

*Put away
over*

Govt. II-27-57, 62-12-11-22

E. F. P. H. (194.6) Department.

MS SERIES. ①

G.O. No. 456 E dn

Dated 5. 3. 46

[Despatch Abstract.]

LIBRARY - Connemara Public - purchase of the book 'Manual of special Library Technique' - Sanctioned.

Back Papers.

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

Further Papers.

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

~~14 19/2 20/2~~

19m. 4.3.4. dep
 A
 C. no. 9087.

Memo. 9031A/46-1 Km. dated 18/2/46
 Subj: Library. ~~Cumma Public~~
~~Books and publications.~~
 "Manual of special library technique". Singh &

The Librarian, Cuneenara Public Library
is requested to ~~say~~ ^{report} whether ^{a copy} the publication
"Manual of Special Library Technique" by
J. E. Wright, ~~and~~ (published by A. S. & S. B.
of 52 Bloomsbury Street, W. C. 1.) is available
in the library and if not whether he requires
a copy of it for the library.

To 10-2-46 a Copy
The Librarian,
Cincinnati Public
Library
Masson

18/2/2018

From
Sri R. Janardhanam Nayudu, B.A., L.T.,
D.E. (Oxon.), D.L.S. (Lond.), F.L.A.,
Librarian, Connemara Public
Library, Egmore, Madras.

To *CV*
The Secretary to Government,
Education and Public Health Dept.,
Fort St. George,
Madras.

No. 177D/46/G. P. L. dated 21st February 1946.

Sir,

22 FEB 1946

Sub: Supply of a copy of the book, namely, 'Manual of special
Library Technique' to the Connemara Public Library.
Ref: Memorandum No. 9031-A/46-1 Edn. Education and Public
Health Department dated 18th February 1946.

With reference to the subject and the Memorandum cited above I have
the honour to state that a copy of the book, namely, 'Manual of Special
Library Technique' by J. E. Wright is not available in this Library and that
the supply of it for use in the Library will be thankfully accepted.

I have the honour to be,
Sir,
Your most obedient servant,

R. Janardhanam
Librarian.
(21. II. 1946)

$$\frac{82}{53}$$

④

WTP in Dues

Library - Commemara Public - Purchase
of the book 'Manual of Special Library
Technique' - Sanctioned.

C No. 10924, From the Librarian, Coimbatore Public Library, Madras,
No. 177 D/46/C.P.L. Dated 21-2-46.

Order 456 Edm., dated 5-3-46
Ms.

Sanction is accorded to the purchase for the use of the Commemara Public Library, of the book 'Manual of Special Library Technique', by J. E. Wright.

2. The expenditure should be ^{met from} ~~deducted~~ the allotment under

36. a. Scientific Departments - Museums
B. Commemara Public Library - 3. Other charges
~~Authorised~~ - Books and Periodicals - ^{Authorised}

mpd 57
5-3-46

To the Librarian,
Conventaria Public Library,
Medan.
To the A. G.

R
28/2/46
Cwa
1.3.46

$\frac{9}{4 \cdot 3 \cdot 2}$

Abs

⑤

13 FEB 1946

2

✓ ✓ ✓

with reference to 'C' above.

As the Publicity Dept. is going to be abolished no action appears necessary on these notes. 'C' above may be done.

Extract taken
for necessary
action.

F. G. N.
22-1-46.

J.B.B.
27-1-46.

Public (war) A

$$\begin{array}{r} 20.57 \overline{) 46.2} \\ \underline{12.2} \\ 2.46 \end{array}$$

Cofan Ali Aman
Superintendent.

kon d. p. A. depp
4.

A Draft Memo is Enclosed -

14/2/46 hr 16-2

1872/10/1

[Issued as Memo. 9031 A/46-1 Edn., Label 18.2.46.]

C. NO-10924, From the Librarian, Connemara Public Library,
NO-177 D/46/C.P.L. dated 21-2-46.

Please see the reply from the Librarian,
Connemara Public Library, on p-3 of. ~~Subject to approval~~

A draft order is submitted for approval.

GR 24246 Cua 1.246

31/07/06 DS 22.4.06

Copy of U.O. Note No. 6749/45-G dated 3-1-1946 from the Director of
Publicity.

Subject: Mr. Mathews's Preliminary note on his work with the Ministry
of Information.

A copy of Mr. H.K. Mathews's preliminary note on his work with
the Ministry of Information is furnished to the Public (War)
Department.

PRELIMINARY NOTE ON DEPUTATION WITH THE MINISTRY OF INFORMATION.

The Ministry is broken up into divisions, each of which is a compact
unit self-contained both from functional and administrative points of
view, in so far as its particular object is concerned. I intend to touch
only on such sections of each division as are pertinent to my enquiry.

Reference Division.

This division is mainly concerned with the supply
of reference material in the most easily accessible form to Overseas Posts
and Press Attaches. This is done by regular reviews, and special or
general monographs. It also supplies other Ministries with background
material and adhoc notes on specified questions.

A large quantity of valuable material is available
from the division for use in Madras; I shall note separately on this.

The basic sections of the division are the Press
Cutting and special Reading sections. I see no advantage in describing
in detail the Press Cutting system adopted, but here again will note se-
parately. The source of both these sections is provided by some 27
National daily papers, and 20 or so selected periodicals. Material ex-
tracted is brought to a filing system which is in effect the keynote of
the divisions work. Throughout all such filing the necessity for sim-
plicity is paramount. Filing is done under a series of main subject
heads which are common throughout the division (e.f. Madras Tottenham
system). Each file includes a brief statement of the official history
of the subject, statistics drawn from official sources, Press hand-outs
of the appropriate Ministry, special official papers such as White
papers and Parliamentary Bills; and also notes on bibliography.

I visited the Home Affairs, Post War Reconstruction
and Economics sections, and have prepared separately an indent on these
sections for material produced by them.

The division maintains a library, on which there
is no special need to comment, beyond stressing the necessity of adopt-
ing a definite library technique in Madras. In this connection the
following book should be ordered as early as possible; "Manual of
special Library Technique" by J.E. Wright and published by A.S.L.I.B.
of 52 Bloomsbury Street, W.C.1. I have also obtained copies of the lists
supplied to Press Attaches of the minimum essential reference books.

My conclusions from this division are that the
following three qualifications are essential for successful management
in Madras; Orderly filing system and maintenance; intelligent reading
and bibliographic referencing; well-stocked reference library.

Government of Madras

HOME DEPARTMENT

G.O. No. 1851, 22nd April 1940

Foreigners—Prevention of the departure of undesirable foreigners—Customs officers on passport checking duty appointed to be Civil Authorities for the purpose of paragraph 4 of the Foreigners Order, 1939—Notification of the Government of India republished in the *Fort St. George Gazette*.

Order—No. 1851, Home, dated 22nd April 1940.

The following notification of the Government of India will be republished in the *Fort St. George Gazette* :—

NOTIFICATION. GOVERNMENT OF INDIA. HOME DEPARTMENT.

New Delhi, the 9th April 1940.

No. 62/3/40—Political (W).—In exercise of the powers conferred by paragraph 3 of the Foreigners Order, 1939, the Central Government is pleased to appoint the officers of the Customs Department specified in column (3) of the Schedule annexed hereto to be Civil Authorities for the stations specified in the corresponding entry in column (2) thereof, for the purpose of paragraph 4 of the Foreigners Order, 1939.

H. J. FRAMPTON,
Deputy Secretary to the Government of India.

SCHEDULE.		
District. (1)	Station. (2)	Designation of Officer. (3)
<i>Air Ports.</i>		
Chingleput ..	Minambakkam ..	Customs Preventive Officer.
Trichinopoly ..	Trichinopoly ..	Customs Collector.
<i>Sea Ports.</i>		
South Arcot ..	Porto Novo ..	Customs Sub-Inspector.
South Kanara ..	Kasargod ..	Customs clerk.
	Mulki ..	Do.
	Malpe ..	Customs Sub-Inspector.
	Hangerkotta ..	Do.
	Coondapoor ..	Do.
Kistna ..	Byndoor ..	Customs clerk.
	Mangalore ..	Customs Assistant Inspector.
Malabar ..	Masulipatam ..	Customs Sub-Inspector.
	Calicut ..	Customs Assistant Inspector.
	Cannanore ..	Customs Sub-Inspector.

SCHEDULE—cont.		
District. (1)	Station. (2)	Designation of Officer. (3)
<i>Sea Ports—cont.</i>		
Ramanad ..	Tondi ..	Customs clerk.
	Kilakarai ..	Do.
	Devipatnam ..	Do.
	Pamban ..	Customs Sub-Inspector.
	Mandapam ..	Customs Collector at Pamban.
Tanjore ..	Tranquebar ..	Assistant Inspector, Salt and Customs.
	Topputhurai ..	Customs Collector.
	Adirampatnam ..	Do.
	Arampatnam ..	Do.
	Tirumalavasal ..	Do.
Tinnevely ..	Kulasekarapatnam ..	Customs clerk.
Vizagapatam ..	Calingapatam ..	Customs Collector.
	Baruva ..	Do.
	Bimlipatam ..	Do.
<i>Land Customs Frontiers.</i>		
South Arcot ..	Kandamangalam ..	Assistant Commissioner of Salt Revenue, Pondicherry Frontier.
	Do. ..	Customs Assistant Inspector.
Tanjore ..	Kandappachavadi ..	Customs clerk.
	Kottakuppam ..	Customs Sub-Inspector.
	Madalapet ..	Do.
	Mortandichavadi ..	Do.
	Nallathur ..	Customs clerk.
	Pallinellianur ..	Do.
	Thukkanambakkam ..	Do.
	Valudavur ..	Customs Sub-Inspector.
	Kandangudi ..	Do.
	Nalladai ..	Customs clerk.
Malabar ..	Nandalar ..	Customs Sub-Inspector.
	Peralam ..	Do.
	Sannamangalam ..	Do.
	Valumangalam ..	Customs clerk.
	Seshamulai ..	Do.
	Velangudi ..	Do.
Malabar ..	Kallayi ..	Customs clerk.

(By order of His Excellency the Governor)

A. R. MACLEWEN,
Secretary to Government.

To the Superintendent, Government Press, for publication of the notification in the *Fort St. George Gazette*.

Copy to the Deputy Inspector-General of Police, Railways and C.I.D.
 " the Commissioner of Police.
 " all District Magistrates.
 " the Inspector-General of Police.
 " all other Deputy Inspectors-General of Police.
 " all District Superintendents of Police.
 " the Superintendent of Railway Police, Trichinopoly.
 " the Superintendent of Railway Police, Madras.
 " the Collector of Customs, Madras. } with C.I.
 " the Collector of Salt Revenue, Madras.
 " the Customs Officers mentioned in the schedule to the notification.