

(195.) Department.

MIS.

SERIES.

G.O. NO. 3277 Education

3277

Dated 9th December, 1950.

[Despatch Abstract.]

Forms - Department of Women's Welfare - Standardization - Sanctioned.

Back Papers.

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

Further Papers.

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

Re. No.92 S/50

143405

URGENT

Dated 24th October 1950.

From

Mrs. P. Parijatham Naidu, M.A., L.T.,
Women's Welfare Officer,
Govt. House, Mount Road, Madras.

To

The Secretary to Government,
Fort St. George,
Madras.

Through

The Superintendent,
Govt. Press,
Madras.

Sir,

Sub: Department of Women's Welfare - Departmental
forms - standardisation and supply by the Superintendent,
Govt. Press - Sanction - Requested.

* * *

I submit herewith a list of departmental forms that
are specially required for use in this Departments. The forms
may kindly be approved and standardised and sanction may kindly
be accorded for their supply by the Superintendent, Govt. Press,
Madras.

Encl:1
BIS/25/10

Parijatham Naidu
WOMEN'S WELFARE OFFICER.

26/10/50

Government Press,

Endt.No.F.O.51/50 dated 3rd November 1950.

Forwarded

Items 1, 2 and 4 mentioned in the list may be standardized as form Nos.23, 24 and 25 respectively, special to the Departments of Women's Welfare. Regards items 3 and price labels it is suggested that these forms may be got printed as non-standardized in accordance with sub para 63 of the Printing Manual, Part I - Forms consumed less than 2,000 per annum.

Madras,
6-11-50.

To

The Secretary to Government,
Education Department,
Fort St. George, Madras.

Copy to the Women's Welfare Officer, Madras for information.

5 lists.
Enc: ~~the copy~~

rg/6/11.

Sd/ R. Siddique,
SUPERINTENDENT.



35808

LIST OF DEPARTMENTAL FORMS REQUIRED FOR USE IN THE
DEPARTMENT OF WOMEN'S WELFARE.

Forms which are to be printed and supplied annually.

Form No.	Name of the form	No. required	Remarks
1 D.W.W. No.23	Issue Register	40	A book containing 100 leaves. To be printed in triplicate, serially numbered in triplicate. Original and duplicate to be perforated.
2 D.W.W. No.24	Order Books for finished products	200	A book containing 100 leaves. To be printed in duplicate. Original only to be perforated and the duplicate to be left blank.
3 D.W.W. No.25	Certificate for the inmates of the Service Home	60	To be printed on thick white paper with border all round.
4 D.W.W. No.26	Subscription Collection Register	10 bks.	Each book containing 100 leaves serially numbered and writing space to be ruled horizontally with columns suggested.
	Price labels	1000	

C. No. 35808 E/50

Education(E)

Forms - Department of Women's Welfare - Standardization - Sanctioned.

From the Women's Welfare officer Rc No. 150 dated 24.10.50.

From the S.G.P. Endt. No. F.O. 51/50 dated 3.11.50.

Order [Ms. No. 3277, Edn. dated 9.12.50]

Sanction is accorded to the standardization of the forms detailed below as special to the Women's Welfare Department:-

Forms to be printed and supplied annually.

Form No.	Name of the form	No. to be Supplied	Remarks
(1)	(2)	(3)	(4)
✓ D.W.W. 23	Issue Register	40.	A book containing 100 leaves. To be printed in triplicate serially numbered in triplicate. Original and duplicate to be perforated.
✓ D.W.W. 24.	Order Books for finished products.	200.	A book containing 100 leaves. To be printed in duplicate. Original only to be perforated and the duplicate to be left blank.
✓ D.W.W. 25.	Subscription Collection Register.	10 bks.	Each book containing 100 leaves serially numbered and writing space to be ruled horizontal with columns.

P.T.O

E 50

2. Sanction is also accorded to the printing and supply by the S.G.P. of the following forms to the Women's Welfare Officers, as non standardized forms:-

p. 3. of

Name of form	No. to be supplied	Remarks
1. Certificate for the inmates of the Service Home.	60.	To be printed on thick white paper with border all round.

p. 7. (D)

2. Price labels	1000.	
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601
501000
50
20115

221150

To
 The Inpdt. Govt. Press
 (with specimen forms)
 The Women's Welfare Officer.
 Copy to R.W. Dept.
 Encl. 8c.

Note Rural welfare and Finance may see before issue.

2011150
50
21115

221150

R.W. VIII Dept

In Women's
 RW 97313/50-1
 In 6/11/50



The draft order above may be perused and the file passed on to Finance.

23.11.50

Finance

Edn. No 35808 E/501
23.11.50

In (Exh. B)

The draft order on pp 1-2 above may be



7 DEC 1950

accepted

5/12/50

(6)

Edn. (E)

The draft on pages
 1-2 ante may issue
 after approval
 71250
 \$ 8/2

1-50/31519
06/11/50

