

Government of Madras

HOME DEPARTMENT (MISCELLANEOUS)

G.O. No. 468, 17th May 1917

Passport

Recording memorandum from the Government of India, Foreign and Political Department, No. 491-G., dated the 30th April 1917, forwarding a list containing the name of an Indian who has received a — from the Foreign Office, London.

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ORIGINAL

Government of Madras

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Recording memorandum from the Government of India, Foreign and Political Department, No. 491-G., dated the 30th April 1917, forwarding a list containing the name of an Indian who has received a — from the Foreign Office, London.

READ—the following papers:—

•

G.O. No. 411, Home (Miscellaneous), dated 5th May 1917.

ABSTRACT.—Recording letter from the Government of India, Foreign and Political Department, No. 401-G., dated the 17th April 1917, forwarding a list containing the name of an Indian who has received a passport from the Foreign Office, London.

II

Memorandum—from A. H. GRANT, Esq., C.S.I., C.I.E., I.C.S., Secretary to the Government of India in the Foreign and Political Department.

To—the Chief Secretary to the Government of Madras.

Dated—Simla, the 30th April 1917.

No.—491-G.

In continuation of the letter from the Government of India in the Foreign and Political Department, No. 401-G., dated 17th April 1917, a further list containing the name of an Indian who has received a passport from the Foreign Office, London, is forwarded herewith.

ENCLOSURE

EXTRACTS from passports issued by the Foreign Office, London, to British Indian subjects returning to India from England.

Number of passport.	Date of passport.	Name of bearer.	Indian address.	Remarks.	Province concerned.
150766	12th March 1917.	Mr. Narayanan Sankunni Menon, Hindu.	Parahadevoo, Alamed, Travancore.	Student. Son of Damadaran Memburpad.	Madras.

Order—No. 468, Home (Miscellaneous), dated 17th May 1917.

Recorded.

(True Extract)

R. RAMACHANDRA RAO,
Secretary to Government.

To the Collector of Madras.

Sectt. 11.10 (b)—1-17.

Passport

Home (Hs) DEPARTMENT.

Recording ~~Letter~~^{memos} from the Gov. of India,
Foreign & Post Dept. No 491 G of the 30th
April 1917, forwarding a list containing
the name of an Indian who has received
a — from the Foreign office, London.

READ AGAIN G.O. No., dated 191

READ ALSO:—

C. No. 1589, From the Gov. of India, Memo No. 491-Grated the 30 - 4 - 1917
 7th Sept.

ORDER.

No. 488, dated 17-5-1917

Press

Recorded.

Rate

11-5-17

Phil

1257

P. M. H.

15.51

Rec'd 10/20/17
with gas
Mrs.
29.5-1-

20 The Collector of Madras

PRESS SLIP.

ORDINARY.

PREFERENCE.

URGENT (a).

Seett. II-33-1-17.

Home (Ry) DEPARTMENT.

Current No. dated 191

G.O. No. 468 dated 17-5-191

number of MS. pages sent

(b) Correspondence..... 2 + 1 (copy)
 (b¹) Notes..... 12

Brief subject.....

Passport

(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.
FOR RECORD.			
Madras Records	4	12	
Ooty Records		3	
For filing with original		1	
Total		16	

FOR ISSUE.†

	Letter only.	Complete G.O.	(b) Special issue copies of G.O.		Notes.
			No.	Papers.	
Signature copies		1			
India Office					
Govt. of India					
Revenue Department					
Public Works Department					
Local and Municipal Department					
Educational Department					
..... Dept.					
Public Dept.					
Judicial Dept.					
Political					
Financial Dept.					
Marine Dept.					
Ecclesiastical Dept.					
Total					
Spare copies					
The..... 85			10		
The.....					
The.....					
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The.....					
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The.....					
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The.....					
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Total			10		

Copies distributed on ‡ (Press Clerk).

† Copies distributed on ‡ (Press Despatcher).

‡ To be initialled and dated.

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 has 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.

TO PRESS, MADRAS OOTY.

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 at once.

Type may be released after usual interval.

Referencer.
Clerk.

Referencer.
Clerk.

Referencer.
Clerk.

Supdt.

Supdt.

Supdt.

SPECIAL INSTRUCTIONS.

TO BE FILLED IN BY THE PRESS.

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

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" " " for Extra E.T. copies to supply requisitions for sale to the public.				4
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For supply to newspapers and institutions admitted to the privileges of the E. P.				
Total				