, canal or river and also twice the

allowance of As. 8 per mile for journeys by road, canal or river and also twice the

Educational Department

Read G.O.No. 594 Edl. dated 1-11-09. (K)

G.No.3262 Edl. from the Registrar, University of Madras No.5833 dated 18-9-1915.

G.No.3537 Edl. ,, Accountant-General.O-A-9-14463 dated 14-10-15.

Order No 1259 Edl. Print.

The Government approve the

additions to and alterations in the

rates of travelling and halting.

allowances proposed by the Syndicate

for Fellows of the University and

Members of the Board of Studies.

12/11/15

13/11/15

20.11.15

10/11/15
Sent to Space
C. G. P. S. D.
9/11/15

To the Registrar, University of Madras.

,, Director of Public Instruction.

,, Accountant-General.

2 NOTES TO G.O. 1259 EDUCATIONAL, 22ND NOVEMBER 1915.

actual fare charged in regard to journeys by established motor-car or steam-boat services open to public on hire. The proposed alterations which are not objected to by the Accountant-General may, it is submitted, be approved.

4. The forms of travelling allowances submitted by the Registrar show the alterations proposed.

A draft order is submitted below for approval.

P.R.—12-11-15.

T.K.—13-11-15.

I have passed the draft, but it seems very unnecessary to maintain a separate scale differing only in minor particulars from that for first-class officers.

C. G. TODHUNTER—20-11-15.

[G.O. No. 1259, Educational, dated 22nd November 1915.]

ORDINARY.

PRESS SLIP.

PREFERENCE.

Sectt. II-38-3-14.

DEPARTMENT

23 NOV 1915

Current No. dated 191

G.O. No. 1759, dated 191

(b)
Number of MS. pages sent { Correspondence
(b)
Notes
(b)
Notes

Brief subject

(e) Number of copies required when struck off (not including copies for columns and editors' table which are retained in the Press).	(b) E. T. copies to supply requisitions for purchase by the public.	Complete correspondence and orders.	Notes.
FOR RECORD,*			
Madras Records ...	4	25	12
Ooty Records ...		5	4
For filing with original ...			
Total ..		32	17

FOR ISSUE.†

Letter only.	Complete G.O.	(b) Special issue copies of G.O.		Notes.
		No.	Papers.	
Signature copies	4			
India Office				
Govt. of India				
Revenue Department				
Public Works Department				
Local and Municipal Department				
Educational Department				
Public Dept. }				
Judicial Dept. }				
Political }				
Financial Dept. }				
Marine Dept. }				
Ecclesiastical Dept. }				
Total				

Spare copies

The	15			
The	15			
The				
The				
The				
The				
The				
The				
The				
The				
The				
The				
The				
The				
Total				

* Copies distributed on ‡ (Press Clerk).

† Copies distributed on ‡ (Press Despatcher).

‡ To be initialled and dated.

P.T.O.

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 rule 815 of the office Manual.

(c) The number of copies and the details of distribution should be filled in by the Superintendent or Referencee 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, only the first time when they appear on the left side, the initials alone being printed later.

TO PRESS, MADRAS OOTY.

A

Please send proof in duplicate. The papers have been carefully edited.

B

Proof returned corrected. Please strike off and send number of copies as indicated.

Type may be released after usual interval at once.

Referencer.
Clerk.

Referencer.
Clerk.

Supdt.

Supdt.

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.

Plamun Ray
20/4/15
Referencer.
Clerk.

Swdt.

SPECIAL INSTRUCTIONS.

University of Madras

Approving the addition to & alterations in the rules of travelling & halting allowances proposed by the Syndicate of the — for Fellows and Members of the Board of Studies.

TO BE FILLED IN BY THE PRESS.

Library.		Initials of Press official.		
Received in Press on.....		22/4/15		
First proof furnished on.....		22/4/15		
Call for revised proof received on.....		22/4/15		
Revised proof furnished on.....		22/4/15		
Corrected proof received for striking on.....		22/4/15		
Final copies supplied on.....		22/4/15		
Account of copies.	Complete copies.	Notes.	Issue copies.	Special E.T. edition.
Supplied to Secretariat for Record.....	32			
" " " Issue.....	84			
" " " for Extra E.T. copies to supply requisitions for sale to the public.				4
For Volumes.....	16			
For supply to newspapers and institutions admitted to the privileges of the E.T.				
Total ...	82			