

Government of Madras

LAW (EDUCATION) DEPARTMENT

G.O. No. 1747, 5th December 1921

College—Government—Kumbakonam—Report

1920-21—Recorded.

ter

ORIGINAL

Government of Madras
LAW (EDUCATION) DEPARTMENT

G.O. No. 1747, 5th December 1921

College—Government—Kumbakonam—Report
1920-21—Recorded.

READ—the following paper :—

Letter—from R. LITTLEHAILES, Esq., M.A., M.L.C., Director of Public Instruction.
To—the Secretary to Government, Law (Education) Department.
Dated—Madras, the 19th November 1921.
No.—Ref. on Cur. 5227.

I have the honour to submit herewith for the information of Government two copies of my Proceedings Reference on Cur. No. 5227, dated 12th November 1921, reviewing the report on the working of the Government College, Kumbakonam, for the year 1920-21.

ENCLOSURE

*Proceedings of the Director of Public Instruction, Ref. on Cur. No. 5227/21,
dated 12th November 1921.*

Letter—from M.R.Ry. P. RAJAGOPALA AYYAR AVARGAL, M.A., Acting Principal,
Kumbakonam College.
To—the Director of Public Instruction.
Dated—the 13th May 1921.
No.—R.C. 190/21.

I have the honour to submit herewith the report on the work of the College for the year 1920-21.

2. Mr. R. M. Statham, M.A., Principal of the College, has been transferred and confirmed as Deputy Director of Public Instruction, Madras. Throughout the year I have acted as principal.

M.R.Ry. S. Balakrishna Ayyar, assistant lecturer, Kumbakonam College, has been confirmed as headmaster, Government High School, Chittoor, and his place has not been permanently filled up. The acting incumbent* may be confirmed.

* Mr. Muthukrishna Ayyar.

There were no changes in the teaching staff.

M.R.Ry. C. K. Venkatarama Sastri, head-clerk, was transferred, as a temporary measure, to the School of Arts, Madras, from 18th July 1920 to 6th October 1920, and K. Govinda Ayyar acted for him during the period.

M.R.Ry. M. S. Sivachidambara Ayyar, acting librarian, was relieved from the College on 23th October 1920, to join his permanent appointment in the Director's office, and N. Mahadeva Ayyar, office attender, acted as librarian from 1st November 1920, till relieved by M.R.Ry. S. Ramaswami Ayyar on 16th December 1920. The latter was relieved on 23rd March 1921, to enable him to join his permanent appointment in the Queen Mary's College for Women, Madras, as per your orders issued in Pros. No. 1818-20/W.B., dated 23rd March 1921, and as yet none has been appointed in his place. A temporary clerk for the preparation of a new catalogue of the library was sanctioned for six months from 15th October 1920, as per Pros. R.C. No. 5398, dated 13th October 1920, of the Director of Public Instruction. He entered on his duties on 15th October 1920 and the period expired on 14th April 1921. My request to sanction the continuance for another six months of the temporary clerk is under correspondence (vide this office letter R.C. No. 226/20, dated 23rd March 1921).

As usual the Government in their order No. 571, Home (Education), sanctioned two demonstrators for the College. M.R.Ry. K. Minakshisundaram continued as demonstrator in Physics throughout the year and M.R.Ry. U. Keshava Rao worked

as demonstrator in Chemistry from 27th July 1920. The two demonstrators have been deputed for training in the Teachers' College, Saidapet, as per your Pros. R.O. No. 18238/20, dated 6th April 1921.

One assistant in Physics and one tutor in English were sanctioned in G.O. No. 846, and M.R.Ry. C. P. Narayana Ayyar has been working as assistant in Physics from 2nd October 1920, and M.R.Ry. T. N. Ramanatha Ayyar as tutor in English from 1st July 1920.

M.R.Ry. M. V. Ramanuja Acharya, Tamil pandit, retired on the 16th April 1921. In him the College has lost a loyal and zealous servant, a kind and obliging friend and, above all, a learned Tamil scholar who had combined in him uniquely the oriental store of learning with a critical faculty of the West.

The temporary Tamil tutor's place was made permanent (vide G.O. No. 369, dated 14th March 1921), with the designation changed into the assistant Tamil pandit. M.R.Ry. L. Srinivasa Ayyar, who worked as temporary Tamil tutor for three years and three months, was appointed as assistant Tamil pandit with effect from 3rd January last.

Anthoniswami Asari was confirmed as mechanic with effect from 21st July last.

K. R. Chinappa Pillai was confirmed as storekeeper in the place of H. Y. Harihara Ayyar confirmed in your office.

3. *Accommodation and equipment.*—The Public Works Department have not as yet begun the construction of the latrine and the tiffin shed sanctioned long ago. The revised estimates for repairs to the College tank received from the Public Works Department have been submitted for early sanction. The extensions to the Physics laboratory have not yet materialized.

4. *Strength and attendance.*—Appendix A shows the strength of the College during the years 1919-20 and 1920-21. The total strength during the first and second terms of 1920-21 were 414 and 351, respectively, as against 467 and 423 for the year 1919-20. The decline in strength is due first to the restriction of admissions into the second and fourth classes of failed students and, secondly, to the smaller number who sought admission into the third class due possibly to the smaller number of passed Intermediates for the year. The decline in the admissions into the third class was most marked in Mathematics, History, and Philosophy. The strength of the third class in Mathematics, Physical Science, History, and Philosophy, for the year 1919-20, were 35, 16, 37 and 18 respectively; for the year 1920-21 they were 19, 13, 15 and 12 respectively. When the University announced an examination in October for failed students, a number of them, who were admitted into the second and fourth year classes, left the College immediately, and a sum of Rs. 1,163-8-0 had been refunded to them as per your Pros. Dis. No. 5721, dated 24th August 1920, for college fees paid by them.

The average daily number on the rolls was 364, and the average daily attendance was 338.

5. *Classification of students.*—Please see appendices B. and C. All students have either been vaccinated or have had smallpox marks.

6. *Library.*—Three hundred and sixty-eight new volumes were added to the library, and the total number of volumes at the end of the year was 10,839. The number of volumes issued to students and the staff during the year was 8,388, which shows that the library was well utilised. The library was removed to the Examination Hall so that the library classes may be held in it. These were regularly held in it under the direct supervision of a lecturer or an assistant lecturer who guided the students in their study and made it imperative on all to take notes or a summary of what they have read which were afterwards scrutinized and corrected. The instruction imparted in the library was more useful and real, in that it was of the nature of special attention to individuals, and I expect from the present batch a far better qualified students capable of writing correct and good English.

The preparation of a new and up-to-date catalogue is well under weigh. A manuscript list of all the books has been completed. The work of checking the books with those in the list is partially done. The frequent transfer of the librarian has told heavily on the progress of the work. The nature of the work requires the continued effort of a single hand until its completion. I shall submit a separate report as soon as the checking is finished.

7. *Finance.*—The total receipts and charges for the year were Rs. 35,548-10-0 and Rs. 80,892-9-4 respectively and the net expenditure was Rs. 45,233-15-4. The net cost per student was Rs. 124 as against 62 in the previous year. This is largely due to the several promotions the lecturers and the assistant lecturers had during the year.

7 (a). *Scholarships.*—The following students were in receipt of scholarships and prizes noted against each of them:—

S. Rangaswami...	First class.	Government Scholars.
K. Srinivasan ...	Do.	
S. Lakshminarasimhan...	Second class and Free scholar.	
S. R. Tyagarajan ...	Second class.	Senior Subrahmanyam scholars.
T. S. Venkataraman ...	Do.	
P. R. Srinivasan ...	Fourth class.	Junior Subrahmanyam scholars.
K. V. Ramasubbu ...	Do.	
S. Venkataraman ...	Third class.	Sundarama Ayyar's prize for the year 1919-20.
A. N. Venkataraman ...	Second class.	
S. S. Tyagarajan ...	First class.	Beauchamp and Mooppanar's prize for English Composition for the year 1919-20.
S. A. Ramakrishna Ayyar ...	...	Beauchamp and Mooppanar's prize for Mathematics for the year 1919-20.
R. Sundarachari ...	...	Beauchamp and Mooppanar's prize for Mental and Moral Science for the year 1919-20.
S. Govindarajan ...	...	Morris medal for the year 1919-20.
M. Anantaraman ...	...	Beauchamp and Mooppanar's prize for History for the year 1919-20.
V. Ramakrishnan ...	...	...

The Edward Bird scholarship continued to be held by R. Gopalakrishnan of IV class.

K. Ranganatha Rao's scholarship continued to be held by V. Krishnaswamy of IV class.

The Chittoor Ayyaswamy Ayyar's scholarship continued to be held by B. Rajaganapathi of IV class.

8. *Hostel.*—M.R.Ry. K. C. Viraghava Ayyar continued as sub-warden during the year. As in the previous year the bungalow to the west of the hostel was rented, and only 20 students could be accommodated in it. The building being old, and in a dilapidated condition, though neglected by the owner who is desirous of selling it away, cannot be safely used hereafter; and its lease has not been renewed for the year. There were still a number of students for whom accommodation could not be provided, and they were allowed to make their own arrangements. The insanitary condition of the town and the consequent undesirability of renting a house inside it for purposes of hostel, coupled with the extreme difficulty in getting a suitable house for rent as near the College as possible, make it necessary to arrange for extensions to the present hostel. It is also desirable that the administration of the hostel is made similar to that of the hostel attached to the Government College, Rajahmundry.

9. *Tutorial system.*—The staff took a keen interest in the work and did it very satisfactorily.

10. *Discipline and work of the College.*—In spite of the ferment through which the year has just passed, the work of the College went on without a hitch and with greater efficiency. The discipline was excellent, and this is in a very large measure due to the hearty co-operation between the staff and the students and the level-headed strong commonsense which the students as a body showed even under very trying circumstances.

11. *University and Promotion examinations.*—The results of the University examinations for the Intermediate and B. A. for the year 1919-20 are shown in appendices D and E. In the Intermediate there were eight distinctions and two first classes, while in the B.A. there was one first class. The results are in marked contrast with those of the previous year; those in History, Philosophy, and Tamil have gone down, and a decided increase is noted in other subjects.

All the students of the first and third year classes have been promoted.

12. *Games and athletics.*—Games are becoming more and more popular, and a larger number of students take an active part in them; Tennis, Fives, Foot-ball, Hockey and Badminton are the usual games played. To these I have added this year Basket-ball, and it has been received with favour by the students, and I am certain that it will become a popular game.

A feature of the year was the organization of the College district tournaments. Twenty teams from outside and the town competed in the Tennis singles and doubles, and in all 35 matches were played, most of which were very keenly contested. The College, in the finals, won in both. The Badminton and Fives tournaments were also equally interesting. The competition was very keen. Ten matches were played in Badminton and eleven in Fives. Prizes and medals were given to the winners in all cases. Hockey is a popular game, and, as there are only very few teams to compete in the district, the attempt to organize a tournament fell through. A friendly match with the Tanjore Police team was played in our grounds.

The College Foot-ball team competed for the Presidency College tournament. The opposing team in the second round was the Law College team, which was very strongly represented. The match was acutely contested, and after 15 minutes of pointless draw, it ended in a defeat to the College.

Canoe Club.—It is becoming more and more popular. The second annual Regatta was held on the 21st of September 1920, and it met with a grand success. Immense crowds lined the banks of the river and the bridge to witness the several events. One special feature of the year was 'a pleasure trip of the whole fleet—13 in number—to Tiruvadamardur, six miles down the river'. Two canoes—four paddles—made the return journey up the stream, which was a very creditable performance, while the rest took the landroute.

Three new boats were added to the fleet this year, and one of them "Mangala" is nearly 43 feet long and accommodates a crew of ten. The launching ceremony was a grand event witnessed by a huge concourse of people. She proved herself to be perfectly river-worthy, and the crew made a successful trip to a village 4 miles higher up the river with considerable ease when the river was in full floods.

A small boat with a detachable motor attachment is a desideratum to serve as a life-boat in the long trips up or down the river, to safeguard the crew in times of emergency.

The annual sports of the College were held as usual on the 24th September, and the public of Kumbakonam were present on the occasion. The athletic activities lie dormant for quite a long period and suddenly come to life just a month before the annual sports, a condition which requires remedial measures and which is engaging my attention. As I remarked last year, since the games and sports do not absorb the students of the College, I require the help of one trained in modern methods of physical culture to cater not only to the students of the College but to those students specially, and there are several of them, who are physically weak and backward and unable to take part in any one of the several games.

A weighing machine has not yet been purchased.

Volunteer Corps.—A volunteer Corps about 180 strong was raised from amongst the students for social work during the recent Mahamakam festival under my personal command. They were trained in "First Aid" by the Local Civil Assistant Surgeon. The Corps was divided into 16 units, each with a captain of its own. The members took a very keen interest in the matter and behaved splendidly well. They acquitted themselves admirably on the Mahamakam day, and the vast concourse of pilgrims and the public bestowed high praise on their work.

It is my intention to organise a permanent corps on the lines of the "Boy Scouts."

13. *College Societies.*—Financial considerations led me at the beginning of the long term to combine the several associations—The Literary Society, The Historical Association, The Mathematics and Natural Philosophy Association, The Tamil Sangam, and the Sanskrit Samajam—into a single one called the "Kumbakonam College Union" and, as I anticipated, it has proved a success. Under its able Treasurer M.R.Ry. T. K. Hanumantha Rao, the finance has been put on a sound basis and regular accounts are being correctly maintained. The several units of this union did satisfactory work and were able to carry through the major portion of the work which they have sketched out.

The Students' Lecture Bureau started by the Intermediate students for their own special benefit the year before last continued its activities this year also with good success.

Three plays were staged at the Vani Vilas Theatre. Shakespeare's "As You Like It" was staged in English, Kalidasa's "Sakuntala" in Tamil, and Sri Harsha's "Ratnavali" in Sanskrit. There was a bumper house for each of the plays and the actors acquitted themselves very creditably.

The Kumbakonam College Literary Society's Journal has entered into the sixth year of its existence, and proves to be a good training ground for students in the art of journalistic work.

The Students' Stationery Society worked on co-operative lines, to initiate the students into the principles of mutual help, and co-operation continues to flourish and has expanded considerably. It has afforded scope to the students of Economics to bring their theoretical knowledge into line with actual business life and they practically learn the problems of economic distribution on a small scale. A lively interest on the study of economics is stimulated. An essay on the "Relation between Landlords and Tenants" by S. R. Venkataraman, IV class, was adjudged third in rank by the Judges of the Publicity Board competition. Another essay "A Village Survey" by C. N. Subramanyam, IV class, was pronounced by Dr. Gilbert Slater to be "very creditable."

14. *The College Day.*—The first College Day was celebrated with great eclat on the 15th of March under the presidency of the Hon'ble Sir C. Sankara Nair, Kt., C.I.E., and it was a complete success.

15. *Excursions.*—The excursions to Mahabalipuram and to the Madras Observatory by the students of the History and Mathematics sections respectively proved to be very instructive. The former were under the guidance of M.R.Ry. N. Raghava Achariyar Avargal, M.A., L.T., and the latter under the guidance of M.R.Ry. S. Muthukrishna Ayyar Avargal, M.A., L.T.

15 (a). The Kumbakonam College Old Boys' Association have continued their help this year also by giving 29 scholarships to poor and deserving students. The Trustees of the Kalyanarama Ayyar's charities have provided for the boarding of four poor students in the choultry under their management. I sincerely thank the Association and the Trustees for their philanthropic work in enabling poor students to get the benefits of higher education.

16. *Compound and garden.*—The compound and the garden are kept as far as practicable neat and tidy. Along the edge of the compound arrangements are completed for the planting of a number of cocoanut and mango seedlings which will not only beautify the site but also add to the revenue in the fulness of time. The lease of the garden has been renewed with an increased rent from Rs. 60 to Rs. 100 per annum.

17. *General (a).*—The Hockey and Football grounds become submerged after a heavy downpour of rain and continue to be so quite for a number of days making the fields useless for games. The grounds require levelling and raising, so that they will be available for games all the year round. I have just completed a drain to carry off the storm-water and filled up partially the depressions.

(b) The art of writing correct English Composition and accurate thinking can only be learnt by good work done in the Library classes. The facilities for conducting such classes are poor. The mere mechanical work of issuing and replacing books is quite considerable and beyond the power of one attendant. A library peon is very

urgently required not only to attend to the general library but also to the class libraries, wherein the work of distribution and collection fall heavily on the members of the staff which is not at all conducive to the efficient work of the class libraries. The space available in the library both for books and for students is not adequate. The defect can be remedied by one of two ways; either a gang-way higher up the walls of the old examination hall can be run up to store the books or a new library hall on approved lines built. Of the two, I prefer the latter, since the hall for the library must be spacious enough not only to accommodate the books of the lending and consulting libraries but also for the holding of the library classes of at least 150 strong.

(c) A reading-room is quite essential to a College; but there is no space for it at all; my predecessor had put up a big thatched shed near the tennis court but a gale last October swept it away. A permanent habitation for the purpose is a necessity.

(d) A big hall to accommodate all the students of the College is also keenly felt, and the necessity for it was urged in the previous reports by myself and by my predecessor. Ordinarily big classes may be held in it as well as the meetings of the College union; it will also be of immense use as an examination hall for which there is no provision at all now and occasionally used also for public functions when the whole College is expected to muster.

(e) I am very thankful to the Public Works Department for putting up the rivetment on the river-bank opposite the College to prevent the erosion which has been going on for years. The rivetment has been only partially finished. I request that it may be extended to the whole of the bank in front of the College. The rivetment has not only added strength to the bank to withstand erosion but also has given considerable river frontage for the canoe club to work conveniently.

(f) More accommodation is required for the department of Chemistry. The lecturer in Chemistry reports "that the number of students in Group I of the Intermediate and in II-a of the B.A. classes is rapidly increasing, and in these days of great demand for scientific and technical knowledge particularly in Chemistry, it is in the fitness of things that a College of the size and standing should equip itself suitably to the increased demand for scientific and technical knowledge" and requires the building up of a new laboratory for the Intermediate classes, which will be the first step towards the realization of the contemplated affiliation of the College to B section course.

(g) I request that permission may be accorded for submitting proposals for the affiliation of the College in Group II of the Intermediate.

I take this opportunity of thanking most sincerely the members of the staff for their hearty co-operation throughout this very arduous year. The members of the clerical staff worked very well throughout the year. They have considerable difficulty in coping with the large volume of work caused by the increased strength of the College and require an additional hand to give them relief (vide my letter R.C. No. 98-(a) of 1919, dated 27th March 1919, dated 29th January 1921 and dated 25th February 1921).

APPENDIX A.

Statement giving particulars as to the number of students on rolls in the first and second terms of 1919-20 and 1920-21.

Classes.	1919-20.		1920-21.	
	First term.	Second term.	First term.	Second term.
First year	90	88	104	96
Second year	151	119	144	86
Third year	112	109	81	61
Fourth year	114	109	125	158

APPENDIX B.

I. Distribution of students according to caste or race—

Muhammadan	...	...	...	...	...	...	1
Tiya	...	...	...	...	...	...	1
Non-Brahmans	...	...	...	...	...	...	38
Brahmans	...	...	...	...	...	...	311
Total	...	...	...	...	...	...	351

II. Distribution of students according to occupation of parents or guardian—

Officials	...	...	...	...	...	...	136
Petty officials	...	...	...	...	...	...	25
Landholders	...	...	...	...	...	...	167
Traders	...	...	...	...	...	...	18
Mendicants	...	...	...	...	...	...	4
Others	...	...	...	...	...	...	1
Total	...	...	...	...	...	...	351

III. Distribution of students according to wealth—

Richer classes	...	...	...	...	...	...	23
Middle	...	...	...	...	...	...	270
Poor	...	...	...	...	...	...	58
Total	...	...	...	...	...	...	351

APPENDIX C.

Distribution of students according to the districts to which they belong.

Districts.	B.A. Pass course.		Intermediate class.		Total.
	First year class.	Second year class.	First year class.	Second year class.	
Tanjore	44	70	91	77	282
Tiruchinopoly	1	3	1	3	8
South Arcot	2	3	3	5	13
North Arcot	2	1	..	..	2
Travancore	2	1	..	1	4
Cochin	3	5	..	..	8
Coimbatore	2	4	..	..	6
Madura	2	4	..	..	6
Mysore	..	1	..	..	1
Tinnevely	5	7	..	..	12
Chittor	..	1	..	..	7
Malabar	1	6	..	..	1
South Malabar	..	1	..	..	1
Chingleput	..	2	..	..	2
Guntur	..	1	..	..	1
Vellore	..	1	..	..	1
Ramnad	1	..	..	..	1
Total ..	61	108	96	86	351

APPENDIX D.

Results of the Intermediate examination in Arts and B.A. Degree examination
Pass course 1919-20.

Examination and group.	Examined.	Number passed.		Total.	Percentage.		
		First class.	Second class.		1917-1918.	1918-1919.	1919-1920.
INTERMEDIATE EXAMINATION.							
Group I	40	2	13	15	20.3	23.2	28.1
Group III	57	..	14	14			
Part I only passed	..	..	..	12			
Part II only passed	..	..	..	33			
Part I only already	..	..	..	17			
Passed in part II	..	..	..	..	..	..	..
B.A. DEGREE EXAMINATION.							
I. English Language division	97	..	34	34	47.2	28.6	35.4
Do. Private study	47	..	19	19	..	..	40.2
II. Special division—							
Physical Science	14	..	6	6	75	40.0	42.9
Do. Private study	2	..	..	..	..	..	..
Mathematics	22	..	6	6	40	23.1	31.8
Do. Private study	6	..	4	4	..	..	50.0
History	42	..	20	20	50	75.0	47.6
Do. Private study	11	..	4	4	..	..	36.4
Philosophy	17	1	11	12	100	81.3	70.5
Do. Private study	3	..	1	1	..	..	33.3
Group VI—							
Tamil	2	..	1	1	..	100.0	50.0
Sanskrit	1	..	..	..	..	..	..

APPENDIX E.

Number of students examined, passed and failed in the several subjects of the Intermediate examination held in the year 1920.

Subject.	Examined.	Passed.	Gained distinction.	Failed.
English	97	41	..	36
Tamil Composition	61	39	..	22
Sanskrit Translation	35	33	..	2
Mathematics	40	24	3	16
Physics	40	26	2	14
Chemistry	40	31	2	9
Ancient History	55	22	..	33
Modern History	57	39	..	18
Logic	34	22	1	12
Tamil	18	5	..	13
Sanskrit	19	19	..	9

Ref. on Cur. No. 5227/21, dated 12th November 1921.

Recorded.

2. Recommendations regarding staff and accommodation should be made in separate communications.

3. There is a slight decrease in the strength of the College.

4. The present administration of the hostel adjoining the College is not unsatisfactory.

5. The Director is gratified to learn that the discipline of the College continues very good.

6. The results of the University examinations were in general very fair.

7. It is gratifying to note that students continue to evince great interest in athletics.

8. Great progress has been made in the extra academic activities of the college.

9. The Principal may submit separate proposals for the introduction of Group II of the Intermediate examination in the college.

10. The Director is pleased to note that the college has experienced another year's successful work.

R. LITTLEHAILES,
Director of Public Instruction.

To the Principal, Government College, Kumbakonam, with spare copies.
" Principals of other Government Colleges.
" Inspector of Schools, Tanjore district.

Copy to the Collector of Tanjore for information.
" Government for information with covering letter.

Order—No. 1747, LAW (Education), dated 5th December 1921.

Recorded.

(By order of the Government, Ministry of Education)

P. C. DUTT,
Acting Secretary to Government.

To the Director of Public Instruction.
" Accountant-General.
" Publicity Officer.
Editors' Table.

When despatched

Initials

Colls. - Lat. Kumbakanan - Rept.
900-21 - Records.

READ ALSO:—

" " " " " "

ORDER.

No. 1747, dated 5-12-1921

Pres

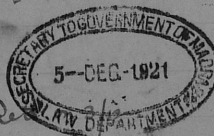
Jo

The D-P-95

∴ A.G.

.. P5.

١٠٩٠



Rechned.

22-11-24

$\frac{G}{26.21.21}$

3m.

Government of Madras *Press*

LAW (EDUCATION) DEPARTMENT.

G.O. No. 1747, 5th December 1921

College—Government—Kumbakonam—Report

1920-21—Recorded.

Read—the following paper :—

Letter—from R. LITTLEHAILES, Esq., M.A., L.C., Director of Public Instruction.
To—the Secretary to Government, Law (Education) Department.
Dated—Madras, the 19th November 1921.
No.—Ref. on Cur. 5227.

I have the honour to submit herewith for the information of Government two copies of my Proceedings Reference on Cur. No. 5227, dated 12th November 1921, reviewing the report on the working of the Government College, Kumbakonam, for the year 1920-21.

ENCLOSURE

Proceedings of the Director of Public Instruction. Ref. on Cur. No. 5227/21, dated 12th November 1921.

Read—the following paper :—

Letter—from M.R.Ry. P. RAJAGOPALA AYYAR Avargal, M.A., Acting Principal, Kumbakonam College.
To—the Director of Public Instruction.
Dated—the 13th May 1921.
No.—R.C. 190/21.

I have the honour to submit herewith the report on the work of the College for the year 1920-21.

2. Mr. R. M. Statham, M.A., Principal of the College, has been transferred and confirmed as Deputy Director of Public Instruction, Madras. Throughout the year I have acted as principal.

M.R.Ry. S. Balakrishna Ayyar, assistant lecturer, Kumbakonam College, has been confirmed as headmaster, Government High School, Chittoor, and his place has not been permanently filled up. The

* Mr. Muthukrishna Ayyar. acting incumbent * may be confirmed.

There were no changes in the teaching staff.

M.R.Ry. C. K. Venkatarama Sastri, head-clerk, was transferred, as a temporary measure, to the School of Arts, Madras, from 18th July 1920 to 6th October 1920, and K. Govinda Ayyar acted for him during the period.

M.R.Ry. M. S. Sivachidambara Ayyar, acting librarian, was relieved from the College on 23rd October 1920, to join his permanent appointment in the Director's office, and N. Mahadeva Ayyar, office attendant, acted as librarian from 1st November 1920, till relieved by M.R.Ry. S. Ramaswami Ayyar on 16th December 1920. The latter was relieved on 23rd March 1921, to enable him to join his permanent appointment in the Queen Mary's College for Women, Madras, as per your orders issued in Pros. No. 1818-20/W.B., dated 23rd March 1921, and as yet none has been appointed in his place. A temporary clerk for the preparation of a new catalogue of the library was sanctioned for six months from 15th October 1920, as per Pros. R.C. No. 5898, dated 13th October 1920, of the Director of Public Instruction. He entered on his duties on 15th October 1920 and the period expired on 14th April 1921. My request to sanction the continuance for another six months of the temporary clerk is under correspondence (vide this office letter R.C. No. 226/20, dated 23rd March 1921).

As usual the Government in their order No. 571, Home (Education), sanctioned two demonstrators for the College. M.R.Ry. K. Minashisundaram continued as demonstrator in Physics throughout the year and M.R.Ry. U. Keshava Rao was ed

as demonstrator in Chemistry from 27th July 1920. The two demonstrators have been deputed for training in the Teachers' College, Saidapet, as per your Pros. R.C. No. 13233/20, dated 6th April 1921.

One assistant in Physics and one tutor in English were sanctioned in G.O. No. 846, and M.R.Ry. C. P. Narayana Ayyar has been working as assistant in Physics from 2nd October 1920, and M.R.Ry. T. N. Ramanatha Ayyar as tutor in English from 1st July 1920.

M.R.Ry. M. V. Ramanuja Acharya, Tamil pandit, retired on the 16th April 1921. In him the College has lost a loyal and zealous servant, a kind and obliging friend and, above all, a learned Tamil scholar who had combined in him uniquely oriental store of learning with a critical faculty of the West.

The temporary Tamil tutor's place was made permanent (vide G.O. No. 369, dated 14th March 1921), with the designation changed into the assistant Tamil pandit. M.R.Ry. L. Srinivasa Ayyar, who worked as temporary Tamil tutor for three years and three months, was appointed as assistant Tamil pandit with effect from 3rd January last.

Anthoniwami Asari was confirmed as mechanic with effect from 21st July last.

K. R. Chinnappa Pillai was confirmed as storekeeper in the place of H. Y. Harihara Ayyar confirmed in your office.

3. *Accommodation and equipment.*—The Public Works Department have not as yet begun the construction of the latrine and the tiffin shed sanctioned long ago. The revised estimates for repairs to the College tank received from the Public Works Department have been submitted for early sanction. The extensions to the Physics laboratory have not yet materialized.

4. *Strength and attendance.*—Appendix A shows the strength of the College during the years 1919-20 and 1920-21. The total strength during the first and second terms of 1920-21 were 414 and 351, respectively, as against 467 and 423 for the year 1919-20. The decline in strength is due first to the restriction of admissions into the second and fourth classes of failed students and, secondly, to the smaller number who sought admission into the third class due possibly to the smaller number of passed Intermediates for the year. The decline in the admissions into the third class was most marked in Mathematics, History, and Philosophy. The strength of the third class in Mathematics, Physical Science, History, and Philosophy, for the year 1919-20, were 35, 16, 37 and 18 respectively; for the year 1920-21 they were 19, 13, 15 and 12 respectively. When the University announced an examination in October for failed students, a number of them, who were admitted into the second and fourth year classes, left the College immediately, and a sum of Rs. 1,163-8-0 had been refunded to them as per your Pros. Dis. No. 6721, dated 24th August 1920, for college fees paid by them.

The average daily number on the rolls was 364, and the average daily attendance was 338.

5. *Classification of students.*—Please see appendices B. and C. All students have either been vaccinated or have had smallpox marks.

6. *Library.*—Three hundred and sixty-eight new volumes were added to the library, and the total number of volumes at the end of the year was 10,839. The number of volumes issued to students and the staff during the year was 8,888, which shows that the library was well utilised. The library was removed to the Examination Hall so that the library classes may be held in it. These were regularly held in it under the direct supervision of a lecturer or an assistant lecturer who guided the students in their study and made it imperative on all to take notes or a summary of what they have read which were afterwards scrutinized and corrected. The instruction imparted in the library was more useful and real, in that it was of the nature of special attention to individuals, and I expect from the present batch a far better qualified students capable of writing correct and good English.

The preparation of a new and up-to-date catalogue is well under weigh. A manuscript list of all the books has been completed. The work of checking the books with those in the list is partially done. The frequent transfer of the librarian has told heavily on the progress of the work. The nature of the work requires the continued effort of a single hand until its completion. I shall submit a separate report as soon as the checking is finished.

7. *Finance.*—The total receipts and charges for the year were Rs. 35,549-10-0 and Rs. 80,832-9-4 respectively and the net expenditure was Rs. 45,233-15-4. The net cost per student was Rs. 124 as against 62 in the previous year. This is largely due to the several promotions the lecturers and the assistant lecturers had during the year.

7. (a) *Scholarships.*—The following students were in receipt of scholarships and prizes noted against each of them:—

S. Rangaswami...	First class.	Government Scholars,
K. Srinivasan ...	Do.	
S. Lakshminarasimhan...	Second class and Free scholar.	
S. R. Tyagarajan ...	Second class.	Senior Subrahmanyam scholars.
T. S. Venkataraman ...	Do.	
P. B. Srinivasan ...	Fourth class.	
K. V. Ramasubba ...	Do.	Junior Subrahmanyam scholars.
S. Venkataraman ...	Third class.	
A. N. Venkataraman ...	Second class.	
S. S. Tyagarajan ...	First class.	Sundarama Ayyar's prize for the year 1919-20.
S. A. Ramakrishna Ayyar ...	...	
R. Sundarachari ...	...	
S. Govindarajan ...	...	Beauchamp and Mooppanar's prize for English Composition for the year 1919-20.
M. Anantaraman ...	...	Beauchamp and Mooppanar's prize for Mathematics for the year 1919-20.
V. Ramakrishnan ...	...	Beauchamp and Mooppanar's prize for Mental and Moral Science for the year 1919-20.
		Morris medal for the year 1919-20.
		Beauchamp and Mooppanar's prize for History for the year 1919-20.

The Edward Bird scholarship continued to be held by R. Gopalakrishnan of IV class.

K. Ranganatha Rao's scholarship continued to be held by V. Krishnaswamy of IV class.

The Chittoor Ayyaswamy Ayyar's scholarship continued to be held by B. Rajaganapathi of IV class.

8. *Hostel.*—M.R.Ry. K. C. Viraraghava Ayyar continued as sub-warden during the year. As in the previous year the bungalow to the west of the hostel was rented, and only 20 students could be accommodated in it. The building being old, and in a dilapidated condition, though neglected by the owner who is desirous of selling it away, cannot be safely used hereafter; and its lease has not been renewed for the year. There were still a number of students for whom accommodation could not be provided, and they were allowed to make their own arrangements. The insanitary condition of the town and the consequent undesirability of renting a house inside it purposes of hostel, coupled with the extreme difficulty in getting a suitable house for rent as near the College as possible, make it necessary to arrange for extensions to the present hostel. It is also desirable that the administration of the hostel is made similar to that of the hostel attached to the Government College, Rajahmundry.

9. *Tutorial system.*—The staff took a keen interest in the work and did it very satisfactorily.

10. *Discipline and work of the College.*—In spite of the ferment through which the year has just passed, the work of the College went on without a hitch and with greater efficiency. The discipline was excellent, and this is in a very large measure due to the hearty co-operation between the staff and the students and the level-headed strong commonsense which the students as a body showed even under very trying circumstances.

11. *University and Promotion examinations.*—The results of the University examinations for the Intermediate and B. A. for the year 1919-20 are shown in appendices D and E. In the Intermediate there were eight distinctions and two first classes, while in the B. A. there was one first class. The results are in marked contrast with those of the previous year; those in History, Philosophy, and Tamil have gone down, and a decided increase is noted in other subjects.

All the students of the first and third year classes have been promoted.

12. *Games and athletics.*—Games are becoming more and more popular, and a larger number of students take an active part in them; Tennis, Fives, Football, Hockey and Badminton are the usual games played. To these I have added this year Basket-ball, and it has been received with favour by the students, and I am certain that it will become a popular game.

A feature of the year was the organization of the College district tournaments. Twenty teams from outside and the town competed in the Tennis singles and doubles, and in all 35 matches were played, most of which were very keenly contested. The College, in the finals, won in both. The Badminton and Fives tournaments were also equally interesting. The competition was very keen. Ten matches were played in Badminton and eleven in Fives. Prizes and medals were given to the winners in all cases. Hockey is a popular game, and, as there are only very few teams to compete in the district, the attempt to organize a tournament fell through. A friendly match with the Tanjore Police team was played in our grounds.

The College Foot-ball team competed for the Presidency College tournament. The opposing team in the second round was the Law College team, which was very strongly represented. The match was acutely contested, and after 15 minutes of pointless draw, it ended in a defeat to the College.

Canoe Club.—It is becoming more and more popular. The second annual Regatta was held on the 21st of September 1920, and it met with a grand success. Immense crowds lined the banks of the river and the bridge to witness the several events. One special feature of the year was 'a pleasure trip of the whole fleet—13 in number—to Tiruvadamardur, six miles down the river'. Two canoes—four paddles—made the return journey up the stream, which was a very creditable performance, while the rest took the landroute.

Three new boats were added to the fleet this year, and one of them "Mangala" is nearly 48 feet long and accommodates a crew of ten. The launching ceremony was a grand event witnessed by a huge concourse of people. She proved herself to be perfectly river-worthy, and the crew made a successful trip to a village 4 miles higher up the river with considerable ease when the river was in full floods.

A small boat with a detachable motor attachment is a desideratum to serve as a life-boat in the long trips up or down the river, to safeguard the crew in times of emergency.

The annual sports of the College were held as usual on the 24th September, and the public of Kumbakonam were present on the occasion. The athletic activities lie dormant for quite a long period and suddenly come to life just a month before the annual sports, a condition which requires remedial measures and which is engaging my attention. As I remarked last year, since the games and sports do not absorb all the students of the College, I require the help of one trained in modern methods of physical culture to cater not only to the students of the College but to the students specially, and there are several of them, who are physically weak and backward and unable to take part in any one of the several games.

A weighing machine has not yet been purchased.

Volunteer Corps.—A volunteer Corps about 130 strong was raised from amongst the students for social work during the recent Mahamakam festival under my personal command. They were trained in "First Aid" by the Local Civil Assistant Surgeon. The Corps was divided into 16 units, each with a captain of its own. The members took a very keen interest in the matter and behaved splendidly well. They acquitted themselves admirably on the Mahamakam day, and the vast concourse of pilgrims and the public bestowed high praise on their work.

It is my intention to organise a permanent corps on the lines of the "Boy Scouts."

13. *College Societies.*—Financial considerations led me at the beginning of the long term to combine the several associations—The Literary Society, The Historical Association, The Mathematics and Natural Philosophy Association, The Tamil Sangam, and the Sanskrit Samajam—into a single one called the "Kumbakonam College Union" and, as I anticipated it has proved a success. Under its able Treasurer M.R.Ry. T. K. Hanumantha Rao, the finance has been put on a sound basis and regular accounts are being correctly maintained. The several units of this union did satisfactory work and were able to carry through the major portion of the work which they have sketched out.

The Students' Lecture Bureau started by the Intermediate students for their own special benefit the year before last continued its activities this year also with good success.

Three plays were staged at the Vani Vilas Theatre. Shakespeare's "As You Like It" was staged in English, Kalidasa's "Sakuntala" in Tamil, and Sri Harsha's "Ratnavali" in Sanskrit. There was a bumper house for each of the plays and the actors acquitted themselves very creditably.

The Kumbakonam College Literary Society's Journal has entered into the sixth year of its existence, and proves to be a good training ground for students in the art of journalistic work.

The Students' Stationery Society worked on co-operative lines, to initiate the students into the principles of mutual help, and co-operation continues to flourish and has expanded considerably. It has afforded scope to the students of Economics to bring their theoretical knowledge into line with actual business life and they practically learn the problems of economic distribution on a small scale. A lively interest on the study of economics is stimulated. An essay on the "Relation between Landlords and Tenants" by S. R. Venkataraman, IV class, was adjudged third in rank by the Judges of the Publicity Board competition. Another essay "A Village Survey" by C. N. Subramanyam, IV class, was pronounced by Dr. Gilbert Slater to be "very creditable."

14. *The College Day.*—The first College Day was celebrated with great eclat on the 15th of March under the presidency of the Hon'ble Sir C. Sankara Nair, Kt., C.I.E., and it was a complete success.

15. *Excursions.*—The excursions to Mahabalipuram and to the Madras Observatory by the students of the History and Mathematics sections respectively proved to be very instructive. The former were under the guidance of M.R.Ry. N. Raghava Achariyar Avargal, M.A., L.T., and the latter under the guidance of M.R.Ry. S. Muthukrishna Ayyar Avargal, M.A., L.T.

15 (a). The Kumbakonam College Old Boys' Association have continued their help this year also by giving 29 scholarships to poor and deserving students. The Trustees of the Kalyanarama Ayyar's charities have provided for the boarding of four poor students in the choultry under their management. I sincerely thank the Association and the Trustees for their philanthropic work in enabling poor students to get the benefits of higher education.

16. *Compound and garden.*—The compound and the garden are kept as far as practicable neat and tidy. Along the edge of the compound arrangements are completed for the planting of a number of cocoanut and mango seedlings which will not only beautify the site but also add to the revenue in the fulness of time. The lease of the garden has been renewed with an increased rent from Rs. 60 to Rs. 100 per annum.

17. *General (a).*—The Hockey and Football grounds become submerged after a heavy downpour of rain and continue to be so quite for a number of days making the fields useless for games. The grounds require levelling and raising, so that they will be available for games all the year round. I have just completed a drain to carry off the storm-water and filled up partially the depressions.

(b) The art of writing correct English Composition and accurate thinking can only be learnt by good work done in the Library classes. The facilities for conducting such classes are poor. The mere mechanical work of issuing and replacing books is quite considerable and beyond the power of one attendant. A library peon is very

urgently required not only to attend to the general library but also to the class libraries, wherein the work of distribution and collection fall heavily on the members of the staff which is not at all conducive to the efficient work of the class libraries. The space available in the library both for books and for students is not adequate. The defect can be remedied by one of two ways; either a gang-way higher up the walls of the old examination hall can be run up to store the books or a new library hall on approved lines built. Of the two, I prefer the latter, since the hall for the library must be spacious enough not only to accommodate the books of the lending and consulting libraries but also for the holding of the library classes of at least 150 strong.

(c) A reading-room is quite essential to a College; but there is no space for it at all; my predecessor had put up a big thatched shed near the tennis court but a gale last October swept it away. A permanent habitation for the purpose is a necessity.

(d) A big hall to accommodate all the students of the College is also keenly felt, and the necessity for it was urged in the previous reports by myself and by my predecessor. Ordinarily big classes may be held in it as well as the meetings of the College union; it will also be of immense use as an examination hall for which there is no provision at all now and occasionally used also for public functions when the whole College is expected to muster.

(e) I am very thankful to the Public Works Department for putting up the rivetment on the river-bank opposite the College to prevent the erosion which has been going on for years. The rivetment has been only partially finished. I request that it may be extended to the whole of the bank in front of the College. The rivetment has not only added strength to the bank to withstand erosion but also has given considerable river frontage for the canoe club to work conveniently.

(f) More accommodation is required for the department of Chemistry. The lecturer in Chemistry reports "that the number of students in Group I of the Intermediate and in II-a of the B.A. classes is rapidly increasing, and in these days of great demand for scientific and technical knowledge particularly in Chemistry, it is in the fitness of things that a College of the size and standing should equip itself suitably to the increased demand for scientific and technical knowledge" and requires the building up of a new laboratory for the Intermediate classes, which will be the first step towards the realization of the contemplated affiliation of the College to B section course.

(g) I request that permission may be accorded for submitting proposals for the affiliation of the College in Group II of the Intermediate.

I take this opportunity of thanking most sincerely the members of the staff for their hearty co-operation throughout this very arduous year. The members of the clerical staff worked very well throughout the year. They have considerable difficulty in coping with the large volume of work caused by the increased strength of the College and require an additional hand to give them relief (vide my letter R.C. No. 93-(a) of 1919, dated 27th March 1919, dated 29th January 1921 and dated 25th February 1921).

APPENDIX A.

Statement giving particulars as to the number of students on rolls in the first and second terms of 1919-20 and 1920-21.

Classes.	1919-20.		1920-21.	
	First term.	Second term.	First term.	Second term.
First year	90	86	104	96
Second year	119	151	124	86
Third year	112	109	61	
Fourth year	114	109	125	108

APPENDIX B.

I. Distribution of students according to caste or race—

Muhammadian	1
Tiya	1
Non-Brahmans	33
Brahmans	311
Total	351

II. Distribution of students according to occupation of parents or guardian—

Officials	138
Petty officials	25
Landholders	167
Traders	18
Mendicants	4
Others	1
Total	351

III. Distribution of students according to wealth—

Richer classes	23
Middle "	270
Poor "	58
Total	351

APPENDIX C.

Distribution of students according to the districts to which they belong.

Districts.	B.A. Pass course.		Intermediate class.		Total.
	First year class.	Second year class.	First year class.	Second year class.	
Tanjore	44	70	91	77	282
Trichinopoly	1	3	1	3	8
South Arcot	2	3	3	6	12
North Arcot	2	2	..	..	2
Travancore	2	1	..	1	4
Cochin	3	5	..	..	8
Colaba-tore	..	..	..	1	1
Madras	2	4	..	..	6
Mysore	..	1	..	..	1
Thinnevely	6	7	..	..	12
Chittoor	..	1	..	..	1
Malabar	1	6	..	..	7
South Malabar	..	1	..	..	1
Chingleput	..	2	..	..	2
Guntur	..	1	..	..	1
Vellore	..	1	..	..	1
Rannad	..	1	..	..	1
Total	61	108	96	86	351

APPENDIX D.

Results of the Intermediate examination in Arts and B.A. Degree examination
Pass course 1918-20.

Examination and group.	Examined.	Number passed.		Total.	Percentage.		
		First class.	Second class.		1917-1918.	1918-1919.	1919-1920.
INTERMEDIATE EXAMINATION.							
Group I	40	2	13	15	20.3	23.2	28.1
Group III	57	..	14	14	..	..	..
Part I only passed	..	..	..	12	..	..	..
Part II only passed	..	..	..	33	..	..	..
Part I only already	..	..	..	17	..	..	..
Passed in part II	..	..	..	..	..	..	..
B.A. DEGREE EXAMINATION.							
I. English Language division	97	..	34	34	47.2	28.6	35.4
Do. Private study	47	..	19	19	..	..	46.2
II. Special division—							
Physical Science	14	..	6	6	75	40.0	42.9
Do. Private study	2	..	..	..	..	..	..
Mathematics	22	..	6	6	40	23.1	31.8
Do. Private study	6	..	4	4	..	..	50.0
History	42	..	20	20	50	75.0	47.6
Do. Private study	11	..	4	4	..	..	36.4
Philosophy	17	1	11	12	100	81.3	70.5
Do. Private study	3	..	1	1	..	..	33.3
Group VI—							
Tamil	2	..	1	1	..	100.0	50.0
Sanskrit	1	..	..	..	..	..	..

APPENDIX E.

Number of students examined, passed and failed in the several subjects of the Intermediate examination held in the year 1920.

Subject.	Examined.	Passed.	Graded distinction.	Failed.
English	97	41	..	36
Tamil Composition	61	39	..	22
Sanskrit Translation	35	23	..	2
Mathematics	40	24	3	10
Physics	40	26	2	14
Chemistry	40	31	2	9
Ancient History	55	23	..	33
Modern History	87	39	..	18
Logic	34	22	1	12
Tamil	18	5	..	13
Sanskrit	19	10	..	9

Ref. on ur. No. 5227/21, dated 12th November 1921.

Recorded.

2. Recommendations regarding staff and accommodation should be made in separate communications.

3. There is a slight decrease in the strength of the College.

4. The present administration of the hostel adjoining the College is not satisfactory.

5. The Director is gratified to learn that the discipline of the College continues very good.

6. The results of the University examinations were in general very fair.

7. It is gratifying to note that students continue to evince great interest in athletics.

8. Great progress has been made in the extra academic activities of the college.

9. The Principal may submit separate proposals for the introduction of Group II of the Intermediate examination in the college.

10. The Director is pleased to note that the college has experienced another year's successful work.

R. LITTLEHAILES,
Director of Public Instruction.

To the Principal, Government College, Kumbakonam, with spare copies.

" Principals of other Government Colleges.

" Inspector of Schools, Tanjore district.

Copy to the Collector of Tanjore for information.

" Government for information with covering letter.

Order—No. 1747, Law (Education), dated 5th December 1921.

Recorded.

(By order of the Government, Ministry of Education)

P. C. DUTT,
Acting Secretary to Government.

To the Director of Public Instruction.

" Accountant-General.

" Publicity Officer.

Editors' Table.

Forwarded to the

(By order)

Superintendent,
Law Department.

ORDINARY.

PRESS SLIP.

PREFERENCE.

DEPARTMENT.

URGENT (a)

Current No. dated 191

G.O. No. 147, dated 5-12-1921

Number of MS. pages sent { Correspondence 11 pages
(b)
(b)
Notes

Brief subject: Report - for Mr. Kumbakonam

(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	10	1
Ooty Records ...		5	
For filing with original ...		1	
Total ..		16	

FOR ISSUE.†

Letter only.	Complete G.O.	(b) Special issue copies of G.O.		Notes.
		No.	Papers.	
Signature copies	3			
India Office				
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				
The ...				
The ...				
The ...				
The ...				
The ...				
The ...				
The ...				
The ...				
The ...				
The ...				
The ...				
The ...				
Total ..				

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 PRESS, MADRAS OOTY.

A	B	C
Please send proof in duplicate. The papers have been carefully edited.	Proof returned corrected. Please strike off and send number of copies as indicated.	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 <u>after usual interval</u> at once.	Type may be released <u>after usual interval</u> at once.	Type may be released <u>after usual interval</u> .
Reference. Clerk.	Reference. Clerk.	Reference. 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.....	20/12/21
Final copies supplied on.....	

Account of copies.	Complete copies.	Notes.	Issue copies.	Special E.T. edition.
Supplied to Secretariat for Record.....				
" " " Issued.....				
" " " 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 ...				