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E + P. H. (194 6) Department.

MS. SERIES.

G.O. No.

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Dated

9-1-1946.

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[Despatch Abstract.]

Stationery - Tablet diaries and Card Calendars - Additional
Supply to Director, King Institute, Guindy - Sanctioned.

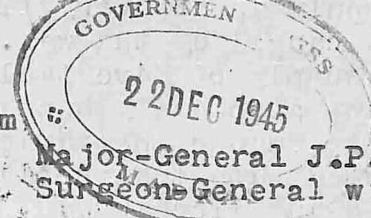
Back Papers.

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

Further Papers.

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

Ref.No.72858-2-A.



Office of the Surgeon-General
with the Government of Madras,
Madras., Dated 21st December 1945.

From : Major-General J.P.Huban, O.B.E., K.H.S., I.M.S.,
Surgeon-General with the Government of Madras, Madras.

To : The Secretary to Government,
Education and Public Health Department, Madras.

Through : The Superintendent, Government Press, Madras.

Sir,
Sub:- Stationery - Official tablet diaries and card
calendars - additional supply to the Director, King
Institute, Guindy - Sanction - Requested.

The Director, King Institute, Guindy is being supplied with
four tablet diaries and fourteen card calendars per year, and
they are distributed as shown in the Appendix I to this letter.
He reports that the Institute comprises of a number of depart-
ments located in different blocks far away from one another
and that the officers of the Institute like the Director,
Assistant Directors, Government Analysts, Senior Public
Health Assistant, Blood Transfusion Officer etc. require
* tablet diaries and card calendars to note down the official
engagements concerning them. He adds that the necessity for
the additional supply was not keenly felt in the past, as
he used to receive such diaries and calendars, free, from

P.t.o

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2 some of the firms, but, that source of supply is now very limited owing to the serious shortage of paper, caused by the war. He therefore considers that an additional supply of five tablet diaries and sixteen card calendars are absolutely necessary as detailed in Appendix II to this letter to enable the various official duties of the officers, connected with the supplies to be made and services to be rendered being discharged efficiently and promptly.

In the circumstances stated above, it is requested that the Government will be pleased to sanction an additional supply of five tablet diaries and sixteen card calendars to the Director, King Institute, Guindy for and from 1946 on wards.

Your obedient servant,

S. P. Hanuman
u.n.
For Surgeon-General with the
Government of Madras.

S.A.20/12.

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APPENDIX I

STATEMENT I

CARD CALENDARS AND TABLET DIARIES - DISTRIBUTION LIST.

Serial No.	To whom supplied.	Tablet Diaries.	Card calendars.	Remarks.
1-	Director.	1	1	
2.	A.D. Bacterial Vaccine Section.	-	1	
3.	A.D. Diagnostic Section.	-	1	
4.	A.D. Vaccine Lymph section.	1	1	
5.	Government Analyst.	1	1	
6.	Additional Government Analyst.	1	1	
7.	Manager.	-	1	
8.	Packing Section	-	1	
9.	Cholera Section	-	1	
10.	Serology Section	-	1	
11.	Vaccine Lymph Section	-	1	
12.	Water Analysis (P.H. Section)	-	1	
13.	Serum standard Laboratory	-	1	
14.	Assistant Overseer's Section	-	1	
		4	14	

APPENDIX II

STATEMENT II

STATEMENT SHOWING ACTUAL REQUIREMENTS OF TABLET DIARIES AND CARD CALENDARS.

Serial No.	Name of section	Tablet Diaries	Card calendars	Remarks
1.	Director.	1	1	
2.	A.D. Bacterial Vaccine Section	1	1	
3.	A.D. Diagnostic Section	1	1	
4.	A.D. Vaccine Lymph Section	1	1	
5.	A.D. Department of Antitoxins	1	1	

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(1)	(2)	(3)	(4)	(5)
6-	Government Analyst	1	1	
7.	Additional Government Analyst	1	1	
8.	Manager's Office(C)	-	1	
9.	Packing section	-	1	
10-	Cholera section	-	1	
11.	Serology section	-	1	
12.	Vaccine Lymph Section	-	1	
13.	Water Analysis(P.H. Section)	1	1	
14.	Assistant Overseer's Section	-	1	
15.	Media Section	-	1	
16.	Chemical Section	-	1	
17.	Blood Bank Section (B.T.O.)	1	1	
18.	Serum Standard Laboratory	-	1	
19.	Algae Section	-	1	
20.	Experimental Filter Station, Kilpauk, Madras.	-	1	
21.	Mechanic Section	-	1	
22.	Clinical section	-	1	
23.	Accounts Section	-	1	
24.	Sterile Solution Section	-	1	
25.	Phage Section	-	1	
26.	Therapeutic Vaccine Section	-	1	
27.	Library	-	1	
28.	Store Section	-	1	
29.	Overseer's Section	-	1	
30.	G.A. Section Office	-	1	
		9	30	

	Tablet Diaries	Card Calendars.
Actual requirements	9	30
Present supply	4	14
Additional supply required.	5	16

S.A.20/12.

Government Press.

This office has no objection to supply the additional copies of five tablet diaries and sixteen card calendars for 1946 asked for by the Surgeon-General with the Govt. of Madras for the use of the Director, King Institute, Guindy, if sanctioned by Govt.

To Secy. to Govt., Edn. & P.H. Deptt.

Superintendent.
31-12-45.

Stationery-Tablet diaries and Card Calendars.
Additional Supply to the Director, King Institute, Guindy. Sanctioned.

C.No 403 R/46
PICK
PICK.

From the Surgeon General Ref No 72838-2-4
" the S.G.P No S.A. 20/12 d 31-12-45
Encl. 10
TTS Edn. d. 9.1.46

Sanction is accorded for an additional supply, by the S.G.P, of 5 Copies of Tablet diaries and 16 Copies of Card Calendars for 1946 to the Director King Institute Guindy.

To The S.G.P.
" The S.G.

CGP
5.1.46.
5.1.46
M. S.

CP
M. S.

