

Government of Madras

HOME DEPARTMENT (EDUCATION)

G.O. No. 1667, ^{T668} 25th December 1918

Catalogue of Books

Forwarding to the Secretary of State for India and the Government of India copies of the
— registered during the third quarter of 1918. —

INDEXED

ORIGINAL

Government of Madras

HOME DEPARTMENT (EDUCATION)

G.O. No. 1667, 25th December 1918

Catalogue of Books

Forwarding to the Secretary of State for India and the Government of India copies of the registered during the third quarter of 1918.

READ—the following papers :—

I

Letter—from M.R.Ry. Rao Bahadur A. C. PRANATANTHARA AYYAR AVARGAL, B.A.,
I.S.O., Registrar of Books, Madras.

To—the Secretary to Government, Home (Education) Department (through the Director of Public Instruction).

Dated—December 1918.

No.—R.O. 849.

I have the honour to submit the printed catalogue of books registered in this office during the third quarter of 1918 with the following report thereon.

2. The total number of publications received and registered during the quarter was 1,146. Of these 717 have been classed as 'Books' and the remaining publications as 'Periodicals'; but with all the issues of the same periodical grouped together under one entry as in previous quarters, the actual number of distinct periodicals comes to 161.

3. The classification of books and of periodicals according to languages is shown below :—

Language.	Books.	Periodicals.	Total.	Educational.
English	176	68	244	51
Latin	1	...	1	...
French	1	...	1	...
Tamil	260	50	310	34
Telugu	160	24	184	23
Malayalam	15	11	26	3
Kanarese	14	...	14	2
Konkani	3	2	5	...
Gujarati	3	...	3	...
Hindi	1	...	1	...
Uriya	2	3	5	1
Hindustani	9	2	11	4
Arabic	16	...	16	1
Sanskrit	56	...	56	3
Polyglot	...	1	...	...
Total	717	161	878	122

4. About 17 per cent of the total number of registered 'books' consisted of works designed for educational purposes.

II

Endorsement Ref. on C. No. 10261, dated 18th December 1918.

Submitted.

H. S. DUNCAN,
Acting Director of Public Instruction.

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

Order—No. 1667, Home (Education), dated 25th December 1918.

Copies of the catalogue of books registered during the third quarter of 1918 will be transmitted to the Secretary of State for India and to the Government of India.

(True extract)

L. D. SWAMIKANNU,
Acting Secretary to Government.

To the Director of Public Instruction.

GOVERNMENT OF MADRAS

HOME (EDUCATION) DEPARTMENT

No. 1668.

From

M.R.Ry. DIWAM BAHADUR

L. D. SWAMIKANNU PILLAI AVARGAL, I.S.O.,

Acting Secretary to the Government of Madras,

Home (Education) Department,

To

THE SECRETARY TO THE GOVERNMENT OF INDIA,

DEPARTMENT OF EDUCATION.

Dated Fort St. George, the 25th December 1918.

SIR,

I am directed to transmit two copies of the catalogue of books registered under the Press and Registration of Books Act, 1867, during the third quarter of 1918 containing the particulars specified in section 18.

2. An extract from the report of the Registrar of Books is annexed.

I have the honour to be,

Sir,

Your most obedient servant,

L. D. SWAMIKANNU,
Acting Secretary to Government.

[Annexure.]

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Gujarati	3	...	3	...
Hindi	1	...	1	...
Uriya	2	3	5	1
Hindustani	9	2	11	4
Arabic	16	...	16	1
Sanskrit	56	...	56	3
Polyglot	...	1	1	...
Total ...	717	161	878	122

3. About 17 per cent of the total number of registered 'books' consisted of works designed for educational purposes.

Real
Catalogue of Books
Scott II-10 (a) 38,003-21-1-18 (a)

Home (80th) DEPARTMENT

State for India and
of the _____
quarter of 1918.
READ AGAIN G.O. No. _____ dated _____

READ AGAIN G.O. No.

READ ALSO:-

C. No. 2655B From the Registrar of Books No. 849/ dated Dec 1918

10
" " b. 1. c. 1
" " End of line 27. P. C. No. 102-6148-11-191

ORDER

No. 1667, dated 25. X. 11. 1918

Press

Copies of the catalogue
of books registered during
the third quarter of 1918
will be transmitted to the
Secretary of State for India
and to the Government of
India.

$$\frac{C.S.D.}{20.XII.18}$$

$$\frac{L}{20.12.18}$$

Letter No 1668 of 25. XII. 18
To the Secretary to the Govt of
India, Left of C

85.

I am directed to
transmit two copies of the

catalogue of Books registered under the Press and Registration of Books Act, 1867, during the third quarter of 1918 containing the particulars specified in section 18.

An extract from the report of the Registrar of Books is annexed.

I have etc.

20.11.18
20.12.18
23.12.18

Annexure:—

[Here enter paras 2 to 4 of the current letter re-numbered as paras 1 to 3.]

20.11.18
20.12.18

stood to understand
B
31.12.18

Current No dated 191
G.O. No. 1667-8 dated 25.11.1918.

Number of MS. pages sent { Correspondence... 3 + 2
(b) Notes.....

Brief subject: Catalogue of Books

(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	16	
Ooty Records ...		9	
For filing with original		7	
Total ..		25	

Signature copies	Letter only.	Complete G.O.	Special issue copies of G.O.		Notes.
			No.	Papers.	
India Office	2	1			
Govt. of India (Sd.) Dept.	3	0			
Revenue Department					
Public Works Department					
Local and Municipal Department					
Educational Department					
Public Dept.					
Judicial Dept					
Political					
Financial Dept.					
Marine Dept.					
Ecclesiastical Dept.					
Total					

The S. P. J.	4			
The				
The				
The Extra	18	25		
The				
The				
The				
The				
The				
The				
The				
The				
The				
The				
The				
Total	50	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.
- (b) 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 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 once.

Type may be released after usual interval.

Referencer.
Clerk.

Referencer.
Clerk.

Referencer.
Clerk.

Supdt.

Supdt.

Supdt.

SPECIAL INSTRUCTIONS.

In the annexure to the Govt of India letter para 1 of the current letter should be omitted, the other paras being re-numbered as paras 1 to 3.

TO BE FILLED IN BY THE PRESS.

Diary.		Initials of Press official.		
Received in Press on.....	27/12	C.P.		
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.....				
" " " for Extra E.T. copies to supply requisitions for sale to the public.				4
For Volumes.....				
For supply to newspapers and institutions admitted to the privileges of the E.T.				
Total ...				