

Government of Madras.

HOME DEPARTMENT

(EDUCATION)

G.O. No. 1396, 19th December 1916

INDEXED

Inspection and control of educational institutions in Coorg and in
the Civil and Military Station of Bangalore

Approving the revised rules for the —.

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GOVERNMENT OF MADRAS

HOME DEPARTMENT

(Education)

READ—the following paper:—

Letter—from the Hon'ble Mr. J. H. Stone, M.A., F.R.H.S., C.I.E., Director of Public Instruction.

To—the Secretary to Government, Home (Education) Department.

Dated—Madras, the 22nd November 1916.

No.—Ref. on Cur. 7424.

In G.O. No. 693, Educational, dated the 23rd June 1916, Government approved the proposal of the Resident in Mysore and Chief Commissioner of Coorg to the delegation to the Inspector of Schools, Ninth Circle, and to the Assistant Inspector of Schools, Coorg, of certain additional powers of sanction in respect of schools in the Civil and Military Station of Bangalore and in Coorg. The proposal has since been given effect to and the delegations involve certain consequential changes in the rules relating to the inspection and control of schools in Bangalore and Coorg, approved by the Madras Government in their Orders No. 681, Educational, dated 17th November 1904, and No. 24, Educational, dated 18th January 1905. I have the honour accordingly to submit herewith, for the sanction of Government, two sets of draft revised rules relating to the inspection and control of schools in these places, embodying the changes above referred to and also the modifications necessitated by the creation of a separate Inspectorship of schools for the Ninth Circle.

2. I beg to inform you that the Resident and Chief Commissioner has approved of the proposed rules.

Order—No. 1396, Home (Education), dated the 19th December 1916.

The Government agree to the adoption of the revised rules framed by the Director of Public Instruction and approved by the Hon'ble the Resident in Mysore and the Chief Commissioner for Coorg for the inspection and control of educational institutions in Coorg and in the Civil and Military Station of Bangalore. The rules are appended to these proceedings.

(True Extract)

P. RAJAGOPALA ACHARIYAR,
Secretary to Government.

To the Director of Public Instruction.
.. Accountant-General.

APPENDIX.

I

Rules for the inspection and control of schools in Coorg.

[Vide G.O. No. 24, Educational, dated 18th January 1905, of the Government of Madras.]

1. The Government schools in Coorg shall, for administrative and educational purposes, be placed under the Director of Public Instruction in Madras, subject to the general control of the Chief Commissioner.

2. All correspondence between the Inspector of Schools, Ninth Circle, and the Chief Commissioner of Coorg shall ordinarily pass through the Director. The Inspector may, however, address the Chief Commissioner through the Commissioner of Coorg direct on the following matters:—

(1) Utilization of amounts provided in the budget for furniture, books, prizes and the indents relating thereto when the cost of the items mentioned above exceeds the financial powers delegated to the Inspector.

(2) Correspondence relating to local purchase of articles of stationery.

(3) Re-appropriation—Utilization of savings from one head to another.

(4) Statistical returns (e.g., returns of unaided schools).

(5) Payment of a special additional allowance to elementary grade students (Indian) under training to compensate for the increased cost of foodstuffs.

(6) Indents for stationery required for Government offices and institutions.

3. For the purposes of securing the general control of the Chief Commissioner, it shall suffice if his orders are taken in regard to (a) the annual report, (b) the annual budget and modifications thereof requiring his sanction, (c) important changes in policy and (d) the appointment and the removal of the headmasters of the two secondary schools and the training school. In regard to the details of the administration, it shall be unnecessary to address the Chief Commissioner in the absence of a special requisition for information.

4. The inspection and examination of these schools shall vest in the Inspector of Schools, Ninth Circle, Bangalore, and in the exercise of his duties, he shall be assisted by the Assistant Inspector and the two Supervisors of Schools and any other subordinate officers who may hereafter be authorised in that behalf by the Chief Commissioner.

5. All schools in Coorg except primary schools shall be inspected and examined by the Inspector, such assistance as he may require being rendered by the Assistant Inspector and the Supervisors of Schools.

6. The inspection and examination of primary schools shall devolve on the Assistant Inspector aided by any subordinate officers duly authorized in that behalf. It shall, however, be the duty of the Inspector on his tours through Coorg himself to inspect and examine as many primary schools as practicable.

7. The general rules relating to the inspection and examination of schools embodied in the Madras Educational Rules shall apply to the inspection and organization of schools in Coorg so far as they are not inconsistent with any order issued by the Chief Commissioner.

8. Reports in the prescribed form detailing the results of visits of inspection and examination shall be submitted to the Director of Public Instruction through the Commissioner.

9. Communications from the heads of secondary and training schools at Mercara shall be addressed to the Inspector, while the headmasters of primary schools shall communicate with the Assistant Inspector. All correspondence from the headmaster of the English school, Virajpet, to the Inspector shall pass through the headmaster, Central High school, Mercara.

10. The appointment, dismissal, leave, transfer, removal and punishment of Government teachers and other Government servants on salaries not exceeding Rs. 50 per mensem shall vest in the Inspector and in the Director in all other cases except those of the headmasters of the two secondary schools and the training school in which instance the orders of the Chief Commissioner shall be taken. An appeal shall lie to the Director against all orders inflicting a punishment which are passed by the Inspector under this rule and to the Chief Commissioner against all such orders passed by the Director provided that in no case shall a second appeal lie.

At the close of each quarter a return of appointments, etc., made by the Inspector shall be furnished to the Director through the Commissioner and a similar return of appointments made by the Director shall be furnished to the Chief Commissioner through the same channel.

The Inspector may grant privilege leave up to six weeks to all teachers and other Government servants in the Coorg Educational Department, excepting the headmaster, Central High school, Mercara, and the Assistant Inspector of Schools, Coorg; he may also sanction the acting arrangements necessitated by the grant of the leave. Copies of orders issued by the Inspector in exercise of this power should be communicated to the Director of Public Instruction.

The Assistant Inspector of Schools, Coorg, may grant leave of any kind (except maternity leave of absence to schoolmistresses) for a period not exceeding one month in the case of teachers of Government elementary schools drawing a salary of Rs. 30 per mensem or less, and sanction the consequential acting arrangements subject to the provision of funds in the budget.

11. Contingent bills relating to the various Government schools and educational establishments in the Province shall be passed on the countersignature of the Commissioner of Coorg.

12. The Inspector shall submit budget estimates of receipts and charges to the Director by the 15th of August each year, so as to enable that officer to prepare a consolidated budget to be forwarded to the Commissioner of Coorg not later than the 15th September for the purpose of incorporation in the general budget of the Province. This shall be prepared in accordance with the instructions issued for the preparation of departmental budgets by the Director, subject to any special orders of the Chief Commissioner.

13. An annual report on the state and progress of education will be transmitted to the Commissioner of Coorg by the Director of Public Instruction not later than the 1st of August in each year for incorporation in the administration report of the Province. Such report shall be drawn up on the lines followed in the educational section of the Provincial Report for the preceding year, unless the Chief Commissioner directs any modification in form and it shall rest with the Director to decide by whom such report shall be prepared.

II

Rules for the inspection and control of colleges and schools in the Civil and Military station, Bangalore.

[Vide G.O. No. 681, Educational, dated 17th November 1904, of the Government of Madras.]

1. Subject to the general control of the Resident in Mysore, the colleges and schools in the Civil and Military Station of Bangalore are, for administrative and educational purposes, placed under the Director of Public Instruction in Madras.

2. All correspondence between the Inspector of Schools, Ninth Circle, and the Resident in Mysore shall ordinarily pass through the Director. The Inspector may, however, address the Resident direct on the following matters:—

- (1) Re-appropriation—Utilization of savings from one head to another.
- (2) Statistical returns (e.g., returns of unaided schools).
- (3) Payment of a special additional allowance to elementary grade students (Indian) under training to compensate for the increased cost of foodstuffs.
- (4) Indent for stationery, furniture, books, maps, apparatus and appliances to Government offices and institutions, provided that the cost of the items mentioned above, excepting stationery, exceeds the limit of financial powers delegated to the Inspector.

3. The inspection and examination of these institutions shall devolve upon the Inspector of Schools, Ninth Circle, Bangalore. In the exercise of his duties the Inspector shall be assisted by the Sub-Assistant Inspector stationed in Bangalore and any other subordinate officers who may hereafter be authorized in that behalf by the Resident in Mysore.

4. The inspection and examination of primary schools for boys other than those intended for Europeans shall devolve on the Sub-Assistant Inspector.

5. The general rules relating to the inspection and examination of schools embodied in the Madras Inspection Code and the Madras Educational Rules shall apply to the inspection and examination of schools in Bangalore in so far as they are not inconsistent with any order of the Resident.

6. Reports in the form prescribed by the Director for reporting on colleges and schools under the Madras Educational Department on the results of inspection and examination shall be submitted to the Director of Public Instruction in Madras.

7. Communications from the heads of colleges, training, technical and secondary schools shall be addressed to the Inspector.

The heads of primary schools shall communicate with the Sub-Assistant Inspector.

8. The appointment, dismissal, leave, transfer, removal and punishment of Government teachers and other Government servants on salaries not exceeding Rs. 50 per mensem shall rest with the Inspector and in all other cases with the Director of Public Instruction. An appeal shall lie to the Director against all orders inflicting a punishment which are passed by the Inspector under this rule and to the Resident against all such orders passed by the Director,

provided that in no case shall a second appeal lie. At the close of each quarter, a return of appointments, dismissals, leaves, transfers, removals and punishments ordered by the Inspector shall be furnished to the Director. At the close of each quarter, the Director shall also furnish to the Resident a return of appointments made by him.

The power to grant privilege leave to the Sub-Assistant Inspector of Schools, Bangalore, up to the maximum limit of three months and to all teachers and other Government servants in the department up to six weeks and to sanction acting arrangements shall vest in the Inspector. Copies of orders issued by the Inspector in exercise of this power should be communicated to the Director of Public Instruction, Madras.

9. The Inspector shall submit budget estimates of receipts and charges to the Director by the 15th of August each year so as to enable him to prepare a consolidated budget to be forwarded to the Resident not later than the 15th of September for the purpose of incorporation in the general budget for the Civil and Military station. The budget estimates shall be prepared in accordance with the instructions issued for the preparation of departmental budgets by the Director, subject to any special orders of the Resident.

10. No new charge shall be entered in the budget which has not received the previous approval and sanction of the Resident.

11. An annual report on the state and progress of education shall be submitted to the Director of Public Instruction by the Inspector not later than the 1st of June each year. Such report shall be drawn up on the lines followed in the educational section of the Provincial Report for the preceding year, unless the Resident directs any modification in form. The Director will forward a consolidated report to the Resident not later than 1st of July for incorporation in the administration report of the station.

Appendix

ORDINARY.

PRESS SLIP.

PREFERENCE.

URGENT (a).

Scott. II-38-2-16.

DEPARTMENT.

Current No dated 191
 G.O. No. 1396, dated 19-12-1916.

Number of MS. pages sent {
 (b) Correspondence
 (b¹) Notes
 Notes

Brief subject.....

(e) Number of copies required when struck off (not including copies for volumes and editors' table which are retained in the Press).
 E. T. copies to supply requisitions for purchase by the public.
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Public Dept.....			
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Total	30		

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.

* Copies distributed on (Press Clerk).

† Copies distributed on (Press Despatcher).

‡ To be initialed and dated.

P.T.O.

TO PRESS, MADRAS OOTY.

A

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

Referencer.
Clerk.

Supdt.

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.

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.

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Referencer.
Clerk.

Supdt.

SPECIAL INSTRUCTIONS.

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