

Educational (1900) Department.

ORDINARY MS.

G.O., No. 148

DATED 12. 3. 01

[Despatch Abstract.]

Asking the D. S. I. to obtain an assurance
from the officer in charge of the alumnus
dept. of the School of Arts that he has
a clerk who knows typewriting before
a typewriting machine is supplied to the
office

14/3

BACK PAPERS.

G.O.	No.	Department.	Date.	G.O.	No.	Department.	Date.

FURTHER PAPERS.

G.O.	No.	Department.	Date.	G.O.	No.	Department.	Date.

1,000-16-11-00.

Educational (190/) Department.

CURRENT No. 196

13-FEB. 1901

From

[Name] The Honble Mr. G. H. Elliott, M.A. Bar-at-Law,

[Designation] Director of Public Instruction,

[Station] Madras



Ref No. 15674 of 1900

Dated 11th February 1901.

Received _____ 190

Enclosures _____

Registered _____ 190

SUBJECT.

Requesting sanction to the supply of a Remington Type writer to the office of the Aluminium Department of the School of Arts.

BACK PAPERS.

Ex. 600 of 29-6-99
310 of 22-7-00
178 R of 10-1-01

548 R
00

FURTHER PAPERS.

To

The Secretary to Government,

Educational Department.

Sir,

I have the honour to request the sanction of Government to the supply of a Remington Typewriter to the office of the Aluminium Department of the School of Arts. Mr. Chatterton reports that correspondence work in the office is growing very heavy, and lengthy letters have often to be written. It would therefore be an advantage to have the use of a type-writer.

2. The cost can be met from the provision made in next year's budget for "Tools and Plants"

I have the honour to be,

Sir,

Your most obedient servant,

G. H. Stuart

Director of Public Instruction.

[E. 17]
500-6-11-00.

no 196.

EDUCATIONAL DEPARTMENT.

NOTE FOR THE ASSISTANT SECRETARY.

Mr. Chatterton's clerical establishment consists of 1 manager, 1 despatcher and 1 assistant clerk. vide - proposition statement in G.P.R no. 204 Dail., of 15th Feby: 1900. A typewriting machine between these three with apparently ^{be} ~~would~~ only a waste of money. Moreover, it is not stated whether any of the clerks now employed knows typewriting. It is not desirable to provide offices with machines so as to enable clerks to learn typewriting. vide. G.P. no. 884 Dail., of 8th Sept. 1900.

He need not assume ^{these} of course, we need no assume that Mr. Chatterton's proposition is made "to enable one of his clerks to learn typewriting. He gives reasons & they may be accepted."

Ph

757211

object.

G.P. I think Type writer should be sanctioned.

ASTP
16.2



Ph
16/2/01

Financial DEPT.
U. C. No. 123-R
Dated 19-2-1901.

The draft placed below may issue with the concurrence of the Financial department.

Ph

16/2/11

16.2

Finl. dept.

Edl No. no 27

16-2-01. P.T.O.

Financial Dept.

For the C.A.

There is, it is submitted, nothing against the supply of a type-writing machine to the office of the Aluminium Dept. of the School of Arts. L.O. No. 884 and Z of 8.9.00 only warns heads of depts "that greater care should be taken of typewriting machines issued to Govt. offices."

Put original was put in for a full file. See if you can get it now.
 Cues 20. 20

For the CS

In another case which arose in Public it has been decided that a typewriting machine should not be supplied unless the intending officer certifies that he has a clerk who can use it (with safety to the machine) and general orders on this point are about to issue.

Cues

7.3.01

Will you please ask for this assurance.

W. J. 101

Lot no.



Financial Dept.

Educational Department

The draft reference to the Director, placed below may issue.

9/13/01

machines issued to Govt. offices. The draft reference to the Director, placed below may issue.

For the CS

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Will you please ask for this assurance.

W. J. 101

Lot no.

1,500—8-11-00.

” ” ” ” ” 190

C. No. 196, From the S. P. 2, Ref. No. 15674, dated 11-2-1901.

[illegible]

” ” ” ” ” ” 190 .

ORDER No. 148, dated 12.3. 1901.

Ms.

Sanctioned

not to be copied

7/19

12-30

761211

16.2

20

The D. P. 9

" Fried: departh.



Memorandum No.

make this a s.p. b
issue it.
P.H.
11/3/01

Read the following paper :—

no. 148 d/12.3.01. Ans. 196.

The Director ~~is requested to~~ ^{will still} obtain an assurance from the officer in charge of the alumnium departt. of the school of arts that he has a clerk who can use the typewriting machine without injuring it.

P.H.
9/3/01

M.S.P.
11.3.01

To.

The D. P. S.

D.H.
11/3

When given for copying _____
 When copied _____
 When examined _____
 When signed _____

190 .

READ AGAIN G.O., No. _____, DATED
 190 .

CURRENT No.

ENCLOSURES TO C. No.

ORDER OF GOVERNMENT

A A A A A A A

LETTER OF GOVERNMENT.

STATEMENT WITH DIPTO.

PAPERS 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.