

*Educational.*  
**Legislative (1912) Department.**

ORDINARY MS.

G.O., No. 518

DATED 14-6-1912.

✓  
DESPATCHED

[Despatch Abstract.]

Establishment

Sanctioning, with remark, the employment of a typist ~~at~~ on Rs 20 per mensem in place of the asst clerk on Rs 15-1-20 in the Reformatory School, Chinglepet.



# BACK PAPERS.

| G.O. | No. | Department. | Date. | G.O. | No. | Department. | Date. |
|------|-----|-------------|-------|------|-----|-------------|-------|
|      |     |             |       |      |     |             |       |

# FURTHER PAPERS.

| G.O. | No. | Department. | Date. | G.O. | No. | Department. | Date. |
|------|-----|-------------|-------|------|-----|-------------|-------|
|      |     |             |       |      |     |             |       |

[S.S.I.]  
68  
1,000-24-2-08.

*Educational*  
DEPARTMENT.

# CURRENT FILE.

2

# CONTENTS.

| From                         | Number.  | Date.     | Pages. |
|------------------------------|----------|-----------|--------|
| CR-15-25- D.P.I              | 2569/12  | 17. 5. 12 |        |
| End <sup>t</sup> of the A.G. | Ch-2-388 | 25. 5. 12 |        |



PAPERS PUT UP WITH CURRENT No. \_\_\_\_\_

Papers of the department to which the current belongs.

| Number. | Date | Original (=O.)<br>or spare copy<br>(=S. C.) | Remarks.<br>(In this column such of the<br>papers as have been removed<br>for copying, printing,<br>etc., should be marked with<br>a cross.) | Initials of Referencer with date<br>in token of return to Reference<br>department. |
|---------|------|---------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|
|         |      |                                             |                                                                                                                                              |                                                                                    |

Papers of other departments.

| Department. | Number | Date. | Original (=O.)<br>or spare copy<br>(=S. C.) | Despatcher to note the return of the papers to<br>the departments concerned. |
|-------------|--------|-------|---------------------------------------------|------------------------------------------------------------------------------|
|             |        |       |                                             |                                                                              |

Stock Form 151.  
10,000-3-07.

Educational  
LOCAL AND MUNICIPAL DEPARTMENT.

CURRENT No. 1525

Received 190 , Registered 28 5 - 1902

Subject.

Requesting sanction of Government for the substitution  
of the post of typist on Rs. 20 for the post of Assistant  
clerk on Rs. 15-1-20 in the Reformatory school, Chingleput

ENCLOSURES.

No. ....

Ref on Cur.

No. 2569/12

Spare copies ....

Station Madras , Dated the 17<sup>th</sup> May 1902 .

From (Name) The Hon'ble Mr. A.G.Bourne, D.Sc.F.R.S.C.I.E.,

(Designation) Director of Public Instruction,

Madras.

To The Secretary to the Government of Madras,

Educational

~~Local and Municipal~~ Department.

/Through the Accountant General /

Sir,

I have the honour to request that you will be so  
good as to obtain the sanction of Government for the substitu-  
tion of the post of typist on Rs. 20 for the post of Assistant  
clerk on Rs. 15-1-20 in the Reformatory School, Chingleput  
in view to the supply of a typewriter to the institution.

The Superintendent reports that if a typewriter be supplied  
a good deal of miscellaneous writing work will be reduced  
such as <sup>writing</sup> detailed syllabuses for the various school subjects,  
agenda papers for committee meetings, invitations to the  
public for periodical sports and other social functions,  
annual reports, concert programmes and a number of other  
things peculiar to a special institution.

① minimum pay  
of a typist who has  
passed the elementary  
Grade. (Part II - 1-28)

8 Page 8 200.36520  
12.6.11

① Committee of  
Visitors



Gr. M. 6700 EP  
19.9.11

I may add that all the offices of Inspectors of Schools and the School of Arts have been supplied with 4 typewriters.

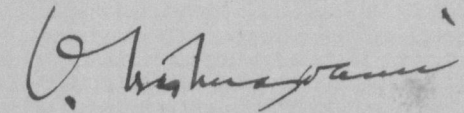
2. An indent for a typewriter will be submitted for sanction on receipt of orders on this communication.

3. I shall submit the necessary re-appropriation statement on receipt of the final issue of the Civil Budget Estimate for the current year.

I have the honour to be,

S i r,

Your most obedient servant,



For Director of Public Instruction.

P.V.S.

Nilu  
16.5.11



OFFICE OF THE ACCOUNTANT-GENERAL, MADRAS,

Fort St. George, the 25 of May 1912

No. ch. 2 - 3587



Forwarded.

(2). There is no audit objection to the proposal being sanctioned by Government.

(3). The necessary reappropriation of funds should be made before the extra expenditure if sanctioned is incurred.

*K. S. Srinivasan*  
Offg. Accountant-General.

To.  
The Secretary to the Government of Madras,  
Educational Department.

S.R.



[E.S.D.]

1900-25-05

EDUCATIONAL DEPARTMENT.  
LEGISLATIVE

# NOTES.

---



C. No. 1525 From the S.P.I. R.R. No 2569/12, dated 17. 5. 1912

SUBJECT.

Substitution of the post of typist on Rs 20 per mensem for the post of assistant clerk on Rs 15-1-20 in the Reformatory School, Bhinglapat.

The proposal of the S.P.I. may, it is submitted, be accepted. The draft below is for approval. If approved it may be sent to the Financial Dept for acceptance.

8K  
2.6.12  
The post of assistant clerk in the Reformatory school was sanctioned in G.O. 365. Ed. of 12-6-11 along with the revision of the scale of salaries of the staff therein, in the place of two teachers who were doing clerical work.

2. The necessity for a typewriting machine may be accepted in this department.

3. The pay of typewriting clerks, <sup>(in public office)</sup> who have passed the elementary examination has been sanctioned to be Rs. 20-1-25. The proposal to fix the typist's pay in the Reformatory at Rs 20 may perhaps be modified so far. It may

(R)

page 2

(S)

Rs 608.78  
27.6.00



not be advisable to put it permanently at Rs 20. 7

31/01/12 I do not think Govt. need increase pay than that asked for. Lt 4-02

7th no. (for acceptance of the Draft.)



W.Lus.  $\frac{15-25=1}{4.7.6/12}$

CURRENT NO.  
3301  
FINANCIAL

Regd 4-6-12  
CPK 5/6



## FINANCIAL DEPARTMENT.

The clerical section of the Reformatory School, Chingleput, consists of:-

- (a) 1 clerk on Rs.30 per mensem.
- (b) 1 Assistant clerk on Rs.15-1-20 per mensem.
- (c) 1 Assistant Clerk and Storekeeper on Rs.25.
- (d) 1 ,, ,, on Rs.14.

It is now proposed to convert the post of Assistant clerk on Rs.15-1-20 into a typist's post on Rs. 20. The D.P.I. states that, on receipt of orders, an indent for a type-writing machine will be submitted for the sanction of Government.

2. The points for consideration are:-

(1) Whether a type-writing machine is absolutely necessary in the present case;

and (2) If so, whether a reduction of establishment is feasible.

Point (1):- The average approximate annual expenditure on account of the supply of a typewriter is Rs.65; and this Government have been taking steps to curtail the growth of expenditure on stationery and printing. In view, however, of the remark of the D.P.I. that a good deal of miscellaneous writing work will be reduced, it is submitted, that a typewriter may be considered as necessary.

Point (2):- The D.P.I. has not noted on this question. Apparently no reduction in establishment is feasible as the clerical staff is a small one.

P.S. on page 82  
No. 365 of 1812-64-R

Para: 1 page 1-2 C.F.  
and draft order.

Page 1-2 C.F.

Para: 1 on page 1 of C.O.  
356 of 1812-64-R  
(Misgo not immediate  
available)

[Typewriting machines,  
come under the Category of Stationery  
articles.]

para 1 on page 1 C.F.

Page 1-2 C.F.



~~3~~ As an alteration in permanent establishments is involved, the sanction may be registered as No. 75 of 1912-1913, and the Educational Department may be requested to add a sentence to the draft relating to the registry of the sanction. The draft may, if it is submitted, be otherwise accepted.

$$\frac{\text{CPU}}{86.12} \quad \frac{\text{бек}}{10612}$$

CA  
b. n

Find: U. O. 2301-1  
11. 6. 12

7th - Edna. nfo

11.6.12

Educational Department

Submitted that the draft order  
may ~~now~~ issue with the addition  
<sup>now</sup> ~~made~~ made.

Ca  
12-6-12

✓ J  
14. 6. 1.



READ AGAIN G.O., No. ...., dated ..... 191 ..

” ” ” ” ..... ” ..... 191 .

*READ ALSO:—*

C. No. 15-25, From the *S.P.S.* *R.O.P.* No. 2569, dated 17. 5. 1912.

End<sup>t</sup> of the A.G., "Ch. 1-3587, 25. 5-1912

" " ..... " " ..... , " ..... " ..... 191 .

ORDER.

No. 578, dated 14. 6. 1912.

mis

2. This sanction has been registered as no-75 of 12-13.

Page 2 CF.

The Govt sanction the employ-  
ment of a typist on Rs 20 per  
mensem in place of the asst<sup>t</sup>  
clerk on Rs 15-1-20 in the Refor-  
matory School, Chingleput.

3. The reappropriation statement referred to in para 3 of the D. P. L. letter is awaited. No expenditure should be incurred before that statement is sanctioned.

8K  
2.6.12

$\frac{4}{5} \cdot 12$

To The S.P.I. (9/10)  
A.G. (8/10) ✓  
" " Sept. (200)



When given for copying

When copied

When examined

When signed

191

READ AGAIN G.O., No.  
191

DATED

CURRENT 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.

V.B.—

A = Copy in full.

B = Not to be copied.

P = Copy abstract only

Q = Copy Heading only