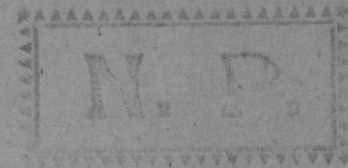


Educational (1902) Department.

ORDINARY PRINTED.

G.O., No. 246

DATED 25. 4. 02



INDEXED.

ORIGINAL

[Despatch Abstract.]

Reports & Returns

Forwarding to the Public dept Stations
of — submitted to the Edl dept & those
received by the heads of depts and the
Edl or their subordinates.

BACK PAPERS.

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

FURTHER PAPERS.

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

Government {1902} of Madras. EDUCATIONAL.

Recd.

Enclosures

Regd.

1902.

Spare copies

ORIGINAL

G.O., No. 246, 25th April 1902.

N. P.

APRIL.

Reports and Returns.

Forwarding to the Public department statements of — submitted to the Educational department and those received by the heads of departments under the Educational department or their subordinates.

GOVERNMENT OF MADRAS.

EDUCATIONAL DEPARTMENT.

READ—again the following paper:—

G.O., No. 724, Educational, dated 7th December 1901.

ABSTRACT.—Communicating to the Director of Public Instruction, the Commissioner for Government Examinations and the Superintendent, Government Museum, proceedings, Public department, on the subject of the submission to the Government of India of an amalgamated statement of reports and returns, and requesting them to submit a statement of all reports and returns rendered by them to Government or to themselves or to their subordinate authorities.

READ—also the following papers:—

From EDGAR THURSTON, Esq., Superintendent, Government Museum, to the Secretary to Government, Educational department, No. 28, dated 9th January 1902.

With reference to G.O., No. 724, Educational, dated 7th December 1901, I have the honour to forward herewith a statement of all reports and returns rendered (i) to me and (ii) by me to Government.

From the Hon'ble Mr. G. H. STUART, M.A., Barrister-at-law, Commissioner for Government Examinations, Madras, to the Secretary to Government, Educational department, No. 6/1 D., dated 18th January 1902.

In obedience to G.O., No. 724, Educational, dated 7th December 1901, I have the honour to submit a statement, in the form prescribed, showing all reports rendered (i) to me and (ii) by me to Government.

From the Hon'ble Mr. G. H. STUART, M.A., Barrister-at-law, Director of Public Instruction, Madras, to the Secretary to Government, Educational department, Ref. on C. No. 9405 of 1901, dated 26th February 1902.

With reference to G.O., No. 724, Educational, dated 7th December 1901, I have the honour to submit herewith a consolidated statement of all reports and returns dealt with in this department.

From the Accountant-General, Madras, No. R. 411/4967, dated 3rd March 1902.

ABSTRACT.—Submitting a statement of reports and returns submitted to Government in the Educational and Legislative department every year.

ORDER—No. 246, Educational, dated 25th April 1902.

The reports and returns submitted to the Educational department are shown in the appended statement A and those received by the heads of departments under the Educational department or their subordinates in statement B. Copies of these statements and of the marginally-noted proceedings which were passed with reference to Home department resolution No. 987 of the 25th February 1901, will now be forwarded to the Public department.

2. Copies of items 3, 4, 21, 24, 25, 26, 28 and 29 in statement A submitted by the Director will be furnished to the departments concerned for incorporation in their lists.

(True Extract.)

M. HAMMICK,
Secretary to Government.

To the Public department [with copies of Government Orders

and of items 21 and 26 in the Director's list].

„ Revenue „ [with copies of items 3, 24 and 25 in the Director's list].

„ Judicial „ [with copy of item 4 in the Director's list].

„ Local and Municipal department [with copies of items 28 and 29 in the Director's list].

[Appendices.

APPENDICES.

STATEMENT of reports and returns prepared by, or under the orders of, the Government of Madras or any other authority with information as to their size and method of disposal.

A—To Government.

Subject.	Period covered by report or return.	By whom prepared.	Under what authority.	Date of submission by local officer to the Government of India (or to the India Office).	Average size of			Method of disposal	
					Report or return.	Statistics.	Review.	By local officer or authority.	By local Government.
1. Declaration of landed property acquired or otherwise disposed of by Superintendent, Government Museum.	For the previous calendar year.	Superintendent, Government Museum.	Rule 12, Public Servants' Manual.	15th January ..	PAGES. 1	PAGES. ..	PAGES. ..		Transferred to the Public department for scrutiny and record with other returns. Forwarded to the India Office.
2. Indent for English stores ..	Current official year.	Do.		31st May ..	2 (in triplicate). About 16	..	..		Reviewed.
3. Report on the working of the Government Museum.	For the previous official year.	Do.	G.O., No. 331, Educational, dated 17th June 1901.	10th July ..	..	..	1		Transferred to the Public department for incorporation in the Presidency administration report. Scrutinized and accepted without modification.
4. Manuscript notes on the administration report of the Government Museum for the administration report of the Madras Presidency.	Do.	Do.	G.O., No. 913, Public, dated 6th November 1895.	10th August ..	8	..	..		Recorded.
5. Budget estimate of charges —Government Museum, Connemara Public Library and Madras Ethnographic Survey.	For the next official year.	Do.	G.O., No. 331, Educational, dated 17th June 1901.	15th November ..	..	4	..		Recorded.
6. The report of the Commissioner for Government examinations.	For the previous official year.	Commissioner for Government examinations.	Do.	10th August ..	About 3	About 9	..		Scrutinized and accepted without modification.
7. The budget estimate of charges of the Commissioner for Government examinations.	For the next official year.	Do.	Do.	1st September ..	..	2	..		Do.
8. The budget estimate of receipts of the Commissioner for Government examinations.	Do.	Do.	Do.	1st November ..	..	1	..		Do.

Statement of reports and returns prepared by, or under the orders of, the Government of Madras or any other authority with information as to their size and method of disposal—cont.

A—To Government—cont.

Subject.	Period covered by report or return.	By whom prepared.	Under what authority.	Date of submission by local officer to the Government of India (or to the India Office).	Average size of			Method of disposal.	
					Report or Return.	Statistics.	Review.	By local officer or authority.	By local Government.
List showing the transfer of officers from other districts in consequence of the absence of officers on privilege leave (not combined with other leave) not exceeding six weeks.	Previous quarter.	Accountant-General.	G.O., No. 797, Public, dated 5th August 1901.	15th of the month succeeding the quarter.	PAGES. Foolscap 2	PAGES. ..	PAGES. ..	..	Forwarded to the Government of India.
Charges of Educational and Legislative departments of the Secretariat.	Previous official year.	Do.	Accountant-General's letter No. I.B.E.-26, dated 6th March 1896, and G.O., No. 602, Financial, dated 20th August 1895.	31st May and 31st August.	..	Foolscap 2	..	..	Recorded.
Legislative Council charges ..	Do.	Do.	G.O., No. 482, Educational, dated 29th June 1894.	30th August ..	..	1	..	..	Do.
Balance sheet of Walair Orphan Asylum.	Do.	Do.	G.O., No. 34, Educational, dated 5th February 1876, and No. 364, Financial, dated 21st February 1876.	1st September ..	1	..	..	..	Do.
Audit report relating to Lawrence Asylum, Octacand.	Do.	Do.	Article 803, Civil Account Code, and G.O., No. 143, Financial, dated 23rd February 1891.	Do.	2	..	..	..	Recorded with remarks.
List of officers who will attain the age of 55 years or whose extensions of service after the attainment of that age will expire during the next official year. †	Do.	Do.		Do.	2	..	..	..	Do.

* Preliminary and Final.

† Through heads of departments.

Statement of reports and returns prepared by, or under the orders of, the Government of Madras or any other authority with information as to their size and method of disposal—*cont.*

A—To Government—*cont.*

Subject.	Period covered by report or return.	By whom prepared.	Under what authority.	Date of submission by local Government or any authority subordinate to the local Government.	Date of submission by local Government to the Government of India (or to the India Office).	Average size of			Method of disposal.	
						Report or Return.	Statistics.	Review.	By local officer or authority.	By local Government.
Madras University accounts ..	Previous official year.	Accountant-General.	G.Os., Nos. 606, Educational, dated 20th September 1888; No. 355, Educational, dated 17th May 1880; and Nos. 730, 731, Educational, dated 20th November 1889.	Not fixed	..	PAGES. 2	PAGES. 2	PAGES. ..	..	Recorded with remarks.
Audit report relating to Lawrence Asylum Press, Ootacamund Branch, Ootacamund.	Previous calendar year.	Do.	G.Os., Nos. 1997, Financial, dated 11th October 1875, and No. 859, dated 10th December 1896.	1st September	..	1½	2	..	..	Do.
Audit report relating to Lawrence Asylum Press, Madras.	Do.	Do.	G.Os., No. 179, Financial, dated 17th February 1874, No. 432, Public, dated 1st May 1873, and No. 859, Financial, dated 10th December 1896.	15th "	..	1½	3	..	..	Do.
Budget estimate of Lawrence Asylum, Ootacamund.	Next official year.	Lawrence Asylum Committee.	G.O., No. 331, Educational, dated 17th June 1901.	1st March		12	4½	½	Submitted with remarks.	Sanctioned with remarks.
Budget estimate of Old College Park.	Do.	Director	Do.	15th September		..	1	½		Scrutinized and accepted without modification.

Statement of reports and returns prepared by, or under the orders of, the Government of Madras or any other authority with information as to their size and method of disposal—*cont.*

A—To Government—*cont.*

Subject.	Period covered by report or return.	By whom prepared.	Under what authority.	Date of submission by local Government or any authority subordinate to the local Government.	Date of submission by local Government to the Government of India (or to the India Office).	Average size of			Method of disposal.	
						Report or Return.	Statistics.	Review.	By local officer or authority.	By local Government.
Budget estimate of Medical College and Schools.	Next official year.	Director	G.O., No. 331, Educational, dated 17th June 1901.	15th October		PAGES. ..	PAGES. 4	PAGES. ½		Scrutinized and accepted without modification.
Budget estimate of Aluminium Ware.	Do.	Do.	Do.	Do.		..	2	½		Do.
Budget estimate of Educational department.	Do.	Do.	Do.	Do.		..	30	2		Do.
Report on Lawrence Asylum, Ootacamund.	Previous calendar year.	Lawrence Asylum Committee.	Do.	31st May		6½	8	1½	Submitted with review.	Recorded with remarks.
Report on First-grade colleges (3).	Do.	Principal concerned.	Do.	15th "		6	3	1	Do.	Do.
Report on College of Agriculture.	Previous official year.	Principal	Do.	15th September		13	12	2	Do.	Do.
Report on College of Engineering.	Previous calendar year.	Do.	Do.	15th May	.. 15th June	7	5	2	Do.	Do.
Report on Law College ..	Do.	Do.	Do.	Do.		5	2	1	Do.	Recorded with remarks and copy sent to the India Office.
Report on Medical College ..	Previous official year.	Do.	Do.	1st August	.. 1st September	7	6	2	Do.	Recorded with remarks and copy sent to the Govt. of India.
Report on Teachers' College and Branch schools.	Do.	Do.	Do.	15th June		12	4	2	Do.	Recorded with remarks.
Report on Reformatory school, Chingleput.	Do.	Superintendent	G.O., No. 55, Educational, dated 4th February 1901.	1st May	.. 1st June	25	..	2	Do.	Recorded with remarks and copy sent to the Govt. of India.
Report on School of Arts ..	Do.	Do.	Do.	1st June		8	..	2	Do.	Recorded with remarks.
Report on Publications ..	Previous calendar year.	Director	G.O., No. 612, Educational, dated 28th November 1900.	1st March	.. 15th March	6	..	..		Forwarded to the Government of India.

Statement of reports and returns prepared by, or under the orders of, the Government of Madras or any other authority with information as to their size and method of disposal—*cont.*

A—To Government—*cont.*

Subject.	Period covered by report or return.	By whom prepared.	Under what authority.	Date of submission by local officer or any authority subordinate to the local Government.	Date of submission by local Government to the Government of India (or to the India Office).	Average size of			Method of disposal.	
						Report or return.	Statistics.	Review.	By local officer or authority.	By local Government.
Report on the working of the Text-book Committee.	Previous official year.	Secretary, Text-book Committee.	G.O., Nos. 445, 446, Educational, dated 10th September 1900.	16th June		PAGES. 15	PAGES. 8	PAGES. 4	Submitted with review.	Recorded with remarks.
Report on the working of the Lawrence Asylum Press.	..			16th "		4	14	..	Submitted ..	Recorded.
Report on the working of the Oriental Manuscripts Library.	Previous official year.	Curator	G.O., No. 264, Educational, 23rd March 1892.	1st "		12	8	1	Submitted with remarks.	Recorded with remarks.
Report on Public Instruction.	Do.	Director	G.O., Nos. 686, 687, Educational, dated 26th November 1901.	15th October	1st December ..	40	200	2		Reviewed and copy sent to the Government of India.
Statement showing receipts and charges of the Aluminium department of the School of Arts.	Previous month.	Officer in charge of the Aluminium department.	G.O., No. 382, Educational, dated 8th July 1901.	About the 20th of succeeding month.		2	..	..	Submitted to Government (through the Accountant-General).	
Catalogue of works registered under Act XXV of 1867.	For each quarter.	Registrar of Books.	G.O., No. 543, dated 20th August 1883, and No. 322, dated 16th May 1893.	The last day of the second month succeeding each quarter.	The fifteenth of the third month succeeding each quarter.	..	40	..	Submitted to Government.	Published in the Gazette and copies sent to the Government of India and the India Office.
List of officers in the Educational department.	Brought up to 1st January.	Director	G.O., No. 524, Financial, 11th May 1892.	1st October		186	..	..		Kept for reference.

Statement of reports and returns prepared by, or under the orders of, the Government of Madras or any other authority with information as to their size and method of disposal—*cont.*

B—To Heads of Departments or other local authorities.

Subject.	Period covered by report or return	By whom prepared.	Under what authority.	Date of submission by local officer to the local Government or any authority subordinate to the local Government.	Date of submission by local Government to the Government of India (or to the India Office).	Average size of			Method of disposal	
						Report or return.	Statistics.	Review.	By local officer or authority.	By local Government.
(i) To the Superintendent, Government Museum.										
Particulars regarding fish held under special observation in connection with the sea fisheries investigation.	For the previous month.	Inspector, Salt, Atkari and Customs Revenue of each fish-curing circle.	Proceedings of the Board of Revenue (Separate Revenue), No. 266, dated 24th August 1898.	15th of each month.		PAGES. ..	PAGES. 3	PAGES. ..	Observations noted by the Superintendent and action taken.	..
Statement of immovable property purchased or otherwise acquired by every officer in superior service of the Government Museum.	For the previous official year.	Superior members of the Government Museum and Commemorative Public Library.	Paragraph 15 of the Public Servants' Manual.	15th January ..		1	..	..	Attested by the Superintendent.	..
(ii) To the Commissioner for Government Examinations.										
1. Returns of examinations held.*	Do.	Chairmen,* Primary examination boards.	Government notification.	31st March ..	..	..	11	..	Statistics embodied in the annual report of the Commissioner.	..
2. Reports of examinations held.*	Do.	Do.*	Do.	31st " ..	..	1	..	..	Printed and sent to the Director of Public Instruction.	..

* Note.—There are 32 boards of examiners constituted under the Primary examination notification and each chairman is required to send on printed form eleven returns and one manuscript report annually.

6

Statement of reports and returns prepared by, or under the orders of, the Government of Madras or any other authority with information as to their size and method of disposal—*cont.*

B—To Heads of Departments or other local authorities—*cont.*

Subject.	Period covered by report or return.	By whom prepared.	Under what authority.	Date of submission by local officer to the local Government or any authority subordinate to the local Government.	Date of submission by local Government to the Government of India (or to the India Office).	Average size.			Method of disposal.	
						Report or return.	Statistics.	Review.	By local officers or authority.	By local Government.
(iii) To the Director of Public Instruction.										
1. Annual report.	Official year ..	Inspector and Inspectress.	Chapter III of Inspection code.	30th April ..		PAGES. ..	PAGES. ..	PAGES. ..	Recorded ..	
2. Tour programme ..	Calendar year ..	Do.	Chapter IV of Inspection code.	1st December ..		5	..	..	Sanctioned ..	
3. Tabular inspection reports on schools.	Do. ..	Do.	Do.	Within one month after examination.		40	..	..	Reviewed ..	
4. Return of unanswered references.	Previous quarter.	Do.	Do.	Within the 15th of the month succeeding the quarter.		4	..	..	Scrutinized and recorded.	
5. Monthly statement of inspection work.	Previous month.	Do.	Do.	15th of succeeding month.		1	..	..	Do.	
6. Detailed statement of inspection work.	Do. ..	Do.	Do.	Do.		1	..	..	Do.	
7. Annual return of valuable stock.	Official year ..	Officers of the department.	Do.	15th April ..		1	..	..	Do.	
8. Annual return of verification of offices registers.	Calendar year ..	Do.	Do.	1st working week of January.		1	..	..	Do.	
9. Reports on offices of Assistant and Sub-Assistant Inspectors.	Official year ..	Inspector and Inspectress.	Do.	Soon after inspection.		2	..	..	Recorded ..	
10. Review of each district report.	Do. ..	Inspector ..	Do.	15th September ..		..	7	10	Recorded with remarks.	
11. Fixed grant report sheet for each school.	Do. ..	Inspector and Inspectress.	Chapter IV of Grant-in-Aid Code.	Within a week after examination.		4	..	..	Do.	
12. Annual returns (1A to 16).	Do. ..	Inspector, Inspectress and Assistant Inspector.	Special circular proceedings of the Director of Public Instruction issued yearly.	20th June ..		..	..	..	Consolidated and utilized for the annual report.	
13. List of officers in the department.	Calendar year ..	Officers of the department.	Do.	15th February ..		..	..	..	Compiled ..	

Statement of reports and returns prepared by, or under the orders of, the Government of Madras or any other authority with information as to their size and method of disposal—*cont.*

B—To Heads of Departments or other local authorities—*cont.*

Subject.	Period covered by report or return.	By whom prepared.	Under what authority.	Date of submission by local officer to the local Government or any authority subordinate to the local Government.	Date of submission by local Government to the Government of India (or to the India Office).	Average size.			Method of disposal.	
						Report or return.	Statistics.	Review.	By local officers or authority.	By local Government.
(iii) To the Director of Public Instruction—cont.										
14. Return of landed property.	Calendar year ..	Each officer.	Public servants' manual.	15th January ..		PAGES. 1	PAGES. ..	PAGES. ..	Scrutinized and filed after making necessary entries in the office register.	
15. Stationery indent ..	Official year ..	Officers of the department.	Stationery manual.	15th November ..		24	..	..	Forwarded to Superintendent of Stationery with remarks.	
16. Indent for Account code forms.	Do. ..	Do.	Special circular proceedings of the Director of Public Instruction issued yearly.	Do.		24	..	..	Consolidated and forwarded to Accountant-General.	
17. Indent for departmental forms.	Do.	Do.	Do.	1st January ..		2	..	..	Scrutinized and complied with.	
18. Statement of expenditure on stores obtained from the India Office.	Do.	Do.	Do.	15th June ..		2	..	..	Consolidated and forwarded to Accountant-General.	
19. Report on education in each district.	Do.	Inspectress Assistant Inspector.	Inspection code.	15th September 15th August ..		5 15	20 20	2	Recorded with remarks.	
20. Summary of results of examination for results grants.	Previous month.	Assistant Inspector and Sub-Assistants.	Director's Circular No. 8645, dated 6th August 1898.	15th of the succeeding month.		1	..	..	Scrutinized and recorded.	
21. Quarterly return of fines and dismissals.	Previous quarter.	Inspector and Inspectress.	Chapter IV of Inspection code.	15th day of the first month in each quarter.		Foolscap.	..	..	Checked and recorded.	
22. Monthly return of leave, appointment, etc.	Previous month.	Do.	Do.	15th day of the succeeding month.		Do.	..	..	Do.	

Statement of reports and returns prepared by, or under the orders of, the Government of Madras or any other authority with information as to their size and method of disposal—*cont.*

B—To Heads of Departments or other local authorities—cont.

Subject.	Period covered by report or return.	By whom prepared.	Under what authority.	Date of submission by local officer to the local Government or any authority subordinate to the local Government.	Date of submission to local Government or the Government of India (or to the India Office).	Average size.			Method of disposal.	
						Report or return.	Statistics.	Review.		
(iii) To the Director of Public Instruction—cont.										
23. Budget estimate of Lawrence Asylum, Ottacamund.	Next official year.	Principal Secretary, Lawrence Asylum.	Director's Proceedings, No. 1472, dated 11th March 1901.	15th February ..	1st March ..	PAGES. 12	PAGES. 4½	PAGES. ½	Submitted to Government, with remarks.	
24. Budget estimate of Provincial Civil Service examination.	Do.	Secretary, Provincial Civil Service Examination Board.	Do.	15th August ..	1st September.	..	1	½		
25. Budget estimate of Police Competitive Examination.	Do.	Do.	Do.	15th " ..	1st " ..	..	1	½	Utilised by the Director for the preparation of the budget.	
26. Budget estimate of Medical College and School.	Do.	Principal, Medical College.	Do.	1st September ..	15th October ..	..	3½	½		
27. Budget estimate of Alumnium ware.	Do.	Officer in charge ..	Do.	1st " ..	15th " ..	..	2	½		
28. Budget estimate of Educational department.	Do.	Officers of the department.	Do.	15th August ..	15th " ..	..	30	2		
29. Report on Lawrence Asylum, Ottacamund.	Previous calendar year.	Principal Secretary.	Do.	31st March ..	31st May ..	6½	8	1½		
30. Report on First-grade Colleges (3).	Do.	Principal concerned.	Do.	15th " ..	15th " ..	6	3	1		
31. Report on College of Agriculture.	Previous official year.	Principal	Do.	1st June ..	15th September.	13	12	2		
32. Report on College of Engineering.	Previous " calendar year.	Do.	Do.	15th March ..	15th May ..	7	5	2	Reviewed and submitted to Government.	
33. Report on Law College ..	Do.	Do.	Do.	1st " ..	15th " ..	5	2	1		
34. Report on Medical College.	Previous official year.	Do.	Do.	1st June ..	1st August ..	7	6	2		
35. Report on Teachers' College and Branch Schools.	Previous " calendar year.	Do.	Do.	31st March ..	15th June ..	12	4	2		
36. Report on Mangalore College.	Do.	Do.	Director's Proceedings, No. 4939, dated 2nd September 1901.	15th " ..		3	2	1	Reviewed ..	

Statement of reports and returns prepared by, or under the orders of, the Government of Madras or any other authority with information as to their size and method of disposal—*cont.*

B—To Heads of Departments or other local authorities—cont.

Subject.	Period covered by report or return.	By whom prepared.	Under what authority.	Date of submission by local officer to the local Government or any authority subordinate to the local Government.	Date of submission by local officer to the Government of India (or to the India Office).	Average size.			Method of disposal.	
						Report or return.	Statistics.	Review.	By local officer or authority.	By local Government.
(iii) To the Director of Public Instruction—cont.										
37. Report on School of Commerce.	Previous calendar year.	Headmaster	Director's Proceedings, No. 1472, dated 11th March 1901.	31st March		PAGES. 6	PAGES. 2	PAGES. ½		
38. Report on the working of the Presidency Training School.	Do.	Superintendent	Director's Proceedings, No. 1472, dated 11th March 1901.	31st "		2	2	½	Reviewed	..
39. Return of sick and lame animals, Veterinary Hospital.	Previous month.	Principal, College of Agriculture.	Director's Proceedings, No. 770, dated 16th February 1888.	Beginning of each month.		1	..	..	Checked and recorded.	
40. Report on the working of Reformatory School.	Previous calendar year.	Superintendent	G.O., No. 56, Educational, dated 4th February 1901.	31st March	1st May	25	..	2		
41. Report on the working of School of Arts.	Do.	Do.	Do.	1st April	1st June	8	..	2	Reviewed	..
42. Statement showing receipts and charges of the Alumnium department of the School of Arts.	Previous month.	Officer in charge	G.O., No. 382, Educational, dated 8th July 1901.	About the 15th of every month.	About the 20th of every month	2	..	..	Submitted to Government, through Accountant-General.	
43. Statistical return of Reformatory School.	Do.	Superintendent	Director's Proceedings, No. O 3 and 4, dated 20th February 1889.	Succeeding month		8	..	..		
44. Abstract weightment statement.	Three months	Do.	Do.	To.		1	..	..	Scrutinized and recorded.	
45. Financial statement under manufacture.	One month	Do.	Do.	Do.		2	..	..		
46. Ration statement	Do.	Do.	Do.	To.		3	..	..		

8

Statement of reports and returns prepared by, or under the orders of, the Government of Madras or any other authority with information as to their size and method of disposal—*cont.*

B—To Heads of Departments or other local Authorities—cont.

Subject.	Period covered by report or return.	By whom prepared.	Under what authority.	Date of submission by local officer to the local Government or any authority subordinate to the local Government.	Average size.			Method of disposal.	
					Report or return.	Statistics.	Review.	By local officer, or authority.	By local Government.
(iii). To the Director of Public Instruction—cont.									
47. Catalogue of works registered under Act XXV of 1897.	Previous quarter.	Registrar of Books.	G.O., No. 543, dated 20th August 1893, and No. 328, dated 16th May 1893.	15th of the second month, succeeding the quarter.	PAGES. About 40.	PAGES. 40	PAGES. ..	Submitted to Government.	
48. Report on the working of the Art class attached to the Kumbakonam college.	Previous calendar year.	Principal, Kumbakonam College.	Director's Proceedings, Dis. No. 4366, dated 24th July 1901.	15th March ..	About 3.	..	1	Reviewed and submitted to Government.	
49. Report on the working of the Oriental Manuscripts Library.	Previous official year.	Curator ..	G.O., No. 264, Educational, dated 23rd March 1892.	1st May ..	12	8	1	Reviewed and submitted to Government.	
50. Report on the working of the Board of Examiners for Teachers' Certificates.	Do.	Secretary to the Board.	Special proceedings issued yearly, Nos. 445, 446, and 447, Educational, dated 10th September 1900.	1st June ..	2	2	1	Reviewed.	
51. Report on the working of the Text-book Committee.	Do.	Secretary, Text-book Committee.	G.O., Nos. 445, 446, and 447, Educational, dated 10th September 1900.	Do. ..	15	8	1	Reviewed and submitted to Government.	
52. Municipal budget proposals.	Ensuing official year.	Inspectors and Inspectresses.	Special proceedings issued yearly.	1st September ..	..	6	..	Forwarded to Chairmen and Presidents, with remarks.	
53. Local Fund budget proposals.		Presidents of District Boards.	G.O., No. 1235 L., dated 29th July 1901.	22nd August ..	..	About 10	..		Submitted to Government, with remarks.
54. Extracts from the Educational Local Fund budgets.	Do.	Chairmen of Municipal Councils.	G.O., No. 1640 M., dated 7th November 1901.	About the 15th November.	..	20	..	Do.	
55. Extracts from the Educational municipal budgets.	Do.	Managers of schools.	Rule 32 of the Grant-in-Aid Code.	Early in January ..	..	10	..	Do.	
56. Financial statements ..	Previous official year.	..	..	1st June ..	Foolscap.	..	..	Scrutinized and recorded.	

Statement of reports and returns prepared by, or under the orders of, the Government of Madras or any other authority with information as to their size and method of disposal—*cont.*

B—To Heads of Departments or other local Authorities—cont.

Subject.	Period covered by report or return.	By whom prepared.	Under what authority.	Date of submission by local officer or any authority subordinate to the local Government.	Average size.			Method of disposal.	
					Report or return.	Statistics.	Review.	By local officer, or authority.	By local Government.
(iii) To the Director of Public Instruction—cont.									
57. Fee returns	One term ..	Managers of schools.	Director's Proceedings, No. 3389, dated 2nd April 1900.	After the close of the term.	PAGES. Foolscap.	PAGES. ..	PAGES. ..	Scrutinized and recorded.	
58. Statement showing amount of fixed grants payable during the year.	Official year ..	Inspectors, Inspectresses and Assistant Inspectors.	Under instruction applicable to the Grant-in-Aid Code.	1st December ..	1½	..	..	Results and fixed grants allotted to be distributed.	
59. Monthly statement of Educational receipts (Provincial).	Do. ..	Accountant-General.	General's No. 26-1.B.E., dated 6th March 1896.	10th of every month.	4	4	..	Used for the preparation of the Public Inspection report.	
60. Annual statement of Provincial charges on education.	Do. ..	Do.	Do.	In the middle of August.	18	..	..	Do.	
61. Annual statement of local fund receipts and charges on education.	Do. ..	Do.	Do.	Do.	6	..	..	Do.	
62. Annual statement of educational receipts and charges of local boards.	Do. ..	Presidents, District Boards.	Special circular issued yearly by the Director of Public Instruction.	September ..	1	1	..	Do.	
63. Annual statement of educational receipts and charges of municipalities.	Do. ..	Chairmen, Municipal Councils.	Do.	Do. ..	1	1	..	Do.	
64. Annual statement of charges on educational buildings borne by the Public Works department.	Do. ..	Public Works department.	On the requisition of the Director of Public Instruction.	August ..	3	..	..	Do.	
65. Quarterly verified statement of receipts and charges of all Government institutions.	Do. ..	Heads of colleges and schools.	Director's Proceedings, Nos. 1054, dated 7th February 1896, and 9801, dated 7th September 1896.	After the close of every quarter.	2	..	..	Do.	

9

STATEMENT of reports and returns prepared by, or under the orders of, the Government of Madras or any other authority with information as to their size and method of disposal—*cont.*

B.—To Heads of Departments or other local authorities—*cont.*

Subject.	Period covered by report or return.	By whom prepared.	Under what authority.	Date of submission by local Government or any authority subordinate to the local Government.	Date of submission by local Government to the Government of India (or to the India Office)	Average size.		Method of disposal.		
						Report or return.	Statistics.	Review.	By local officer or authority.	By local Government.
(iii) To the Director of Public Instruction—cont.										
66. Half-yearly return of receipts and charges of all Government institutions.	Calendar year ..	Heads of colleges and schools.	Under instructions from the Director of Public Instruction.	After the close of every half-year.	...	PAGES. 2	PAGES. ..	PAGES. ..	Used for the preparation of the Public instruction report.	
67. Statement of chief industries in each district.	Annual ..	Assistant Inspectors and Inspectresses.	Special circular issued yearly by the Director of Public Instruction.	20th June ..	...	1	..	..	Do.	
68. General school list	Do. ..	Assistant Inspectors.	Director's Proceedings, No. 9926, dated 22nd July 1892.	1st November ..	...	Depends upon the number of schools included		..	Scrutinized and filed for future reference in checking the tour programme and results-grant lists.	
69. Special school list	Do. ..	Do.	Director's Proceedings, No. 12272, dated 17th December 1894.	31st March ..	...	Depends on the number of school to be admitted to aid.		..	Printed and reviewed.	
70. D. List—Fixed grant	Next official year.	Inspectors and Inspectresses.	Rule 52 of the Grant-in-Aid Code.	1st October ..	...	..	..	..	Sanctioned with remarks.	
71. H. List—Results grant	Do.	Do.	Rule 73 of the Grant-in-Aid Code.	Do. ..	...	..	..	..	Submitted to the Director for sanction.	
(iv) To Inspector or Inspectress.										
1. Tour programme of Assistant Inspector.	Calendar year ..	Assistant Inspectors.	Chapter IV, Inspection code.	15th November ..	1st December ..	5	..	..	Sanctioned by the Inspector or Inspectress.	
2. Tour summary of Sub-Assistants.	Do. ..	Sub-Assistants of Girls' schools.	Do.	Do.	Do.	4	..	..	Reviewed.	
3. Reports on schools examined.	Do. ..	Assistant Inspectors and Sub-Assistants of Girls' schools.	Do.	15th of succeeding month.	..	4	..	..		

Statement of reports and returns prepared by, or under the orders of, the Government of Madras or any other authority with information as to their size and method of disposal—*cont.*

B.—To Heads of Departments or other local authorities—*cont.*

Subject.	Period covered by report or return.	By whom prepared.	Under what authority.	Date of submission by local officer to the local Government.	Date of submission by local Government to the Government of India (or to the India Office).	Average size.			Method of disposal.	
						Report or return.	Statistics.	Review.	By local officer or authority.	By local Government.
(iv) To Inspector or Inspectress—cont.										
4. Return of unanswered references.	Previous quarter.	Assistant Inspectors and Sub-Assistants of Girls' schools.	Chapter IV, Inspection code.	Within the 15th of the month succeeding each quarter.	..	PAGES. 4	PAGES. ..	PAGES. ..	Scrutinized.	
5. General and special school list for each district.	Official year ..	Assistant Inspectors.	Do.	April ..	..	20	..	..	Submitted to the Director.	
6. Monthly statement of inspection work.	Previous month.	Assistant Inspectors and Sub-Assistants of Girls' schools.	Do.	15th of succeeding month.	..	2	..	..	Checked and submitted to the Director.	
7. Detailed statement of inspection work.	Do. ..	Do.	Do.	Do.	..	3	..	..		
8. Provincial budget for each division.	Official year ..	Assistant Inspectors.	Circular proceedings of the Director of Public Instruction issued yearly.	Early in August ..	..	8	..	..	Consolidated for submission to the Director.	
9. Local fund budget proposals for taluq or district board.	Do. ..	Do.	Do.	1st September ..	..	5	..	..	Submitted to the Director with remarks.	
10. Municipal fund budget for each municipality.	Do. ..	Do.	Do.	Do.	..	6	..	..	Do.	
11. Report on every office inspected.	Do. ..	Do.	Chapter IV, Inspection code.	Soon after inspection.	..	2	..	..	Do.	
12. Annual district reports on education.	Do. ..	Assistant Inspectors and Sub-Assistants of Girls' schools.	Do.	15th August ..	..	60	25	..	Reviewed and submitted to the Director.	
13. Educational statements to each Municipal Chairman.	Do. ..	Assistant Inspectors.	Do.	1st May ..	15th May ..	..	7	..	Forwarded to Chairman.	
14. Educational statements to each President, District Board.	Do. ..	Do.	Do.	Do. ..	Do. ..	..	4	..	Forwarded to President.	

and method of disposal.—*cont.*

B.—To Heads of Departments or other local authorities—*cont.*

Subject.	Period covered by report or return.	By whom prepared.	Under what authority.	Date of submission by local officer to the local Government or any authority subordinate to the local Government.	Date of submission by local Government to the Government of India (or to the India Office).	Average size.			Method of disposal.	
						PAGES. 8	PAGES. ..	PAGES. ..	Report or return.	Statistics.
(iv) To Inspector or Inspectress.										
16. List of officers for each division.	Calendar year ..	Assistant Inspectors and Sub-Assistants of girls' schools.	Circular proceedings of the Director of Public Instruction issued yearly.	Early in February ..	..	8	..	..	Submitted to the Director.	
16. Indent for Account code forms.	Official year ..	Do.	Do.	8th November ..	15th November ..	2	..	..	Do.	
17. Indent for departmental forms.	Do. ..	Do.	Do.	1st December ..	1st January ..	2	..	..	Do.	
18. Monthly return of leave and appointments, etc.	Previous month.	Do.	Do.	15th of succeeding month.	..	1	..	..	Do.	
19. Return of landed property of Assistant Inspectors.	Calendar year ..	Assistant Inspectors.	Chapter IV, Inspection code.	15th January ..	..	1	..	..	Do.	
20. Return of landed property of Sub-Assistants	Do. ..	Sub-Assistants of girls' schools.	Do.	Do.	..	1	..	..	Do.	
21. D. List for each district ..	Official year ..	Assistant Inspectors.	Chapter IV, Grant-in-aid code.	15th November ..	1st December ..	5	..	..	Checked and filed. Submitted to the Director.	
22. H. Do. ..	Do. ..	Do.	Chapter V, Grant-in-aid code.	15th March ..	1st April ..	30	..	..	Do.	
23. Fixed grant report sheet for each school.	Do. ..	Do.	Chapter IV, Grant-in-aid code.	Within a week after examination.	..	4	..	..	Reviewed.	
24. Financial statements ..	Previous official year.	Managers of fixed grant schools.	Rule 56 of the Grant-in-aid code.	1st June ..	..	1	..	..	Scrutinized.	
25. Abstract of monthly returns of Government schools.	Previous month.	Sub-Assistants of girls' schools.	Chapter IV of Inspection code.	15th day of the succeeding month.	..	1	..	..	Reviewed.	
26. Annual returns (1a to 16).	Previous official year.	Assistant Inspectors and Sub-Assistants of girls' schools.	Circular proceedings of the Director of Public Instruction issued yearly.	26th June ..	..	..	..	..	Used for the preparation of the public instruction report.	

on

Statement of reports and returns prepared by, or under the orders of, the Government of Madras or any other authority with information as to their size and method of disposal.—*cont.*

B.—To Heads of Departments or other local authorities—*cont.*

Subject.	Period covered by report or return.	By whom prepared.	Under what authority.	Date of submission by local officer to the local Government or any authority subordinate to the local Government.	Date of submission by local Government to the Government of India (or to the India Office).	Average size.			Method of disposal.	
						Report or return.	Statistics.	Review.	By local officer, or authority.	By local Government.
(v) To Assistant Inspector.										
1. Summary of programme of each Sub-Assistant.	Calendar year ..	Sub-Assistant of Boys' schools.	Chapter IV of Inspection code.	1st December ..	..	PAGES. 1	PAGES. ..	PAGES. ..	Submitted to the Inspector with remarks.	..
2. Consolidated monthly reports on schools examined.	Do. ..	Do.	Do.	15th of succeeding month.	..	4	..	..	Do.	..
3. Diary of each Sub-Assistant.	Previous month.	Do.	Do.	Do.	..	3	..	..	Do.	..
4. Abstract of work done by each Sub-Assistant.	Do.	Do.	Do.	Do.	..	1	..	..	Do.	..
5. Annual reports on education from each Sub-Assistant.	Official year ..	Do.	Do.	15th June ..	..	30	25	..	Utilized for the report written by the Assistant Inspector. Submitted to the Inspector.	..
6. Fixed grant report sheet for each school.	Do. ..	Do.	Chapter IV of Grant-in-aid code.	Within a week after examination.	..	4	..	..	Do.	..
7. Stationery indent from each Sub-Assistant.	Do. ..	Do.	Stationery manual.	15th November ..	..	24	..	..	Do.	..
8. Return of unanswered references.	Previous quarter.	Do.	Chapter IV of Inspection code.	Within the 15th of the month succeeding each quarter.	..	1	..	..	Scrutinized and recorded.	..
9. Report on inspection of the offices of supervisors of primary schools.	Annual ..	Do.	Do.	Soon after inspection.	..	1	..	..	Submitted to the Inspector.	..
10. List of officers ..	Do. ..	Do.	Special circular proceedings of the Director of Public Instruction issued yearly.	Early in February ..	..	1	..	..	Submitted to the Director through the Inspector.	..
11. Board and municipal educational statements relating to primary schools.	Do. ..	Do.	Chapter V of Inspection code.	April ..	..	4	..	..	Forwarded to Chairmen and Presidents. Utilized for the Assistant Inspector's report forwarded to Chairmen.	..
12. Reports on Muhammadan and Panchama education.	Do. ..	Do.	Do.	Do.	..	4	..	..	..	..
13. Report on the working of fixed grant schools in municipalities.	Do. ..	Do.	Do.	15th May ..	..	2	..	..	..	..

B.—To Heads of Departments or other local authorities—cont.

Subject.	Period covered by report or return.	By whom prepared.	Under what authority.	Date of submission by local Government or any authority subordinate to the local Government.	Date of submission by local Government to the Government of India (or to the India Office).	Average size.			Method of disposal.	
						Report or return.	Statistics.	Review.	By local officer, or authority.	By local Government.
						PAGES.	PAGES.	PAGES.		
14. Financial municipal statements.	Annual ..	Sub-Assistant Boys' schools.	Chapter IV of Inspection Code.	May ..	..	4	..	..	Forwarded to Chairman.	..
15. Financial board statements.	Do. ..	Do.	Do.	Do. ..	..	4	..	..	Forwarded to President.	..
16. Detailed list of establishments (local funds).	Do. ..	Do.	Under requisition from the Treasury officer.	January ..	..	2	..	..	Do.	..
17. Annual returns (1A to 1G).	Previous official year.	Do.	Special Circular Proceedings of the Director of Public Instruction issued yearly.	1st June ..	..	..	..	..	Consolidated and utilized for the annual report.	..
18. Abstract of monthly returns of board schools.	Previous month.	Do.	Chapter IV of the Inspection Code.	15th of the succeeding month.	..	1	..	..	Reviewed	..
1. Diary and abstract of work.	Previous month.	Supervisors Primary schools.	(vi) Chapter IV of Inspection Code.	To Sub-Assistant, 5th of the succeeding month.	..	2	..	1	Reviewed and forwarded to Presidents or Chairmen through the Assistant Inspector.	..
2. Report sheet	Do.	Do.	Page 58 of Inspection Code.	Do.	..	1	..	..	Reviewed by Sub-Assistants and forwarded direct to Presidents or Chairmen.	..
3. Monthly returns of Board and Municipal Primary schools.	Do.	Do.	Page 60 of Inspection Code.	Do.	..	2	..	1	Reviewed and recorded in the Assistant Inspector's office.	..
4. Monthly returns of gymnastic instructors.	Do.	Do.	Under instructions from the Assistant Inspector of Schools.	Do.	..	6	..	1	Reviewed and forwarded to the Assistant Inspector's office.	..
5. Monthly returns of drawing masters.	Do.	Do.	Chapter V of Inspection Code.	Do.	..	6	..	1	Forwarded to Treasury Office.	..
6. Statements of receipts and charges for verification.	Previous quarter.	Do.		15th of the month succeeding the quarter.	..	4	..	..		..

EDUCATIONAL DEPARTMENT.

NOTES CONNECTED WITH G.O., No. 246, EDUCATIONAL,
DATED 25TH APRIL 1902.

[SUBJECT.—Periodical reports and returns.]

From the Superintendent, Government Museum, No. 28, dated 9th January 1902.

The current may lie over until the replies from the Director and the Commissioner of Government Examinations are received.

K. E. RAMAN UNNI NAYAR.
10-1-02.

Meanwhile, however, the Superintendent's lists may be examined. Item 2 in list II has been dispensed with in G.O., No. 194, Financial, dated 7th March 1901; the Superintendent must have included it through an oversight. As regards item 6, the forecasts are sent under the instructions conveyed in the despatch printed in G.O., No. 620, Revenue, dated 29th June 1887, but it is very doubtful whether these instructions apply to such small institutions like the museum. None of the educational institutions which indent on the Secretary of State for chemicals and scientific apparatus submit any forecasts, and the omission has not yet been noticed by the India Office. The values of these indents are in almost all cases higher than that of the museum indent. The Government of India may perhaps be asked whether the museum forecasts should be continued. [If they say yes, forecasts for educational institutions will have to be called for from the Director and regularly submitted to the Secretary of State.]

None of the other returns can be done away with.

P. T. THARYAN.
11-1-02.

Yes: it is the proper course to examine the lists as received.

2. As to item 2 in II, telephone to Mr. Thurston saying we suppose it is there by oversight and ask him, if that is so, if he agrees to our striking it out and renumbering the items: he *might* have some reasons for including it.

3. As to item 6 in the same statement, it is unnecessary, I should say, for small offices to return such information, but the museum possibly requires preserving chemicals and preparations to a comparatively large extent.

Have we any of the forecasts on record?

A. T. PRINGLE.
13-1-02.

Item 2.—Please see telephonic message placed below for issue.

Item 6.—None of the forecasts are on record, but please see our letters forwarding the indents for the current and previous two years. The charges involved were respectively £16, £4 and £15.

P. T. THARYAN.
15-1-02.

Telephonic message to Superintendent, Government Museum, dated 15th Jan. 1902.

Your letter No. 28 of the 9th instant. Under G.O., No. 124, Financial, dated 7th March 1901, notes on revised estimates are no longer necessary. It is presumed therefore that item 2 in your list No. II has been inserted through oversight. If so, do you agree to our striking it out and renumbering the remaining items?

Telephonic message from the Superintendent, Government Museum, dated 20th January 1902.

Your telephonic message, dated 15th instant. I agree to your striking out item No. 2 in my list No. II and renumbering the remaining items as proposed.

The Superintendent, Government Museum, agrees to our striking out item 2 from his list II.

P. T. THARYAN.
20-1-02.

Very well. Item 6 should, I think, go out. (Renumber items.)

A. T. PRINGLE.
20-1-02.

The items have been renumbered. The current may now lie over.

P. T. THARYAN.
20-1-02.

A. T. PRINGLE.
22-1-02.

From the Commissioner for Government Examinations, dated 18th January 1902, No. 6/1-D.

It is doubtful whether items 3, 4 and 5 can be regarded as periodical reports or returns. Certain examiners are annually appointed, and after they value their papers they have to send the mark registers to the Commissioner apparently with a covering letter drawing attention to salient points. These can hardly come under the category of periodical returns and reports.

P. T. THARYAN.
22-1-02.

I agree.

A. T. PRINGLE.
22-1-02.

From the Director of Public Instruction, dated 26th February 1902, No. 9405.

The lists of reports and returns submitted by the Director seem to call for the following remarks:—

(1) In list A, the Director has included reports and returns rendered by him to other departments of the Secretariat—*vide* items 3, 4, 21, 24, 25, 26, 28 and 29. These may be omitted and copies sent to the departments concerned for incorporation in their lists.

(2) The Director has not included the report on the working of the Lawrence Asylum press submitted through him. This may now be inserted.

(3) List B cannot be scrutinized in the office.

The draft placed below may issue.

P. T. THARYAN.
21-4-02.

A. T. PRINGLE.
23-4-02.

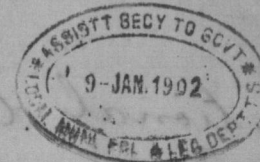
[G.O., No. 246, Educational, dated 25th April 1902.]

Educational (1902) Department.

CURRENT No.

66 1/2 246
25/4/02

From

[Name] Edgar Thurston Esq.[Designation] Superintendent, Govt. Museum.[Station] Madras.

No.

28

Dated

9th January 1902.

Enclosures

Two.

Received

190

Registered

10

7

1902.

SUBJECT.

Forwarding herewith a Statement of all reports and returns rendered to him and by him to Government.

BACK PAPERS.

Go. 726 of 7-12-01

Go. 15 of 7-1-02

FURTHER PAPERS.

To

The Secretary to Government,

Educational Department.

Sir,

R With reference to G.O. No. 724 Educational, dated 7th December 1901, I have the honour to forward herewith a statement of all reports and returns rendered (i) to me and (ii) by me to Government.

I have the honour to be

Sir,

Your most obedient servant,

Sd/- Thurston

Superintendent,
Government Museum.

2,000-8-11-00.

Educational (1902) Department.



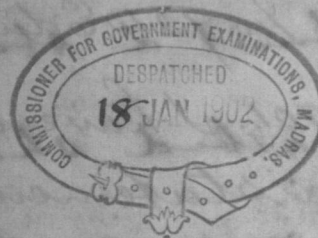
CURRENT No. 111

From

[Name] The Hon'ble Mr. G. H. Stuart, M. A.,
Barister-at-Law

[Designation] Commissioner for Government Examination

[Station] Madras



No. 6/12

Dated 18th January 1902.

Enclosures One

Received 1902

Registered 20 1902

SUBJECT.

Submitting a statement showing all reports rendered (i) to him and (ii) by him to Government.

Checked
Ru
2/1/02

BACK PAPERS.

G.O. 724
01

+ no. 66/02 + 92.

G.O. 3318/01

FURTHER PAPERS.

Educational (190²) Department.

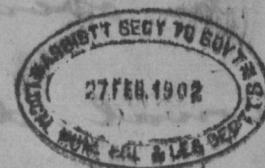
CURRENT No. 329

From

[Name] The Hon'ble Mr. C. M. Stuart, B.A.,

[Designation] Director of Public Instruction,

[Station] Madras.



Ref. No. 2405/01.

Received 190

Dated 26th February 1902

Enclosures Registered 28.2.1902

SUBJECT.

Submitting a consolidated statement of all reports and returns dealt with in this Department.

BACK PAPERS.

FURTHER PAPERS.

The Secretary to Government,

Educational Department.

Sir,

In obedience to G. O. No. 724, Educational, dated 7th December 1901, I have the honour to submit a statement, in the form prescribed, showing all reports rendered (i) to me, and (ii) by me to Government.

I have the honour to be,

Sir,

Your most obedient Servant,

C. M. Stuart
Commissioner

Wt.

To

The Secretary to Government,

Educational Department.

Sir,

With reference to G. O. No. 724, Educational,
dated 7th December 1901, I have the honour to submit here-
with a consolidated statement of all reports and returns
dealt with in this Department.

I have the honour to be,

Sir,

Your most obedient servant,

G. H. Stuart

Director of Public Instruction.

Educational (190⁷2) Department.

CURRENT No. 357

From

[Name]

[Designation]

The Accountant-General

[Station]

In adms

No. R. 411
4967

Dated 3 3 1902.

Received 190 .

Enclosures

Registered 4 3 1902

SUBJECT.

Submitting a statement of reports & returns submitted
to the ED & by dept every year.

BACK PAPERS.

FURTHER PAPERS.

3 abstract

3

ROM

Please put in type
show proof

WV
2/2/02

a 066

EDUCATIONAL DEPARTMENT.

Subject - Periodical reports & returns
From the Supdt govt Museum, no 28 dated 9th

NOTE FOR THE ASSISTANT SECRETARY. January 1902

The current may lie over until the
replies from the Director and the
Commissioner of Govt. examinations are
received.

Meanwhile however the Superintendent's lists
may be examined. Item 2 in list II has been dispensed
with inf. no 194 Fint dt 7th March 1901: the
Superintendent must have included it through an
oversight. It may be dispensed with. As regards
item 6, the forecasts are sent under the instructions
conveyed in the despatch printed inf. no 620 Revenue
dt 29th June 1897 but it is very doubtful whether these
instructions apply to such small institutions like the
Museum. None of the educational institutions which
indent on the Secretary of State for chemicals and
scientific apparatus ~~do not~~ submit any forecasts
and the omission has not yet been noticed by the
India Office. The values of these indents are in almost
all cases ^{higher} ~~higher~~ than that of the Museum indent.
The Govt of India may perhaps be asked whether the
Museum forecasts should be continued. If they say
yes forecasts for educational institutions will have
to be ~~repeated~~ called for from the Director & regularly submitted to them.

By None of the other returns can be done away with.

11/1/2

Yes: it is the proper course

examine the lists as received.
As to item 2 in II, telephone to
Mr Thurston saying we suppose
it is there by oversight & ask
him, if that is so, to telephone
if he agrees to our striking it
out & renumbering the items: he
might have ^{some} reason for including
it.

As to item 6, is the same statement.
it is ~~about~~ unnecessary. I should
say, for small offices to retain
such info, but the Museum
possibly requires preserving
chemicals & preparations to
a comparatively large extent.
Have we any of the forecasts on
record?
A. V. H.

2. Please see telephone message placed below for info.
6. None of the forecasts are on record, but please see our
letters forwarding the indents for the ^(current & previous) ~~last~~ three years flagged
II, VIII & IX. The charges involved were respectively \$16, \$4 &
\$15.

Await the answer to the
message.

MS P

15.1.2

CO [Telephone from the S. G. on 15th Jan 1901] VP
The S. G. agrees to our striking out item 2 from list II.

MS
20/1/2

Very well. Item 2
should ^{be} struck out.
(Renumber items.)
MS P

20.1.2

The items have been re-numbered. The current
may now be over.
MS
20/1/2

In MS. or print?

MS

22.1.2

Put
P. H. H.
14/1/2

Please see flag 2. W. & Y.
Cope. of forecast on record
re. same.

Put up letter forwarding
manual indents.

Put up
15/1/2

” ” ” ” ” 190

C. No. 66, From the file, No. 28, dated 9-5- 1902

III CGE 6/10 18-1-1902

22 22 22 22 22 22 190

No., dated 190

The ~~for~~ reports & returns submitted to Govt. are shown in the appended Statement A and those received by the Heads of Departments under the Educational Department or their Subordinates in Statement B.

११

appendix A.
(H.E. from ~~States~~ below)

Appendix B.
(H.R. from Statute below)

Handwritten notes and signatures on the left page, including a large 'A' and some illegible scribbles.

Handwritten text on the left page, appearing to be a list or set of instructions, written in a cursive script.

Appendix A.
(1st. from State's letter)
Appendix B.
(1st. from State's letter)

Handwritten note at the top of the right page: "X show proof"

Handwritten numbers and scribbles at the top right: "12", "257246-2574", "2", "19"

ORDER—No. 246, Educational, dated 25th April 1902.

The reports and returns submitted to Government are shown in the appended statement A and those received by the heads of departments under the Educational department or their subordinates in statement B. Copies of these statements and of the marginally-noted proceedings which were passed with reference to Home

department resolution No. 987 of the 25th February 1901, will now be forwarded to the Public department.

(True Extract.)

M. HAMMICK,
Secretary to Government.

Handwritten circular stamp or signature on the right page, containing the date "21/4/12".

[Appendices

2. Copies of items 3, 4, 21, 24, 25, 26, 28 & 29 in Statement A submitted by the Director will be furnished to the departments concerned for incorporation in their lists.

Handwritten signature and date "23.4" on the right page.

To the Public department with copies of (original nos 28 & 26)
" Revenue department with states (original nos 3, 24 & 25)
" Judicial department with states (original nos 4)
" Law department with states (original nos 28 & 29)

Copy sent to Press.

Ad for signature.

etched in print.

PAID G.O., No.
190

DATED

BY No.

COPIES TO G.O.

OF GOVERNMENT.

OF GOVERNMENT.

STATEMENT WITH DITTO.

PAPERS NOT FILED UP, BEING MEANT FOR DESPATCH
IN ORIGINAL.

N.B.—

A = Print in full.
B = Not to be printed.
R = Print abstract only.
Q = Print heading only.

NUMBER OF COPIES
REQUIRED.

Order complete 100
Letter only.
Order complete with Letter.

21

Print with notes
below print 20
7/12
20-20