

Government of Madras.

EDUCATIONAL DEPARTMENT.

Recd.

Regd.

} 1909.

Enclosures

Spare copies

G.O., No. 195, 29th March 1909.

Lawrence Asylum, Ootacamund.

Stating that the pay of the Office Manager of the — should be fixed at Rs. 125—5—100
and declining to raise the pay attached to the post of the clerk.

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G.O., No. 195, 29th March 1909.

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GOVERNMENT OF MADRAS.

EDUCATIONAL DEPARTMENT.

READ—the following papers :—

(1)

Letter—from the Rev. W. H. G. PADFIELD, M.A., Principal and Secretary,
Ootacamund Lawrence Asylum, Lovedale.
To—the Director of Public Instruction, Madras.
Dated—the 20th January 1909.
No.—4152.

I have the honour to request that you will kindly submit the following letter for the favourable consideration of Government.

2. Owing to advancing years and ill-health, the present Office Manager Mr. Burrows retires from 1st March.

3. In considering the claims for promotion to the Office Managership of the present clerk Mr. Nageswara Aiyar, who has of latter years also been acting as Accountant, the Committee, while recognizing to the full his abilities and the very satisfactory manner in which he has done his work for the past 12 years, are averse for various reasons to appointing any one but a European to the post.

4. On enquiry, the Committee believe that they can obtain a man who will be satisfactory as an Office Manager on Rs. 125 per mensem and they therefore beg to propose that, for the present, the new Office Manager be appointed on Rs. 125 per mensem—the Rs. 25 thus saved being allowed to the clerk as a personal allowance so long as he performs the duties of Accountant.

(2)

Letter—from the Rev. W. H. G. PADFIELD, M.A., Principal and Secretary,
Ootacamund Lawrence Asylum, Lovedale.
To—the Director of Public Instruction, Madras.
Dated—the 25th February 1909.
No.—C. 4769.

With reference to your No. 429, dated 16th February 1909, I have the honour to state that Mr. Nageswara Aiyar, the present clerk, is now doing the duties of Accountant and has been doing so from 1897. Before that date, Mr. Burrows, the Office Manager, was performing that duty.

2. The Office Manager has always I understand been considered to be responsible to the Principal for the accuracy of the keeping of the accounts.

3. As Mr. Nageswara Aiyar is now keeping the accounts and has every qualification to occupy the place of Manager except that he is a non-European, the Committee in considering his claims have resolved, as a special case for him, to give Rs. 25 per mensem as a personal allowance, thus reducing the Manager's pay to Rs. 125 per mensem.

4. Since there is no extra expenditure and since this is only a change in the salary of the posts so long as Mr. Nageswara Aiyar holds the post, the Committee venture to hope that their recommendation will meet with the favourable consideration of Government.

N. Ref. on Cur. No. 429, dated 6th March 1909.

Submitted to Government for favourable consideration.

2. If the additional allowance is granted, it may take the form of a local allowance.

A. G. BOURNE,
Director of Public Instruction.

Order—No. 195, Educational, dated 29th March 1909.

The Government consider that the pay of the Office Manager of the Lawrence Asylum, Ootacamund, should be fixed at Rs. 125—5—150 instead of at Rs. 125 as proposed by the Committee. They do not consider it necessary that the pay attached to the post of clerk should be again raised.

(True Extract.)

A. BUTTERWORTH,
Ag. Secretary to Government.

To the Director of Public Instruction.
" Committee of the Lawrence Asylum
(through the Director of Public Instruction).

EDUCATIONAL DEPARTMENT.

NOTES CONNECTED WITH G.O., No. 195, EDUCATIONAL,
DATED 29TH MARCH 1909.

[SUBJECT.—*Local allowance of Rs. 25 per mensem to the office Assistant in the Lawrence Asylum, Ootacamund.*]

Precious papers.

G.O., No. 283, Educational, dated 15th May 1897.	
" " 138 " " 19th March 1900.	
" " 498 " " 6th September 1901.	
" " 462 " " 6th July 1905.	
" " 638 " " 24th September 1907.	
" " 52 " " 20th January 1908.	
" " 88 " " 12th February 1909.	

From the Director of Public Instruction, dated 6th March 1909, R. on C. No. 429.

In G.O., No. 283, Educational, dated 15th May 1897, the Government approved the suggestion of the Director of Public Instruction (the Hon'ble Dr. Duncan) that the pay of the office manager of the Lawrence Asylum, Ootacamund, should, on the retirement of the then incumbent (Mr. Burrows), be reduced from Rs. 200 to Rs. 150 per mensem.

2. Mr. Burrows having retired from the 1st March 1909, the pay of the future office manager is, in accordance with the Government order quoted above, only Rs. 150.

3. The Committee of the Lawrence Asylum believe they can obtain a man who will be satisfactory as an office manager on Rs. 125 per mensem and they therefore propose that, for the present, the new office manager be appointed on Rs. 125 per mensem, the Rs. 25 thus saved being allowed to the clerk as a personal allowance so long as he performs the duties of Accountant. They submit that by this arrangement, there is no extra expenditure and that this is only a change in the salary of the posts so long as the present clerk (Nageswaraiyar) holds the post.

4. The Committee even considered the claims for promotion to the office managership of the present clerk, Nageswaraiyar, who has during the latter years been acting as an Accountant. They state that "while recognising to the full his abilities and the very satisfactory manner in which he has done his work for the past twelve years they are averse for various reasons to appointing any one but a European to the post." They further state that as Mr. Nageswaraiyar is now keeping the accounts and has every qualification to occupy the place of manager except that he is a non-European, they have resolved as a special case for him, to give Rs. 25 per mensem as a personal allowance, thus reducing the manager's pay to Rs. 125 per mensem.

5. The post of this clerk was created in the year 1897-1898—*vide* paragraph 4 (3) of G.O., No. 283, Educational, dated 15th May 1897. The salary of the post was then Rs. 25 per mensem. It was raised to Rs. 30 in 1899-1900, to Rs. 35 in 1901 and to Rs. 45 in 1904-1905, the increase on the last occasion having been proposed "on the ground" that there was a decided increase in "the office work resulting from the 'amalgamated girls' schools.'"

Paragraph 5 (2) of G.O., No. 138, Educational, dated 19th March 1900.

G.O., No. 498, Educational, dated 6th September 1901.

G.O., No. 462, Educational, dated 6th July 1905.

Vide paragraph 2 of the Principal's letter on page 4 of G.O., No. 462, Educational, dated 6th July 1905.

6. In 1907, when the Committee solicited the sanction of Government for further increasing the pay of the clerk to Rs. 50 per mensem on the ground that he had put in ten years' good service, the Government said that they were not satisfied that sufficient reasons existed for raising the pay of the post to Rs. 50 on the personal ground that the clerk had served for a long time in that capacity, but that they were, however, prepared to sanction a progressive scale of pay for the post which might be fixed at Rs. 40—1—50.

7. The Committee accepted the above suggestion and requested that the Government might grant the clerk the maximum pay of the appointment, namely, Rs. 50 on account of the "peculiar" position in which the clerk stood as well as his uniform good work and satisfactory conduct during the eleven years of his service. The Government in sanctioning the proposal to fix the salary of the clerk at Rupees 40—1—50 saw no sufficient reasons to justify the grant of the maximum salary of the post to the clerk. Attention is invited to the following observations of the Secretary (Mr. Taylor) in this case which were endorsed by the Hon'ble Mr. Forbes:—

"There are no facts whatever which would justify the grant of a personal allowance—please see article 153 (a) of the Civil Service Regulations.

"I can see nothing 'peculiar' in this case except that the clerk if he has 'held the post from 1897 has been peculiarly fortunate in having his salary 'increased successively in the course of ten years from Rs. 25 to Rs. 30, Rs. 35 and 'Rs. 40—1—50. If given the maximum now, he will come up for a further increase 'in two or three years.'"

8. It is for consideration whether the proposal of the Committee to reduce the salary of the office Manager from Rs. 150 to Rs. 125 and grant the savings of Rs. 25 to the present clerk in the shape of a personal allowance may be sanctioned. The arrangement will only be temporary and will cease when the present clerk (Nageswara Aiyar) vacates.

9. It is also for consideration whether if the additional allowance to the clerk is granted, it may take the form of a local allowance as suggested by the Director of Public Instruction. Please see his endorsement.

C.S.—15-3-09.

K. RANGASWAMI AIYANGAR—15-3-09.

The proposal seems of very doubtful propriety. What is the pay of an accountant?

C. A. SOUTER—16-3-09.

This has nothing to do with the matter.

C. A. SOUTER.

Submitted that the pay of an accountant is nowhere fixed. It varies in the different offices. For instance, in the Collectors' offices there is a head accountant on Rs. 85 and ten accountants on salaries ranging from Rs. 15 to Rs. 80. In the offices of the Superintendents of Police, there are three grades of accountants on salaries of Rs. 70, Rs. 60 and Rs. 50; and in the office of the Inspector General of Registration there are seven accountants on salaries of Rs. 125, 80, 50, 45, 35, 30 and 25.

C.S.—17-3-09.

K. RANGASWAMI AIYANGAR—17-3-09.

Is there a separate accountant in the Asylum?

If so, what is his pay? Or does the clerk do accountant's work on his sanctioned pay? Are accounts the special work of the manager?

C. A. SOUTER—18-3-09.

Submitted that there is no separate accountant in the Lawrence Asylum. The office establishment of the Asylum consists of a manager and one clerk.

2. The clerk, Nageswara Aiyar has been doing the accountant's work since his appointment in 1897. Before that date Mr. Burrows, the office manager was doing the work single-handed. The post of clerk was first added only in 1897—*vide* paragraph 4 (3) of G.O., No. 283, Educational, dated 15th May 1897.

C.S.—20-3-09.

K. RANGASWAMI AIYANGAR—20-3-09.

The proposal seems to me quite wrong. The best man possible should be got as manager and there could never be any question of appointing a Hindu to the post, considering the nature of the institution. The clerk has no claim whatever to any compensation for not being made manager. This is what the proposal comes to.

C. A. SOUTER—20-3-09.

As the Under Secretary says, this is merely a sop to the clerk to comfort him for not being made manager. The history of his case in the office-note shows that the Committee accedes to every demand for increased pay which the clerk makes and he has run up from Rs. 25 to Rs. 40—1—50 without any change of duties. It does not seem advisable to now give him an increase at the cost of the manager. If the Committee can get a European manager for Rs. 125 as they say, it would be as well to fix the pay of the post at Rs. 125—5—150 instead of giving the present fixed pay of Rs. 150.

A. BUTTERWORTH—21-3-09.

Precisely so. These constant demands for local and personal allowances on any or no ground are most demoralizing.

The pay of the European manager will be fixed at Rs. 125—5—150. There is no case whatever for further increasing the clerk's pay.

G. S. F[ORBES]—23-3-09.

Draft.

A. BUTTERWORTH—24-3-09.

A draft order is submitted for approval.

C.S.—25-3-09.

K. RANGASWAMI AIYANGAR—25-3-09.

C. A. SOUTER—26-3-09.

Issue.

A. BUTTERWORTH—27-3-09.

[G.O., No. 195, Educational, dated 29th March 1909.]

READ AGAIN G.O., No. _____, dated _____ 190____.

" " " " " " _____, " _____ 190____.

READ ALSO:—

C. No. 487, From the ~~DDO~~ *DDO* No. 429, dated 6-March 1909.

190

ORDER.

No. 195, dated 29-3-1909.

Spencer
80
29-5-09

The Government consider that the pay of the Office Manager of the Lawrence Asylum, Cotacamund, should be fixed at Rs 125-5-150 instead of at Rs 125 as proposed by the Committee. They do not consider it necessary that ~~see herewith~~, no sufficient reason to pay attached to the post of to accept the proposal of the Committee clerk should be again raised, to grant a further increase ~~to pay~~ of the ^{present} Clerk of the Asylum in consideration of the fact that he has not been appointed as

Master.

Chas
26.3.7.

To The D.F.
" Committee of the L. A.
(thru the D.F.)

ORDINARY.

PRESS SLIP.

PREFERENCE.

URGENT (a).

EDUCATIONAL
LEGISLATIVE DEPARTMENT.



Current No., dated 190 .

G.O., No. 195, dated 29-3-1909.

Number of MS. pages sent } Correspondence including order or orders
Notes.

Docket. *Sanctioning of the amount for the purchase of the Press Manager of the Madras Press at Rs. 125. In 1900 and 1901. The amount attached to the Press at the time of the purchase.*

Number (c) of copies required when struck off (not including copies for volumes and editors' table which are returned in the Press).

Complete Correspondence and orders.

Notes

FOR RECORD.*

Madras Records	30	15
City Records	2	1
For filing with original	1	1
Total	33	17

FOR ISSUE.†

	Letter only.	Complete G.O.	Special issue copies of G.O. (d)		Notes.
			No.	Papers.	
Signature copies.....					
India Office.....					
Govt. of India.....Dept.					
Public Department.....					
Judicial Department.....					
Financial Department.....					
Revenue Department.....					
Public Works Department.....					
Local and Municipal Department.....					
Dept.					
Total					
The Director of Public Instruction.....					
The Commr. for Govt. Examinations.....					
The Superintendent, Govt. Museum.....					
The Surgeon-General.....					
The Accountant-General.....					
The Collector of.....					
The P. D. B.....					
The.....					
The.....					
The.....					
The.....					
The.....					
The.....					
The.....					
Total					

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 the rules in G.O. No. 1220, Public, dated 30th November 1900.

(c) The number of copies and the details of distribution should be filled in by the Superintendent or his reference 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 Deputy 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 Deputy 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, but 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..... (Despatcher.)

TO PRESS, MADRAS.
OOTY.

A
Please send proof in triplicate. The papers have been carefully edited.

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

Type may be released _____ after usual interval
at once.

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.

.....Clerk.

.....Clerk.

.....Clerk.

.....Supt.

.....Supt.

.....Supt.

(b) Three copies of proof of all notes should be sent for approval, except when instructions are given to the contrary.

SPECIAL INSTRUCTIONS.

TO BE FILLED IN BY THE PRESS.

Diary.	Initials of Press official.
Received in Press on.....	1-4-09. [Signature]
First proof furnished on.....	5-4-09. [Signature]
Call for revised proof received on.....	
Revised proof furnished on.....	
Corrected proof received for striking on.....	12-4-09. [Signature]
Final copies supplied on.....	15-4-09. [Signature]

Account of copies.	Complete copies.	Notes.	Issue copies.
Supplied to Secretariat for Record.....	34	15	
" " " Issue.....	5		
For Volumes.....	16		
For E. T.....			
Total ...	55	15	