

CONTENTS.

Only from D.D. 13

PAPERS PUT UP WITH REVENUE CURRENT No. _____

Papers of the Revenue Department.

Number.	Date.	Original (=O.) or spare copy (=S.C.).	Remarks. (In this column such of the papers as have been removed for copying, printing, etc., should be marked with a cross).

Papers of other departments.

Department.	Number.	Date.	Original (=O.) or spare copy (=S.C.).	Initials with date of Despatcher to denote the return of the papers to the Department concerned.

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MADRAS, 3rd Jany. 1916.

To

The Under Secretary to Government,

Revenue Department,

Through

The Superintendent.

Respected Sir,

With much respect and humble submission I beg -
to represent the following few lines for your kind consideration and support:--

(i) I have been, for about a year and a half, an acting clerk in the lower division of this office. While I have become fairly conversant with the routine of the Current Section in all its details, I beg to state that it has been my constant endeavour to acquit myself in the discharge of every part of the duty, which I have been entrusted with, to the entire satisfaction of my superiors; but I have not been able to secure a confirmation as clerk, as I am not qualified under the examination rules.

(ii) As regards my qualifications, I beg to submit that I have received ~~the~~ education up to the Matriculation standard; I appeared for the examination but it was not given to me to come out successful in the same. I have passed the Government Technical Examinations in the under-

mentioned

undermentioned subjects in the grades noted against each--

<u>Subject</u>	<u>Grade</u>	<u>Class</u>
Shorthand	Elementary	First
Typewriting	Intermediate	Second
Book-keeping	Elementary	do.
Commercial correspondence)	do.	do.

I held appointments in several departments --- I was for some time a Reporter on the staff of the "Madras Mail", then a shorthand and camp clerk in the District Traffic Superintendent's Office, M . & S.M. Railway, Arkonam, and subsequently a typist in the Archaeological Department, Madras, on which appointment I have a permanent lien. In the office last mentioned I was also a tour clerk and - latterly acted as Head Clerk.

(iii) During the tour in India, in the early part of 1913, of the Hon'ble Mr. E.S. Montagu, then Under Secretary of State for India, I was selected and sent out by the then Private Secretary to His Excellency the Governor as his shorthand-typist to attend to the responsible work of confidential correspondence.

In the latter part of the year 1913, I was chosen from this office to accompany the Hon'ble Sir J.N. Atkinson, K.C.S.I., on tour to attend the "All-India Agricultural Conference" held at Coimbatore, and in testimony of my work the Hon'ble

Member

p 385-72
 18
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the Hon'ble Member was pleased to send a note expressing satisfaction to the then Revenue Secretary (the Hon'ble Mr. A. Butterworth, C.S.I.).

Since then my services have now and then been engaged for shorthand work by the former Under Secretary (H.A. Watson, Esq., I.C.S.) and the present Secretary.

(iv) I beg to add that the extracts, appended hereto,

- | | |
|---|--|
| 1. The Hon'ble Mr.E.S. Montagu,

till recently the Under Secretary
of State for India; | from the testimonials
from respectable gentlemen or the departments
(to which I was attached),
will speak favourably
as to my general attainments and character. |
| 2. A.E. Lawson, Esq., C.I.E.,

Editor, the "Madras Mail"; | |
| 3. The late Dewan Bahadur

R. Ragoonatha Row Avl., C.S.I.; | |
| 4. Certificate of Service from
Madras & S. M. Railway;
----- | |
| 5. Extract from letter to Government
of the Additional Superintendent,
Archæological Department, Madras.
----- | |

(v) In conclusion, I beg to submit that the experience, acquired by me in various capacities as set forth above, will go to show that I am competent to perform satisfactorily the clerical duties incidental to an office. I, therefore, pray that you will be pleased to take a sympathetic view of my situation and to recommend to the Educational Department my permanent exemption from the operation of Article I of the Public Service Notification which will

procure

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procure me a clerk's place either in this office or elsewhere. I beg to refer here to the fact that exemptions of a similar nature have been sanctioned in several cases --in this office and elsewhere. I understand that there was a recent instance in the High Court, where a typist was granted a permanent exemption to hold a clerk's place.

In this connection, I beg to express my heartfelt gratitude for the generosity shown me by my superiors hitherto and to crave that you will be so good as to extend your kind patronage in getting me the prayer granted.

I beg to remain,

Respected Sir,

Your most obedient servant,

Chaman Singh
Acting clerk.

COPIES OF TESTIMONIALS.

6

INDIA OFFICE, 8th July 13.

1. Dear Mr. Ayyar,

x x x Mr. Montagu desires me to say that he was quite satisfied with your work as typist in February last, and that you may make what use you like of this letter as a testimonial.

Yours faithfully,

Sd./- Home Peel,

PRIVATE SECRETARY TO

THE UNDER SECRETARY OF STATE FOR INDIA.

2.

THE MADRAS MAIL,

Madras, 2nd oct. 1907.

Mr. C.S. Swaminatha Ayyar was attached to the Reporting Staff of the "MADRAS MAIL" for about eleven months as an extra reporter in 1906-1907. He was useful in supplying items of local news, Police Court reports and paragraphs and in making enquiries. He can write shorthand but had no scope for using it while on our reporting staff.

He is a quiet, civil, unassuming man and a willing worker.

x

x

x

Sd./- A.E. Lawson, (C.I.E.),

EDITOR.

3.

I have known the bearer Samynath Iyer for some time.

x x x He writes good English and is quiet and well-behaved young man and is, I think, competent to be a useful clerk in any business or office.

Sd./- (Dewan Bahadur) R. Raghunath Row, (C.S.I.)

14-11-1903.

4. MADRAS & SOUTHERN MAHRATTA RAILWAY.

No. 181.

Traffic Department.)

Certificate of Service.

N a m e C.S. Swaminatha Aiyar Registered No. 3175/
8754/B entered the service of this Railway on 1st
January 1908, in the capacity of Shorthand Clerk and Typist,
salary Rs. 35/- per mensem and resigned on 13/11/1910. His
last appointment was that of Typist, salary Rs. 40/-.

Remarks -- as to conduct, attendance &c.

Conduct Good.

D.T.S.'s Office,)
Arkonam, 17-11-1910)

Sd./- E. Crighton,
Dist. Traffic Superintendent.

(Countersigned) F.B. Wathen,

M a d r a s,)
21-11-1910.)

For General Traffic Manager,
Head of Department.

5. Extract from letter R.C. No. 486/Arch. of 1912,
dated the 7th August 1912, of the Additional Superintendent,
Archæological Department, Southern Circle, Madras, to the
Chief Secretary to the Government of Madras, Public Depart-
ment, recommending C.S. Swaminatha Ayyar, typist and tour
clerk, to the post of Head Clerk of the office:--

x

x

x

(4) As I shall have to be out on tour for the best
part of six months of the year, it is essential that the
Head Clerk, who will remain in charge of the office while
I am away from Head Quarters, should be a thoroughly ~~xxxx~~
competent, trustworthy and industrious person and keen on
his work with special knowledge of this Department; --
and these qualifications, I feel sure, C.S. Swaminatha
ayyar possesses. I enclose copies of his testimonials
which speak for themselves. His proficiency in the English
language is quite exceptional and his past experience as a
Press Reporter and knowledge of shorthand and type-writing
will be of great assistance to me in the preparation of
Conservation Notes and Reports for the Government Press.

He

He also understands the preparation of bills and the keeping of accounts, and I feel confident that he will give entire satisfaction in the discharge of the duties of the Head Clerk if he is given the opportunity.

x

x

x

Sd./- A.H. Longhurst,
Additional Superintendent.

(True Extracts).

C. W. L. L. L. L.
Acting clerk.

(Put up papers kept
in file for another file)

p57 of pamphlet
put up

Flag 6
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(do) D

Pages 3 to 5 of office order
no 18
3-2-14 Z
(removed)

R

To Under Secretary

C. S. Swaminatha Ayyar ag. clerk on Rs. 30 in the lower division requests that he may be permanently exempted from the operation of art. 1 of the Public Service Notification with a view to his obtaining a permanent clerk's place either in this office or elsewhere. He is a permanent typist in the Archaeological department and was entertained as an ag. typist in this office in office order No. 128/ dated 2-9-13 and was given an acting clerical post on Rs. 30 early in 1914 - vide office order No. 25/ dated 10-2-14. He has passed Short-hand in the Elementary grade in the 1st class. In May 1914 Mr. Watson directed that it would be advisable to retain Swaminatha Ayyar in the office in view of his qualification in Short-hand so that he might be available if Srinivasa Rao (the permanent Short-hand clerk) went sick. Office Order No. 61/ 14-5-1914. As his work was found satisfactory he continued in the clerical post - vide page 4 of Office Order No. 178/28-11-14 and is at present Assistant to the Cash-keeper. He is a useful clerk and knows the work of the current section well. He has done some short-hand work for Sir John Atkinson and the Secretary. As it would be advantageous to have in the office a man who already possesses sufficient knowledge of the current section and one who can be used for short-hand work in an emergency, it is submitted that Educational may be requested U.O. to exempt the man from the operation of art. 1 of the ^{Public Service Notification} ~~Public Service Notification~~. The clerk's conduct and work have been favourably noted on in the papers below. In G.O. No. 957 Educational dated 15-10-13, Govindarajalu Naidu (a typist of this office) was granted similar exemption.

19.1.16

Take Mr. Cuthbert's opinion on his
work also.

21/1/16

To Under-Sec?

The applicant has been doing
his work as current section clerk satisfactorily.
Besides the shorthand writer he is the only man
in the cur. section who is able to take down
notes in shorthand and it would be advantageous
to keep him on in the office as a reserve when
the regular shorthand writer is away on leave.

20/1/16

Would Sec approve of this? His
shorthand is a useful quality,
if he does it well.

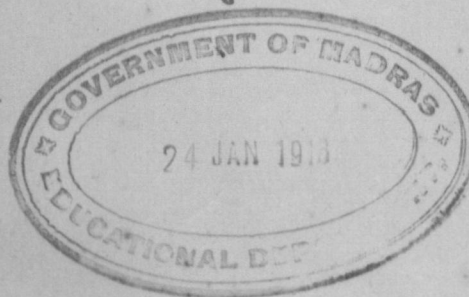
Say.

20.1.16.

I have no objection
21.1.16

Res. O.C. no. 81.

Regd. 22.1.16.



Res. no. 81 Oct/16.

22.1.16

Sell

CNO 276 21-1-16

To U.S

The file may be sent to Education
with the request that the permanent
exemption of C. S. Swaminatha aiyar
from the operation of Article 1 of the P.S.
Notification may be sanctioned with the
view to his employment in
the lower division. 21-1-16

Ed. No. 21/16
22.1.16

50

Q41
25.1.16.

IL
25.7.16.

27. 1. 16

The applicant has been found to be a person of good character and of good standing in the community. He is a native born citizen of the United States and is a member of the Grand Lodge of the Grand Order of the United Brotherhood of Carpenters and Joiners of America, No. 1234, District No. 1, State of New York. He is a member of the Grand Lodge of the Grand Order of the United Brotherhood of Carpenters and Joiners of America, No. 1234, District No. 1, State of New York. He is a member of the Grand Lodge of the Grand Order of the United Brotherhood of Carpenters and Joiners of America, No. 1234, District No. 1, State of New York.

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

" " " " 191 .

READ ALSO:-

C. No. 276, From the the Rev Dept No. 8106/16, dated 22.1.1916.

" " " " 191 .

" " " " 191 .

ORDER.

No. 8050/16, dated 27.1.1916

MCS.

27/1

Makamand
for the Govt

b. S. Swaminathan
Sryar will be permanently
exempted from the provisions
of art. 1 of the Public Service
Notification with a view to
his employment as a clerk in
the lower division of the service
in the
Revenue Secretariat.

28/1/16

27.1.16

25.7.16

25.7.16

The Rev Dept

W.S. to Govt, Rev. Secy.

copy to the Rev. Secy.

When given for copying—
 When copied—
 When examined—
 When signed—

191 .

READ AGAIN G.O. No. . DATED
 191 .

CURRENT No.

ENCLOSURES TO C. No.

ORDER OF GOVERNMENT

A A A A A A A

LETTER OF GOVERNMENT.

STATEMENT WITH RETTO.

PAPERS NOT FILED UP, BEING MEANT FOR DESPATCH
 IN ORIGINAL

N.E.—

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