

E&PH

(1946)

Department.

Mis SERIES.

G.O. NO.

2113 Edn.

Dated

6-11-46

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[Despatch Abstract.]

Colleges---Govt---Ist Grade---Revision of pay of Head-  
clerks---Not approved.

# Back Papers.

| G.O. | No.  | Department. | Date.    | G.O. | No. | Department. | Date. |
|------|------|-------------|----------|------|-----|-------------|-------|
| 1810 | 1809 | Edn         | 6-11-45  |      |     |             |       |
|      | 1891 | "           | 19-12-44 |      |     |             |       |

# Further Papers.

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

EDUCATIONAL

DEPARTMENT.



Received

Registered 19

Subject.

Queen Mary's College, Madras - Revision of the pay of the Head clerk.

53381

ENCLOSURES.

No.

R O.C.No. 5158 K.2/46.

Spare copies

Station Madras., Dated the 10-9-1946. 19

From (Name) Dr. S.R.U. Savor, M.A., D.Sc., I.E.S.,

(Designation) Director of Public Instruction

To The Secretary to the Government of Madras,

EDUCATION & PUBLIC HEALTH Department.

Sir,

In connection with the Part II scheme for 1947-48 I have the honour to renew the proposal for the revision of the pay of the Headclerk of the Queen Mary's College, Madras. The proposal was submitted as a Part II Scheme for 1945-46 in this Office letter R.C. 939 A/44, dated 16th September 1944, but in G.O.No. 1891 Edn., dated 19-12-1944, this was not approved, as Government considered that there were no sufficient grounds for the revision in advance of Government's decision on the general question of revising salaries.

2. The Principal, Queen Mary's College reports that with the continuous expansion of the college such as -- increased admissions, additional buildings, additional staff additional equipment and opening of new courses of study, the work and responsibility of the headclerk have increased to a considerable extent. The head clerk is responsible for all the financial transactions that are done in the college and he has furnished the prescribed cash security. The

P.T.O.

The strength of the college has increased to 432 in the current year. The institution is a residential one where the work of the clerical staff is larger in volume and greater in responsibility than in other colleges. I agree with the Principal that for a post with such responsibility it is necessary to have a higher scale of pay so as to retain the services of a person of the right type. In the circumstances, I recommend that the scale of pay of the post be revised from Rs 55-5/2-70 to Rs 70-5/2-85-7 1/2-100. I consider that this proposal should not be made to wait till the general revision of scales of pay is settled as the need for revision in this case is real and urgent.

3. The extra cost involved in the proposal will be Rs 400/- as shown below:--

|                                                                 |                |       |
|-----------------------------------------------------------------|----------------|-------|
| Average pay of Headclerk in the scale of Rs 70-5/2-85-7 1/2-100 | 89 1/2 x 12 -- | 1074  |
| House Rent Allowance @ Rs 15 a month                            | 15 x 12 --     | 180   |
|                                                                 |                | ----- |
| Less                                                            |                | 1254  |

|                                                              |               |                          |
|--------------------------------------------------------------|---------------|--------------------------|
| Average pay of Head clerk in the existing scale Rs 55-5/2-70 | 65 1/2 x 12-- | 789                      |
| Presidency allowance @ Rs 6-8-0 a month                      | 6 1/2 x 12--  | 78                       |
|                                                              |               | -----                    |
|                                                              |               | 867                      |
|                                                              |               | -----                    |
|                                                              |               | 387 or                   |
|                                                              |               | Rs 400 in round figures. |
|                                                              |               | -----                    |

4. I am including the necessary provision in Part II of the Budget Estimate for 1947-48.

*M. Ramanaiah*  
11-9-46  
For Director of Public Instruction.

Copy to Budget

P.R.K. 11/9/46

387  
11/9

55/2/9  
Memo. No. 53381 A/46-1 Edu & 20-9-46

Sub. College - Queen Mary's, Madras - Headclerk - Revision of pay

From the D.P.I., R.O.C. No. 5158 K.2/46 & 10-9-46

The D.P.I. is requested to justify more fully, his proposal for the revision of the pay of the Headclerk in the Q.M.C., Madras by comparing the post on the following points, with those of the posts of Headclerks in other Govt. Colleges to which the scale of pay of Rs 70-100 is allowed with special reference to the following points:

- (1) The total strength of the college
  - (2) duties assigned to the Headclerk in the college with special reference to financial transactions
- The Receipts and Exps side should be shown separately for a period of 4 years.
- (3) Special responsibilities, if any attached to the post.

The reference should be treated  
 as specially urgent and a reply submitted  
 at a very early date.  
 19.9.46  
 19.9.46  
 To The D.P.I.  
 23.9.46



Education Department.

From

Dr. S.R.U. Savor, M.A., D.Sc., I.E.S.,  
Director of Public Instruction, Madras

To  
56102

The Secretary to the Government of Madras,  
Education and Public Health Department,  
Fort St. George, Madras.

R.C.No. 508-K2/46 dated 20th September, 1946.

**The Subject:-Teachers' College, Saidapet--Revision of the scale of pay of the Head Clerk.**

I have the honour to submit herewith a proposal for the revision of the pay of the Head Clerk of the Teachers' College, Saidapet from Rs. 60-4-80 to Rs. 70-5/2-85-7 1/2/2-100.

2. The Principal, Teachers' College, Saidapet, states that the work of the Head Clerk both on the administrative and financial sides is heavy and more responsible when compared with other colleges. It is pointed out that the appointment of over two-thirds of the staff of the college vests with the Principal and all questions connected with the establishment are dealt with in the college office by the Head Clerk. Of the total number of papers dealt with in the college office, about two thirds are dealt with by the Head Clerk. On the financial side, the head clerk is in charge of heavy cash collections throughout the year. The total receipts in 1945-46 on all accounts including hostel account was over Rs. 23,000/- The annual expenditure in 1945-46 was over 2 lakhs and with the starting of the emergency training course in the current year and the payment of stipends, it is expected that the financial responsibility of the Head Clerk will be increased further. I agree with the Principal that for a post with such heavy responsibilities should carry a higher scale of pay and recommend that the scale be revised to Rs. 70-5/2-85-7 1/2/2-100. As the duties of the Head Clerk involve more of cash responsibility and service questions, the designation of the post may be changed to Accountant.

3. The extra cost involved in the proposal will be Rs. 400/- as shown below:-

|                                                                         |         |
|-------------------------------------------------------------------------|---------|
|                                                                         | Rs.     |
| Average pay of the Head Clerk in the scale of Rs. 70-5/2-85-7 1/2/2-100 |         |
| 89 1/2 x 12 ..                                                          | 1,074/- |
| House allowance at Rs. 15/- per mensem                                  | 180/-   |
|                                                                         | -----   |
|                                                                         | 1,254/- |
|                                                                         | -----   |
| <b>Less:</b>                                                            |         |
| Average pay of the Head Clerk in the scale of Rs. 55-5/2-70             |         |
| 65 1/2 x 12 ..                                                          | 789/-   |
| Presidency Allowance at Rs. 6-8-0 p.m.                                  | 78/-    |
|                                                                         | -----   |
|                                                                         | 867/-   |

Rs. 387/- or Rs. 400/- in round figures.

4. I am including the necessary provision in Part II of the Budget Estimate for 1947-48.

For Director of Public Instruction.  
 21.9.46

21/9  
 21/9

R.O.C.No.7161-K2/46.

Office of the  
Director of Public Instruction  
Madras, Dated 28th Sept. 1946.

From

Dr. S.R.U. Savoor, M.A., D.Sc., I.E.S.,  
Director of Public Instruction, Madras.

To

The Secretary to Government,  
Education and Public Health Department.

Sir,

Sub: Revision of pay of the head clerks of the first Grade Colleges  
and Professional Colleges.

REF: G.O.No.1809 Education dated 6--11--1945.

In connection with the Part II scheme for 1947-48, I have  
the honour to renew my request for the revision of the scale of pay  
of the Head clerks of the Government first grade colleges and Profes-  
sional Colleges in the presidency.

2.As stated in my letter "G.O.No.938-A/45 dated 28-9-1945  
disposed of in the G.O. referred to above, the work and financial  
responsibilities of the head clerks of all the colleges have of late  
increased enormously and it is only proper that their scales of pay  
of the posts should also be correspondingly increased. The present  
scale Rs.55-70 is very meagre when considering the arduous work should-  
ered ~~and~~ by them and I consider that a revision of the scale of pay  
is essential and urgent. The present scale of pay and the proposed  
scale of pay are shown in the annexure. Proposals for the revision of  
the pay of the headclerks of the Queen Mary's College, Madras and  
Teachers' College Saidapet have been submitted to Government sepa-  
rately.

3.The financial effect of the proposal will be as shown here  
under:--

| (a)                                                                                                            | (b)                                                                                                                     |
|----------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------|
| Average pay of 9 headclerks<br>in the proposed scale of Rs.70-100<br>$89\frac{1}{2} \times 12 \times 9 = 9666$ | Average pay of 9 headclerks<br>in the existing scale of pay<br>Rs.55-70.<br>$(65\frac{1}{2} \times 12 \times 9 = 7101.$ |

(a) - (b) - 2565 or 2600 in round figures.

4. I am including the necessary provision in part II of the Budget  
Estimate for 1947-48.

*M. Rammam*  
30.9.46  
FOR DIRECTOR OF PUBLIC INSTRUCTION.

RR.30/9.

p.t.o.

ANNEXURE.

| <u>Name of College,</u><br><u>headclerks.</u> | <u>Present scale</u><br><u>of pay.</u> | <u>Proposed scale</u><br><u>of pay.</u> |
|-----------------------------------------------|----------------------------------------|-----------------------------------------|
| <u>First grade Colleges.</u>                  |                                        |                                         |
| 1. Govt. Arts College, Rajahmundry.           | Rs. 55-5/2-70.                         | 70-5/2-85-7 $\frac{1}{2}$ /2-100.       |
| 2. Govt. Arts College, Anantapur.             | -do-                                   | -do-                                    |
| 3. Govt. Muhammadan College.                  | -do-                                   | -do-                                    |
| 4. Govt. College, Kumbakonam.                 | -do-                                   | -do-                                    |
| 5. Govt. Victoria College, Palghat.           | -do-                                   | -do-                                    |
| 6. Govt. College, Coimbatore.                 | -do-                                   | -do-                                    |
| <u>Professional Colleges.</u>                 |                                        |                                         |
| 7. Govt. Training College, Rajahmundry.       | -do-                                   | -do-                                    |
| 8. Lady Willingdon Training College, Madras.  | -do-                                   | -do-                                    |
| 9. Law College, Madras.                       | -do-                                   | -do-                                    |

*M. K. Srinivasan*  
30.9.46  
for Director of Public Instruction.

RR30/9.  
*sol*  
*30/9*

*6/5/46*  
*From* T.M. *9/6* EDPH(A)  
*To* The A.S., EDPH Dept.  
The Dy. D.P.I.  
Sub. Teachers' College, Saidapet -  
Revision of the scale of pay of  
the Headclerk.  
*f5cf* By Director's letter PC No. 508-K2/46 d 20-9-46.  
" " " " Rec No. 7161-K2/46 d 28-9-46  
Pl furnish information  
on the points raised in Govt. Memo. No  
53381 A/46-1 Edu d 20-9-46 in respect  
of the Teacher's College, Saidapet and  
other Govt first grade colleges.  
*pp3-4cf*  
*1-10-46* *1.10.46* *2/10/46*  
*PC to go*  
*Note* The question of revision of pay of the Headclerk of  
Q.M.C., Madras & Teachers' College, Saidapet being similar  
the cases may be dealt with as one scheme. The information in the form  
above may first be called for.

From

Dr. S.R.U. Saveer, M.A., D.Sc., I.E.S.,  
Director of Public Instruction, MADRAS.

To

The Secretary to Government,  
Education and Public Health Department.

Sir,

Sub: - Queen Mary's College, Madras - Head clerk -  
Revision of pay.Ref: Government Memo. No.53381-A.146-1, E.M., dated  
20-9-1946.

@@@

I have the honour to state that among the Government Colleges, only the post of Head clerk in the Presidency College Madras and Accountant, College of Engineering, Guindy carry a scale of Rs.70 - 100 and all the others are on the scale of Rs.55- 70. Considering the heavy increase of work in recent years in all the colleges, I have recommended to Government as a Part II Scheme the revision of the pay of the Head clerks of all the first grade and Professional colleges - Vide my letters Rce.No.508-K2/46 dated 20-9-1946 and Rc.7461-K.2/46, dated 28-9-1946.

2) I furnish below the information called for in the Government Memo. Under reference.

- 1) Total strength of the College .... 432.  
2) Receipts and charges during the last 3 years  
are as follows:--

|         | Receipts. | Charges. |
|---------|-----------|----------|
| 1945-46 | 45,447    | 1,83,765 |
| 1944-45 | 38,379    | 1,61,151 |
| 1943-44 | 34,466    | 1,57,013 |

It is reported that the head clerk is responsible for all the financial transactions that are done in the college. Among the important duties are the maintenance of accounts of the cash transactions and to watch the progress of expenditure under laboratory charges, books and other contingencies. Some of the important transactions that pass through the head clerk are as follows:--

|                                                                               | Rs.             |
|-------------------------------------------------------------------------------|-----------------|
| a) Encashment of the monthly pay bills and disbursement of salaries           | 600 every month |
| b) disbursement of scholarships.                                              | 600 "           |
| c) Collection of fees from the students and remittances into bank             | 2,000 per term. |
| d) disbursement of contingencies, supplies and services.                      | 5,000/-         |
| e) Miscellaneous disbursements such as laboratory charges, library books etc. | 5,000/-         |
| f) University Examination fees etc.                                           | 7,500/-         |

3) With regard to the special duties and responsibilities, I may point out that the institution is a residential one, where there are 20 residential quarters with different kinds of privileges attached to each. The preparation of monthly pay bills with the various recoveries such as rent services tax, electric current charges is a complicated

and taxing work. Because of the residential nature of the institution there is heavy correspondence and monthly returns regarding the recoveries and change of quarters to the Executive Engineer. The duties in a residential insituation for women are very responsible and delicate. Besides the duties referred to above, the head clerk has to deal with a number of respectable members of the staff, both gazetted and non-gazetted and has also to come into contact with a number of respectable visitors.

4) In the circumstances, I request that Government may be pleased to sanction the revision of pay of the post as recommended by me.

*[Signature]*  
for Director of Public Instruction.

EP. 17-10.

*[Signature]*  
DOH(A)

The Director reply to the T.M

on pg ante may be awaited till 21.10.46

*[Signature]*  
21-10-46  
21.10.46

*[Signature]*  
22/10/46

POST COPY OF TELEPHONIC MESSAGE DATED 21-10-46.

From  
The Director of Public Instruction,  
Madras.

To  
The Assistant Secretary,  
Education & Public Health Department, Madras.



"Sub: Revision of scale of pay of Head-clerks of First Grade and Professional colleges -

Your telephonic message dated 5-10-46. *pg ante*

The particulars called for in Govt. Memo. No. 53381 A/46-1, Education, dated 20-9-46, are herewith furnished in the annexure sent along with the post copy of the message. The particulars re: receipts and expenditure for 1944-45 and 1945-46 in respect of the Govt. College, Coimbatore have been called for and will be furnished separately on receipt.

2. The Headclerks are in charge of all the financial transactions of the Colleges.

TRB.22/10

*[Signature]*  
for Director of Public Instruction.

*[Signature]*  
22/10

P.T.O.

: 2 :

| NAME OF THE COLLEGE.                     | YEAR.   | STRENGTH. | RECEIPTS. | EXPENDITURE. |
|------------------------------------------|---------|-----------|-----------|--------------|
| Govt. College, Rajahmundry ..            | 1946-47 | 453       | -         | -            |
|                                          | 1945-46 | -         | 41731     | 95898        |
|                                          | 1944-45 | -         | 45450     | 88212        |
|                                          | 1943-44 | -         | 49049     | 84516        |
| Arts College, Anantapur ..               | 1946-47 | 638       | -         | -            |
|                                          | 1945-46 | -         | 49412     | 121371       |
|                                          | 1944-45 | -         | 42354     | 104479       |
|                                          | 1943-44 | -         | 49659     | 96908        |
| Govt. Muhammadan College ..              | 1946-47 | 481       | -         | -            |
|                                          | 1945-46 | -         | 37461     | 171851       |
|                                          | 1944-45 | -         | 31781     | 142287       |
|                                          | 1943-44 | -         | 27113     | 119774       |
| Govt. College, Kumbakonam ..             | 1946-47 | 578       | -         | -            |
|                                          | 1945-46 | -         | 62296     | 101873       |
|                                          | 1944-45 | -         | 55075     | 98193        |
|                                          | 1943-44 | -         | 52602     | 90151        |
| Govt. Victoria College, Palghat..        | 1946-47 | 1092      | -         | -            |
|                                          | 1945-46 | -         | 109414    | 173372       |
|                                          | 1944-45 | -         | 105463    | 154455       |
|                                          | 1943-44 | -         | 104750    | 150477       |
| Govt. College, Coimbatore ..             | 1946-47 | 541       | -         | -            |
|                                          | 1945-46 | -         | -         | -            |
|                                          | 1944-45 | -         | -         | -            |
|                                          | 1943-44 | -         | 47184     | 68007        |
| Teachers' College, Saidapet ..           | 1946-47 | 135       | -         | -            |
|                                          | 1945-46 | -         | 17741     | 164815       |
|                                          | 1944-45 | -         | 16453     | 144073       |
|                                          | 1943-44 | -         | 16192     | 134793       |
| Lady Willingdon Training College, Madras | 1946-47 | 69        | -         | -            |
|                                          | 1945-46 | -         | 13086     | 156578       |
|                                          | 1944-45 | -         | 13173     | 146205       |
|                                          | 1943-44 | -         | 16180     | 143099       |
| Law College, Madras ..                   | 1946-47 | 609       | -         | -            |
|                                          | 1945-46 | -         | 105186    | 114981       |
|                                          | 1944-45 | -         | 95098     | 92191        |
|                                          | 1943-44 | -         | 81715     | 71529        |
| Govt. Training College, Rajahmundry      | 1946-47 | 110       | -         | -            |
|                                          | 1945-46 | -         | 16380     | 105157       |
|                                          | 1944-45 | -         | 14973     | 92184        |
|                                          | 1943-44 | -         | 15777     | 83183        |

70/6/44 Colleges - Court - 1st grade - Revision of pay of Head clerks - Not approved  
7/6/44

pp112cf C No 53381 A Sub, From the DPL, No 5158 K2/46 & 10-9-46  
p5cf " " No 508 K2/46 & 20-9-46  
p7cf " " No 7161 - K2/46 & 28-9-46  
pp1142cf " " No 5158 - K2/46 & 14-6-46

C No 2113 Edmd 6-11-46  
MS

The Court do not consider that there are sufficient grounds for a revision of pay of the posts mentioned in the DPL's letter cited, in advance of the Court's decision on the general question of revising the salaries of all Court servants which is now being examined by the Cabinet Sub-Committee. The proposal of the Director should therefore be deferred.

To The DPL

30-10-46 K 3/12/46  
31/10/46

EDP H/A

Part II Scheme - 1947-48 - Court 1<sup>st</sup> grade college

Revision of pay of Headclerks

pp1-2 cf C.N. 53381 A/lub, From the DPT, Rec No 5158-K2/lub 2/10-9-46  
p5 cf " " " 508 K2/lub 2/20-9-46  
p7 cf " " " 7161-K2/lub 2/28-9-46  
pp11-12 cf " " " 5158-K2/lub 2/14-10-46

AST  
28-11-46

The DPT has submitted the following proposals for consideration in connection with the Part II estimates for 1947-48: -

- pp1-2 cf (1) Revision of pay of Headclerk, B.M.C., Madras  
p5 cf (2) Revision of pay of Headclerk, Teachers' College, Saidapet  
p7 cf (3) Revision of pay of Headclerks of all 1<sup>st</sup> grade Court Colleges.

(b)  
(c)

All the three proposals have already been considered and vetoed by the Court - vide pp1-8 NF of C.O. No 1894 Edu 2/19-12-44 and pp1-2 NF of C.O. No 1809 Edu 2/6-11-45. No special reasons except the increase of admissions in the Colleges, have now been adduced to warrant a reconsideration of the previous orders on the subject. In view of this and for the reason that the Cabinet Sub-Committee are considering proposals for the revision of scales of pay of all Court servants it is for consideration whether the Director's present proposals may be deferred for the present especially in view of the Finance note at (H).

58892 and  
30 OCT 1946

Finance may see before circulating  
29/10/46 S

Edu v.o 53381 A/lub 2

30-10-46  
Jms Sal.

'A' above may be agreed to in this dept.

ASST. SECRETARY TO GOVERNMENT  
30 OCT 1946  
65810  
EDUCATION AND PUBLIC HEALTH DEPT.

Fin v.o. 58892 and  
30-10-46

EPH

6004 (A)

Finance Dept have agreed to this Dept's proposal

At the plant: A draft order is submitted.

For orders as to Circulation.

37 | 00 | 0068

TGA

A-11-46

