EDUCATION DEPARTMENT

G.O. No. 1217, 17th April 1950

hools—Local bodies—Buildings—Construction and repairs—Approval of Director of Instruction—Consolidated instructions—Issued.

Ms 1580 L.A. dt 5.8.50

Ms 2166 Edn dt 8.12.58

Ms 235 " 4-2-61

" 3064 " 24.12.62

EDUCATION DEPARTMENT

G.O. No. 1217, 17th April 1950

Schools—Local bodies—Buildings—Construction and repairs—Approval of Director of Public Instruction—Consolidated instructions—Issued.

READ—the following papers :—

G.O. No. 506, Education, dated 2nd April 1945.

G.O. No. 962, Education, dated 9th May 1947.

G.O. No. 1717, Education, dated 8th July 1948.

G.O. No. 2626, Education, dated 20th October 1948.

G.O. No. 44, Education, dated 5th January 1949.

G.O. No. 2566, Education, dated 11th August 1949.

From the Director of Public Instruction, dated 7th September 1949, No. 1630-B-1/49.

From the Commissioner, Mathurai Municipality, dated 7th October 1949, M-4-14703/49.

From the Director of Public Instruction, dated 11th November 1949, No. 3744-B2/48.

Order—No. 1217, Education, dated 17th April 1950.

In supersession of the Government Orders read above, the following consolidated (and slightly revised) instructions are issued for the guidance of local bodies in regard to the approval of plans and estimates for construction of, and repairs to, buildings and sheds for schools :—

(i) *When subsidy is payable by Government.*—Subsidies will be paid only in respect of schemes costing more than Rs. 2,000.

(ii) *Building schemes the cost of which is Rs. 5,000 and less.*—Whether the cost is met entirely from the funds of local bodies, or partially or fully from public subscriptions or private gifts or partially by subsidy from Government, plans should be got approved by the District Educational Officer or the Inspectress, as the case may be, provided the plans and estimates are prepared by qualified engineers. If the plans and estimates are not prepared by qualified engineers, the approval of the Director of Public Instruction should be obtained for the plans.

(iii) *Building schemes the cost of which is more than Rs. 5,000.*—(*a*) When the cost is met otherwise than by a Government subsidy, approval of the Director of Public Instruction should first be obtained for the plans alone and then the estimates may be got technically sanctioned by the authority competent to sanction such estimates in respect of non-educational buildings. It shall, however, be open to the Director of Public Instruction to call for the estimates also for scrutiny by the Joint Consulting Architect to Government.

(*b*) When a Government subsidy is expected or applied for, the approval of the Director of Public Instruction should be obtained for both the plans and the estimates.

(iv) *Thatched sheds.*—If the plans are in accordance with any approved type design, no approval is necessary either for the plans or for the estimates. In other cases, approval of the District Educational Officer or the Inspectress, as the case may be, should be obtained for the plans alone.

Substitute Divisional Inspector for D.P.I.
(G.O. Ms 235 Edn dt 4-2-1961)

(v) *Repairs.*—(*a*) For repairs costing Rs. 5,000 or less and not involving substantial structural alterations, no approval is necessary.

(*b*) For repairs costing Rs. 5,000 or less but involving substantial structural alterations, plans should be got approved by the District Educational Officer or the Inspectress, as the case may be.

(*c*) For repairs costing more than Rs. 5,000 whether they involve substantial structural alteration or not, approval of the Director of Public Instruction shall be obtained for both plans and estimates, when a portion of the cost is met by means of a Government subsidy.

(*d*) For repairs costing more than Rs. 5,000 where the cost is met otherwise than by a Government subsidy, plans alone need be approved by the *Director* when the works involve substantial structural alterations. Estimates of repairs, whether they involve substantial structural alterations or not, irrespective of cost, need not be approved by the Director, where the cost is met otherwise than by a Government subsidy.

2. The instructions will be incorporated in the Madras Educational Rules, the Local Boards Manual and the Municipal Account Code. The Director of Public Instruction is requested to suggest suitable amendments to the Madras Educational Rules. Amendments to the Local Boards Manual and the Municipal Account Code will be issued in the Local Administration Department.

3. The Commissioner, Mathurai Municipality, enquires whether the approval of the educational authorities referred to in the instructions in paragraph 1 above extends even to technical aspects involved in the plans and estimates or is limited only to the educational point of view. His attention is invited to rule 53 of the Grant-in-Aid Code, and Rule 3 of Chapter III and Appendix 14 of the 'Rules relating to the Grant of Recognition and Aid to Elementary Schools', and he is informed that the approval of the Education Department for plans and estimates for school buildings need not necessarily be confined only to the educational point of view but can and does include both an Architectural Engineer's and an Educationist's point of view.

4. The Director of Public Instruction is informed that, with effect from the year 1951-52, provision for payment of subsidies to local bodies for construction of school buildings will be made in the Budget Estimate only for those schemes in respect of which all preliminary work has been completed and which are ready to be taken up for execution as soon as the Budget is approved by the Legislature. The Director shall, for this purpose, maintain a list of building schemes approved by him for execution in the succeeding year or years as in the case of aided institutions and suggest provision in the succeeding year's Budget Estimate for payment of subsidies only for those works as have been included by him in the approved list. He may issue necessary detailed instructions to local bodies in the matter.

(By order of His Excellency the Governor)

RAJAIAH D. PAUL,
Secretary to Government.

To the Commissioners of all Municipalities (through the Chairmen concerned).
" Presidents of all District Boards.
" Director of Public Instruction.
" Inspector of Municipal Councils and Local Boards.
" Examiner of Local Fund Accounts.
" Local Administration Department (for issue of amendments to the Local Boards Manual and the Municipal Account Code).
" Finance Department.
" B Section.

R.O.C. No. 1630 B1/49. Office of the Director of Public Instruction, Madras, dated 7-9-49.

From

The Director of Public Instruction,
Madras.

To

The Secretary to Government,
Education and Public Health Department.



Sir,

Sub: Elementary Education - Local Bodies - Building schemes for Elementary schools - quick disposal of.

***

During the past many years there used to be received only very few building schemes not exceeding a dozen in a year from Local Bodies. These building schemes were recommended to Government under Part II schemes and on receipt of the sanction of Government the plans and estimates in respect of the approved schemes were called for and scrutinesed by the Joint Consulting Architect. Now consequent on the district-war allotment of funds the number of building schemes received from the Local Bodies has increased to hundreds since 1948-49. This has considerebly increased the work in my office. Apart from the increase of work correspondence is unnecessarily prolonged and as a result of wh the Local Bodies are not in a position to complete the schemes in time.

2. The Local Bodies send their schemes directly to the Director without furnishing full details whether they relate to Lower Elementary or Higher Elementary schools, whether the Local Bodies agree by a resolution to accept the Government grant which is only half the expendi of the building scheme subject to a maximum of Rs.4000/- in the case of Lower Elementary school building and Rs.7000/- in the case of a Higher Elementary School building and to meet the remaining expenditure from their general funds. Further all these proposals have to be referred to the District Educational Officers concerned for remarks on their urgency and importance with reference to the accommodation and other conditions of the schools. The District Educational Officers have to examine the schemes and get the necessary particulars from the Local Bodies before submitting their recommendations to the Director. I may state in this connection that most of the District Educational Officers are not able to get the necessary particulars from the Local Bodies in time.

3. After the receipt of the consolidated lists from the District Educational Officers a final list has to be prepared limiting the number of schemes to the allotment fixed for each district. Again the Local Bodies have to wait for the sanction of Government before commencing the work.

4. The plans and estimates have to be called for after the schemes are sanctioned by Government and they have to be sent to the Joint Consulting Architect for remarks. Ordinarily it takes atleast a month to get the remarks of the Joint Consulting Architect. Even these remarks are not final in most of the cases as the plans and estimates have to be revised by the Local Bodies with reference to the suggestions of the Joi Consulting Architect. Thus to get the final approval of the Joint Consulting Architect after a long correspondence with the Local Bodies a considerable time is wasted. Again after the final remarks of the Jo Consulting architect are communicated to the Local Bodies they (Local Bodies) have to call for tenders in respect of the finally approved schemes. All this circuitous procedure results in heavy work in my of and in the office of the Joint Consulting Architect. The Local Bodies are also not able to complete the building schemes within time and in many cases it drags on for years.

P.T.O.

5. With a view to avoid the difficulties mentioned above I recommend the following procedure to be followed in respect of all building schemes for Elementary schools under Local Bodies:-

(i) The Special Officers of District Boards and the Executive Officers of the Municipalities who propose to put up buildings for Elementary Schools may send the schemes to the District Educational Officers concerned who will examine them with reference to their importance, urgency and other conditions and submit them to their respective Divisional Inspectors of Schools. The Divisional Inspectors will admit only such schemes as are absolutely neeessary based on the recommendations of the District Educational Officers and also with reference to the financial limits fixed by Government for the districts. After the completion of the schemes the Divisional Inspectors will sanction the grants.

(ii) As regards the scrutiny of the plans and estimates the existing procedure may be changed. It is enought if the Local Bodies concerned obtain the approval of the Highway Engineers concerned on the plans and estimates by adopting the type design of the Joint Consulting Architect.

6. I request that Government may be pleased to accept my recommendation and issue orders urgently so that the existing delay in the completion of building schemes may be avoided and the Local Bodies may be able to put up the buildings and get the grants in time without allowing the budget allotment to lapse.

Yours faithfully,

8.9.46

For Director of Public Instruction.

MN. 7/9.

Govt 649 Edn 8-4-[illegible] / 205

M4-14703/49.

Municipal Office, Mathurai,
Dated 7-10-49.

From

CAPTAIN D.GNANAOLIVU,
Commissioner,
Mathurai Municipality,
M A T H U R A I,

10 OCT 1949

To

The Secretary to Government,
Education and Public Health Department,
Fort St. George,
M A D R A S,

Through

The Chairman, Municipal Council,
M A T H U R A I.

Sir,

A [Sub:- BUILDINGS - School buildings - construction and repairs - approval by Director of Public Instruction - Instructions requested.

77910

(I) (X) In G.O.No.2626 Education and Public Health, dated 20-10-48, and No.44 Education dated 5-1-49, it is laid down that the administrative approval of Director of Public Instruction should be obtained for all works the estimated costs of which exceed Rs. 5,000/-.

For plans and estimates prepared as per approved designs, technical sanction is accorded by the Municipal Engineer, who is of the rank of an Executive Engineer, and is competent to sanction plans and estimates upto a limit of Rs. 10,000/-, and who takes full responsibility with regard to structural stability and their architec~~hnic~~tural aspects.

I therefore request Government to kindly make it clear whether administrative approval of the Director of Public Instruction extends even to technical aspects involved in the plans and estimates, or is limited only to the educational point of view.

D.Gnanaolivu
COMMISSIONER.

ASR/7-10-P. [illegible] 7.10

FORWARDED [signature] 7/10/49
Vice CHAIRMAN in charge

Copy to the Director of Public Instruction, Madras, for kind information.

E.&P.H.(9)

The question of revising the procedure for construction of [illegible] school buildings is separately under consideration. This may lie over till orders are issued on the above question.

[signature] 11/X/49

Please obtain [illegible] remarks on this letter

[signature] 13/10/49

E.&P.H. (9).

Memo. No: 77910/49-1-C1- Edn., dated 17.10.1949.

Sub:- [H.E. 'A' on page 1 overleaf.]

From the Comnr, Mathurai Mty., M4- 14703/49, dated 7/10/49.

The D.P.I. is requested to offer his remarks on the letter of the Comnr, Mathurai Mty., copy of which has been sent to him direct.

14/10/49

14/10/49

15/10/49

for D.P.I.

Note: Please see A.S's. orders at the bottom overleaf. The draft above is for approval.

14/10/49.

123
17/10/49

OFFICE OF THE DIRECTOR OF PUBLIC INSTRUCTION, MADRAS.
Roc.No.3744 B2/48 dated 11th Nov. 1949.

Sub:- Local Bodies - School Buildings -- Construction and repairs -- Approval of plans and estimates by the Director of Public Instruction.

Ref:- (1) From the Commissioner, Mathurai Municipality, No.M4-140703/49, dated 7-10-49.
(2) Govt., Memo., No.77910/49-1-C1, Edn., dated 17-10-1949.

ASST. SECRETARY TO GOVERNMENT
13 NOV 1949
EDUCATION AND PUBLIC HEALTH DEPT.

Kind attention of Government is invited to G.O.No. 2566, Edn., dated 11--8--1949, wherein revised instructions have been issued and which the Commissioner, Mathurai Municipality does not refer to while raising the query in his letter referred to above.

2. From Rule 53 of the Grant-in-aid Code, Rule 3, of Ch.III and appendix 14 of the Rules relating to Elementary Schools and p.p.55 to 57 of the Elementary Education Manual, and the orders of Government in the G.Os under reference, it can be seen that this department's approval of building schemes includes an Architectural Engineer's as well as an Educationist's point of view in the term "technical" when applied to sanction or approval of plans and estimates. This view is justified by the facts that:-

(i) the Consulting Architect, while giving his opinion as an expert on plans and estimates may also sometimes give suggestions which may be designated as those of an educationist and not purely an Engineer's.

(ii) the Director of Public Instruction or Subordinate Officers to whom powers have been delegated to approve plans, while strictly following Educational Rules may also sometimes make suggestions which extend to the non-educational" field, as for example when opinion is offered on the need and reasonableness of the financial aspect of a set of plans and estimates on the basis of the strength of the pupils for whom additional or new buildings are planned.

3. This Department's approval of building schemes is not, therefore, confined only to the educational point of view.

4. The Commissioner, Mathurai Municipality and all local bodies may be informed on the above lines so as to avert further queries of the kind in question.

D. Ramachandra Rao
For Director of Public Instruction.

To the Secretary to Government, Education and Public Health Department, Fort St. George, Madras.
Copy to B2 section.
SJ/11/11.

12/11

12.11

12

E.&P.H.
(G).

The D.P.I's reply overleaf may be perused. It is, in this connection, noted that the file referred to in the note on page ante has since been sent to Finance. It has been proposed therein that a consolidated set of instructions may be issued. It is better to include the instructions proposed by the D.P.I. overleaf in the consolidated order. This may therefore lie over till the return of the other file from Finance.

x O.No. 69285/wp — A

18/11/49

18/11/49

21/11/49

x O.No. 69285/wp/49

The file referred to at 'A' above is linked above. It does not seem proper to include the ~~sub~~ instructions proposed overleaf, in the draft order put up in the top file. The instructions proposed may be issued separately, after the issue of ~~the~~ orders in the top file. This may, therefore, lie over till issue of orders in the top file.

Thro' B,

28/11/49

25/11/49

28/11/49

AS IV

Secy

AS2

AS4

Secy

13

E.& P.H.(C1).

U.O. NOTE NO. 69285/49-A C1/49-4, Edn., dated. 5/12/1949

Sub: SCHOOLS - Local Bodies - Buildings - Construction and repairs - Approval of Director of Public Instruction - Consolidated instructions.

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Ref: Government U.O. No. 69285/49-2-C1-Edn., dated 25th October 1949.
From the Director of Public Instruction, Rc.No. 1630 B1/49 dated 18th October 1949, and Roc. No. 3744 B2/48 dated 11th November 1949.

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The draft order put up with extracts of notes may be sent to the Director of Public Instruction u.o. for check and remarks if any.

5/12/49

Dpt

5.12.49

To

The D.P.I.
(with draft order in oggl. and with extract of EPH.typed notes on pp.5-8 N.F.)

MK: 20/12/49

R.C.No.1630-B1/49.

Office of the
Director of Public Instruction,
Madras, dated the 27th February 195

Sub:- Elementary Education-Buildings-Construction and repairs-Issue of-Consolidated instructions to local bodies.

Ref:- Government U.O.Note No.69285/49-C1-4 Edn., dated 5-12-1949.

ASSISTANT SECRETARY 3-MAR 1950 453 EDUCATION DEPARTMENT

***

I agree with the sub-paras (i) to (iv) and (v) a and b of Para 1 of the draft G.O.

2. Para 1(v) c of the draft is not clear to the point whether the estimates of repairs costing above Rs.5,000/- involving no Government subsidy have to be approved by the Director of Public Instruction or not. The following modified form is therefore suggested to make the position clear.

Para 1 (v) c. "For repairs costing more than Rs.5,000/- whether they involve substantial structural alteration or not, approval of the Director of Public Instruction should be obtained, ~~either for the estimates alone or~~ both for the plans and estimates ~~as the case may be~~, when a portion of the cost is met by means of a Government subsidy".

1 (v) d. "For repairs costing more than Rs.5000/- where the cost is met otherwise than by a Government subsidy, plans alone need be approved by the Director when the works involve substantial structural alterations. Estimates of repairs, whether they involve substantial structural alterations or not, irrespective of cost, need not be approved by the Director, where the cost is met otherwise than by a Government subsidy".

3. The amendments required in para II of the draft G.O. will be suggested to Government after the G.O. is passed.

4. Para III of the draft G.O., based on the Director's reference read therein, is agreed to.

5. Para IV of the draft order is also agreed to. The attention of Government in this connection is invited to my letter R.C.No.1374-B1/48 dated 27-12-1949.

Director of Public Instruction.

To

The Secretary to Government,
Education and Public Health Department.

KVS/28/2.

17

E.& P.H.(C1).

Sub: SCHOOLS - Local Bodies - Buildings - Construction and repairs - Approval of Director of Public Instruction - Consolidated instructions - Issued.

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Read again: G.O. No. 506, Edn., dated 2-4-45.
" 962, " " 9-5-47.
" 1717, " " 8-7-48.
" 2626, " " 20-10-48.
" 44, " " 5-1-49.
" 2566, " " 11-8-49.

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Read also: From the D.P.I., No. 1630-B1/49, dt.7-9-49 and 3-11-49.
From the Commr., Mathurai Mty., M4-14703/49, dt. 7-10-49.
From the D.P.I., No. 3744-B2/48, dt.11-11-49.

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ORDER NO. 1217 ,EDN., DATED 17-4-50.
PRESS

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In supersession of the ~~orders in the~~ Govt. Orders read above, the following consolidated (and slightly revised) instructions are issued for the guidance of local bodies in regard to the approval of plans and estimates for ~~the~~ construction of, and repairs to, buildings and sheds for schools:-

(i) WHEN ~~GOVT~~. SUBSIDY IS PAYABLE:- Subsidies will be paid only in respect of schemes costing more than Rs. 2,000/-;

(ii) BUILDING SCHEMES THE COST OF WHICH IS Rs.5,000/- AND LESS:- Whether the cost is met entirely from local ~~bodies funds~~, or partially or fully from public subscriptions or private gift, or partially by ~~Govt~~. subsidy, ~~it is necessary if~~ plans ~~are~~ should be got approved by the D.E.O. or the Inspectress, as the case may be, provided the plans and estimates are prepared by qualified engineers. If the plans and estimates are not prepared by qualified engineers the approval of the D.P.I. should be obtained for the plans.

(iii) BUILDING SCHEMES THE COST OF WHICH IS MORE THAN Rs. 5,000/-:-

(a) When the cost is met otherwise than by a Govt subsidy, approval of the D.P.I. should first be obtained for the plans alone and then the estimates may be got technically sanctioned by the authority competent to sanc

Sub: SCHOOLS - Local Bodies - Buildings - Construction and repairs - Approval of Director of Public Instruction - Consolidated instructions - Issued.

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(c) For repairs costing more than Rs 5,000/- whether they involve substantial structural alteration or not, approval of the Director of Public Instruction ~~should~~ shall be obtained, ~~either for the estimate alone~~ both ~~the~~ plans and estimates ~~as the case may be~~, where a portion of the cost is met by means of a Government Subsidy.

(d) For repairs costing more than Rs 5000/- where the cost is met otherwise than by a Government Subsidy, plans alone need be approved by the Director when the works involve substantial structural alterations. Estimates of repairs, whether they involve substantial structural alterations or not, irrespective of cost, need not be approved by the Director, where the cost is met otherwise than by a Government Subsidy.

Code, and Rule 3 of Chapter III and Appendix 14 of the 'Rules relating to the Grant of Recognition and Aid to Elementary Schools', and he is informed that the approval of the Education Deptt. for plans and estimates for school buildings need not necessarily be confined only to the educational point of view but can and does include both ~~are~~ an Architectural Engineer's and an Educationist's point of view.

4. The D.P.I. is informed that, with effect from the year 1951-52, provision for payment of subsidies to local bodies for construction of school buildings will be made in the Budget Estimate only for those ~~works~~ schemes in respect of which all preliminary work has been completed and which are ready to be taken up for execution as soon as the Budget is approved by the Legislature. The Director shall, for this purpose, maintain a list of building schemes approved by him for execution in the succeeding year or years as in the case of aided institutions and suggest provision in the succeeding year's Budget Estimate for payment of subsidies only for those works as have been included by him in the approved list. He may issue necessary detailed instructions to local bodies in the matter.

JWA

8/12/49

To

The Commrs. of all Mties.
(thro' the Chairmen concerned.)
The Pdts. of all Dt.Bds.
The D.P.I.
" Inspr. of Ml.Cls. & L.Bds.
" Exr. of L.F.A.
" L.A. Deptt. (for issue of amendments to the L.B.M. & the M.A.C.)
" Finance Deptt.
(-- B Section)

20

Cancelled

Sectt. 11-22—9,000—10-10-36.

PRESS SLIP.

~~ORDINARY.~~ URGENT (a). 21 ~~SPECIAL (a).~~

161/8

Education DEPARTMENT.

Current No. 69285/49 dated 9-9-1949.

G.O. No. 1217 Edn., dated 17-4-1950.

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

EDUCATION DEPARTMENT JUN 1950 (stamp)

Brief subject: Secy. Local Bodies - Buildings - Construction & repairs - Approval of Director of Public Instruction - Consolidated instructions - Issued -

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INSTRUCTIONS FOR THE SECRETARIAT.

12

(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 carelesse diting.

(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.

[P.T.O.

TO PRESS, MADRAS, OOTY.

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Please send proof in duplicate. The papers have been carefully edited.	Proof returned corrected. Please strike off and send number of copies as indicated. Type may be released after usual interval. / at once.	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.
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..... Supt.	..... Supt.	..... Supt.

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Assistant Secretary to Government

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GOVERNMENT OF MADRAS

ASSISTANT SECRETARY 27 SEP 1950 29686 EDUCATION DEPARTMENT

LOCAL ADMINISTRATION DEPARTMENT

G.O. No. 1580, 5th August 1950

Works—Local bodies—School buildings—Construction and repairs—Approval of plans and estimates by Director of Public Instruction—Article 304-AA of Municipal Account Code and Executive Instruction 387-A of Local Boards Manual—Amended.

READ—the following paper :—

G.O. No. 1217, Education, dated 17th April 1950.

Order—No. 1580, L.A., dated 5th August 1950.

In G.O. No. 1217, Education, dated the 17th April 1950, consolidated instructions have been issued in regard to the approval of plans and estimates for construction of, and repairs to, buildings and sheds for schools belonging to local bodies. It is proposed to incorporate these instructions in the Municipal Account Code and the Local Boards Manual. Article 304-AA of the Municipal Account Code and Executive Instruction 387-A of the Local Boards Manual will accordingly be revised as shown in the Appendices I and II below, respectively.

(By order of His Excellency the Governor)

J. SIVANANDAM,
Secretary to Government.

To all Executive Authorities of Municipal Councils (through the Chairmen of Municipal Councils concerned).
,, all Presidents of District Boards (except North and South Visakhapatnam) (with copies for major panchayat boards).
,, the Special Officers of North and South Visakhapatnam District Boards (with copies for major panchayat boards).
,, the Chief Engineer (Highways).
,, the Chief Engineer, Public Works Department.
,, the Inspector of Municipal Councils and Local Boards.
,, the Director of Public Instruction.
,, the Examiner of Local Fund Accounts.
,, the Education Department.

May be issued restricted with the G.O. 1217 Edn dt 17.4.50.

APPENDIX I.

For the existing Article 304-AA of the Municipal Account Code, the following shall be substituted, namely :—

304-AA. (*a*) All plans for construction of buildings for educational purposes shall be sent to the Director of Public Instruction, Madras, for approval :

Provided that, in respect of any work costing not more than Rs. 5,000, the approval of the Director of Public Instruction need not be obtained, if the plans are prepared by qualified engineers and got approved by the District Educational Officer or the Inspectress of Girls' Schools, as the case may be, before the works are commenced.

In regard to schemes in respect of which the expenditure is met entirely from the funds of municipal councils or partly from the funds of municipal councils and partly from public donations, only the plan need be sent to the Director of Public Instruction for approval in the first instance. After the plans are approved by him, the estimates shall be got technically sanctioned by the authority who is competent to accord such sanction in respect of buildings other than educational. It shall however be open to the Director of Public Instruction to call for the estimates wherever necessary for scrutiny by the Joint Consulting Architect to Government.

(*b*) Plans for educational buildings which do not conform to the standard designs and estimates for works costing more than Rs. 50,000 should be scrutinized in the educational branch of the Chief Engineer's office. Other plans and estimates for grant-in-aid works costing Rs. 50,000 or less may be disposed of by the Director of Public Instruction himself, if they conform to the standard design issued by the Public Works Department, the educational branch of

the Chief Engineer's office being consulted if the Director deems necessary in any particular case. In cases where municipal councils expect aid from Provincial funds plans and estimates shall be approved by the Director of Public Instruction in consultation with the Joint Consulting Architect to Government. Revised estimates consequent on the adoption of the rates in the current Schedule of Rates need not be sent to the Director of Public Instruction for approval unless a change in the design is involved.

(*c*) If the plans for the construction of thatched sheds are not in accordance with any approved type design, approval of the District Educational Officer or the Inspectress of Girls' Schools, as the case may be, should be obtained for such plans. Approval of the educational authorities is not necessary either for the plans or the estimates if the plans are in accordance with any approved type design.

(*d*) Estimates for repairs to school buildings should be approved by the Director of Public Instruction if the estimated cost exceeds Rs. 5,000, or if substantial structural alterations of the building are involved.

(*e*) As regards sites for school buildings the approval of an officer of the Public Works Department, not below the rank of Executive Engineer, shall be obtained in the case of works costing more than Rs. 10,000, in the case of municipalities employing engineers of the first or second grade and Rs. 4,000, in the case of other municipalities. For this purpose the proposal should be accompanied by a sketch showing the site or sites and also a report as to the surveys and levels taken, trial pits dug and the examination of sub-soil with the name and designation of the officer who made these observations. In the case of other schools, if a municipal school employs an engineer of its own, it will be sufficient to get his approval to the site. In all other cases in which municipal councils do not employ engineers of their own, the approval of the Executive Engineer concerned should be obtained for the sites selected for school building.

APPENDIX II.

For the existing Article 387-A of the Local Boards Manual, the following shall be subtituted, namely :—

387-A. (*a*) All plans for construction of buildings for educational purposes shall be sent to the Director of Public Instruction, Madras, for approval :

Provided that, in respect of any work costing not more than Rs. 5,000, the approval of the Director of Public Instruction need not be obtained, if the plans are prepared by qualified engineers and got approved by the District Educational Officer or the Inspectress of Girls' Schools, as the case may be, before the works are commenced.

In regard to schemes in respect of which the expenditure is met entirely from the funds of local boards or partly from the funds of local boards and partly from public donations, only the plan need be sent to the Director of Public Instruction for approval in the first instance. After the plans are approved by him, the estimates shall be got technically sanctioned by the authority who is competent to accord such sanction in respect of buildings other than educational. It shall, however, be open to the Director of Public Instruction to call for the estimates wherever necessary for scrutiny by the Joint Consulting Architect to Government.

(*b*) Plans for educational buildings, which do not conform to the standard designs and estimates for works costing more than Rs. 50,000, should be scrutinized in the educational branch of the Chief Engineer's office. Other plans and estimates for grant-in-aid works costing Rs. 50,000 or less may be disposed of by the Director of Public Instruction himself, if they conform to the standard designs issued by the Public Works Department, the educational branch of the Chief Engineer's office being consulted if the Director deems necessary in any particular case. In cases where local boards expect aid from Provincial funds plans and estimates shall be approved by the Director of Public Instruction in consultation with the Joint Consulting Architect to Government. Revised estimates consequent on the adoption of the rates in the current schedule of rates need not be sent to the Director of Public Instruction for approval unless a change in the design is involved.

(*c*) If the plans for the constructions of thatched sheds are not in accordance with any approved type design, approval of the District Educational Officer or the Inspectress of Girls' Schools, as the case may be, should be obtained for such plans. Approval of the educational authorities is not necessary either for the plans or the estimates if the plans are in accordance with any approved type design.

(*d*) Estimates for repairs to school buildings should be approved by the Director of Public Instruction if the estimated cost exceeds Rs. 5,000, or if substantial structural alterations to the building are involved.

(*e*) As regards sites for school buildings, the approval of an officer of the Public Works Department, not below the rank of Executive Engineer, shall be obtained in the case of works costing more than Rs. 10,000. For this purpose, the proposal should be accompanied by a sketch showing the site or sites and also a report as to the surveys and levels taken, trial pits dug and the examination of sub-soil with the name and designation of the officer who made these observations. In the case of other schools, the approval of the Divisional Engineer (Highways) concerned should be obtained for the sites selected for school building.

Forwarded to the Education Department (By order)

Superintendent.

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ASSISTANT SECRETARY 32762 19 OCT 1950 EDUCATION DEPARTMENT

Telephonic Message by Post.
Rc.No.2877 G4/50 dated 16-10-1950.

From the Director of Public Instruction, Madras.

To the Secretary to Government, Education Department, Madras

Sub: Schools - Local Bodies - Buildings - Construction and repairs - approval of the Director of Public Instruction - Consolidated instructions - Issue of.

Ref: G.O.No.1217 Edn., dated 17-4-1950.

In para 4 of the G.O. referred to above, Government have suggested to the Director that necessary detailed instructions to the Local Bodies in regard to the procedure to be adopted for sanctioning building grants to schools under Local Bodies. It is not clear from the G.O. whether this suggestion relates to elementary schools alone or both the elementary schools and the Secondary Schools. I am raising this point because the correspondence that lead to the issue of this G.O. indicates that this would relate only to elementary schools. Kindly let me know whether my presumption viz. that this suggestion does not relate to Secondary Schools is correct.

for Director of Public Instruction

KHR.17.10.

26

Edn(O)

The original of G.O: No: 1210 Edn dt 17.4.1950 required for the disposal of this current has been put up in another file bearing C. no: 30889/50 and sent to Finance Dept. This may lie over till 1-12-50 or till the return of the file ~~is~~ required to above, whichever is earlier.

KA
12.11.50

OM
14/11/50

27

Edn. Dept. (O)

Schools - Local Bodies - Buildings - Construction and repairs - Approval of Director of Public Instruction - Conditional sanctions -

16

From the Director of Public Instruction P.C. of T.M No: 2877/50 dt 16.10.1950

From the Director of Public Instruction No: 2877/50 dt 6.11.1950

Memo No: 32742/50-10 Edn dt 30-12-1950

The D.P.I is informed that his presumption is correct.

KA
29.12.50

OM
29/12/50

KA
29/12/50

Building Schemes for elementary schools

Letter from the D.P.I., No.1630-B1/49, dated 7-9-49

In the letter in the c.f. the D.P.I. has made certain proposals for the quick disposal of applications from local bodies for construction of buildings for elementary schools. The proposals of the Director are contained in paragraph 5 of the letter on p.3 c.f.

Much of the difficulties pointed out in paras 1 to 4 of the letter are due to the fact that proper attention is not paid to the existing orders on the subject. If the local bodies make their proposals with due care furnishing all necessary information a good deal of delay can be avoided. Again if the plans are according to type design there will not be occasion for any delay in the office of the Consulting Architect. The Director may consider the desirability of issuing a detailed circular to local bodies on the matter.

3. Orders have been issued recently in G.Os. No.44 Edn., dated 5-1-49 and No.2566-Edn., dated 11-8-49, simplifying the procedure for approval of plans and estimates for school buildings. On the specific recommendation of the Director, it was laid down that in cases where local bodies expect aid from Provincial funds, the existing procedure of getting the plans and estimates of educational buildings approved by the Director in consultation with the Consulting Architect should be continued. It does not appear that these orders were before the Director when the present proposals were made because no reference is made to them in the letter. Further it is not known whether the type designs for ele. schools have been ~~fxm~~ finalised and if so, what is the cost of each design. No information is given in the letter.

4. The Director has not made any reference in the letter to the procedure to be followed to provide

funds in the Budget Estimate for building schemes.

Until 1948-49 the Director used to send up to Govt. all schemes that are ready to be taken up in the subsequent year and recommended the subsidy to be paid for each scheme. The proposals are treated as a Part II scheme and after provision is made in the B.E. the Govt. promise the payment of subsidy for such schemes as they have approved. The local bodies then take in hand the work and claim subsidy in instalments as and when definite portions of the scheme are completed.

5. In 1948-49 and 1949-50 the Govt. provided lump sum allotments in the B.E. after treating the proposals as Part II schemes. The Director was then informed of the provision of allotment. The allotment was distributed to each District on the basis of population. On the receipt of the ~~xxxxxx~~ orders, Director calls for proposals from local bodies, consolidates the proposals received and sends them to Govt. for sanction. Only such schemes as could be ~~completed~~ completed in the year are recommended to Govt. According to this procedure, the local bodies have very little time to formulate the schemes or to take up the works and complete them before the end of the year. The lump sum allotment is made without knowing the exact requirements of local bodies, so much so, a good portion of the allotment remains unutilised. In many cases the sanction accorded in one year has to be carried over to the next year as the schemes could not be completed ~~within the year~~ within the year and subsidy claimed. It seems desirable, therefore, to revert to the old practice, i.e., to make provision in the budget only for schemes in respect of which all preliminary work has been completed and which are ready to be taken up. A

6. In this connection it is also for consideration whether as in the cases of aided schools the Director may not maintain a list of approved schemes for elementary schools under local bodies. The Director can include in the list schemes he approves and get plans and estimates scrutinised by the Consulting Architect. In this case

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he need not be addressing Govt. as and when each scheme is received. Every October he can send up to Govt. a list of schemes he has included in the list and recommend the provision of funds. He should recommend only such schemes as are ready to be taken in the subsequent year. If this procedure is followed, there will be every chance of provision included in the Budget Estimate being utilised. If the amount that Govt. can allot for the purpose is not enough to meet the demand in full, a distribution on population basis can be made.

The file may be sent ~~xx~~ u.o. to D.P.I. for remarks.

DPI 12/10/49 S

12/10/49 DPI

I do not see why the procedure recommended by the D.P.I should not be accorded. The present one involves much unnecessary correspondence apart from adding to the work of the D.P.I's office. Within the lump sum grants, which the D.P.I may divide among his divisions, the Inspectors could safely approve the proposals received by them, provided they are approved by ⊗ Highway Engineers.

Finance may see

Fin 12/X

⊗ Approved type designs will be used for this. But it is not known where they are available — Cf. ⊗ on page 1 above.

E. & P. ## u.o. No. 69285/49-1-G. Education
12.10.1949.



Fin (Exp A)

Please see the DPI's letter on pp 1-3 c.f. and the note of E. & P.H. on pp 1-3 above.

As the proposals of the DPI in para 5 on p. 3 c.f. amount to a modification of the orders so recently issued in the G.O.s at (1) and (3), it seems desirable, in the interest of a uniform procedure being followed in respect of aided schools ~~under~~ and local board schools, to get his remarks on the points raised in the E. & P.H. Assistant Secy's note on pp 1-3 above, as suggested at A on p. 3 above, before ~~final~~ considering further the proposals ~~orders are passed~~ in this case.

Finance may advise accordingly.

As pointed out in para. 2 on page 1 above much of the difficulty pointed out by the D.P.I. can be avoided by the issue of suitable circular instructions to local bodies. In order to avoid delay in the execution of works and disposal of grants by local bodies, powers of granting administrative approval to works costing not more than Rs 5,000 have been delegated to D.E.Os and Inspectresses in G.O. 2566 Edn. of 11. 8. 49. The D.P.I. has not stated whether these orders will mitigate the difficulty referred to by him. The maintenance of an approved list of schemes, as in the case of aided schools, as suggested in para. 6 on pp. 2-3 above will also expedite matters. (5) ...

Finance may therefore advise that the remarks of the D.P.I.

IAA 20/10/49

20.10.49

may be invited in the first instance with reference to the points raised in the note of Asst. Secretary, E&P.H., on pages 1-3 above.

21.x.49

22.x.49

E.&P.H. S1

Fin 67544 E.A.I 22.10.49

24 OCT 1949

82162

Subd. for orders

24/10/49

As suggested by Finance

25/x

Take a copy of the note at pp 1-3 ante and send to D.P.I. u.o.

23/10/49

Copy of pages 1-3 ante To D.P.I. u.o. with E&P.H. u.o. No. 69285/49-2-G-Edn 25.10.1949

page 7 c.f.

'B' on p. 7 c.f.

para 4 on page 7 c.f.

'A' on page 7 c.f.

From the Dir. of Public Instruction, Roc.No.1630-B1/49 dated 3-11-1949.

Please see the notes on pages 1-3 ante and the remarks of the D.P.I. on page 7 c.f. The Director personally agrees to the proposal at 'A' on page 2 ante, viz. to revert to the old practice of recommending provision only for works in respect of which all preliminary work has been completed and which are ready to be taken up. For this purpose, he states that an approved list of building schemes will be maintained by him, as suggested in para 6 of the note on pages 2-3 ante. He, however, suggests that detailed instructions will have to be issued to local bodies in this regard. It is submitted for orders whether this proposal to revert to the old practice will be approved and, if so, whether the Director may be asked to issue detailed instructions to the local bodies in the matter.

A

2. The D.P.I.'s

EA

2. The D.P.I's proposal in para.3 on page 7 c.f., i.e. building schemes costing Rs.2,000/- and less should be financed entirely from the funds of local bodies, seems to be unobjectionable and may be approved. B.
For orders.

3. As regards the Director's proposal in para.2 on page 7 c.f., it is submitted that in para.3 of G.O. No.2566, Education, dated 11-8-1949, it has been ordered that in the case of all building schemes costing not more than Rs.5,000/-, the D.E.O's may approve the plans and estimates. This does not distinguish between works for which Government grant is expected, claimed or due, and works not requiring grant from Provl. Funds - vide also para.1 of G.O.No.44, Edn. dated 5-1-1949. But para.1 of G.O.No.2566, Edn. dated 11-8-1949 does not mention any limits of expenditure and has thus re-imposed the necessity of sending plans to the D.P.I. for works for which Govt. aid is not sought, and of sending both plans and estimates to the D.P.I. for works for which Govt. grant is to be given, even if, in both cases, the cost is not more than Rs.5,000/-. This result, however, does not appear to have been intended. Para.1 of G.O.No.2566, Edn. dated 11-8-1949 may, therefore, be suitably amended to be in accord with para.3 of the same G.O. and with para 1 of G.O.No.44, Edn., dated 5-1-1949. This will solve the difficulty raised by the Director. It also seems better to issue a consolidated order covering all the previous instructions on the subject.

4. The file may now be sent to Finance Deptt. for remarks.

9/11/49 S/10/11 Fin

ASSISTANT SECRETARY TO GOVERNMENT 75869A 11 NOV 1949 FINANCE DEPARTMENT

E.& P.H. No. No. 69285/49-3-9-Edn. 10.11.1949.

Finance (Exp.A.). Department.

(Previous Finance Note on pp. 4-5 above).

With reference to the points raised in the note of Assistant Secretary, E.& P.H. on pp. 1-3 above, please see the remarks of the D.P.I. on p.7 c.f. The D.P.I. has agreed generally with the views expressed on pp.1-3 above and has made certain suggestions to implement them, which are examined in the note of E. & P.H. on pp. 5-6 above. The proposals of E. & P.H. at 'A' 'B' and 'C' on pp. 5-6 above may be agreed to in Finance.

It is presumed that the draft of the Consolidated order referred to at C on page 6 above will be sent to this Deptt., in due course before issue.

21.11.49 22/11/49

Fin no 75869A-1 22/11/49

28 NOV 1949 9572

E.& P.H.(C).

From the Commr., Mathurai Mty., No M4-14703/49, dt.7-10-49.
(Memo. No. 79910/49-1-G-Edn., dated 17-10-1949).
From the D.P.I., Rec.No. 3744-B2/48, dated 11-11-1949.

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Finance have agreed to the proposals of this Deptt. at 'A' on page 5 ANTE and at 'B' and 'C' on page 6 ANTE.

2. On further scrutiny, it has been noticed that the reference to G.O. No. 1717, Edn., 8-7-1948, as in fact G.O. No. 44 dated 5-1-49 is not quite correct; for, in regard to repairs and construction of thatched sheds, revised orders have by then been issued in G.O. No. 2626, Edn., dated 20-10-1948. These revised orders, in the case of construction of thatched sheds, contemplated the sending of plans to the D.P.I. only in cases in which the plans were not in accordance with approved type designs. It seems, therefore, that para 2 of the G.O. No. 44, Edn., dated 5-1-49, should be revised on the following lines:-

(i) For repairs not costing more than Rs. 5,000/- and not involving structural alterations, nobody's approval is necessary;

(ii) For repairs costing Rs. 5,000/- or less but involving structural alterations, plans to be approved by the D.E.O. or the Inspectress, as the case may be.

(iii) For repairs costing more than Rs. 5,000/- approval of the D.P.I. to be obtained either for plans alone or for both plans and estimates, according as the cost is met otherwise than by a Govt. subsidy or a portion of the cost is met by a Govt. subsidy;

(iv) For construction of thatched sheds, if plans are not of approved type designs, they should be got approved by the D.E.O. or the Inspectress, as the case may be.

3. With reference to the papers since added at pages 9-11 c.f., necessary instructions may be issued, as proposed by the D.P.I.

4. A draft order covering all points and consolidating all previous instructions is subd. below for approval. It may be sent to the D.P.I. u.o. for check and remarks, if any, in the first instance, before it is sent to Fin. for acceptance as desired by them.

JWA

[signature] 3/12/49 AS (W) 3/12/49 S 5/12

DPI

Issue draft as noted below.

[signature] 5/12/49

[Issued as no no: 69285/49-4C, Edn d 5/12/1949] p13 cf

[C.no: 453/50 - from the Director of Public Instruction No: 1630-B1/49. d 27-2-1950.] p19 cf

The Director has split up para 1(v)(c) of the draft order placed below into two. A new sub-para (d) has been added. The Director has accepted the other paragraphs of the draft order. There appears some typographical error in the modification suggested by the Director. It may be accepted as added in pencil on p 23 cf.

The file may now be sent to Finance Department for acceptance of the draft order.

[signature] 21/3/50 S [signature] 21/3/50 Fin

[initials] /3/50 [initials] 18/3/50

ASSISTANT SECRETARY TO GOVERNMENT 20657 Exp 22 MAR 1950 FINANCE DEPARTMENT

no: 69285/49-10 Edn 21.3.50

C.No. 69285/49.

Fin (Exp-A).

(Previous Finance note on page 1 above).

The further notes on pp. 7-8 above may be perused. The draft order which embodies the modification suggested by the D.P.I. in his letter on p. 23 CF, may be accepted.

(Seen by the D.P.I.)

KVS 25.3.50. [signature] 25.3.50 AS.1 [signature] 27.3.50 Edn

Fin U.O. 20657 Exp A.1 27.3.50

ASSISTANT SECRETARY 28 MAR 1950 4906 EDUCATION DEPARTMENT

Edn(B)

The file relates to certain consolidated revised instructions to local bodies regarding the approval of plans and estimates for construction of, and repairs to, buildings and sheds for schools. It is also proposed to revert to the old practice of making provision in the budget only in respect of such of those schemes in respect of which all preliminary work has been completed and which are ready to be taken up. The Director should, for this purpose, maintain a list of building schemes approved by him for execution in the succeeding year or years as in the case of aided institutions and suggest provision in the succeeding year's Budget Estimate for payment of subsidies only for these works as have been included by him in the approved list. This practice will avoid the lapse of lump sum provisions made in the B.E, - please see the notes on pp1-3 ante. Finance have agreed to the proposal. A draft order is submitted. ~~for approval~~.

pp4-5 ante

The file may be circulated to HM (E&L) and HM (Fin) for approval ~~of the draft order~~ of the draft.

SECRETARY 17 APL 1950 EDUCATION DEPARTMENT

[initials] 4/4/50 [initials] 4/4/50

[signature] 5/4/50

HM (E&L)
HM (Fin)

[signature] 11/4 [signature] 14.4

