



EDUCATION AND PUBLIC HEALTH DEPARTMENT.  
(Education)

**G.O. No. 2996, 26th September 1949**

Elementary Education—Rules—Issue of record sheets—Levy of fees—Amendment—Published.

*Handwritten notes:*  
O.K. 1.5.  
1/11 24/12/49 for A.X.  
Part I &  
5/11

*Handwritten calculations:*  
$$\frac{1711}{27/12}$$



2

EDUCATION AND PUBLIC HEALTH DEPARTMENT  
(Education)

**G.O. No. 2996, 26th September 1949**

Elementary Education—Rules—Issue of record sheets—Levy of fees—Amendment—Published.

READ—the following paper :—

From the Director of Public Instruction, dated 28th March 1949, No. 271-B2/49.

**Order—No. 2996, Education, dated 26th September 1949.**

The Government approve the proposal of the Director of Public Instruction that provision should be made in the rules framed under section 44 of the Elementary Education Act, for the levy of fees from guardians for the issue of record sheets to pupils, if application is made for the purpose, after one year from the date of the pupil, leaving

school. They also accept the recommendations of the Director, that a fee may be charged for the issue of a duplicate record sheet.

2. The appended notification will be published in the *Fort St. George Gazette*.

(By order of His Excellency the Governor)

J. M. LOBO PRABHU,  
*Secretary to Government.*

To all Special Officers of District Boards.  
" the Director of Public Instruction.  
" the Executive Authorities of all Municipal Councils (through Chairmen).

To the Commissioner, Corporation of Madras, through the Mayor.  
" Legal Department.  
" Superintendent, Government Press, for publication of the notification in the *Fort St. George Gazette*.

[Appendix

# APPENDIX. NOTIFICATION.

The following draft of an amendment to the rules published with Law (Education) Department Notification No. 45, dated the 21st February 1922, at pages 146-178 of Part I-B of the *Fort St. George Gazette*, dated the 21st February 1922, as subsequently amended, which it is proposed to make in exercise of the powers conferred by section 56 of the Madras Elementary Education Act, 1920 (Madras Act VIII of 1920), is hereby published, as required by section 56 (1) of the said Act, for the information of all persons likely to be effected thereby.

Notice is hereby given that the draft will be taken into consideration after six weeks from the date of publication of this notification and that any objection or suggestion which may be received from any person with respect thereto before the expiry of the period aforesaid will be considered by the Government of Madras.

## DRAFT AMENDMENT.

In the said rules, under the heading 'Section 44—Compulsory Elementary Education,' to rule 5, the following Note shall be added, namely:—

"NOTE.—When an application for the issue of a record sheet is made after one year from the date of the pupil leaving the school, a fee of eight annas may be levied for the issue of the record sheet.

A fee of one rupee may be levied for the issue of a duplicate record sheet".



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

[Appendix

(Signature) 161-106 16/10/49  
196 copies  
48 signature  
10346  
2 Proceeding  
2 proofs  
27/10/49

# APPENDIX. NOTIFICATION.

The following draft of an amendment to the rules published with Law (Education) Department Notification No. 48, dated the 21st February 1922, at pages 146-178 of Part I-B of the *For St. George Gazette*, dated the 21st February 1922, as subsequently amended, which it is proposed to make in exercise of the powers conferred by section 56 of the Madras Elementary Education Act, 1920 (Madras Act VIII of 1920), is hereby published, as required by section 56 (1) of the said Act, for the information of all persons likely to be effected thereby.

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A fee of one rupee may be levied for the issue of a duplicate record sheet."

*App. for approval*



*Despatch paper*



19 OCT 1949

EDUCATION AND PUBLIC HEALTH DEPARTMENT  
(Education)

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Elementary Education—Rules—Issue of record sheets—Levy of fees—Amendment—Published.

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Order—No. 2996, Education, dated 26th September 1949.

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2. The appended notification will be published in the *For St. George Gazette*.

(By order of His Excellency the Governor)

J. M. LOBO PRABHU,  
Secretary to Government.

To all Special Officers of District Boards.  
" the Director of Public Instruction.  
" the Executive Authorities of all Municipal Councils (through Chairmen).

To the Commissioner, Corporation of Madras, through the Mayor.  
" Legal Department.  
" Superintendent, Government Press, for publication of the notification in the *For St. George Gazette*.

[Appendix

15.6.6



68  
28/6  
PICP

not received in B.  
verified from personal register

To

The D.P.S.

Madras

16/6/49  
ms

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EPH(B2)

Memo No. 46244B2/49-1 - Edu-d. 23/6/49

Sub. Ele. Edu - Levy of fee for the  
issue of Record sheets to old students

Ref. From the D.P.S. RC 271B2/49 d. 13-6-49.

The D.P.S. is requested to furnish  
a copy of his letter, RC No. 271B2/49 d. 28-3-49. as <sup>the orig.</sup> ~~it~~  
~~does not seem to have been received.~~ in the Secy.

88  
21/6/49.

21/6/49

ms  
22/6/49



68  
236  
p/cp

not received in B.  
verified from Personal register

To

The D.P.S.

Madras

me  
21/6/49

6

3

EPH(B2)

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does not ~~seem to~~ <sup>has not</sup> have been received. in the Sec<sup>n</sup>

88  
21/6/49.  
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22/6/49

EDUCATION DEPARTMENT

FROM THE DIRECTOR OF PUBLIC INSTRUCTION, MADRAS  
TO The Secretary to Government,  
Education and Public Health Department,  
Madras.

Roc.No.271 B2/49 dated 12-7-49

Sir,

Sub:--Elementary Education--Levy of fee for the issue of Record  
sheets to old students --Municipal Council, Mathurai.

Ref:--Government Memorandum No.46244-B1-49-I Education  
dated 23-6-49.

I enclose herewith a copy of my letter dated 23-3-49 together  
with a copy of the Commissioner's letter.

Yours faithfully,

J. S. Sankaranarayanan  
16-7-49

KHR. 15-7-49

For Director of Public Instruction



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P 3-CF-

P 7-8 wpa

1572 15/7

Copy of letter from the Director of Public Instruction to  
the Secretary to Government, Education & Public Health Dept.,  
Madras. Letter No.271 B2/49 dated 23-3-49

Sub:--Elementary Education--Levy of fee for the issue of  
Record sheets.

Ref:--Letter No.C1/33265/48, dated 26-1-49 from the  
Commissioner, Municipal Council, Madurai.

I have the honour to submit herewith a copy of the letter  
from the Commissioner, Municipal Council, Madurai referred to above  
requesting orders for the levy of a fee for the issue of Record  
Sheets to old students who apply long after they discontinue their  
studies.

On the analogy of Rule 44 of the Madras Educational Rules  
regarding the issue of duplicate Transfer Certificate in the case of  
Secondary Schools a fee of annas eight may be permitted to be  
charged on each such application from old-students provided the break  
exceeds three years.

The suggestion of the Municipal Commissioner may  
therefore be accepted. As the issue of Record sheets is  
prescribed by the rules under the Madras Elementary Education Act  
I request that Government may be pleased to approve the proposal.

Copy of the letter from the Commissioner, Municipal Council  
Madurai to the Director of Public Instruction.

Sub:--Elementary Education--Levy of fee for the issue of  
record sheets.

Applications for the grant of record sheets are received from  
old students of the Municipal Elementary Schools long after they dis-  
continued their studies, for use either to secure an appointment or  
for some other purpose. This involves time and labour as the old  
records have to be traced out and necessary particulars

P.T.O.

secured before a certificate can be issued. To compensate the District Educational Officer, Madurai, was addressed for advice if a fee could be charged and if so, on what basis. In reply he informs me that you may be addressed to approve of the levy of a fee of annas eight for each such application referred to above. Accordingly I request you to kindly approve the proposal.

An early reply is requested.

/True copy/

J. P. Pantanah

For Director of Public Instruction

EHR 15-7-49

To all Presidents of District Boards.  
the Director of Public Instruction.  
the Legal Department.  
the Superintendent, Government Press for publication of notification in the Gazette.  
the Executive Authorities of all Municipal Councils through the Chairmen.  
Commissioner, Corporation of Madras, through the Mayor.

[Appendix]

#### APPENDIX.

##### NOTIFICATION.

The following draft of an amendment to the rules published with Law (Education) Department Notification No. 45, dated the 21st February 1922, at pages 146-178 of Part I-B of the Fort St. George Gazette, dated the 21st February 1922, as subsequently amended, which it is proposed to make in exercise of the powers conferred by section 56 of the Madras Elementary Education Act, 1920 (Madras Act VIII of 1920), is hereby published, as required by section 56 (1) of the said Act for the information of all persons likely to be affected thereby.

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Draft amendment.

In the said rules, under the heading 'Section 44 Compulsory Elementary Education', to rule 5, the following Note shall be added, namely:-

"Note:- When an application for the issue of a record sheet is made after one year from the date

sub: Elementary Education - Rules - ~~amended~~  
Record Sheets - levy & fees - ~~amended~~  
Ref: ~~Amendment published~~  
from the P.T. No. 271-B2/49, dated 20/3/49

Order: ~~G.O. No. 2894~~ Eon dated 15-9-49

Presd 2996 26/9/49

The Govt approve the proposal of the D.P.I that provision should be made in the rules framed under Sect. 44 of the Ele. Edn. Act, ~~in regard~~ <sup>for</sup> to the levy of fees from guardians for the issue of Record Sheets to pupils, if application is made for the purpose, after one year from the date of the pupil, leaving school. They also accept the recommendations of the Director that a fee may ~~also~~ be charged for the issue of a duplicate Record Sheet.

12/7/49 will be published in the Fort St. George Gazette.

13/9/49 14/9

Appendix:

secured before a certificate can be issued. To compensate the District Educational Officer, Madurai, was addressed for advice if a fee could be charged and if so, on what basis. In reply he informs me that you may be addressed to approve of the levy of a fee of annas eight for each such application referred to above. Accordingly, I request you to kindly approve the proposal.

An early reply is requested.

/true copy/

*D. Pantamalai*

For Director of Public Instruction

KHR 15-7-49

157  
a  
(b)

To all Presidents of District Boards.  
the Director of Public Instruction.  
the Legal Department.  
the Superintendent, Government Press for publication of notification in the Gazette.  
the Executive Authorities of all Municipal Councils through the Chairmen.  
Commissioner, Corporation of Madras, through the Mayor.

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161 Pub  
106  
E & P H. (B2)  
Sub: Elementary Education - Rules - Issue of Record Sheets - levy of fees - rules amended  
Ref: Amendment published in the P.T. No. 271-B2/49, dated 25/3/49

Order: ~~G.O. No. 2894~~ Son dated 15-9-49

Press 2996 26/9/49

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15/7/49  
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13/9/49  
14/9

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A fee of one rupee may be levied for the issue of a duplicate record sheet".

23/2/149

GOVERNMENT PRESS SLIP. 8 - OCT 1949. ORDINARY. PREFERENCE. DEPARTMENT. ADDRESS. (Edn)

161 Pub Sectt. II-22-7,506- 106 URGENT (a)

Current No. 46244, dated 13.6.49. 1949. G.O. No. 29916, dated 26.9.1949

Number of MS. pages sent (b) Correspondence 2 (b1) Notes

Brief subject. E.L. Edn - Rules - Issue of Record Sheets - Levy of fees - Amendments - Published.

| (c) Number of copies required when struck off (not including copies for volumes and editors' table which are retained in the Press). | E.T. copies to supply requisitions for purchase by the public. | Complete correspondence and orders. | Notes. |
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| Political.....                    |              |               |                                  |         |        |
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| Marine Dept.....                  |              |               |                                  |         |        |
| Ecclesiastical Dept.....          |              |               |                                  |         |        |
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|               | The... Executive authorities     |     |    |  |
|               | The... S. M. C. S. (M. C. H. D.) | 93  |    |  |
|               | The... Legal Dept.               | 1   |    |  |
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|               | The...                           |     |    |  |
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INSTRUCTIONS FOR THE SECRETARIAT.

(a) If a paper is marked to be printed urgently 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.

(b1) For rules regarding printing of notes, see rule 315 of the Office Manual.

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

(d) 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.

(e) 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 urgent unnecessarily, he should send the Press slip to the Registrar 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 Registrar 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 Members 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.

\* Copies distributed on... (Press Clerk). \* Copies distributed on... (Press Despatcher). and dated.

R.T.O

of the

be

TO PRESS, MADRAS, OOTY.

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

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

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.

Referencer.  
Clerk.

Referencer.  
Clerk.

Referencer.  
Clerk.

Supt.

Supt.

Supt.

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TO BE FILLED IN BY THE PRESS.

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| Received in Press on.....                     | 7-10-49                     |
| First proof furnished on.....                 | 17-10-49                    |
| Call for revised proof received on.....       |                             |
| Revised proof furnished on.....               | 19-10-49                    |
| Corrected proof received for striking on..... | 1-11-49                     |
| Final copies supplied on.....                 |                             |

E. & P. H. Dept. (B2)

From the D.P.I., No.271-B2/49., dated 28--3--1949.

Elementary Education - Levy of fees for the issue of record sheets.

The rules framed under the Ele. Edn. Act prescribe the maintenance of a record sheet for each pupil attending elementary schools. The record sheet should be issued to the pupil when he leaves the school. The Commissioner, Mathurai Municipality, brings to notice that applications for record sheets are received long after the pupils have left the school and much time is taken in searching for the record sheets. He, therefore, suggests that a fee of annas 8 may be levied on belated applications of over three years.

2. At present the Rule says that the record sheet should be issued to the pupil on leaving the school. Perhaps the issue of a certificate may be free of charge if the application is made within three years from the date of leaving the school by the pupil and on payment of fee in other cases.

3. The next question is whether the fee should be at a fixed rate for all belated applications or whether the fee should be on a scale with reference to the period intervening the date of leaving the school and the date of application (on the analogy of the fees levied by Registration Dept.).

4. Another point which may arise in this connection is whether pupils belonging to certain communities such as scheduled castes, backward classes, may be exempted from the fees or whether the levy of fee should be at concessional rates in their cases.

5. The file may be sent to the D.P.I. for u.o. for remarks. The Director may also be asked to send a draft of the necessary amendments to the rules.

EPH No. 46244B2/49-2  
27-7-49.

53

26/7/49

DPI

Resubmitted to Government.

2. Regarding the presumption of Government in para (2) of their U.O. note above, the Director is now of the opinion, considering the conditions of elementary schools which have no clerks, and as unlike a <sup>Transfer Certificate</sup> ~~Transfer Certificate~~ from a secondary school which can be issued only after the payment of all fees, the record sheet must be issued to every pupil, one year may be fixed as the limit before which the record sheet will be issued free of charge.

3. A graded scale of fees is not desirable as it would complicate this simple matter, give rise to questions on the calculations of periods, wrong estimate of fees, etc. Annas 8/- may be fixed as the fee for all belated applications.

4. No exemption from or concession towards the payment of these fees in the case of pupils of Scheduled Castes and Backward classes seems necessary as the record sheet can be received by any pupil without charge, if applied for in time.

5. Incidentally, there seems necessary a provision for the issue of duplicate record sheets also at a comparatively higher rate. It is, therefore, suggested that a fee of Re.1/- may be charged for the issue of a duplicate record sheet.

6. The following note may therefore be added to Rule 5 framed under Section 44 of the

(Contd.)

Madras Elementary Education Act:

<sup>note</sup>  
"When an application for the issue of a ~~Record~~ <sup>Record</sup> Sheet is made after one year from the date of the pupil leaving the school, a fee of annas eight may be levied for the issue of the ~~Record~~ <sup>Record</sup> Sheet."

<sup>one rupee</sup>  
A fee of Re.1/- may be levied for the issue of a duplicate ~~Record~~ <sup>Record</sup> Sheet".

For D.P.I.

To

The Secretary to Government,  
Education & Public Health Department,  
Fort St. George.

<sup>25-10-49</sup>  
A draft order is submitted for  
off. legal may see.

12/9/49

13/9/49

Legal

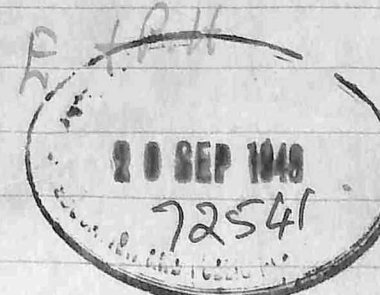
EdPH.  
No. 70110 B2/49-1  
15.9.49

Legal Department.

The alterations indicated in red ink on the draft notification may be made.



19/9/49



Legal. u. no.  
11957/49-1  
19.9.49

<sup>Red ink</sup>  
may be made in red ink on the draft notification  
P.T.O.

C.P.H.

one draft may issue with the alterations made by the Legal. Dept. for order of circulation.

[The draft amended as corrected has been re-typed.]

21/9/49

23/9/49

Draft may be approved

H.N. (E.L.)

24/9

24/9



17