

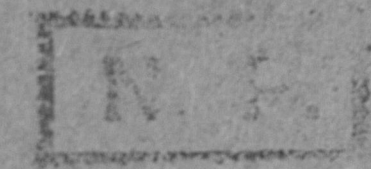
Government of Madras

HOME DEPARTMENT (EDUCATION).

G.O. No. 581, 3rd May 1917

Training School for Mistresses

Sanctioning the opening of a higher elementary — at Cuddalore with effect from the 1st July 1917.



INDEXED

N. P.

ORIGINAL.

Government of Madras

HOME DEPARTMENT (EDUCATION).

G.O. No. 581, 3rd May 1917

Training School for Mistresses

Sanctioning the opening of a higher elementary — at Cuddalore with effect from the 1st July 1917.

READ—the following papers :—

I

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

To—the Secretary to Government, Home (Education) Department (through the Accountant-General).

Dated—Madras, the 20th January 1917.

No.—Ref. on Cur. 5831/1916.

With reference to G.Os. Nos. 1308, Home (Education), dated 7th December 1916, and 1313, Home (Education), dated 8th December 1916, recording the questions asked by the Hon'ble Diwan Bahadur A. Subbarayalu Reddiyar Avargal at the meeting of the Legislative Council held in November last and the replies of Government thereto, I have the honour to submit the following proposals for the establishment of a Government training school for mistresses at Cuddalore.

The difficulty of securing trained women teachers is becoming more and more acute with the opening of new board girls' schools so much so that it has been found to be a matter of imperative necessity to make adequate provision for the training of female teachers. The conference of Inspectresses which sat in my office in December 1915 agreeing in this view has urged the desirability of opening Govern-

<i>Northern Circle.</i>	<i>Central Circle.</i>	<i>Southern Circle.</i>	
1. Kurnool.	1. Cuddalore.	1. Reorganization of the Coimbatore Training School.	ment training schools for mistresses in the different circles in the order noted in the margin, and it will be observed that of the several centres in the
2. Visagapatam.	2. Vellore.	2. Mangalore.	
3. Berhampur.	3. Salem.	3. Calicut.	
4. Anantapur.	4. Nellore.	4. Madura.	

Central Circle which have need for such schools Cuddalore is considered to have a primary claim for such a school.

2. In this connection I beg to submit herewith a letter addressed to Government through the Director by the President, District Board, North Arcot, urging the claims of Vellore for the seat of a training school for mistresses.

From the particulars given in the margin * it will be observed that the South Arcot district is the most backward in the matter of female education among the

districts in the three circles which have a prior claim to have Government schools for the training of school mistresses and that North Arcot ranks next to Kurnool but is more favourably situated than South Arcot. Further in the selection of centres for the opening of training schools for mistresses, I think it desirable to follow as far as possible the programme decided on at the Inspectresses' conference referred to above.

* Vide sheet attached.

Permanent.		Rs.
Headmistress ...	65 plus 25 personal allowance.	...
One assistant ...	20	...
Do. ...	14	...
Do. ...	12	...
Two assistants at Rs. 10.	20	Rs. 156
One peon ...	5	161
Temporary.		Rs.
One assistant ...	30	...
Do. ...	15	...
Do. ...	10	55
Total ...		216

3. In these circumstances I beg to propose that a higher elementary training school for mistresses be opened from 1st July 1917 at Cuddalore and attached to the existing Government girls' school in the town. The present staff of the girls' school consists of nine teachers—six permanent and three temporary—as shown in the margin and Miss Lynch considers it necessary to employ the undermentioned additional staff in view to the opening of the training section in the school and to raise the minimum pay of the posts to Rs. 15 per mensem:—

	Rs.
Superintendent ...	200
One assistant ...	50
Do. ...	40
One drawing mistress ...	40
Clerk ...	20
Peon ...	9
Total ...	359

The Inspectress's proposal does not seem to me to be extravagant, but considering the present financial stringency I would suggest that the pay of the Superintendent be fixed at Rs. 150—5—175, the minimum rate of pay for which it may be expected that a qualified and competent Anglo-Indian lady graduate can be had, and that the existing temporary posts in the girls' school be made permanent. The scale of staff for the training and model schools will then be as shown below:—

Training school.		Average cost.
	Rs.	Rs.
Superintendent ...	150—5—175	166½
One assistant ...	50	50
Do. ...	40	40
One drawing mistress ...	40	40
Model school.		
Headmistress ...	65 plus 25*	90
One assistant ...	30	30
Do. ...	20	20
Six assistants ...	15 each	90
Common.		
One clerk ...	20	20
One peon ..	9	9
Total ...		555½

* Personal allowance.

The cost for the first year will be Rs. 539 and deducting the present cost of the girls' school, viz. Rs. 211, the net extra cost will amount to Rs. 328 per mensem.

	Rs.
Twenty higher elementary 20 × Rs. 10½	210
Two guardian allowances at Rs. 5	10
Twenty lower elementary—	
Ten Hindus 10 × Rs. 10½	105
Ten guardian allowances	50
Ten × Rs. 8½	85
	460

4. I request that provision may also be made under stipends for twenty higher elementary and twenty lower elementary students as detailed in the margin and for a sum of Rs. 1,000 for equipment.

The extra cost involved by the proposal for eight months during the next year will be Rs. 7,304 as shown below:—

	Rs.
Salaries of staff 8 × Rs. 328	2,624
Stipends 8 × Rs. 460	3,680
	6,304
Equipment	1,000
	7,304

The charge can be met from the lump allotment of Rs. 10,000 provided for the purpose in the budget estimate for 1917-18.

ENCLOSURES

(1)

Letter—from F. J. RICHARDS, Esq., M.A., I.C.S., President, District Board, North Arcot.

To—the Secretary to Government, Local and Municipal Department, (through the Director of Public Instruction).

Dated—Vellore, the 14th July 1916.

No.—D. Dis. 1150 D.B.

I have the honour to request that the Government will be pleased to open a Government training school for mistresses in Vellore.

2. With reference to paragraph 5 of G.O. No. 1357 L., dated 27th September 1915, the Inspectress of Girls' Schools, Central Circle, has stated that no substantial improvement in "female education" can be effected until the male teachers and the eleven untrained mistresses now employed in local fund girls' schools are replaced by trained mistresses. As trained mistresses cannot be obtained, the Inspectress has suggested that the Director of Public Instruction might be asked to establish a training school for mistresses in Vellore. Her suggestion has been adopted by the District Board in its Resolution No. 15 dated 24th June 1916.

SUB-ENCLOSURE

Extract from the Proceedings of the District Board, North Arcot, dated 24th June 1916.

Read paragraph 5 of G.O. No. 1357 L., dated 27th September 1915, on the administration report of the District Board for the year 1914-15, observing that the percentage in the case of girls was well below the Presidency average and requesting to consider in consultation with the local educational authorities whether any steps were feasible with the object of improving that branch of administration.

Read also correspondence with the Inspectress of Girls' Schools, Central Circle, Madras, on the subject and her final reply Dis. No. 537, dated 10th June 1916, to the effect that there were no mistresses available in this district and that the Director of Public Instruction be addressed for the opening of a training school for mistresses in Vellore.

Resolution No. 15.—The Government will be addressed with a view to opening a training school for mistresses in Vellore.

(2)

	Female school-going population.	Number of girls at school on 31st March 1916.	Percentage of girls at school to the school-going population.	Average for the Presidency.	Teachers.		
					Trained.	Untrained.	Total.
1. Kurnool	69,566	6,401	9.2	9.9 per cent.	35	33	68
2. North Arcot	148,633	11,595	7.8	9.9	150	54	204
3. Coimbatore	160,820	10,582	6.6	9.9	128	61	189
4. South Arcot	178,464	11,285	6.3	9.9	162	56	218

II

Endorsement of the Accountant-General, No. S.A. 2-19507, dated 30th January 1917.

Forwarded.

2. The present scale of pay of the establishment both permanent and temporary is as shown in paragraph 3 of the Director's letter, excepting that a peon on Rs. 5 on the permanent establishment which has been omitted to be shown there, has now been added.

3. There is no audit objection to the proposals being sanctioned by Government.

4. A reference is, however, solicited to Government Memorandum No. 8349-1 (Confdl.), dated the 28th December 1915.

H. BHIMASENA RAO,
Deputy Accountant-General.

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

III

Memorandum No. 2642/16-4, Home (Education), dated the 12th March 1917.

With reference to his letter R.C. No. 5831, dated the 20th January 1917, submitting proposals for the establishment of a Government training school for mistresses at Cuddalore, the Director of Public Instruction is requested to explain fully the reasons for the proposed increase in the minimum pay of the assistants in the school to Rs. 15 per mensem and to state whether the proposed employment of a peon on Rs. 9 per mensem is to be in lieu of the existing peon on Rs. 5 per mensem.

(By Order)

C. RAMANUJA ACHARIYAR,
Registrar.

To the Director of Public Instruction.

IV

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 21st March 1917.

No.—R.C. 5831/1916.

With reference to Government Memorandum No. 2642/16-4, dated the 12th March 1917, I have the honour to state that the minimum pay of the assistants in the Government training school for mistresses proposed to be established at Cuddalore is fixed at Rs. 15 per mensem in view of the difficulty repeatedly pointed out by the Inspectress of securing qualified mistresses even of the higher elementary grade on Rs. 10 or Rs. 12 and that the peon on Rs. 9 per mensem proposed is in addition to the existing peon on Rs. 5 per mensem. I may add that higher elementary training schools for masters have two peons each on their establishment.

Order—No. 581, Home (Education), dated the 3rd May 1917.

The Government sanction with effect from the 1st July 1917 the proposals of the Director of Public Instruction to open a higher elementary training school for mistresses in connection with the Government girls' school at Cuddalore, to add to and revise the staff of the existing model school and to incur expenditure on stipends and equipment as detailed in paragraphs 3 and 4 of his first letter read above, subject to the modification that the pay of the Superintendent of the training school is fixed at Rs. 125—5—150 per mensem.

2. The assistants, the clerk and the peon on Rs. 9 per mensem will not be eligible for grain compensation allowance, but such of the existing incumbents as are adversely affected by the withdrawal of the allowance will be granted personal allowances equivalent to the amount of loss sustained in each case. Such personal allowances will not count for leave allowances or for pension and will be extinguished in due course under article 61 of the Civil Service Regulations.

3. This sanction has been registered as No. 42 of 1917-18.

4. The charge will be met from the lump provision of Rs. 10,000 for opening additional training schools for women under "22-F. EDUCATION—Government Schools, Special" in the Civil Budget Estimate for 1917-18.

(True Extract)

R. RAMACHANDRA RAO,
Secretary to Government.

To the Director of Public Instruction.
" Financial Department.
" Accountant-General (through Financial).
Editors' Table (Order only).

HOME (EDUCATION) DEPARTMENT

NOTES CONNECTED WITH G.O. No. 581, HOME (EDUCATION),
DATED 3RD MAY 1917

[SUBJECT.—*Establishment of a training school for mistresses in the
North Arcot district.*]

Demi-official—from F. J. RICHARDS, Esq., I.C.S., Collector of North Arcot.
To—M.R.Ry. Diwan Bahadur P. RAJAGOPALA ACHARIYAR Avargal, M.A., B.L.,
C.I.E., Secretary to Government, Educational Department.
Dated—the 14th July 1916.

With reference to the remarks of Government on the backward state of female education in this district on the Administration Report of the North Arcot District Board for 1914-15 (paragraph 5 of G.O. No. 1357 L., dated 27th September 1915) and paragraph 3 (iii) of my note on G.O. No. 466, Educational, dated 30th April 1916, submitted with this office letter D. Dis. No. 1076-D.B., dated 29th June 1916, may I venture to request that the need for a training school for school mistresses in this district may be laid before His Excellency?

I have submitted an official request through the Director of Public Instruction in my letter D. Dis. No. 1150-D.B., dated 14th July 1916, with reference to a resolution passed by the district board on the advice of the Inspectress of Schools, Central Circle.

I have had a personal interview on the subject with Miss Lynch. Her proposal is to raise the local Government Girls' school, Vellore, to secondary status with a training school attached.

I think the facts and figures embodied in my note on the Government of India's reference should suffice to show how urgent the need for some such institution in this district is. I understand that a little money is available, and would respectfully submit that the work of "female education" in the proper sense of the word "Education" has already yet begun in North Arcot.

Miss Lynch proposes to train 30 to 40 teachers annually.

EDUCATIONAL DEPARTMENT.

Submitted that the current may lie over pending receipt of the official communication on the subject which is stated to have been submitted through the Director of Public Instruction.

S.K.—26-7-16.

T.K.—26-7-16.

P. RAJAGOPALA ACHARIYAR—28-7-16.

May the Director of Public Instruction be requested u.o. to state when the District Board's official communication may be expected by the Government?

E.A.V.—23-9-16.

C. RAMANUJA ACHARIYAR—26-9-16.

OFFICE OF THE DIRECTOR OF PUBLIC
INSTRUCTION.

There are several other proposals for opening training schools based on the conclusions arrived at by the conference of Inspectresses which drew up a list of the order in which they should be opened. I hope soon to address Government on the subject, which includes the relative importance of opening a school at Vellore.

J. H. STONE—21-10-16.

HOME (EDUCATION) DEPARTMENT.

This may lie over till receipt of the proposals of the Director of Public Instruction as regards additional training schools for mistresses.

S.N.P.—15-11-16.

T.K.—15-11-16.

C. RAMANUJA ACHARIYAR—16-11-16.

P. RAJAGOPALA ACHARIYAR—17-11-16.

Perhaps the Director of Public Instruction may now be requested to say when his proposals as regards additional training schools for mistresses may be expected.

S.N.P.—17-1-17.

T.K.—17-1-17.

C.R.—18-1-17.

OFFICE OF THE DIRECTOR OF PUBLIC INSTRUCTION.

The draft letter to Government submitting proposals for the opening of a higher elementary training school for mistresses in connection with the Government Girls' school, Cuddalore, has just been received with the Director's approval. It will be despatched to Government this evening. The question of opening similar training schools for mistresses in other important centres has been discussed in that letter.

R. G. GRIEVE—20-1-17.

HOME (EDUCATION) DEPARTMENT.

It is ascertained that the letter containing proposals for the opening of a higher elementary training school for mistresses in connection with the Government Girls' school, Cuddalore, was despatched from the Director of Public Instruction's office on the 20th January 1917 to the Accountant-General. This may lie over till receipt of the communication with the Accountant-General's remarks.

S.N.P.—26-1-17.

T.K.—26-1-17.

C.R.—26-1-17.

From the Director of Public Instruction, R.C. No. 5831, dated the 20th January 1917.

Endorsement of the Accountant-General, S.A. No. 2/19507, dated the 30th January 1917.

The proposals of the Director of Public Instruction in regard to the precedence of Cuddalore for the starting of a training school for mistresses are reasonable and may be approved.

2. The establishment proposed compares favourably with similar establishments except in regard to the Superintendent for whom the Director of Public Instruction proposes a pay of Rs. 150—5—175.

It is for orders whether this cannot be reduced to Rs. 125—5—150, the pay given to the headmistresses of the schools at Karuntattangudi and the Hobart training school for mistresses at Madras—vide pages 110 and 111 of list of Educational officers. If this is accepted the average cost per mensem will then be Rs. 530½ and deducting the present cost the extra cost will be Rs. 319½ as against Rs. 328 proposed by the Director of Public Instruction.

3. Provision suggested by the Director of Public Instruction in paragraph 4 of his letter as regards stipends and equipment may also be accepted.

4. The extra cost during 1916-17 will then be Rs. 7,104 and this amount can be met from the lump provision of Rs. 10,000 made in the budget estimate for 1917-18.

5. The file may be sent to the Financial Department for remarks.

S.N.P.—12-2-17.

T.K.—14-2-17.

C. RAMANUJA ACHARIYAR—15-2-17.

Please explain how "the establishment proposed compares favourably" (paragraph 2 above).

E. A. HARVEY—17-2-17.

A comparative statement of the staff of the existing training schools for mistresses with the establishment now proposed at Cuddalore shown in italics in the last column is attached. It will appear from the statement that the scale of pay and the staff proposed for Cuddalore seem to be moderate.

S.N.P.—20-2-17.

T.K.—21-2-17.

C.R.—22-2-17.

ENCLOSURE

Comparative statement of the staff of the higher elementary Government training schools for mistresses.

Pay.	Rajah-mundry.	Hobart.	Karuntattangudi.	Coimbatore.	Calicut.	Mangalore.	Cuddalore.
Rs.							
200-10-250	..	..	..	1	..	..	..
150-5-175	..	..	..	..	..	..	1
125-5-150	..	1	1	1	..	..	..
100-10-150	1	..	..	..	1	..	..
100-5-125	..	..	..	1	..	..	..
80-4-100	..	1	..	..	..	..	..
75-5-100	..	..	..	3	1	1	..
65-25 all	..	..	..	..	..	..	1
60-4-80	..	1	..	..	..	..	..
60-3-75	2	..	..	1	..	..	..
60-3-70	..	..	..	..	..	1	..
50-5-75	..	..	..	1	1	..	..
50-2-60	1	..	..	1	..	1	..
50	..	..	..	..	..	..	1
40-2-50	1	2	..	3	1	..	..
30-1-35	..	..	..	..	1	..	..
30-2-40	..	1	..	2	2	1	..
40	..	..	1	..	..	..	3
35	..	..	1	..	..	..	1
30	..	..	1	..	..	..	..
25-1-30	2	..	1	1	1	1	..
20-2-30	..	1	..	..	..	..	..
25	1	1	..	1	1	1	..
20-1-25	3	1	..	3	1	1	..
20	1	1	1	1	1	1	1
15-1-20	3	3	..	3	3	3	..
15	..	..	4	..	..	..	6
10-1-15	..	2	..	..	..	..	..
	Clerk Rs. 15-1-20	Clerk Rs. 20	Clerk Rs. 15-1-20, temporary 1 (100) and 1 (75)	Clerk Rs. 20-1-25	Clerk Rs. 15-1-20	Clerk Rs. 15-1-20	Clerk Rs. 20

S.N.P.—22-2-17.

If the proposal is approved I would adopt the Director of Public Instruction's scale in its entirety.

E. A. HARVEY—26-2-17.

FINANCIAL DEPARTMENT.

The extra cost involved in the proposals of the Director of Public Instruction for the opening of a training section in the existing Government Girls' School at Cuddalore and for the reorganization of the staff is shown below:—

Recurring.						Extra cost per mensem. Rs.
(i) Additional staff for the training section—						
One superintendent (Rs. 150—5—175)	...	...	...	...	...	166½
One assistant on Rs. 50	...	...	...	...	...	50
One " " Rs. 40	...	...	...	...	...	40
One drawing mistress on Rs. 40	...	...	...	...	...	40
One clerk on Rs. 20	...	...	...	...	...	20
One peon on Rs. 9	...	...	...	...	...	9
Total						325½
(ii) Reorganization of the staff of the existing model school—						
(a) Making permanent the present temporary staff (consisting of three assistants on Rs. 30, 15 and 10 respectively).						} Nil.
(b) Raising the minimum pay of the assistants to Rs. 15 as detailed below:—						
				Present pay Rs.	Proposed pay Rs.	
One assistant (Rs. 14)	...	...	...	14	15	
One assistant (Rs. 12)	...	...	...	12	15	
Three assistants (Rs. 10)	...	...	...	30	45	
				56	75	19
(iii) Stipends						460
Total						804½
						or Rs. 9,656 per annum.

Non-recurring.

(iv) Equipment	...	1,000
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2. Attention is solicited to paragraph 1 of the Director of Public Instruction's letter in which it is stated that the provision for the training of women teachers is a matter of imperative necessity. From paragraph 2 of the same letter it will be observed that the school at Cuddalore is badly needed as "South Arcot is most backward in the matter of female education". Financial may therefore agree to the introduction of the scheme.

3. *Items (ii) (a), (iii) and (iv) in paragraph 1 above.*—No remarks. The proposals may be accepted.

Item (i) in paragraph 1 above—The Superintendent.—The scale of pay (Rs. 150—5—175) proposed is rather high when compared with the pay given to headmistresses in the training schools at Calicut (Rs. 100—10—150), Mangalore (75—5—100), Karuntattangudi (Tanjore) (125—5—150) and in the Hobart's Training School for Mistresses at Madras (Rs. 125—5—150). The ground for the higher scale proposed, viz., that a qualified and competent Anglo-Indian lady graduate cannot be had for a lesser sum, is not sufficiently strong, as no special features are known to exist at Cuddalore which make the place less attractive than Calicut, Mangalore or Karuntattan-

I agree. We may try 125—5—150 in the first instance. L.E.K.—7-3-17.
J.P.B.—8-3-17.

gudi. A scale of Rs. 125—5—150 would seem to meet the present case and a higher pay can, it is submitted, be granted only if the Director of Public Instruction brings forward good and sufficient grounds in support of the same.

Peon.—There is already one peon in the girls' school and it is presumed that the one now proposed is required in addition to him. The Home (Education) Department may be requested to verify the point before orders are passed on the case. The post may be declared ineligible for grain compensation allowance as also the post of the clerk on Rs. 20.

Yes, the Director of Public Instruction has omitted the peon on Rs. 5. What he wants is, I think, one peon on Rs. 9 in lieu of the man on Rs. 5. We may accept this.

L.E.K.—7-3-17.

J.P.B.—8-3-17.

Items (ii) (b) in paragraph 1 above.—The Director of Public Instruction has not given reasons in support of his proposal to raise the minimum pay of the assistants in the girls' school to Rs. 15 per mensem and there appear to be no urgent necessity for the proposed increase. The proposal may therefore be negatived. If, however, it is to be accepted, the staff may be declared ineligible for grain compensation allowance, the existing incumbents being protected from loss, if any, by the grant of personal allowances.

I agree that the increase in pay has not been justified. Making the appointments permanent does not mean that the pay should be increased.

L.E.K.—7-3-17.

4. *Provision of funds.*—The proposals, if sanctioned, are to be given effect to from the 1st July 1917 so that provision has to be made for eight months during 1917-18. The Director of Public Instruction proposes to meet the amount from the lump allotment of Rs. 10,000 provided in the budget for 1917-18 for opening additional training schools for women.

V.K.C.—6-3-17.

C.K.—6-3-17.

L. E. KERSHAW—7-3-17.

Item (ii) (b).—Financial would be willing to consider the proposed minimum of Rs. 15 on a full statement of reasons, but no reasons are given. If this item is to be pressed, I would suggest a further reference to the Director. In other respects, I agree with the Assistant Secretary.

J. P. BEDFORD—8-3-17.

HOME (EDUCATION) DEPARTMENT.

A memorandum to the Director of Public Instruction is submitted.

S.N.P.—15-3-17.

T.K.—11-3-17.

C. RAMANUJA ACHARIYAR—12-3-17.

[Memorandum No. 2642/18-4, dated 12th March 1917.]

From the Director of Public Instruction; R.C. No. 5831, dated 21st March 1917.

Please see Financial Department's note above regarding "Peon" and regarding the minimum pay of Rs. 15 to the assistants in the school. For the reasons given by the Director of Public Instruction, the Financial Department may be requested to accept the Director of Public Instruction's proposals for an additional peon on Rs. 9 per mensem and for raising the minimum pay of the assistants to Rs. 15 as shown under item (ii) (b) on page 4 ante.

S.N.P.—22-3-17.

T.K.—23-3-17.

C.R.—27-3-17.

A peon on Rs. 5 must be a poor thing. In passing this on to Financial I would suggest that if two peons be necessary as seems to be the case, the rates of Rs. 9 and Rs. 7 per mensem may be sanctioned for them.

E. A. HARVEY—6-4-17.

FINANCIAL DEPARTMENT.

We may agree to the pay of the assistants being raised to Rs. 15. We may also agree to the additional peon on Rs. 9 but I see no reason for raising the pay of the man on Rs. 5 to Rs. 7. The Director of Public Instruction has not asked for this, and it will be time enough to sanction an increase when we are asked to do so.

L. E. KERSHAW—15-4-17.

I agree. [There may be personal reasons for the 5-rupee rate.]

L. DAVIDSON—12-4-17.

HOME (EDUCATION) DEPARTMENT.

A draft order is submitted for approval. It may be sent to Financial for noting the number of sanction.

P.R.—15-4-17.

T.K.—20-4-17.

C. RAMANUJA ACHARIYAR—24-4-17.

R. RAMACHANDRA RAO—25-4-17.

FINANCIAL DEPARTMENT.

The sanction has been registered as No. 42 of 1917-18.

T.R.N.N.—26-4-17.

A.S.—26-4-17.

L.E.K.—1-5-17.

HOME (EDUCATION) DEPARTMENT.

The draft may be submitted to His Excellency for approval.

C.R.—1-5-17.

His Excellency.

R.R.—2-5-17.

P[ENTLAND]—2-5-17.

[G.O. No. 581, Home (Education), dated 3rd May 1917.]

TRAINING SCHOOL FOR MISTRESSES.

Sanctioning the opening of a higher elementary _____ at Cuddalore with effect from the 1st July 1917.

Read:—

C.No. 487. From the D.P.I. No. 5831/16, dated the 20-1-1917.

Endorsement of the A.G. No. S.A. 2-19507, dated the 30-1-17

C.No. 1518. From the D.P.I. No. 5831/16, dated the 21-3-1917.

Order. No. 581 dated the 3. 5. 1917.
Press.

The Government sanction with effect from the 1st July 1917 the proposals of the D.P.I. to open a higher elementary training school for mistresses in connection with the Government girls' school at Cuddalore, ^{add to and} to revise the staff of the existing model school and to incur expenditure on stipends and equipment as detailed in paragraphs 3 and 4 of his first letter read above, subject to the modification that the pay ~~of the~~ ^{of} the Superintendent of the training school is fixed at Rs. 125-5-150 per mensem.

2. The assistants, the clerk and the peon on Rs. 9/- per mensem will not be

eligible for grain compensation allowance, but such of the existing incumbents as are adversely affected by the withdrawal of the allowance will be granted personal allowances equivalent to the amount of loss sustained in each case. Such personal allowances will not count for leave allowances or for pension and will be extinguished in due course under article 61 of the Civil Service Regulations.

3. This sanction has been registered as No. 42 of 1917-18.

4. The charge will be met from the lump provision of Rs. 10,000/- for opening additional training schools for women under "22.F. Education - Government Schools, Special" in the Civil Budget Estimate for 1917-18.

To the J.P.I.

Financial Dept.

A.G. (through Financial)

E.T. (ordering)

ORDINARY.

PREFERENCE.

URGENT (a)

Home (Edu) DEPARTMENT.

Current No., dated 191 ..

G.O. No. 581, dated 3.5.1917

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

Brief subject: On the draft order

(c) 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.	Complete correspondence and orders.	Notes.
FOR RECORD.*			
Madras Records ...	4	19	12
Ooty Records ...		3	4
For filing with original		1	1
Total ..		22	17

FOR ISSUE.†
Depts. to be given requis

Signature copies	Letter only.	Complete G.O.	Special issue copies of G.O.	Notes
India Office		4		
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	Letter only.	Complete G.O.	Special issue copies of G.O.	Notes
The P.P. 9		5		
The 7th		4		
The A.S.		10		
The Extras		21		
The				
The				
The				
The				
The				
The				
The				
The				
The				
The				
The				
Total		40		

ies distributed on ‡ (Press Clerk.)
es distribueld on ‡ (Press Despatcher.)

† To be initialed and dated.

[P.T.O.]

INSTRUCTIONS FOR THE SECRETARIAT.

- 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.
- 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.
- For rules regarding printing of notes, see rule 315 of the office Manual.
- The number of copies and the details of distribution should be filled in by the Superintendent or Referencer concerned.
- 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.
- 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.

- 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.
- 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.
- Signature copies of letters to the Secretary of State or to the Government of India should be printed on hand-made paper.
- 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.
- 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.

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 at on.

Type may be released after usual interval.

Referencer.
Clerk.

Referencer.
Clerk.

Referencer.
Clerk.

Supdt.

Supdt.

Supdt.

SPECIAL INSTRUCTIONS.

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.....	

Account of copies.	Complete copies.	Notes.	Issue copies.	Special E.T. edition.
Supplied to Secretariat for Record.....				
" " " Issue.....				
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For Volumes.....				
For supply to newspapers and institutions admitted to the privileges of the E.T.				
Total ...				