

Government of Madras.

EDUCATIONAL DEPARTMENT.

Recd.

Regd.

} 1915.

Enclosures

Spoke copies

Letter No. 822, 30th July 1915.

Mr. W. Fyfe.

Forwarding to the Government of India a statement showing the age, places of education and educational qualifications of — who has been appointed an Instructor in Manual Training in the Madras Presidency.

BACK PAPERS.

G.O.	No.	Department.	Date.	G.O.	No.	Department.	Date.

FURTHER PAPERS.

G.O.	No.	Department.	Date.	G.O.	No.	Department.	Date.

Government of Madras.

EDUCATIONAL DEPARTMENT.

Recd.

Regd.

} 1915.

Enclosures.

Spare copies

Letter No. 822, 30th July 1915.

Mr. W. Fyfe.

Forwarding to the Government of India a statement showing the age, places of education and educational qualifications of — who has been appointed an Instructor in Manual Training in the Madras Presidency.

GOVERNMENT OF MADRAS.
EDUCATIONAL DEPARTMENT.

READ—the following papers :—

I

Letter—from G. ANDERSON, Esq., M.A., Assistant Secretary to the Government of India, Department of Education (Education).
To—the Secretary to the Government of Madras, Educational Department.
Dated—Simla, the 24th June 1915.
No.—1120.

I am directed to invite a reference to the despatch from His Majesty's Secretary of State No. 3, Public, dated the 29th January 1915, regarding the appointment of Mr. W. Fyfe as Instructor in Manual Training for the Madras Presidency and to request that, with the permission of the Governor in Council, the Government of India may, as usual, be supplied with a copy of the papers relating to Mr. Fyfe's candidature.

II

Memorandum No. 2263-1, Educational, dated 5th July 1915.

The Director of Public Instruction is requested to report when Mr. William Fyfe, Instructor in Manual Training, took charge of his duties.

(By order.)

E. A. HARVEY,
Under Secretary to Government.

To the Director of Public Instruction.

III

Letter—from the Hon'ble Mr. H. S. DUNCAN, M.A., Acting Director of Public Instruction.
To—the Secretary to Government, Educational Department.
Dated—Madras, the 23rd July 1915.
No.—Ref. on C. 3231.

In reply to your memorandum No. 2263-1, Educational, dated 5th July 1915, I have the honour to state that Mr. Fyfe, Instructor in Manual Training, took charge of his duties on the forenoon of the 11th February 1915.

GOVERNMENT OF MADRAS.

EDUCATIONAL DEPARTMENT.

No. 822.

From

THE HON'BLE MR. C. G. TODHUNTER, I.C.S.,
Acting Secretary to the Government of Madras,
Educational Department,

To

THE SECRETARY TO THE GOVERNMENT OF INDIA,
DEPARTMENT OF EDUCATION.

Dated Ootacamund, the 30th July 1915.

SIR,

With reference to Mr. Anderson's letter No. 1120, dated the 24th ultimo, I am directed to forward a statement showing the age, places of education and educational qualifications of Mr. W. Fyfe who has been appointed an Instructor in Manual Training in the Madras Presidency. Mr. Fyfe took charge of his duties on the 11th February 1915.

I have the honour to be,

Sir,

Your most obedient servant,

C. G. TODHUNTER,
Acting Secretary to Government.

ANNEXURE.

Application filled up by W. Fyfe, Esq.

1. Name in full	William Fyfe.
2. Address	27, Park Street, Alva, Clackmannanshire.
3. Age last birthday, with date and place of birth.	25th January 1885, Forfar.
4. Married or single (number and ages of children, if any).	Single.
5. Health (past and present)	Very good.
6. Father's name, nationality, and occupation (state whether living or dead).	David Fyfe, Scotch, Insurance Agent (Prudential), living.
7. Post and approximate salary desired	Instructorship in Manual Training, Madras Presidency.
8. Duration of visits or residence abroad	Nigeria, April 1912 to October 1914.
9. Names of districts abroad of which the applicant has special knowledge.	Central Provinces, S. Nigeria.
10. Particulars and dates of any important appointments, e.g., Headmasterhips or Principalships, Administrative posts, University Professorships, Lectureships, or the like, for which the applicant has stood or is standing.	
11. Athletics—(a) experience in organizing games; (b) proficiency in athletics.	
12. Date of application	2nd November 1914.

—	Name of school or college.	Name of Principal.	Date of joining and leaving.	Scholarships, certificates, degrees and other honours.
13. School education.	Tenements School, Brechin.	R. A. Scott.	...	...
	High School, Sterling.	Smith and Critchley.	...	...
14. University education, if any.	...	...	...	...
15. Professional training as a teacher, if any.	...	...	...	...

(If a holder of the Board of Education's parchment certificate, the date of the examination and the class in which the applicant was placed in each part of the examination must be shown.)

—	Name of school (or place) where employed.	Name of Principal employer.	Dates of joining and leaving.	Position and character of work done, also salary received.
16. Teaching employment.	Assistant Teacher, Manual Training subjects under School Board of Glasgow, September 1908 to September 1910. Manual Instructor, Ayr Burgh School Board.	Ayr School Board.	September 1910 to March 1912.	Had charge of all Manual Training for elementary schools under Ayr Burgh School Board. Salary £110 and about £36 for evening work.
17. Other employment. (All employment to be entered in order of time.)	Superintending Instructor for Government schools in Southern Nigeria.	Nigerian Colonial Government.	April 1912 to October 1914.	Organised and conducted teachers' classes in Art and Manual Training, acted Inspector of Schools and acted Headmaster, Warri Government School, September 1912 to March 1913 and March 1914 to October 1914 (see letter of application).

18. References—

1. Name	...
Address	...
Occupation or position	...
2. Name	...
Address	...
Occupation or position	...

(These should be persons resident in the United Kingdom, who have known the applicant intimately, and are in a position to answer any enquiries that may be made of them. They should not be relations, and should be holders of responsible positions who are acquainted with the applicant's character and work in recent years. The names of officers of the Board of Education should not be given.)

19. * Copies of testimonials from—

- 1.
- 2.
- 3.
- 4.

* Original testimonials may be required, should the applicant be selected for interview. Copies of testimonials should be submitted in duplicate.

20. Observations—

[Subjects the applicant is prepared to teach and any special qualifications or experience (e.g., in music and singing, commercial subjects, languages, literary work, organization or inspection) not mentioned under heads 13—17 above should be given here.]

” ” ” ” ” 191 .

C. No. 2263 Vol. From the Govt of India, No. 1120, dated 24.6. 1915

2570 09.9 3231 23.7 1915

” ” ” ” ” ” ” ” 191 .

Letter
ORDER
P.S.

No. 822 H # 30 7. 1915

The Secretary to the Govt. of India,
Department of Education

Sir,
 With reference to ^{Mr Anderson's} ~~the~~ Assistant
 Secretary's letter no. 1120, dated the
 24th ult., I am directed to forward
 a statement showing the age, place
 of education and ~~the~~ educational
 qualifications of Mr. W. Fyfe who
 has been appointed ^{an} Instructor in
 Manual Training in the Madras
 Presidency. Mr. Fyfe took charge of
 his duties on the 11th February

OK 9/8/65

Chas. 3

netted
2.8

at
The Secretary's letter of 11/22 is dated the
24th. I am directed to forward
a statement showing the
qualifications of his to the
has been appointed Director
General Training for the
Secretary, Mr. [unclear]
his duties in the

5/

1915

I have etc. 6

28.7.15

28.7.15

28.7.15

Received the enclosure in the
usual form

SA
397
[unclear]
[unclear]
P.S.

28.7.15

The Secretary's letter of 11/22 is dated the
24th. I am directed to forward
a statement showing the
qualifications of his to the
has been appointed Director
General Training for the
Secretary, Mr. [unclear]
his duties in the

ORDINARY.

PRESS SLIP.

PREFERENCE.

URGENT (a).

Sectt. II-38-2-15.

Educational DEPARTMENT.

Current No. dated 191 ..

G.O. No. 8224, dated 20.7.1915.

Number of MS. pages sent {
 Correspondence..... 9
 Notes..... nil

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.

(b¹) For rules regarding printing of notes, see rule 315 of the office Manual.

(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, only the first time when they appear on the left side, the initials alone being printed later.

Brief subject.....

(a) Number of copies required when struck off (not including copies for volumes and editors' table which are retained in the Press).	(b) K. T. copies to supply requisitions for purchase by the public.	Complete correspondence and orders.	Notes.
FOR RECORD.*			
Madras Records	4	46	
Ooty Records		5	
For filing with original			
Total ..		20	

FOR ISSUED.†

	Letter only.	Complete copy.	(b) Special issue copies of G.O.		Notes.
			No.	Papers.	
Signature copies.....	2	32			
India Office.....					
Govt. of India..... Dept.					
Revenue Department.....					
Public Works Department.....					
Local and Municipal Department.....					
Educational Department..... Dept.					
Public Dept.....					
Judicial Dept.....					
Political.....					
Financial Dept.....					
Marine Dept.....					
Ecclesiastical Dept.....					
Total ..					
The..... Personal file		10			
The.....					
The.....					
The.....					
The.....					
The.....					
The.....					
The.....					
The.....					
The.....					
The.....					
The.....					
The.....					
Total ..	34	10			

* Copies distributed on (Press Clerk).

† Copies distributed on (Press Despatcher).

† To be initialled and dated.

TO PRESS, MADR

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.

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.

Referencer.
Clerk.

30.7.16

SPECIAL INSTRUCTIONS.

Mr. W. Fyfe

Forwarding to the Govt. of India a statement showing the age, places of education and educational qualifications of — who has been appointed an Instructor in Manual Training in the Madras Presidency.

TO BE FILLED IN BY THE PRESS.

Diary.	Initials of Press official.
Received in Press on.....	
First proof furnished on.....	
Call for revised proof received on.....	
Revised proof furnished on.....	
Corrected proof received for striking on.....	
Final copies supplied on.....	

Amount of copies.	Complete copies.	Notes.	Issue copies.	Special E.T. edition
Supplied to Secretariat for Record.....				
" " " Issue.....				
" " " for Extra E.T. copies to supply requisitions for sale to the public.				4
For Volumes.....				
For supply to newspapers and institutions admitted to the privileges of the E.T.				
Total ...				

First copy sent to Press.

Returned for signature.

Despatched in Print.

HEAD AND G.O. No.
191

DATED

CURRENT No.

ENCLOSURES TO G. No.

ORDER OF GOVERNMENT.

LETTER OF GOVERNMENT.

STATEMENT WITH DITTO.

PAPER NOT FILLED UP, EXTRA MARKS FOR DISPATCH IN ORIGINAL.

N.B.—

A = Print in full.
B = Not to be printed.
P = Print abstract only.
C = Print heading only.

NUMBER OF COPIES
SPECIFIED

Letter only.

Order complete with Letter.