

Government of Madras.

EDUCATIONAL DEPARTMENT.

Reed.

Regd.

} 1913.

Enclosures

Spare copies

G.O. No. 792, 25th August 1913.

Public Service Notification.

Making certain alterations in the — with regard to the technical qualifications prescribed for clerks in the office of the Private Secretary to His Excellency the Governor.

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GOVERNMENT OF MADRAS.

EDUCATIONAL DEPARTMENT.

READ—the following paper :—

Letter—from C. B. COTTERELL, Esq., I.C.S., Private Secretary to His Excellency the Governor.

To—the Chief Secretary to Government.

Dated—Ootacamund, the 27th July 1913.

No.—2091-1.

With reference to G.O. No. 452, Public, dated 8th April 1913, sanctioning a new scale of establishment for my office, I have the honour to propose the following examinations in addition to the ordinary qualifications required for clerical appointments in my office, and to request that they may be substituted for those mentioned in paragraph 2 of G.O. No. 292, Public, dated 22nd March 1911 :—

One clerk on Rs. 75— $\frac{1}{2}$ —100. Government examinations in shorthand and in typewriting in the advanced grade.

One clerk on Rs. 50—2—70. Government examinations in shorthand and in typewriting in the intermediate grade.

One clerk (recordkeeper) on Rs. 25—2—35. Government examinations in shorthand and in typewriting in the elementary grade.

Order—No. 792, Educational, dated 25th August 1913.

The Government approve the proposal of the Private Secretary to His Excellency the Governor to prescribe technical educational qualifications for the clerks in his office.

The following notification will be published in the *Fort St. George Gazette* :—

NOTIFICATION.

In the table showing the various offices in "Superior service" for which special, professional or technical tests are prescribed which is appended to article 3 of the Public Service Notification published on pages 323 to 336 of Part I-B. of the *Fort St. George Gazette*, dated 21st May 1912, (i) for items (9) and (10) under "O. Miscellaneous" substitute the following :—

"(9) Clerk on Rs. 75— $\frac{1}{2}$ —100 in the office of the Private Secretary to His Excellency the Governor. Government technical examinations in shorthand and in typewriting in the advanced grade."

"(10) Clerk on Rs. 50—2—70 in the office of the Private Secretary to His Excellency the Governor. Government technical examinations in shorthand and in typewriting in the intermediate grade."

and (ii) add the following as item (ii)—

"(11) Clerk on Rs. 25—2—35 in the office of the Private Secretary to His Excellency the Governor. Government technical examinations in shorthand and in typewriting in the elementary grade."

(True Extract.)

W. FRANCIS,
Ag. Secretary to Government.

To the Private Secretary to His Excellency the Governor.
" Commissioner for Government Examinations.
" Public Department.
Gazette.

EDUCATIONAL DEPARTMENT.

NOTES CONNECTED WITH G.O. No. 792, EDUCATIONAL,
DATED 25TH AUGUST 1913.

[SUBJECT.—*Examination qualifications for clerks in the Private Secretary to His Excellency the Governor's office.*]

From the Private Secretary to His Excellency the Governor, dated
27th July 1913, No. 2091-1.

To Under Secretary—

In addition to the ordinary qualifications required, the Private Secretary to His Excellency the Governor proposes the following special qualifications for the three clerical appointments in his office establishment the scale of which was recently revised in G.O. No. 452, Public, dated 8th April 1913 :—

1 clerk on Rs. 75— $\frac{1}{2}$ —100	..	Government examinations in shorthand and typewriting.	Advanced grade.
1 clerk on Rs. 50—2—70	..	Do.	Intermediate grade.
1 clerk on Rs. 25—2—35	..	Do.	Elementary grade.

The qualifications proposed by the Private Secretary to His Excellency the Governor for the first clerk are the same as those approved in G.O. No. 292, Public, dated 22nd March 1911, for appointments carrying similar pay. In the same Government Order qualifications in the elementary grade were fixed for appointments on Rs. 40— $\frac{1}{2}$ —75, but no clerk could draw more than Rs. 50 unless he passed in shorthand and typewriting in the intermediate grade. As, in the revised scale, the second clerk's pay commences on Rs. 50, it is submitted that the qualifications in the intermediate grade proposed for this appointment are the same as those previously fixed and may therefore be approved. In the scale sanctioned in 1911, there was no appointment corresponding to that on Rs. 25—2—35 recently sanctioned, and the elementary qualifications in shorthand and typewriting now proposed by the Private Secretary to His Excellency the Governor for this clerk appear unobjectionable and may be approved.

2. In this connection it is for consideration whether the Military Secretary to His Excellency the Governor may be asked to report whether any and, if so, what special qualifications he considers necessary for clerical appointments in his office.

G.O. No. 712, dated 12th June 1913.

3. The current may be transferred to Educational for issue of orders.

T.C.N.—7-8-13.

N. KAILASA SARMA—7-8-13.

The Private Secretary to His Excellency the Governor's proposals may be approved.

C. S. ANANTARAM AYYAR—12-8-13

A. J. CURGENVEN.—13-8-13.

To the Educational Department.

EDUCATIONAL DEPARTMENT.

A draft order is submitted for approval.

S.K.—21-8-13.

C. RAMANUJA ACHARI—22-8-13.

Approved.

W. FRANCIS—23-8-13.

[G.O. No. 792, Educational, dated 25th August 1913.]

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

191

READ ALSO:—

C. No. 2573, From the *OSG*, No. 2091-1, dated 27. 7. 1913.

[illegible]

" " ; " " : " , " 191

ORDER.

PS

No. 79288, dated 25-8-1913

The govt approve the proposal of the P.P.I. to present ~~better~~ ~~potentially~~ technical educational qualifications for the clerks in his office. —

~~check on R. 75- $\frac{5}{2}$ -100. Got technical~~

~~examinations in Shortland~~

~~Typewriting~~ ^{in the} ~~advanced part~~

~~Check on P. 50-2-70 do in the International~~
~~grave.~~

~~clerk of Rs 25-2-35- do in the elementary grade.~~

2. The following notification will be published in the Fort St. George Gazette: —

Notification

In the table showing the
various

various offices in "Superior Service" for which special, professional or technical tests are prescribed which is appended to article 3 of the Public Service Notification published on pages 323 to 336 of Part I-B of the Fort St. George Gazette dated 21st May 1912, for items 9+10 under "C. Miscellaneous" substitute the following:-

(9) Clerk on Rs 76 = $\frac{5}{2}$ - 100. } Govt technical examination
in the office of the ~~Secy~~ Secy, in shorthand
Punjab Rs 48. the former Stenographic.
in the above grade

"(10) Clerk on R. 50-2-70. } wrote technical
in the office of the } examinations
in the office of the } in shorthand
Available to the } the typewriting
in the Undersecretary
page 9

and (ii) add the following as item (ii),

(11) Clerk on Rs 25-2-35. } took technical
in the office of the Sd. } examinations
} shorthand in
} typewriting in
} the elementary
} grade.

SK
21-8-13.
CR
22/8/13

10/25/8

[illegible]

PRESS SLIP.

ORDINARY.

PREFERENCE.

URGENT (a).

Educational DEPARTMENT.

Current No. 2502 dated 191

G.O. No. 7924 dated 1913

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(b)
(b)
Notes.....

Brief subject. Public Service Notification

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(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.

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B
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Clerk.

Supdt.

Referencer.
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C
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Referencer.
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Supdt.

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