

of one (1916) Department.
Education
Ordinary SERIES.

G.O., No. 1106

DATED 21-10-16

[Despatch Abstract.]

Domestic science &c. classes.

Sanctioning the entertainment of a temporary clerk
on Rs.25/- per mensem from the 1st November 1916, to 1st
December 1918 for work in connection with ———.

PAPERS PUT UP WITH CURRENT No. _____

Papers of the department to which the current belongs.

Number.	Date.	Original (= O.) or spare copy (= S.O.)	Remarks. (In this column such of the papers as have been removed for copying, printing, etc., should be marked with a cross.)	Initials of Referencer with date in token of return to Reference department.

Papers of other departments.

Department.	Number	Date.	Original (= O.) or spare copy (= S.O.)	Initials with date of (1) Referencer acknowledging returns of the paper concerned or (2) Despatcher to denote the return of the papers to the department concerned.

Home DEPARTMENT.
(Education)

CN: 3522 22 1
O.F.-20.

Received 191 . Registered 191 .

*Papers required
for reference become
available again 10.10.16*

4.10.

Subject.

Requesting sanction for the entertainment of a clerk for
the European Special Classes Centre, Madras, from 1st October
1916 to 31st December 1918.

ENCLOSURES.

No.

Spare copies

Ref. on C. No. 7045 of 1916.

Station Madras, Dated the 3rd September 1916.

From (Name) Hon'ble Mr. J. H. Stone, M.A., F.R.H.S., C.I.E

(Designation) Director of Public Instruction,

Madras.

To The Secretary to the Government of Madras,

Home Department.

/through/ The Accountant-General, (Education)

Sir, Madras.

I have the honour to submit copy of a letter from the
Inspector of European and Training Schools, C.No. 197 G of 1916 ---
dated 24th August 1916, and to request sanction for the entertain-
ment of a temporary clerk on Rs.30/- per mensem from 1st October
1916 to 31st December, 1918 for work in connection with the European
Special Classes centre, Madras, in the event of Government accepting
my proposal to continue the centre until the latter date. The charge
during the current year will be met from the savings in the allot-
ment of Rs.1200/- under "E. Education - Government Schools, General,
Other Secondary Schools for Boys - Stipends to Apprentices", Necessary
provision will be made for the clerk in the Budget Estimate for 1917-
18 pending orders of Government on this letter. The provision of
Rs.

23/9/16

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14408

518

Rs.1200/- under "Stipends to Apprentices" made in the current years' budget was intended for four stipends at Rs.25 per mensem each for training in the manual training class tenable for one year. As it is considered that a two years' course is necessary for the satisfactory training of candidates, the allotment of Rs. 1200/- will suffice for the award of two stipends only each year. There is however, no probability of all the four stipends being wanted for some years to come. European schools cannot find money for manual training class so that while war conditions exist the teaching of manual training is necessarily almost confined to the centre. I consider that a salary of not less than Rs.30 ~~is~~ ^{is} necessary for the new appointment to enable the Inspector to secure the services of a person who has passed at least the Intermediate Examination.

I have the honour to be,
Sir,
Your most obedient servant.

R. A. Ariene.

FOR DIRECTOR OF PUBLIC INSTRUCTION.

S.A.R.

Letter from the Inspector of European and Training Schools,
G.No.197 G of 1916 dated 24th August 1916, to the Director of
Public Instruction, Madras.

1 I have the honour to request you to be so good as to accede to the sanction for the entertainment of a clerk on Rs.30 per mensem from 1st September next as part of the establishment of the Manual Training Class for European Schools to do clerical in connection with all the centre classes.

2 Since the opening of the special subjects centre, much additional work has been thrown on this office in the preparation of pay, Contingent, and Travelling Allowance bills, Indents for Stationery, Forms and Stores, the typing of statements, letters, syllabuses etc., and storing and distributing of Stationery and attending to work connected with the centres as detailed in the enclosed list. *p44*

3 The need for a good clerk who can do the work satisfactorily is very much felt. The cost may be met from the sum of Rs.1200 under "Stipends to Apprentices of the Manual Training Class in the current year" as there is only one apprentice on Rs.25 per mensem at present attached to the Manual Training Class,

(True Copy)

N. Ariene

For Director of Public Instruction

12.9.16

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Details of important clerical work done by this office in connection with the centre classes held in special Subjects viz., Physical Training, Manual Training, Domestic Economy, Needle work and Dress making, Medical House-wifery and singing.

There are five lecturers throughout the year with their establishments and in addition a lecturer for a period of nearly three months.

1. Preparation of Pay bills for each of the lecturers and their establishments.
2. Preparation of contingent bills relating to each of the classes.
3. Preparation of Travelling Allowance bills.
4. ,, Indents for Stationery for each.
5. ,, ,, FORMS ,,
6. ,, ,, Europe Stores ,,
7. ,, ,, Furniture
8. Storing and distributing Stationery forms.
9. Maintaining contingent registers.
10. ,, Acquittance Rolls.
11. Preparing verification statements of receipts and charges
12. Correspondence relating to the working of the six classes.
13. Preparation of Stipendary bills.
14. Typing and copying the lecturer's reports on schools which are inspected by them.
15. Fair copying of several circulars and instructions to schools by the lecturers.
16. Checking of accounts relating to the classes.

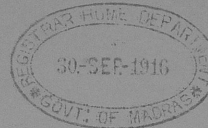
M.S.V.

(True copy)

R A Grievé

For Director of Public Instruction.

14
12.9.16.



OFFICE OF THE ACCOUNTANT-GENERAL,

Fort St. George, the 27th of September

28

No. Kis P.A. 3- 12-35

ENCLOSURES: (4)

Forwarded.

2. There is no audit objection to the proposal being sanctioned.

3. Reference is, however, solicited to Madras Government confidential memo No.8349-1 Financial dated the 28th December 1915.

4. The reappropriation proposed is within the sanctioning powers of the Director of Public Instruction.

Deputy Accountant-General.

To

The Secretary to the Government of Madras,
Educational
Home (~~Industrial~~) Department.

1. Preparation of bills for each of the lecturers and their establishments.
2. Preparation of contingent bills relating to each of the classes.
3. Preparation of travelling allowance bills.
4. Indents for stationery for each.
5. Forms.
6. Europe Station.
7. Furniture.
8. Groceries and distributing stationery forms.
9. Maintaining contingent registers.
10. Contingence rolls.
11. Preparing verification statements of receipts and charges.
12. Correspondence relating to the working of the six classes.
13. Preparation of subsidiary bills.
14. Taping and copying the lecturer's reports on schools which are inspected by them.
15. Fair copying of several circulars and instructions to schools by the lecturers.
16. Checking of accounts relating to the classes.

V.S.V.

NOTES.

Home (Eon) Dept

Employment of a temporary clerk on Rs 30 for the Domestic Science & classes up to the 31st December 1915

[C.3522] From the Dir. of Pub. Instr., P.C. No. 7045, dated the 13th Sept 1916
Encl. of the Acct. Genl., No. 113 PA 3/12535, dated the 27th Sept 1916

U.S.

With reference to the portion marked A on p. 1 of orders have been issued in G.O. No. 1015 Eon, dated the 25th Sept 1916, sanctioning the continuance of the Domestic Science classes up to the 31st Dec. 1918. For the reasons given by the Dir. of Pub. Instr., it is subd., the necessity for the entertainment of a temporary clerk on Rs 30 p.m. (without grain compensation allowance) may be admitted, and the D.P.D.'s proposal sanctioned. A draft order is subd. for approval. It may be sent to F.A. for acceptance as the expenditure forms also part of that incurred in connection with the Domestic Science as well as the manual training and Physical Training classes.



Home (Eon) No. 3522

5958

FINANCIAL

5th 10/10/16

J.L.

12.10.16

Fin. No.

Recd 12-10-16

For the P.S. Financial Dept.

The rates of pay now allowed to clerks in some of the Educational institutions in and near Madras are as shown below:-

p. 140 C.B.E.

Law College. 1 on Rs 20-2-40.

p. 141 C.B.E.

Engineering College { 1 on Rs 40-2-60
1 on Rs 20-2-40
1 on Rs 20-1-25.

p. 142 C.B.E.

Teachers College Sainjapet { 1 on Rs 40-2-60
1 on Rs 25-1-30.

p. 143 C.B.E.

Madrasa-i-Ayam. 1 on Rs 25-1-30.

cf p. 144 C.B.E.

School
Presy. Training for Uthicheros { 1 on Rs 20-1-25.
1 on Rs 20-1-25.
Secy and Training School Triplicane. 1 on Rs 20-1-25.

[No restriction as regards g.c.a.]

As to the different items of clerical work relating to the European Special classes centre well have to be attended to by one and the same clerk, the usual minimum pay of Rs 20 (inclusive of g.c.a.) will apparently not suffice, but in view of the rates of pay in force in the institutions mentioned above, Home (Ed) may, it is submitted, be requested to consider whether a pay of Rs 25 inclusive of g.c.a. will not meet the requirements. The draft may, it is submitted,

he otherwise accepted in financial.
For funds please see the D.P. 25
letter on pages 1-2 c.f.

Financial accept

19.10.16. B 25. without g.c.a.

19.10.16
C.P.R.
19.10.16

Home

19.10.16

Final 10.5758-1.
20.10.16

(I submit this to the
clear in the morning
the 11th)

Notes in ca

20.10.16

Deputy

Home (EDN) Dept.

The draft has been altered as
suggested by Financial. For orders
whether it may now issue.

19.10.16

19.10.16

19.10.16

Sanctioning the Entertainment
of temporary clerk on Rs 100 pm.
from 1st Nov 1916 to 1st Dec 1918
for work in connection with

READ AGAIN G.O. No., dated 191 ..

191

C. No. 3522, From the Dir. of Pub. Inst. of No. 7045, dated the 13th Ep. 1916.

” ” End of the acetone. MoKio PA3/12535 ” the 29th Sep 1916.

" " " "

191 .

ORDER.

~~13~~
mis

No. 1106, dated 21-10-1916

The Government sanction the entertainment of a temporary clerk on Rs ²⁵~~30~~ per mensem from the 1st Nov. 1916 up to the 31st December 1918 for work in connection with the European Special classes centre, Madras. The clerk will not be eligible for grain compensation allowance.

$$\frac{5m}{756}$$

Jul.
10 1000

12 10

To the D.P.G. (900)
the acct. em. (900)

When given for copying

When copied

When examined

When signed

HEAD AND/OR G.O., No.
10

DATED

CURRENT No.

REFERENCE TO C. No.

ORDER OF GOVERNMENT

LETTER OF GOVERNMENT

STATEMENT WITH INFO.

DATE NOT FILED UP, KINDS MEANT FOR SEPARATE
IN ORIGINAL.

F.R.—

A = Copy in full.
B = Not to be copied.
F = Copy sheet only.
Q = Copy heading only.

A A A A A A A