

Educational (1904) Department.

ORDINARY PRINTED.

G.O., No. 465

DATED 29. 7. 04

INDEXED

N. P.

ORIGINAL

[Despatch Abstract.]

Board of Examiners for Teachers
Certification

Accepting with remarks the recommendation
of the Director that the post of
two permanent clerks in the office of
— be made pensionable.

BACK PAPERS.

G.O.	No.	Department.	Date.	G.O.	No.	Department.	Date.

FURTHER PAPERS.

G.O.	No.	Department.	Date.	G.O.	No.	Department.	Date.

Government {1904} of Madras. EDUCATIONAL.

Recd.

Regd.

1904.

Enclosures

Spare copies

ORIGINAL

G.O., No. 465, 29th July 1904.

N. P.

JULY.

Board of Examiners for Teachers' Certificates.

Accepting, with remarks, the recommendation of the Director that the posts of the two permanent clerks in the office of the — be made pensionable.

GOVERNMENT OF MADRAS.

EDUCATIONAL DEPARTMENT.

READ—again the following papers :—

G.O., No. 437, Educational, dated 31st July 1897.

Read—the following letter from the Hon'ble Mr. D. DUNCAN, M.A., D.Sc., LL.D., Director of Public Instruction, to the Secretary to Government, Educational Department (through the Accountant-General), dated Madras, 11th June 1897, No. 6182 :—

I have the honour to request that you will be so good as to obtain the sanction of Government for the following proposals regarding the office establishment of the Secretary to the Board of Examiners for teachers' certificates.

2. This office establishment at present consists of the following :—

	RS.
One permanent clerk on Rs. 20 per mensem	240
One temporary clerk for six months at Rs. 15	90
One attender on Rs. 8	96
One peon on Rs. 7	84
Total charges	510

These establishment charges used to be drawn on contingent bill forms till the date of the G.O., No. 790, Educational, dated 28th December 1896, sanctioning the appointment of the permanent and the temporary clerks above referred to, as the establishment was entertained as a tentative measure and paid as wages until experience could be obtained as to what establishment was actually necessary. The Accountant-General objects to this procedure and requires the salaries of the attender and the peon, as well as those of the clerks, to be drawn on establishment bills, and the Government order sanctioning them to be quoted. As there is at present no Government order sanctioning the appointment of an attender and a peon, the Secretary has not been able to draw the salaries of these two servants for March, April and May. I beg therefore to request sanction for these servants being paid at the old rates of salary, viz., Rs. 8 and Rs. 7, till orders are passed on the proposal contained in the next paragraph.

3. The Secretary recommends that, instead of a temporary clerk on Rs. 15 for six months and a permanent attender on Rs. 8, a permanent second clerk on Rs. 12 per mensem and a temporary clerk on Rs. 10 for four months be appointed. I support the above recommendation not only because it involves no increased expenditure (there is a saving of Rs. 2 a year) but also because it will strengthen the clerical establishment and enable it better to cope with the work. One permanent clerk is unable to overtake the growing work of correspondence, etc. Government is aware that the theoretical examination is held twice a year and about 2,500 candidates appear for the

examination, while the practical test is held almost all through the year. The registration of the candidates and the correspondence work is heavy and growing. The temporary clerk will ordinarily be employed for two months at a time in connection with each of the two written examinations.

4. The necessary proposition statement is submitted in duplicate

Order—No. 437, Educational, dated 31st July 1897.

The proposals of the Director of Public Instruction are approved and sanctioned on the understanding that the entire cost of the examination will be met from the fees paid by the candidates.

(True Extract.)

G. S. FORBES,
Ag. Secretary to Government.

To the Director of Public Instruction.

„ Financial Department,
with proposition statement.

G.O., No. 602, Educational, dated 5th December 1903.

Read—the following paper :—

From the Hon'ble Mr. G. H. STUART, M.A., Director of Public Instruction, to the Secretary to Government, Educational Department, dated Madras, 28th October 1903, C. No. 8069.

I have the honour to request that the sanction of Government may be obtained for the entertainment of a temporary clerk in the office of the Secretary to the Board of Examiners for teachers' certificates from November to March in the following circumstances.

2. There are two examinations for General teachers' certificates in the year—one in April and the other in December. The work of checking applications, publishing lists of candidates, checking and publishing lists of results, checking contingent bills and preparing honorarium bills absorbs the attention of the entire staff for two months in the case of the first examination and three months in the case of the second. The examinations for Technical teachers' certificates held in August and September also provide similar pressing work. Meanwhile the work of preparing teachers' certificates, which is done on the results not of the periodical written tests but of the practical tests continued throughout the year by inspecting officers and other members of the Board, necessarily comes to a standstill. The issue of certificates is accordingly delayed and great hardship is experienced by successful candidates whose employment as teachers depends in most cases on their ability to produce certificates. A temporary clerk was sanctioned in G.O., No. 437, Educational, dated 31st July 1897, for four months, but the assistance thus afforded is not sufficient and the issue of certificates is in arrears.

3. The results should ordinarily be issued within a month after the results of the practical test have reached the office of the Board, and to put things in train for this the services of a temporary clerk for the next four months are required.

I request that, in the above circumstances, Government will be pleased to sanction the proposal.

4. The Board made a gross profit of Rs. 3,000 last year or about Rs. 2,200 after making deductions for the value of office stationery and printing at the Government Press.

5. The proposed expenditure may be met from the provision under "Honoraria" for Teachers' Certificate Examinations for the current year.

Order—No. 602, Educational, dated 5th December 1903.

The proposal to retain for nine months in a year the temporary clerk sanctioned in G.O., No. 437, Educational, dated 31st July 1897, is approved.

(True Extract.)

A. G. CARDEW,
Ag. Secretary to Government.

To the Director of Public Instruction.
" Accountant-General.

READ—also the following paper:—

From the Hon'ble Mr. A. G. BOURNE, D.Sc., F.R.S., Director of Public Instruction, to the Secretary to Government, Educational Department (through the Accountant-General), dated Madras, 5th July 1904, Cur. No. 5789.

The clerical establishment of the office of the Secretary to the Board of Examiners for teachers' certificates which was sanctioned in G.O., No. 437, Educational, dated 31st July 1897, consists of one head clerk (non-pensionable) on Rs. 20, one assistant clerk on Rs. 12 and a temporary clerk on Rs. 10 for four months in the year since extended to nine months under G.O., No. 602, Educational, dated 5th December 1903. The work turned out in the office though mostly routine is very considerable. Over 4,000 applications for the various examinations are received annually; these have to be sorted, scrutinized and the different entries in them verified from the gazette; nominal lists of candidates for the written tests of April and December and for the practical tests held in Madras have to be prepared, the returns from the examiners have to be tabulated and lists of successful candidates and failure lists made out for publication in the gazette and certificates have to be prepared for my signature and despatched to the candidates. In addition to this work there is a considerable amount of correspondence with various educational agencies and with the candidates.

2. It will thus be evident that the above work is of a very responsible nature. The present head clerk who has been in the office ever since its establishment is a capable person who might have secured a post elsewhere without much difficulty. He has been told by successive Secretaries that something might eventually be done to improve his position. He has a thorough knowledge of the work and does it well; his service is at present non-pensionable, but as the existence of the office has become a matter of permanence I do not see why he and the other clerk who has done good work should not be allowed the usual pensionary privileges.

3. For these reasons I beg to recommend that the post of the two clerks be made pensionable with salary rising from Rs. 20—1—25 and Rs. 15, respectively. The additional charge involved in the proposal is only Rs. 81 and may easily be met from the profit of about Rs. 1,500 accruing annually to the Board.

4. The necessary proposition statement is herewith submitted.

ENCLOSURE.
STATEMENT of proposition for revision of establishment.

Order sanctioning present establishment. Government of Madras.		Office to which the proposition refers.		NATURE OF CHARGE.										PROPOSITION.										Ground of proposition.
Number.	Date.	1	2	Present scale.					Proposed scale.					Permanent.		Temporary.				Amount.	Period.	Amount.	Period.	
				Number.	Designation.	Pay.			Average cost.	Number.	Designation.	Pay.			Average cost.	Increase per month.	Decrease per month.	Increase per month.	Decrease per month.					
						Minimum.	Increment.	Maximum.				Minimum.	Increment.	Maximum.										
1		4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22				
Office of the Secretary to the Board of Examiners for Teachers' Certificates.				1	Head clerk (non-pensionable).	..	..	20	20	1	Head clerk (pensionable)	..	20	23 4 0	3 4 0	..	..	..	..	..	..			
				1	Assistant clerk	..	..	12	12	1	Assistant clerk (pensionable).	..	..	15	15 0 0	3 0 0	..	..	..	..	..	..		
				1	Peon ..	..	..	7	7	1	Peon ..	..	..	7	7 0 0	..	..	..	..	..	..	..		
				Total ..		..	..	39	39	1	Total ..	..	..	47	45 4 0	6 4 0	..	..	..	..	..	..		
Office of the Secretary to the Board of Examiners for Teachers' Certificates.				Temporary establishment.										Temporary establishment.										..
				1	Temporary clerk for nine months.	..	..	10	10	1	Temporary clerk for nine months.	..	..	10	10 0 0	..	..	..	..	..	..	..		
17th August 1897, and 5th December 1903.				G.O., R. No. 1108, Financial, and No. 602, Educational.										The necessity for the revision of establishment is explained in my letter C. No. 5789, dated 5th July 1904.										..

The necessity for the revision of establishment is explained in my letter No. 5789, dated 5th July 1904.

ORDER—No. 465, Educational, dated 29th July 1904.

The Director's recommendation that the posts of the two permanent clerks in the office of the Secretary to the Board of Examiners for teachers' certificates be made pensionable is accepted with effect from the date of this order.

2. The proposal to raise the pay of the two clerks to Rs. 20—1—25 and Rs. 15, respectively, is also approved, but the increment in the case of the first clerk will be biennial. It is presumed that the present clerks are qualified under the examination rules for the appointments as now constituted. If not, the posts will have to be otherwise filled up.

3. The proposition statement as altered will be transferred to the Financial Department.

(True Extract.)

H. D. TAYLOR,
Ag. Secretary to Government.

To the Director of Public Instruction.

" Accountant-General.

" Financial Department, with proposition statement.

Ed. P. Seetharam.

EDUCATIONAL DEPARTMENT.

NOTES CONNECTED WITH G.O., No. 465, EDUCATIONAL, DATED
29TH JULY 1904.

[SUBJECT.—*Re-organization of the office of the Secretary to the Board of Examiners for Teachers' Certificates.*]

From the Director of Public Instruction, No. 5789, dated 5th July 1904.

An establishment, consisting of one clerk on Rs. 20 a month and of a copyist on a pay not exceeding Rs. 15 *per mensem* for an aggregate period not exceeding six months in the year, was first sanctioned for the office of the Secretary to the Board of Examiners for Teachers' Certificates in 1896—*vide* G.O., No. 790, Educational, dated 23rd December 1896. It was stated in this Government Order that the clerk's post would be non-pensionable. The Director subsequently proposed to have two permanent clerks, one on Rs. 20 and the other on Rs. 12 a month, a temporary clerk for four months on Rs. 10 and a peon on Rs. 7. These proposals were approved and sanctioned by Government in G.O., No. 437, Educational, dated 31st July 1897. Again in G.O., No. 602, Educational, dated 5th December 1903, the period of the temporary clerk on Rs. 10, sanctioned only for four months in G.O., No. 437, Educational, dated 31st July 1897, was, on the representation of the Director of Public Instruction, further extended to nine months. Thus at present the establishment consists of—

1 permanent clerk on Rs. 20 <i>per mensem</i> (non-pensionable).
1 " " " 12 " (")
1 temporary " " 10 " for nine months.
1 peon on Rs. 7 <i>per mensem</i> .

2. The Director now recommends that the post of the two clerks may be made pensionable and their pay raised to Rs. 20—1—25 and Rs. 15, respectively. The reasons urged in favour of the proposals are—

(1) that the work to be done in the office is of a very responsible nature;

(2) that the present head clerk who has been in the office ever since its establishment is a capable person who might have secured a post elsewhere without much difficulty but who has been retained by promises given by successive Secretaries that something might eventually be done to improve his position. It is also stated that the clerk has a thorough knowledge of his work and does it well; and

(3) that as the existence of the office has become a matter of permanence, the head clerk and the other clerk who has done good work should be allowed the usual pensionary privileges.

For orders as to whether in these circumstances the Director of Public Instruction's proposals may be approved. If approved, the proposition statement may be transferred u.o. to the Financial Department. The extra cost involved in the proposal is Rs. 81 *per annum* and it is proposed to meet it from the profit of about Rs. 1,500 accruing annually to the Board.

N.L.R.—16-7-04.

Submitted that (1) the Secretaries to the Board of Examiners for Teachers' Certificates were not authorized to hold out promises of increase,

(2) increase of pay and grant of pensionary privileges are not called for at the same time; at the most one or the other would seem to be sufficient,

(3) increased expenditure, however small, cannot be met from any portion of the receipts—it is against account rules. What the Director of Public Instruction means is apparently that, as the teachers' certificate examinations being a profit, a small increase in paying the establishment should not be grudged. The Accountant-General points out that the increase, if sanctioned, can be met from savings in the provision for the examinations.

Perhaps it may be sufficient for the present to make the appointments pensionable from date of order.

P. T. THARYAN—18-7-04.

A. GALLETT—19-7-04.

The permanent retention of two clerks appears necessary and in these circumstances the proposals to make the posts pensionable may be approved, but the order cannot have retrospective effect.

2. Rupees 12 is a low rate of pay for a permanent clerk and the pay of the second clerk may accordingly be raised to Rs. 15. The proposal to make the pay of the head clerk progressive Rs. 20-1-25—the increments being biennial—may be approved. The clerks to be employed must of course be duly qualified under the rules, and no exemptions will be granted.

H. D. TAYLOR—20-7-04.

I agree with Mr. Taylor.

G. S. F[ORBES]—20-7-04.

Please draft accordingly and send to Financial for acceptance with proposition statement.

H.D.T.—21-7-04.

The draft placed below is submitted for approval. If approved, it may issue with the concurrence of the Financial Department.

P. T. THARYAN—21-7-04.

To the Financial Department for acceptance or remarks.

A. GALLETT—22-7-04.

FINANCIAL DEPARTMENT.

The reappropriation statement proposed to be called for in the draft order seems to be unnecessary, as the cost of the existing establishment and that of the proposed increase thereto are debitable to the same detailed head "Teachers' Certificates Examinations" under 22-I. EDUCATION—MISCELLANEOUS. The draft may otherwise be accepted.

S.D.—25-7-04.

C. M. SCHMIDT—25-7-04.

Yes.

M. HAMMICK—28-7-04.

To the Educational Department.

EDUCATIONAL DEPARTMENT.

Issue as altered.

H.D.T.—29-7-04.

[G.O., No. 465, Educational, dated 29th July 1904.]

Educational (1904) Department.

(Through the Accountant-General)

CURRENT No. 1205

INDEXED No.

From

[Name] The Hon'ble Mr. A.G. Bourne, D.Sc., F.R.S.,

[Designation] Director of Public Instruction,

[Station] Madras.



Cur No. 5789 of 04

Received 11-7-1904

Dated 5th July 1904.

Enclosures one in duplicate.

Registered 11-7-1904

SUBJECT.

Submitting proposals for the reorganization of the office of the Secretary to the Board of Examiners for Teachers' Certificates, Madras.

BACK PAPERS.

to 603/03 Mr.

FURTHER PAPERS.

$\left[-\frac{L_1}{\delta} \right]$
300-7-10-03

Educational.
 LEGISLATIVE DEPARTMENT.

READ AGAIN G.O., No. 437 En, dated 31st July 1897
 " " " " A 602 En, " 5th December 1903

READ ALSO:—

C. No. 1205, From the Director of Public Instruction, No. 5789, dated 5-7-1906

ORDER

No. 465, dated 29-7-1904

The Director's recommendation that the posts of the two permanent clerks in the office of the Secretary to the Board of Examiners for Teachers' Certificates be made pensionable is accepted with effect from the date of this order.

2. The proposal to raise the pay of two clerks to Rs 20-1-25 and Rs. 15 respectively, is also approved but the increment in the case of the first clerk will be biennial. It is presumed that the ^{present} existing clerks are qualified under the examination appointments as now constituted. rules for the posts as now altered, as otherwise no exemptions ^{will} ~~can~~ be granted. The Director should submit the necessary re-appropriation statement.

If not, they ^{posts} will have to
be fed otherwise falling

Pl 22.74

2. 4

3. The proposition Statement as altered
will be transferred to the Financial department.

PH

22.7.2

26/7/4

To the D.P.O. ✓
" A.S. ✓
3" Financial department
with proposition Statement.

S. C. Quinn
30/9/4
3/8/4

First copy sent to Press.

Returned for signature.

Despatched in print.

NUMBER OF COPIES REQUIRED. { Order complete.
Letter only.
Order complete with Letter.

READ AGAIN G.O., No.
190

DATE

CURRENT No.

ENCLOSURES TO G. No.

ORDER OF GOVERNMENT

LETTER OF GOVERNMENT

STATEMENT WITH DETTO.

NOT FILED UP, BEING KEPT FOR DESPATCH
IN ORIGINAL.

N.B.—

A = Print in full.
B = Not to be printed.
P = Print abstract only.
Q = Print heading only.