

Educational (1904) Department.

ORDINARY PRINTED:

G.O., No. 546

DATED 5. 9. 04

INDEXED.

ORIGINAL

[Despatch Abstract.]

Lawrence Asylum Press

*Recording with remarks the budget estimate
of the Lawrence Asylum Presses at Madras
& Cochin.*

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 {1904} of Madras. EDUCATIONAL.

Recd.

Enclosures

Regd.

1904.

Spare copies

ORIGINAL

G.O., No. 546, 5th September 1904.

SEPTEMBER.

Lawrence Asylum Press.

Recording, with remarks, the budget estimates of the Lawrence Asylum Presses at Madras and Ootacamund.

GOVERNMENT OF MADRAS.

EDUCATIONAL DEPARTMENT.

READ—the following papers :—

From the Director of Public Instruction, No. 3729, dated Madras, 9th May 1904, submitting the budget estimate of the Lawrence Asylum Press for the year 1904.

Endorsement No. 242, Educational, dated 17th May 1904.

Returned for resubmission in the form required in paragraph 2 of G.O., No. 170, Educational, dated 15th April 1903.

H. D. TAYLOR,
Ag. Secretary to Government.

From the Rev. A. W. ATKINSON, Principal and Secretary, Lawrence Asylum, to the Director of Public Instruction, Madras, dated Lovedale, the Nilgiris, 30th June 1904, No. 624.

I have the honour to forward herewith copy of the Lawrence Asylum Press budget estimate in the revised form for the year 1904.

ENCLOSURES.

From B. HILL, Esq., one of the Agents to the Trustees of the Lawrence Asylum Press, to the Secretary to Government, Educational Department (through the Trustees of the Lawrence Asylum, Ootacamund, and the Director of Public Instruction, Madras), dated Madras, 8th April 1904, No. 779.

Agreeably to paragraph 10 of G.O., No. 82, Public, dated 4th February 1890, and paragraph 2 of G.O., No. 170, Educational, dated 15th April 1903, I have the honour to submit the budget estimates of the probable receipts and expenditure of the Head Office and Ootacamund Branch presses for the year 1904. Provision has been made for the following grants to the Lawrence Asylum :—

	In 1904.		Actuals, 1903.	
	Head Office.	Ootacamund Branch.	Head Office.	Ootacamund Branch.
	RS.	RS.	RS.	RS.
Contribution	26,000	2,000	25,000	2,000
Supply of printed forms	500	210	489	230

2. The Agents regret that this budget estimate was not submitted in the revised form, but G.O., No. 170, has only recently been communicated to them by the Trustees.

BUDGET estimate of receipts of the Head Office press for the year 1904.

Details.	Budget, 1904.	Actuals, 1903.	Actuals, 1902.
	RS. A. P.	RS. A. P.	RS. A. P.
Opening balance on hand on 1st January	3,705 1 3	3,080 7 5	4,905 8 2
<i>Receipts.</i>			
Cash sales	420 0 0	425 14 4	421 5 9
Collections by bills	1,80,805 0 0	1,73,522 6 9	1,88,287 3 4
Do without bills	4,746 0 0	4,751 7 11	4,740 3 5
Sale-proceeds of books sold on commission	200 0 0	2,979 13 3	3,081 6 7
Recovery on account of supplies to Branch Press	2,000 0 0	2,511 9 2	1,412 7 7
Interest on Superannuation fund	1,309 3 6	1,309 3 6	1,309 3 6
Do. on fixed deposit			875 0 0
Rents	180 0 0	360 0 0	690 0 0
Discount on postage stamp purchased	7 0 0	10 1 7	2 11 1
Undisbursed pay of establishment	15 0 0	13 8 7	36 5 3
Do. overtime	15 0 0	30 0 1	1 12 2
Interest on the deposit of Madras Railway contract	102 5 11	102 5 11	251 1 11
Sale-proceeds of old stationery and stores		141 13 0	85 6 0
Interest on Government promissory-notes in Reserve fund	1,727 6 4	1,217 6 1	803 2 8
Outfit and boarding of Asylum lads	20 0 0	35 3 2	
Balance returned after illumination expenses		16 6 0	
Types and machines	150 0 0	16 7 0	
Furniture		14 5 0	
Interest on employees' securities	71 12 0	93 12 0	93 12 0
Deposits received from contractors with tenders	485 0 0	360 0 0	420 0 0
Balance of money returned after the purchase of Government promissory-notes		157 15 1	7 13 8
Investment of employees' securities		1,000 0 0	
Receipts in the year	1,92,353 11 2	1,89,069 10 5	2,02,518 14 11
Amount of fixed deposit withdrawn			25,000 0 0
Opening balance on 1st January	3,705 1 3	3,080 7 5	4,905 8 2
Total receipts	1,96,058 13 0	1,92,150 1 10	2,32,424 7 1

ABSTRACT.

Total receipts	1,96,058 13 0	1,92,150 1 10	2,32,424 7 1
Total expenditure	1,90,585 6 7	1,88,445 0 7	2,29,343 15 8
Closing balance, 31st December	5,473 6 5	3,705 1 3	3,080 7 5

* Transfer of sale of two books to another publisher.

BUDGET estimate of expenditure of the Head Office press for the year 1904.

Details.	Budget, 1904.	Actuals, 1903.	Actuals, 1902.
RS. A. P.	RS. A. P.	RS. A. P.	
Expenditure.			
Establishment—			
Superintendent and Deputy Superintendent	* 7,966 0 0	6,488 8 9	5,767 11 10
Account and Store	5,515 0 0	5,504 7 9	5,089 15 4
Composing	17,249 0 0	16,823 3 5	15,988 1 8
Examining	2,640 0 0	2,571 4 3	2,543 11 5
Press and Machine	9,852 0 0	9,390 9 0	9,408 7 7
Binding and Ruling	7,296 0 0	6,215 1 5	6,327 14 3
Type Foundry and Stereotyping	2,190 0 0	2,077 12 1	1,840 5 3
Carpentry	612 0 0	604 0 8	656 13 10
Blacksmiths	660 0 0	598 5 7	417 4 9
Servants	966 0 0	945 5 4	925 11 4
Total ..	54,946 0 0	50,219 10 3	48,966 1 3
Overtime—			
Account and Store	598 0 0	704 14 7	491 1 0
Composing	84 0 0	86 13 9	72 4 1
Examining	566 0 0	422 5 3	711 11 2
Press and Machine	912 0 0	754 7 9	1,070 2 11
Binding and Ruling	126 0 0	38 12 7	215 10 9
Type Foundry and Stereotyping	9 0 0	2 7 5	15 13 6
Carpentry	2 0 0	0 9 3	2 9 2
Blacksmiths	9 0 0	9 3 7	10 5 3
Servants			
Total ..	2,306 0 0	2,023 0 5	2,589 9 10
Payment on account of Stock—			
Types and Machines	† 15,000 0 0	4,080 8 11	15,629 13 6
Stores purchased from England	9,000 0 0	9,074 14 6	17,421 2 4
„ „ locally	6,000 0 0	7,613 4 3	
Stationery purchased from England	5,000 0 0	3,717 3 2	68,934 1 3
„ „ locally	52,000 0 0	46,540 5 6	
Packing materials	527 0 0	510 9 5	589 2 0
Teakwood	504 0 0	457 12 6	519 14 4
Customs duty	583 0 0	741 11 4	626 5 10
Landing charges	281 0 0	260 1 10	324 0 11
Total ..	88,895 0 0	72,996 7 5	1,04,044 8 2
Other Payments—			
Interests on employes' securities	71 12 0	86 12 0	86 12 0
Deposits returned to unsuccessful tenderers	250 0 0	255 0 0	420 0 0
Amount paid for Government promissory-note of the Reserve fund			
Postage and receipt stamps	920 0 0	20,000 0 0	29,844 9 1
Advertising charges	120 0 0	971 15 0	876 1 9
Taxes and fire insurance	77 10 6	159 12 3	159 12 3
Repairs to buildings	2,459 10 7	2,450 10 7	2,541 1 0
„ to machines	2,000 0 0	817 15 11	1,064 10 2
Rent of telephone	100 0 0	23 14 5	23 10 0
Allowances for compiling almanac	225 0 0	225 0 0	225 0 0
Lithographing	746 0 0	903 12 10	911 8 4
Firewood and coal	150 0 0	114 10 0	118 2 0
Law charges	1,890 0 0	1,816 4 0	1,798 5 0
Pensionary charges			64 4 6
Compassionate allowance	1,299 0 0	1,351 2 5	1,684 2 8
Lighting charges	90 0 0		
Coolies and cart hire	500 0 0	271 8 9	210 2 6
Office expenses	950 0 0	962 0 6	807 13 0
Payments for books on commission sales	700 0 0	607 5 0	786 10 11
Payments on personal accounts	760 0 0	380 10 3	3,149 8 5
„ on account of Branch press	3,500 0 0	3,401 6 1	3,341 7 2
Audit fee	200 0 0	192 4 6	528 8 10
Additions to press buildings	300 0 0	300 0 0	300 0 0
Commission on Convassing for Advertisement, and for sorting waste papers			290 5 0
Investment of employes' securities	55 0 0	55 12 10	55 14 4
Office furniture		1,250 0 0	
Travelling expenses and allowances for new Superintendents	20 0 0	40 8 0	
Expenses for coronation illumination	784 0 0	890 12 1	1,175 7 6
Boarding, etc., expenses of Asylum lads			300 0 0
Total ..	18,438 6 7	38,205 14 6	50,743 12 5
Contribution to Lawrence Asylum	26,000 0 0	25,000 0 0	23,000 0 0
Grand Total ..	1,90,585 6 7	1,88,445 0 7	2,29,343 15 8

* This includes 11 months' salary for Superintendent.

† For additional printing machines.

BUDGET estimate of receipts of the Ootacamund Branch press for the year 1904.

Details.	Budget, 1904.	Actuals, 1903.	Actuals, 1902.
RS. A. P.	RS. A. P.	RS. A. P.	
Opening balance on hand on 1st January	3,051 2 8	3,482 15 3	2,766 5 3
Receipts.			
Cash sales	35 0 0	24 14 0	44 11 0
Collection with bills	13,732 0 0	13,094 2 2	14,369 4 9
Do. without bills	326 0 0	296 3 0	376 13 10
Head Office, Madras			4 4 0
Receipts in the year ..	14,093 0 0	13,415 3 2	14,795 1 7
Opening balance on 1st January	3,051 2 8	3,482 15 3	2,766 5 3
Total receipts ..	17,144 2 8	16,898 2 5	17,561 6 10

ABSTRACT.

Total receipts	17,144 2 8	16,898 2 5	17,561 6 10
Do expenditure	13,532 0 0	13,846 15 9	14,078 7 7
Closing balance ..	3,612 2 8	3,051 2 8	3,482 15 3

BUDGET estimate of expenditure of the Ootacamund Branch press for the year 1904.

Details.	Budget, 1904.	Actuals, 1903.	Actuals, 1902.
RS. A. P.	RS. A. P.	RS. A. P.	
Expenditure.			
Establishment—			
Superintendent	1,440 0 0	1,480 0 0	1,186 10 8
Account and Store	1,440 0 0	1,460 0 5	1,485 0 0
Composing	2,862 0 0	2,840 13 7	3,054 8 1
Examining	468 0 0	425 0 0	432 11 2
Press and Machine	840 0 0	988 2 4	1,131 5 4
Binding and Ruling	600 0 0	536 14 1	565 0 1
Servants	261 0 0	266 1 7	309 0 0
Total ..	7,911 0 0	7,997 0 0	8,164 3 4
Overtime—			
Composing	95 0 0	94 14 5	94 13 5
Examining	14 0 0	12 7 8	14 13 2
Press and Machine	17 0 0	15 1 7	19 3 10
Binding and Ruling	2 0 0	1 1 5	2 15 10
Total ..	128 0 0	123 9 1	131 14 3
Payments on account of Stock—			
Head Office press	2,000 0 0	2,259 15 8	1,368 14 7
Articles purchased locally	150 0 0	45 12 6	242 12 0
Types and Machines	70 0 0	60 0 0	68 12 6
Railway fare, etc.	15 0 0	11 11 6	14 6 0
Total ..	2,235 0 0	2,377 7 8	1,694 13 1
Other Payments—			
Rent of premises	600 0 0	600 0 0	600 0 0
Postage and receipt stamps	33 0 0	38 4 0	40 0 0
Office expenses	125 0 0	104 8 9	143 0 9
Warm clothing for peons	25 0 0	25 0 0	25 0 0
Law charges		41 8 0	
Audit fee	200 0 0	200 0 0	200 0 0
Trade tax	25 0 0	25 0 0	
Payments on personal account	250 0 0	314 10 3	79 8 2
Total ..	1,258 0 0	1,348 15 0	1,087 8 11
Contribution to Lawrence Asylum—	2,000 0 0	2,000 0 0	3,000 0 0
Grand Total ..	13,532 0 0	13,846 15 9	14,078 7 7

N.R.C. No. 3729, dated 4th July 1904.

Submitted to Government.

A. G. BOURNE,
Director of Public Instruction.

Memorandum No. 340, Educational, dated 7th July 1904.

With reference to his endorsement No. 3729, dated the 4th instant, forwarding the budget estimates of the Lawrence Asylum Press at Madras and its branch at Ootacamund for 1904, the Director is requested to be so good as to ascertain and state whether the estimates have been approved by all the three Agents to the Trustees and under what authority Mr. Hill alone signs the document.

(By Order.)

A. GALLETTI,
Ag. Assistant Secretary to Government.

To the Director of Public Instruction.

From the Hon'ble Mr. A. G. BOURNE, D.Sc., F.R.S., Director of Public Instruction, Madras, to the Secretary to Government, Educational Department, dated Madras, 22nd August 1904, Ref. on Cur. No. 3729.

With reference to Memorandum No. 340, Educational, dated 7th July last, enquiring whether the budget estimates of the Lawrence Asylum Presses have been approved by all the three Agents to the Trustees and under what authority Mr. Hill alone has signed it, I have the honour to enclose a copy of letter No. 1550, dated 25th ultimo, from Mr. Hill to the address of the Principal and Secretary, Lawrence Asylum, Ootacamund, giving the information required by Government.

ENCLOSURE.

From R. HILL, Esq., one of the Agents to the Trustees of the Lawrence Asylum Press, Madras, to the Principal and Secretary, Lawrence Asylum, Ootacamund, dated 25th July 1904, No. 1550.

Your current No. 847, dated 20th instant, forwarding Memorandum No. 340, Educational, dated 7th July 1904 and G.O., No. 406, Educational, dated 4th July 1904.

In reply to the above two enquiries I have to state that since the salaried post of Secretary to the Agents became vacant in December 1899, I have carried on the duties ever since. The Agents in their Proceedings of December 1899 authorized me as one of the Agents to sign all correspondence and cheques on their behalf. The budget estimates and annual reports are considered at a meeting or passed in circulation before being forwarded to the Trustees. I submit all matters of establishment expenses, important letters or replies, and other matters not wholly routine, to them either at a meeting or by circulation before communicating or ordering the same. The Agents collectively sign interest receipts and contract forms of agreement entered into on behalf of the press.

It will be seen from the above particulars that the Agents have a full knowledge of all that concerns the press in its working and communications.

ORDER—No. 546, Educational, dated 5th September 1904.

Recorded.

2. If in the future only one of the Agents signs the budget estimates, he should, if duly authorized in that behalf, sign *for* the Agents and not merely as *one* of the Agents.

(True Extract.)

H. D. TAYLOR,
Ag. Secretary to Government.

To the Committee of the Lawrence Asylum (through the
Director of Public Instruction).

Exd. V. Ramachandra Rao.

EDUCATIONAL DEPARTMENT.

NOTES CONNECTED WITH G.O., No. 546, EDUCATIONAL, DATED
5TH SEPTEMBER 1904.

[SUBJECT.—*Lawrence Asylum Press Budget.*]

From the Director of Public Instruction, No. 3729, dated 4th July 1904.

- (1) Has the budget been approved by the other Agents?
- (2) What authority has Mr. Hill to sign for all?

H. D. TAYLOR—4-7-04.

(1) It is submitted that there is nothing in the letter accompanying the estimates to show that the budget has been approved by the other Agents.

(2) As pointed out in paragraph 3 of the notes connected with G.O., No. 406, Educational, dated 4th July 1904, no special authority can be traced for one of the Agents to sign for all of them.

It is submitted that, before orders are passed on the present current, the above information may be called for. A draft memorandum is submitted below for approval.

N.L.R.—6-7-04.

P. T. THARYAN—6-7-04.

Issue.

A. GALLETT—6-7-04.

[Memorandum No. 340, dated 7th July 1904.]

From the Director of Public Instruction, No. 3729, dated 22nd August 1904.

From a copy of Mr. Hill's letter to the address of the Principal and Secretary, Lawrence Asylum, Ootacamund, furnished by the Director, it appears that since the salaried post of Secretary to the Agents became vacant in December 1899, Mr. Hill has carried on the duties, and that the Agents in their proceedings of December 1899 authorized him as one of the Agents to sign all correspondence and cheques on their behalf. This therefore explains Mr. Hill's signing the budget estimates in question without the other Agents.

2. In regard to the enquiry whether the estimates have been approved by all the three Agents to the Trustees, it will be seen from Mr. Hill's letter that the estimates and annual reports are considered at a meeting or passed in circulation before being forwarded to the Trustees. It is therefore clear from this that the present estimates have been approved by all the three Agents.

3. Submitted that in these circumstances the draft placed below may issue.

N.L.R.—27-8-04.

P.T.T.—29-8-04.

Issue.

A.G.—30-8-04.

H.D.T.—31-8-04.

G. S. F[ORBES].

H.D.T.—5-9-04.

[G.O., No. 546, Educational, dated 5th September 1904.]

[$\frac{E.}{1}$]

1,000-5-12-02.

Educational (1904) Department.

CURRENT No. 1168

From

[Name] The Hon'ble Mr A.S. Borne, J.Sc., F.R.S.,

[Designation] Director of Public Instruction

[Station] Ootacamund

No. 3729

Dated 4-7- 1904.

Enclosures 2

Received 4-7- 1904.

Registered 4-7- 1904.

SUBJECT.

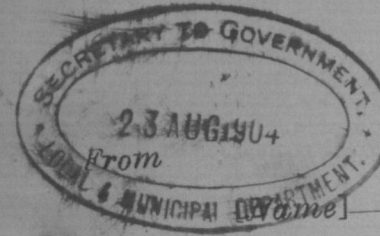
Submitting the budget estimates of the Lawrence asylum presses at Madras and Ootacamund for 1904.

BACK PAPERS.

7c 1504/06

FURTHER PAPERS.

Educational (190⁴) Department.



CURRENT No. 1504

The Hon'ble Mr. A.G. Bourne, D.Sc., F.R.S.,

[Designation] Director of Public Instruction,

[Station] Madras

Handwritten signature

Ref. on Cur No. 3729 of 04

Received 23 - 8 - 1904

Dated 22nd August 190⁴

Enclosures one

Registered 23 - 8 - 1904

SUBJECT.

Submitting information called for in Memo No. 340, E.P.
of 7 July 1904 regarding the budget estimates of
the Lawrence Ayer Press for 1904.

BACK PAPERS.

Memo 340/04 ✓

FURTHER PAPERS.

To the Committee of the Lawrence Asylum,
thru' the D-P-D.

17. Final 1/2/73

First copy sent to Press.

Returned for signature.

Despatched in print.

NUMBER OF COPIES
REQUIRED. { Order complete. 40
Letter only.
Order complete with Letter.

READ AGAIN G.O., No.
190

DATED

CURRENT No.

547

Print with
notes & draw prof
1/4/74

ENCLOSURES TO C. No.

ORDER OF GOVERNMENT

LETTER OF GOVERNMENT.

STATEMENT WITH DETTO.

PAPER TO BE UP, BRING MEANT FOR DESPATCH
IN ORIGINAL.

N.B.—

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