

Home (1918) Department.
Education

Ordinary SERIES.

G.O. No. 144

DATED 7.2.18

INDEXED

[Despatch Abstract.]

Printing Manual.—

Informing the Director of Public Instruction that
the Government see no sufficient ~~rea~~ grounds for the
inclusion of the library catalogues of Government Colleges
in Appendix B to the —————

HOME (EDUCATION) DEPARTMENT.

Received

191

Registered

191



Subject.

Requesting sanction of Government for the printing of
the library catalogues of Government colleges.

ENCLOSURES.

No.

Spare copies

No. 8929/17

Station MADRAS, Dated the 26 October 1917

From (Name) The 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 (Education) Department.

Sir,

I have the honour to request that you will be so good as to obtain the sanction of Government for the printing of the Library catalogues of Government colleges at the Government Press, Madras, and for their inclusion in appendix B to the Printing Manual.

The Principal, Law College, was permitted by me to have a supplementary catalogue of the books added to the college library since 1916, printed at the Government Press this year. But the Superintendent, Government Press, Madras, has now informed me that the sanction of Government appears to be necessary for his undertaking the work as it has not been included in Appendix B to the Print-

Financial no.

ing Manual. The Principal, Government Training College, Rajah-
mundry, has also requested permission to have the catalogues of
the Model School and of the Training College printed at the
Government Press.

I have the honour to be,

Sir,

Your most obedient servant,

R. Narine.

For Director of Public Instruction.

TRs.

*CPB
16/12*

3

3
Home Education Dept

*CNo. 3227 A from the D.P.I. Re
No. 8929 of 26.10.17*

Memo *3227 A-18 15/11/17*

With reference to his letter
read above the D.P.I.
is requested to specify the
number of copies of each catalogue
required for use

*To The D.P.I. (Attn: Memo)
dated 16.11.17
Copy
16.11.17*

*92
14.11.17*
9.11.17
12/11/17

Home (Education)

DEPARTMENT.

Received



Registered



Subject.

Replying to Government Memo. No. 3227 A-1, dated the 15th November 1917, regarding the printing of college Library catalogues.

ENCLOS RES.

No.

Spare copies

Ref. on Cur. No. 8929/17,

Station Madras, Dated the 3rd December 1917

From (Name) The Hon. 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 (Education)

Department.

Sir,

With reference to Government Memo. No. 3227 A-1 dated the 15th November 1917, I have the honour to report that the Principal, Law College, requires 50 copies of the supplemental catalogue with 10 of them interleaved and the Principal, Training College, Rajahmundry, 30 copies of the Model school catalogue and 20 of the College Catalogue. In the case of Training College, Rajahmundry, the catalogue is being printed for the first time, being a new College. Ordinarily catalogues are not printed annually but supplements are printed from time to time when the additions to the library are sufficiently large to warrant this

5
course.

I have the honour to be,

S i r,

Your most obedient servant,

R. A. Friend.

for Director of Public Instruction.

NOTES.

W.
3.12.17.
P.V.S. 3/12.

NOTES.

Page 1.

Home Education Dept.

CNo. 3227 A from the D.P.D. No. 8929 of 26.10.17
[Subject - Printing of library catalogues of Govt. Colleges.]

Submitted that the Director's proposal may be supported in this department and the Financial department requested to sanction it. Before this is done, the Director

may be asked to specify the number of copies of each catalogue required for use.

14.11.17

Please print a memo to D.O.

14.11.17

A draft memo is submitted.

14.11.17

14.11.17



page 4, cf.

Edm. 3227A-2

9579

CURRENT NO.

500

FINANCIAL

15.12.17

[Memo no 3227 A-1 of 15.11.17]
Cur. no 3645 A from the D.P.D. no 8929 of 3.12.17

The Director has specified the number of copies required of each catalogue. Submitted that his proposal may be supported and the file forwarded to Financial

12.12.17

File

13.12.17

14.12.17

File. depl.

For the Assistant Secretary:

p 1, c. 7.



p 4, c. 7.

The Director of Public Instruction asks for sanction of Govt. for the printing of the library catalogues of Govt. Colleges at the Govt. Press and for their inclusion in appendix B to the Printing Manual. It is not clear why they should be included in Appendix B to the Printing Manual, as ^{the S. O. 9 says} ~~it is~~ ^{that} ordinarily catalogues are not printed annually. Perhaps it would suffice if sanction is accorded to the printing of the catalogues from time to time as the need ^{actually} arises. Submitted that Home (Education) may be consulted u.c. on the point.

CK ^{1/11}
2/12/11

Has S. & P. any safe guards to suggest?

Hamel Education Dept.

Submitted that the D.P.I. may be asked
us. to state whether he has any objections
to the proposal of financial. A draft was
note is submitted

Se
W-1.18

M
10/1/18

It is perhaps unnecessary
to come up to Govt. every
time a college catalogue
is to be printed or reprinted

In a small matter like this, the
D.P.I. may be expected to use
his discretion correctly and
not to ask for reprints of catalogue
needlessly & until it is essential
to do so. After all we are
guided only by the opinion of the
D.P.I. It is submitted that the
centralization of this power with
the Govt. seems unnecessary and
that ~~that~~ it may be left to the D.P.I.
to ask the S.G.P. for printing &
reprinting catalogues as necessary
arises.

Ca

20/1/18
Lr

Will financial accept the above
'helt' delegation?



Donor. 67A

21.1.18

NOTES.

Page 4

Experience has shown that in printing matters it is necessary to exercise strict control. Few people really consider very seriously whether or not certain classes of work should be printed and fewer still realize the amount of waste and depreciation involved in useless printing.

The present case is not one covered by the printing manual and departures from it are to be deprecated.

Where proposals require the sanction of Govt. they are subjected to close scrutiny and the officer of a head of a department is not so ready to suggest new printing. I would therefore appeal to Hon. Secy to accept the view that the sanction of Govt. should be ^{obtained} in this case in point, ~~it is not~~.

WAR HOME DEPT

Home Education Dept

Submitted for orders.

La
24.1.18.

CA
31.1.18

I accept the asst Secy's views

The memo to D.P.I. need not issue May 27/18

A draft order is submitted for approval.

La
2.2.18

CA
5/2/18

MM
7/2/18

(We have reference in the current file to two cases of the Law College supplementary Catalogue & the Rajahmundry Training College, Calendar. In order to avoid a separate reference to foot. in respect of printing them, we may include in the present order sanction to print them. The D.P.I. has given the necessary information in regard to them.)

CA
5/2/18

Printing Manual

Informing the D.P. I that the Gov. see no sufficient ground
for the inclusion of the library catalogues of Gov. Colleges in appendix
to the ———

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

191

READ ALSO:—

C. No. 3227A From the 285 Re: No. 8929, dated 26-6 1917

99 99 99 99 99 99 191

” ” ” ” ” ” ” ” 131

ORDER.

Misc

No. 144, dated 7.2.1918

The specific sanction
of Govt. should be
obtained whenever
it is proposed to
publish ^{any} a Catalogue

The Govt. see no sufficient grounds for the inclusion of the library catalogues of Govt. Colleges in Appendix B to the Printing Manual. ~~However~~ In their opinion it would suffice if sanction is applied for for the printing of each Catalogue as the need actually arises.

2.2.18

مس 277

To the D.P.I. (above)
" S.P. (Lto)

When given for copying

When copied

When examined

When signed

191

READ AGAIN G.O. No.
191

DATED

CURRENT No.

ENCLOSURES TO C. No.

ORDER OF GOVERNMENT

LETTER OF GOVERNMENT

STATEMENT WITH DITTO.

PAPELS NOT FILED UP, BEING MEANT FOR DESPATCH
IN ORIGINAL

N.B.—

A = Copy in full.
B = Not to be copied.
P = Copy abstract only.
Q = Copy heading only.

A A A A A A A