

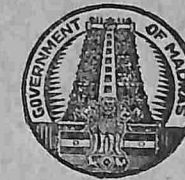


EDUCATION AND PUBLIC HEALTH DEPARTMENT
(Education)

G.O. No. 2691, 25th August 1949

Elementary education—Local bodies—Supply of census register to elementary schools—Instructions issued.

O. P. R.
P. 1/4 - City for A.M.



EDUCATION AND PUBLIC HEALTH DEPARTMENT
(Education)

G.O. No. 2691, 25th August 1949

Elementary education—Local bodies—Supply of census register to elementary schools—Instructions issued.

READ—the following papers :—

From the Special Officer, District Board, Salem, dated 24th March 1949, No. E 9-25861/48 and

Endorsement of the Director of Public Instruction, dated 4th May 1949, No. 601-B1/49.

From the Director of Public Instruction, dated 6th August 1949, No. 601-B 1/49.

Order—No. 2691, Education, dated 25th August 1949.

The Government have issued general instructions regarding the printing and supply of forms of census register, required for elementary schools in compulsory areas. The question has been raised whether such forms may not be used in elementary schools in non-compulsory areas also.

2. Local bodies are informed that census register forms may be used in elementary schools under their management in non-compulsory areas also. The Director is

requested to arrange in consultation with the Superintendent, Government Press, for the printing and supply of the forms to local bodies on payment of cost. The expenditure on the cost of the forms may be met from the elementary education fund of the local bodies.

3. In the case of aided elementary schools in non-compulsory areas, the managements of the schools should make their own arrangements for getting the forms printed and supplied to their schools.

(By order of His Excellency the Governor)

J. M. LOBO PRABHU,
Secretary to Government.

To the Special Officers of all district boards.

„ Executive Authorities of municipal councils (through the
Chair men Municipal Council.
„ Director of Public Instruction.

To the Examiner of Local Fund Accounts.

„ Inspector of Municipal Councils and Local Boards.
„ Superintendent, Government Press, Madras.

PRESS SLIP.

ORDINARY.

29 AUG 1949 URGENT (a).

SPECIAL (a).

Education DEPARTMENT.

Current No. 24120 B7/49 28-3-1949.
 G.O. No. 2691 dated 25-8-1949.

Number of MS. pages sent {
 (b) Correspondence.....2
 (c) Notes.....Nil

Brief subject... *El. Edu. local admin. supply of*
Census register to all schools.
Instructions issued.

(d) Number of copies required when struck off (not including copies for volumes and editors' table which are retained in the Press).	(2) Press copies to supply on requisitions for purchase by the public.	(3) Complete correspondence and orders.	(4) Notes.
(1)			
FOR RECORD.*			
Madras Records	4	1	
Ooty Records		3	
For filing with original		1	
Total		10	

FOR ISSUE.†

	Letter only.	Complete G.O.	(b) Special issue copies of G.O.		Notes.
			No.	Papers.	
Signature copies.....		4			
India Office.....					
Govt. of India.....Dept.					
Revenue Department.....					
Public Works Department.....					
Local Administration Department.....					
Education and Public Health Dept.					
Public Dept.....					
Home Dept.....					
Dev. Dept.....					
Finance Dept.....					
Legal Dept.....					
Sectt. of the Madras Legislature.....					
Total					

Spare copies.

The..... P. P. 9	40		
The..... Spl. Affairs of Dt. Adm.	24		
The..... The Executive Authority	100		
The..... H. H. Adm.	100		
The..... Inspector of H. H. Adm.	10		
The..... Local Adm.	10		
The..... The Executive Adm.	40		
The..... F. F. Adm.	10		
The..... S. F. P.			
The.....			
The.....			
The..... Spare copies	22		
The.....			
Total	160		

Copies distributed on..... (Press clerk).

† Copies distributed on..... (Press Despatcher).

† To be initialed and dated.

INSTRUCTIONS FOR THE SECRETARIAT.

(a) If a paper is marked to be printed urgently or as special the Superintendent of the section concerned should sign the Press slip. The Superintendent should exercise a careful discretion in the matter.

(b) Each letter, memorandum, or order, or set of orders, in the file of correspondence should be headed in succession with the Roman numeral I, II, III, etc., the number being written in red ink or blue chalk above the item. The particular papers to be printed in the special issue-copies should be indicated by the Roman numeral (I, II, etc.) by which that item had been headed in the correspondence file. All matter, including marginal remarks or references, to be printed should be written in ink and matter which should not be printed should be encircled. Initials and signatures that are not quite legible should be re-written distinctly.

(c) For rules regarding printing of notes, see the chapter on printing and proof correction in the Secretariat Office Manual.

(d) The number of copies and the details of distribution should be filled in by the Superintendent or clerk concerned.

(e) In the absence of special instructions to the Press to keep matter standing for a specified period, ordinary papers of 8 pages and under will be kept standing for one week, and larger papers for two weeks only. The type of notes and of all confidential papers is distributed immediately after striking.

(f) This slip, properly and completely filled in, should accompany every paper sent to Press; it will be returned by the Press when proofs are furnished; it should be sent to the Press when a call is made for revised proofs or when a corrected proof is sent for striking. When finally returned by Press it should be filed with the original order or letter.

INSTRUCTIONS FOR THE PRESS.

(a) If, in the opinion of the Superintendent of the Press, a paper has been marked special of urgent unnecessarily, he should send the Press slip to the Assistant Secretary with a remark to that effect.

(b) Unless a note to the contrary is made against the matter, pencil entries should not be printed. The Superintendent of the Press may bring to the notice of the Assistant Secretary any instance of incomplete or careless editing.

(c) Signature copies of letters to the Secretary of State or to the Government of India should be printed on hand-made paper.

(d) This slip should be returned by the Press to the Secretariat when proofs are furnished: it will be sent back to the Press when proofs are returned corrected and should be finally returned to the Secretariat when struck-off copies are supplied.

(e) The names of the Secretary and Ministers or Advisers should be printed in full when they occur on the right hand side, only the first time when they appear on the left side, the initials alone being printed later.

TO PRESS, MADRAS.

A
Please send proof in duplicate. The papers have been carefully edited.

B
Proof returned corrected. Please strike off and send number of copies as indicated.

C
As the matter is clear manuscript and has been carefully edited, (b) proof need not be sent. Please print and supply number of copies as indicated. Type may be released after usual interval.

Type may be released after usual interval at once.

Reginald Raman Clerk.
B2 section
25.8.49

.....Clerk.

.....Supt.

SPECIAL INSTRUCTIONS.

TO BE FILLED IN BY THE PRESS.

Diary.	Initials of Press official.
Received in Press on.....	27.8.49
First proof furnished on.....	28.8.49
Call for revised proof received on.....	
Revised proof furnished on.....	
Corrected proof received for striking on.....	28.8.49
Final copies supplied on.....	

Copy for approval



EDUCATION AND PUBLIC HEALTH DEPARTMENT
(Education)

G.O. No. 2691, 25th August 1949

Elementary education—Local bodies—Supply of census register to elementary schools—Instructions issued.

Read—the following papers:—

From the Special Officer, District Board, Salem, dated 24th March 1949, No. E 9-25861/48 and
Endorsement of the Director of Public Instruction, dated 4th May 1949, No. 601-B1/49.
From the Director of Public Instruction, dated 6th August 1949, No. 601-B 1/49.

Order—No. 2691, Education, dated 25th August 1949.

The Government have issued general instructions regarding the printing and supply of forms of census register, required for elementary schools in compulsory areas. The question has been raised whether such forms may not be used in elementary Schools in non-compulsory areas also.

2. Local bodies are informed that census register forms may be used in elementary schools under their management in non-compulsory areas also. The Director is

requested to arrange in consultation with the Superintendent, Government Press, for the printing and supply of the forms to local bodies on payment of cost. The expenditure on the cost of the forms may be met from the elementary education fund of the local bodies.

3. In the case of aided elementary schools in non-compulsory areas, the managements of the schools should make their own arrangements for getting the forms printed and supply to their schools.

(By order of His Excellency the Governor)

M. LOBO PRABHU,
Secretary to Government.

To the Special Officers of all district boards.
" Executive Authorities of municipal councils (through the
Chair men Municipal Council.
" Director of Public Instruction.

To the Examiner of Local Fund Accounts.
" Inspector of Municipal Councils and Local Boards.
" Superintendent, Government Press, Madras.

(Uti 209/5)



Spec. attch

2
13.1.49
Encl. no. 24120 ~~22~~ / 49 - ⁸² / _h Edn., dated 21.4.49

E & P. H (33)

Referred to the Director of Public

Instruction for remarks.

J.B. Menon

Post. secy. to Govt.

20.4.49.

ms
20.4.49

To The Director of Public Instruction,
Madras.

Copy of letter Roc. 29- 25861-48 dated 28-12-48 of the Special officer District Board, Salem to the Director of Public Instruction, Madras.

Sir,
Education-Elementary Supply of census register to elementary schools- printing of approval requested.
L. dis. 559-c-48 dt. 13-12-48 of the D.L.O. Salem.

In enclosing herewith a copy of this office letter Roc. 29- 25861-48 dated 21-10-48, a copy of letter L. Dis. 559-c-48 dated 13-12-48 of the District Educational officer Salem and a specimen copy of the form of census register, I request you to inform me whether such registers may be got printed and supplied to all the elementary schools under this Board so that the census of the village may be maintained correctly by the teachers.

Sd. M. Minakrishnamurthy
For Special officer

(True copy).

Copy of letter L. Dis. No. 12 B1-49 dated 8-3-49 of the Director of Public Instruction Madras. to the Special officer District Board, Salem.

Sir,
Sub: Elementary Education-Printing and supply of census registers forms to the elementary schools.
Ref: Your letter Rc. No. 49- 25861-48 dated 28-12-48.

I agree with you, that the printed census register forms will help very much for checking and making corrections if the census record is maintained in the printed forms. Government may be addressed for according permission for the printing and supply of those forms.

T.P. Santhanakrishna Maide
For Director of Public Instruction.

(True copy)

Minakrishnamurthy
For Special officer
District Board, Salem.

Mk. 25/3

25
26.3.49

4

Register of Census of school age children in

Name of the village.	Name of hamlet.	Name of street.	Door Number	Number of members in the house.	Name of head of family, Profession and annual income.	Religion and caste.	No. of members in the family	Names of boys of ages 6-14	Date of birth	Names of girls of school age.	Date of birth	Studying in	Reason for non study	School admitted with date and class.	Remarks.
கிராமத்தின் பெயர்.	பகுதியின் பெயர்.	சாலை பெயர்.	பேரெண்.	கூடையில் உள்ளவர்களின் எண்ணிக்கை.	குடும்பத்தின் தலைவர் பெயர், தொழில் - வருமானம்.	மதம் - கலாசாரம்.	குடும்பத்தின் உறுப்பினர்களின் எண்ணிக்கை.	6-14 வயதுள்ள பிள்ளைகளின் பெயர்கள்.	பிறந்த தேதி.	சுமார் 6 வயதுள்ள பிள்ளைகளின் பெயர்கள்.	பிறந்த தேதி.	படிப்பில் உள்ளது.	படிப்பில் இல்லாத காரணம்.	பள்ளிக்கு அனுப்பப்பட்ட தேதி மற்றும் வகுப்பு.	குறிப்புகள்.
கிராமத்தின் பெயர்.	பகுதியின் பெயர்.	சாலை பெயர்.	பேரெண்.	கூடையில் உள்ளவர்களின் எண்ணிக்கை.	குடும்பத்தின் தலைவர் பெயர், தொழில் - வருமானம்.	மதம் - கலாசாரம்.	குடும்பத்தின் உறுப்பினர்களின் எண்ணிக்கை.	6-14 வயதுள்ள பிள்ளைகளின் பெயர்கள்.	பிறந்த தேதி.	சுமார் 6 வயதுள்ள பிள்ளைகளின் பெயர்கள்.	பிறந்த தேதி.	படிப்பில் உள்ளது.	படிப்பில் இல்லாத காரணம்.	பள்ளிக்கு அனுப்பப்பட்ட தேதி மற்றும் வகுப்பு.	குறிப்புகள்.

Abstract.

1. Name of village.

2. Names of hamlets.

3. Population - M. F. S.C. Mus. Others.

4. Children of school age; (6-14) B. G. S.C. Mus. Others.

5. Children of compulsory age; -

6-10 boys S.C. Mus. Others.

6-8 girls.

6. Number of children under instruction in each of the schools. Mus

in the area each month

January
February
March
April
May
June
July
August
September
October
November
December

S.C. Mus. Others.

7. Number of children yet to be enrolled; S.C. Mus. Others

(1) as per compulsion rules.

(2) as per school age.

8. Remarks.

9. Initials of H.M.

R.O.C.No.601-B.1/49.

Office of the
Director of Public Instruction,
Madras, Dated 4-5-1949.

Sub:- Elementary Education-District Board, Salem - Census register printing and supply to Elementary Schools - permission requested.

Ref:- Government Endorsement No.24120-49.1B.2.Education dated 21-4-1949.

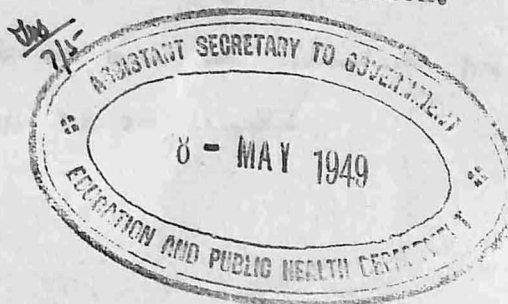
Resubmitted.

II. The supply of printed census register forms to the Elementary Schools will help very much in maintaining a correct record and facilitate checking and making corrections. The request of the Special Officer to have the forms printed is recommended.

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

For Director of Public Instruction.

VLA.6/5.



10
 8
 Director of Public Instruction
 Government of Madras
 Sub: - Elementary Education - Supply of census register printing and supply to elementary schools - Government order no. 21420-49, D.P.S. Education dated 21-1-1949.
 Ref: - Government order no. 21420-49, D.P.S. Education dated 21-1-1949.
 It is noted that the supply of census registers for the elementary schools will be very much in maintaining a correct record and facilitate checking and making corrections. The number of the census registers have the form printed in the margin.
 To The Secretary to Government, Education and Public Health Department, Madras.
 W.A. 8/2.
 32522

38
 3/6
 1704
 9
 E.P.H. Deptt (B3)
 Memo No. 24120 B3/49 - 1 Edn. dated 2.6.49
 Sub: - Edn. - Ele. - D.P.S., Salem - Supply of census register to ele. schools -
 Ref: - From the D.P.S. no. 601 - B1/49 dated 4.5.49
 The attention of the D.P.S. is invited to the notes passed in Govt memo no. 52316 B2/48 - 3 Edn. dated 15.11.48 and Govt. memo no. 90786 B2/48 - 2 Edn. dated 23.12.48 and it is requested to state whether the forms of census register permitted to be printed by S.P. Form, and supplied to all the Divisional Inspectors of schools, will not be available for the ele. schools under the D.P.S. Salem. & whether the D.P.S. should specially be permitted to print & supply the form to Board elementary schools.
 30.5.49. 1.6 up to
 2/6/49

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Handwritten text in Tamil script, likely a memorandum or report, covering the left page of the document.

R.O.C.NO.601-B.1/49

ASST. SECRETARY TO GOVERNMENT
12 AUG 1949
EDUCATION AND PUBLIC HEALTH DEPT.

Office of the
Director of Public Instruction,
Madras, Dated 6-8-1949.

From The Director of Public Instruction,
Madras.

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

Sir,

Subject: Elementary Education - District Board, Salem -
Supply of census register to elementary schools.

61496

R e f: Government Memo.No.24120-B.2/49-1 Edn dated 2-6-49

(A)
(X)

The forms of census registers printed and supplied to Divisional Inspectors with reference to Government Memo.No.53216-B.2/48-3 Edn dated 15-11-1948 and Memo.No.90786-B.2/48-2 Edn. dated 23-12-1948 are for compulsory areas. The practice in the non-compulsory areas is mostly to maintain the register in manuscript form. For the sake of uniformity and easy checking by the inspecting officers, printed forms are desirable. But the obligation of Government to supply them, since the administration of compulsion was transferred to District Educational Officers is limited to compulsory areas. In other areas the managements have to provide either printed forms or stationery for manuscript forms of census register. In Salem District about 5/6ths of the total number of elementary schools are District Board Schools. Hence, the request of the District Board, Salem was recommended.

Yours faithfully,

J. P. Pantanabhishekam

for Director of Public Instruction.

RVR 9/8/-

12



161
82 Puh

E & P. H. Deptt (182)

M

~~Memo No 24/2002/49-2 Edu. dated~~

Sub: E.L. Edu - Local bodies - supply of census register to
ele. schools - instructions issued.

Ref: 1) From the S.O., D.P.S.D., Salem No. E9-25861/49, dated
24.3.49 and Encl. of the D.P.S. No. 601-31/49
dated 4.5.49

2) From the D.P.S. No. 601-31/49 dated 6.8.49.
P.O. No. 2691 Edu dated 25-8-49.

(A) & (B)

The Govt. have issued general instructions regarding
the printing and supply of forms of census register,
required for ele. schools in compulsory areas. The question
has been raised whether such forms may not be used
in ele. schools in non-compulsory areas also.

(2)
2

2. Local bodies are informed that census register
forms may be used in ele. schools under their management
in non-compulsory areas also. The Director is requested
to arrange in consultation with the S. & P. for the printing

and supply of the forms to local bodies in payment of cost.

The expenditure on the cost of printing ^{the} forms ^{may} be met from the el. adm. fund of the local bodies.

3. In the case of aided el. schools in non-empowered areas,

the managements of the schools should make their own arrangements for getting the forms printed and supplied to their schools.

24/5/49
24/5/49

note - though the reference from a single local body general instructions may be issued.

24/5/49

TO
The Spl. Officers of all Districts
The Executive authorities
If all do the work
The D.P.O.
The Examiners of H.F. Acads.
The Inspectors of H.F. Acads.
The S. & P.

3

12