Educational (1896) Department.

ORDINARY MS.

G.O., No. 32

Dated 21st Jany 1896

INDEXED.

[Despatch Abstract.]

THE STUDY OF SHORT-HAND.

Communicating to the Lieutenant-General Commanding the Forces a letter from the Director of Public Instruction enumerating the institutions in this Presidency in which instruction in Short-hand is given.

BACK PAPERS.

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

FURTHER PAPERS.

G.O.	No.	Department.	Date.	G.O.	No.	Department.	Date.
C	154		1896.				

Army Head Quarters, India,
Adjutant General's Department,
Simla 22d November 1895.

Copy of a letter from the Adjutant General in India to the Secretary to the Government of India, Military Department, (through the Controller of Military Accounts, Bengal Command) No. 4293 D, dated the 22d November 1895.

In forwarding the accompanying correspondence* I have the honor, by direction of the Commander-in-Chief, to recommend that the provisions of Army Order 95 of 1895 ("Pay of Military clerks employed as Short hand writers") be made applicable to India with effect from the 1st April 1896.

2. His Excellency considers it very desirable that two of the soldier clerks employed in the Army Head Quarters offices, one in each of the four Command offices, and for the present, one in each of the ten first class Districts, should be Short-hand writers; with a view therefore to the encouragement of the study of phonography among soldier clerks in India,

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* Copy of a letter from the Adjutant General to the Forces, Horse Guards No 18/Gen. No/1475 dated 27 March 1895 and enclosure.
Copy of a letter from Surgeon Lieut.-Colonel D. Wilkie, M.B. No. A dated 16th October 1895.

I am to suggest that provision be made in the Budget Estimates for 1896-97 for five prizes of Rs. 100 each to be given to selected men who are reported on as being thoroughly efficient in the performance of the ordinary duties of a clerk, and who can produce either a Pitman's certificate, a certificate from the Society of Arts, or a certificate of competency in the Cambridge or Orthic System of Shorthand. Surgeon Lieutenant-Colonel D. Wilkie has the authority to arrange for Examinations in India in the System last referred to, and enquiries are now being made as to the facilities for instruction and examination in India in the other systems.

3. The Commander-in-Chief further recommends that each Shorthand Writer be granted Rs. 10 per mensem as Extra duty pay in addition to his ordinary pay as clerk, and that if temporarily employed in Special cases as Short hand Writer at a Court Martial, Committee &c, he be remunerated at from Rs. 1 to Rs. 1-8-0 per diem.

4. The extra expenditure involved in this proposal is estimated as follows, in addition to which there will be a small sum for the daily remuneration referred to in the preceding paragraph—

	Total Number of Shorthand Writers	Rate of Extra duty pay per mensem	Rate of Extra duty pay per annum
One Shorthand Writer in each Command office	4	Rs. 40	Rs. 480
Two do. in Army Head Quarters Offices	2	" 20	" 240
One do. in each first class District	10	" 100	" 1200
Total	16	Rs. 160	Rs. 1920.

Five Prizes @ Rs. 100 for 1896-97 500

2420

5. Should the Government of India approve these proposals, a General order will be issued making Army Order 95 of 1895 applicable to this Country and a Circular letter will at the same time be addressed to the four Commands, similar to that of 27th March 1895 (copy attached) from the Horse Guards, full information being also given as to the facilities which exist in India for the study of Shorthand, and for obtaining the necessary certificates.

Schools- British Army No 4294 d

Memorandum

Forwarded with reference to the correspondence ending with the Madras Command letter No Schools/B.A./3489 dated 18th July 1895, with a request that His Excellency

Wish

will be good enough to institute enquiries as to the facilities which exist in this country for studying shorthand and for obtaining the necessary certificates within the limits of the Madras Command.

"By Order"
Sd/ E.A. Money, Col.,
for Adjutant General in India.

To,
His Excellency the Lieutenant General,
Commanding the Forces, Madras.

(True copy)

CHIEF SECRETARY'S DEPARTMENT
13 DEC 1895
GOVERNMENT OF MADRAS

S. Holland Colonel,
for Dy: Adjutant General,
Madras Command.

1895
Ed Prot Dept
Enclos. No 1
To 1460
C. No 4192

School - British Army

Ootacamund,
11th December 1895.

No. Est. 6629

From

The Lieutenant-General COMMANDING the FORCES, Madras.

CURRENT No. 4192
1460

To

The Chief Secretary
to the Government of Madras.

SIR,

I have the honor to forward herewith copy of the correspondence noted in the margin and with reference thereto, to enquire whether any facilities exist in any of the Educational Establishments in Madras for the study of shorthand, and for obtaining the certificates alluded to Viz:- Pitman's and Society of Arts, and if so, whether a small number of clerks say 5 to 10 could be received for instruction.

I have the honor to be,
Sir,
Your obedient Servant,

S. Holland Colonel,
for Lieutenant General,
Commanding the Forces, Madras, On tour.

ENCLOSURES.

Letter No 42932 dated 22nd Nov 1895 from the Adjutant General in India to the Secretary to the Govt of India, Mily. Dept.

Memo. No 4294 D dated 22nd Nov 1895 from the Adjutant General in India to His Excellency the Lieut. General Comdg. the Forces, Madras.

C.R. 200
14 28-10-95.

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Public
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R.R. 16,687/95.

DIRECTOR OF PUBLIC INSTRUCTION
RECEIVED
18 DEC. 95
R. R. No.
MADRAS

From

The Lieut General
Commanding the
Forces

No. B.A. / 6629

Dated 11
Recd 13/12/95
Enclosure 1

Subject

With reference to the
enclosed correspondence
enquiring whether any
facilities exist in any of
the Educational Establish-
ments in Madras for the
study of shorthand

Encl. to D.P.I. Let. No. 1386 15/12/95

Endt No. 3014

Referred to the Director of
Public Instruction for early report.

{By order}
Francis
Asst Under secretary.

772
16/12
Fort St. George
17th December 1895.

TO BE RETURNED
WITH REPLY.

Ed. Cor. 17. 2,000—29-3-94.

515
8

189.

Educational Department.

From

THE DIRECTOR OF PUBLIC INSTRUCTION,

Madras,

To

THE HONORABLE THE CHIEF SECRETARY
TO GOVERNMENT,

Fort St. George.

Endt 3014
17-12-95

DESPATCHED
No. 13885

Dated 21st
Despatched 23rd Dec: 1895
Received 23

Rpd 24/12/96

CHIEF SECRETARY'S OFFICE
24 DEC. 1895
GOVERNMENT OF MADRAS

No.

ENCLOSURES. 1 & No. 1460
nil

Subject.

Returning with records the
endorsement of the Educational
department enquiring
what facilities exist in
Madras for the study of
Shorthand.

Order No. 32 d/21 Jan 96

The D.P.I's letter will
be communicated to the Lt. Genl.
Commanding the Forces, Madras, with
reference to his letter no B.A / 6629 dt 11th
December 1895.

W. 14/1/96
Lo
19/1/96.

772
7/1.

To

The Lt-Genl Commanding the Forces, Madras
a to
with copy of Syllabus.

Dec 69
29/1

1514

CURRENT NO.

OFFICE OF THE DIRECTOR OF
PUBLIC INSTRUCTION,
Madras, 21st December 1895.

No. *13,885*

From

THE HONORABLE MR. D. DUNCAN, M.A., D.Sc.,
DIRECTOR OF PUBLIC INSTRUCTION,
Madras,

To

THE HONORABLE THE CHIEF SECRETARY TO GOVERNMENT,
FORT ST. GEORGE.

SIR,

In returning herewith the endorsement of the Educational Department No 3014, dated 17th instant, I have the honour to state that instruction in Shorthand is given in connection with the undermentioned institutions.

1. Wardlaw College, Bellary
2. Commercial Evening classes attached to the Pachaiyappa's College, Madras.
3. Young Men's Christian Association classes Madras
4. The Madras Shorthand writers' Association
5. Albert Victor Technical Institute, Trichinopoly
6. St Joseph's College, Trichinopoly.
7. Technical Institute, Madura
8. Government School of Commerce, Calicut.

2. These institutions undertake to prepare

Stud

Ed. Cor.
15 (b) 1,500—17-11-94.

students for the Government Technical Examinations generally up to the Intermediate Grade and successful candidates are awarded certificates by the Commissioner for Government Examinations. The Madras Shorthand Association has been recognized to give instruction in Shorthand up to the Advanced Standard. A copy of the syllabus in Shorthand is enclosed. This department has nothing to do with the grant of Certificates by Pitman's Phonetic Society.

3. I would advise that the clerks in question be required to attend the Government School of Commerce, Calicut, or any of the institutions in Madras.

I have the honour to be.

Sir

Your most obedient Servant.

D Duncan

Director of Public Instruction

When given for copying ____
When copied ____
When examined ____
When signed ____
} 189

READ AGAIN G.O., No. 189 , DATED

QUERY No.

ENCLOSURES TO C. No

ORDER OF GOVERNMENT	A	A	A	A	A	A	A	
LETTER OF GOVERNMENT.								
STATEMENT WITH DITTO.								
PAPERS NOT FILED UP, BEING MEANT FOR DESPATCH IN ORIGINAL.								

N.B.—
A = Copy in full.
B = Not to be copied.
P = Copy abstract only.
Q = Copy heading only