

Home (1917) Department.
(Education)

Ordinary SERIES.

G.O. No. 236

DATED 22-2-1917

INDEXED

[Despatch Abstract.]

Attendance sheets.

Authorising the Superintendent, Government Press to
print and supply as a special case the attendance sheets
required for use in the Presidency College, Madras.

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.

Sl 4709
19-12-16

C.F.—20.

Home DEPARTMENT.

(Education)

Received

191

Registered

191

Subject.

Requesting the sanction of Government for the
printing of the names of students so far as the
Presidency College is concerned on larger sheets of
paper instead of on narrow slips as is now done.

ENCLOSURES.

No.

Ref on Cur. No. 7506 of 1916.

Spare copies

Station Madras, Dated the 16th December 1916

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

(Designation) Director of Public Instruction.

To The Secretary to the Government of Madras,

Home Department.
(Education)

Sir,

In submitting herewith a copy of my letter to the
Superintendent, Government Press, R.C.No.7506/16 dated 2nd
November 1916 and of his reply thereto No.6516 dated the
18th idem, I have the honour to invite your kind attention
to this office letter to Government R.C.No.4216/14 dated
6th July 1914 in which the sanction of Government was re-
quested for printing the names of students on the atten-
dance sheets so far as Government colleges were concerned
and to G.O.No.865 Educational Mis. dated 22nd July 1914 in
which the printing of the names accordingly was sanctioned.
This order was subsequently modified in G.O.No.163 Educa-
tional Mis. dated the 15th February 1915, in which the heads
of Government colleges were authorized to have the names

page 3 C.F.

page 4 C.F.

Not Communi-
cated to our office

(M)

printed on separate slips to fit the standardised forms of attendance sheets. As was already stated in this office -- letter to Government R.C.No.4216/14 dated 6th July 1914 and has now been explained in the letter to the Superintendent Government Press under reference, I have the honour to state that the attendance sheets are quite different from the -- attendance register forms and that no form of attendance sheet has yet been standardised. In view of the large number of students in the Presidency College and the high rate of consumption of this sheet in that college, I have the --- honour to request that Government will be pleased to accord sanction for the present so far as the Presidency College is concerned, to the printing of the names of the college ----- students on larger sheets of paper with the admission numbers and the languages as in the specimen herewith attached instead of on narrow slips as is now done. Badami paper -- will suffice for these sheets. The register form is on --

Azure laid-34 lbs paper.

I have the honour to be,

S i r,

Your most obedient servant.

R. A. Ariv

for Director of Public Instruction.

M
15-XII-16.

Copy of letter R.C.No.7506/16 dated 2nd November to the Superintendent, Government Press, Madras.

With reference to your letter to the Principal, Presidency College, Madras, No.4957 dated 31st August 1916, I have the honour to inform you there are two kinds of forms at present in use in colleges for the maintenance of the record of the attendance of college students, viz, the attendance register form and the attendance sheet. The attendance register is a permanent record apart and different from the attendance sheets, and Edl.B.97-a- has been standardised for that purpose. The attendance sheet is not at present a standardised form. The slips printed under G.O.No. 163 Educational Mis. dated 15th February 1915 are so printed as to be right in position ~~and~~ pasted in the permanent register but they do not meet the case of the attendance sheets.

2. The Principal, Presidency College, reports that the consumption of the latter runs into some thousands each ^{year} and that there will be a large waste of paper and multiplication of labour in having first small slips, and then pasting them on to larger blank sheets to prepare the attendance sheets. He requests ~~that~~ therefore that instead of the names being printed on narrow slips they may be printed on ordinary paper of foolscap size as was done this year this being the simpler and more economical course. A specimen is attached for your reference. I may also state in deference to the objections raised in your letter under reference, that these sheets need not be ruled but may be left blank to be filled in by the Principal as may be required. If the names could thus be printed it would obviate the necessity for the standardisation of a new form for the attendance sheet, on to which the printed slips have to be pasted according to the order of Government.

3. The other colleges have also to use similar sheets but presumably their consumption is not nearly so large they have not brought to my notice any special difficulty regarding them.

4. In these circumstances I have the honour to request that you will be so good as to inform me if the names of the students may not be printed in future also, as in this year, on larger blank -- sheets instead of on narrow slips of paper.

2. As regards the printing of ^{the} admission numbers and the languages alongside the names as required by the Principal I have the honour to state that the Principal reports that he finds these particulars to be essential for the identification of the students and to request that they may be regarded as part of the description of the students in addition to their names and printed as required by the Principal.

(True Copy)

II

Letter from the Superintendent, Government Press, Madras, No. 6516 dated 18th November 1916, to the Director of Public Instruction, Madras.

In reply to your letter R.O.C. No. 7506, dated 2nd November 1916, I have the honour to state that what is required appears to be practically an evasion of the orders of Government and if the circumstances of the college are so special a modification of the orders may be obtained. Other colleges, however, have been quite content with the slips and the standardized register, while others apparently adopt the more economical -- method of writing the names in, as I am informed private colleges do.

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(True Copy)

Naarive
for Director of Public Instruction.
15.11.16.

PAGES 5 TO _____

SUBSTITUTE FOR DETACHED ENCLOSURE.

Eden
~~Home~~ DEPARTMENT.

G.O. No. 236, dated 22-2-1917.

FORWARDED TO THE S. G. P.

the G.O. mentioned above.
WITH G.O. No. _____, dated _____ 1917.

DATE 24-2-1917.

EXAMINER'S INITIALS mps
DESPATCHER'S

5

4709/16

4709-1 of 5.1.17

Ende

Referred to the Supt.
of Stationery for favour of
remarks.

M
31/10/16

R
3.1.17

Mr. P. P. P.
5.2.17

5.1.17

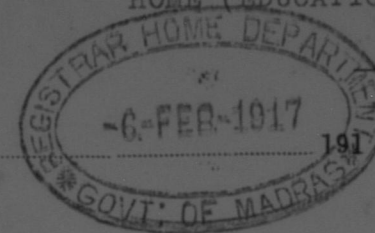
Referred
with
5.1.17

The Supt. of Stationery
Camp etc.
in order to be
settled

CN 593 8l

O.F.—29

HOME (EDUCATION) DEPARTMENT.



Received

Registered

1917

Subject.

Submitting that in the special circumstances of the Presidency College, Madras, as explained by the Director of Public Instruction, the request of the latter may be complied with.

ENCLOSURES.

No. 3.

Spare copies

D. Dis. No. 128/F

Station Madras, Dated the 2nd February 1917

From (Name) M. YOUNG, Esq., I. C. S.,
(Designation) Superintendent of Stationery,

To The Secretary to the Government of Madras,
HOME (EDUCATION) Department.

Sir,

In reply to Government Endorsement No. 4709-1, dated 5th January 1917, I have the honour to submit that in the special circumstances of the Presidency College, Madras, as explained by the Director of Public Instruction, the request of the latter may be complied with.

2. The enclosures received from Government are herewith returned.

I have the honour to be,

Sir,

Your most obedient servant,

SUPERINTENDENT OF STATIONERY.

Attendance sheets.

Authorising the Superintendent, Government Press to print and supply as a special case the attendance sheets required for use in the Presidency College, Madras.



C.No. 4709. From the Director of Public Instruction, No.7506, dated the 16th December 1916.

C.No. 593. From the Superintendent of Stationery, No.128 F, dated the 2nd February 1917.

Order. No. 236 dated 22-2-1917.

Mis.

In the circumstances explained, the Government authorise the Superintendent, Government Press, to print and supply as a special case, the attendance sheets required for use in the Presidency College, Madras.

To

The D.P.I.
The S.G.P.
The Supdt. of Stationery.
Financial Department.

Edl no 4709-2

CURRENT NO. 19

1237

FINANCE

File no 1237-10721217



May be sent to Financial for acceptance
CR 19.2.17
MSB

When given for copying — }
 When copied — } 191
 When examined — }
 When signed — }

READ AGAIN G.O. No.
 191 .

DATED

CURRENT No.

ENCLOSURES TO C. No.

ORDER OF GOVERNMENT

A A A A A A A

LETTER OF GOVERNMENT.

STATEMENT WITH DITTO.

PAPERS NOT FILED UP, BEING MEANT FOR DESPATCH
 IN ORIGINAL.

N.B.—
 A = Copy in full.
 B = Not to be copied.
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 Q = Copy heading only.