

Part Away

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Seott. II-27-37,004-12-11-45.

240 (1946) Department.

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SERIES.

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G.O. No.

699 -

Eon

Dated

1. 4. 1946

(8)

[Despatch Abstract.]

Colleges - Second ~~class~~ grade - Lower division posts of
Headclerks - Conversion into upper division - Orders issued.

Back Papers:

G.O.	No.	Department.	Date.	G.O.	No.	Department.
G.O.	263	Edn.	27-1-45			
"	562	"	16-4-43			
"	1891	"	19-12-44			

Further Papers:

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

R.C.139-A/44



Office of the
Director of Public Instruction,
Madras, Dated 27-9-1945.

From: Dr. B.B. Dey, D.Sc. (Lond.), F.R.I.C.
Offg. Director of Public Instruction, Madras.

To: The Secretary to Government,
Education and Public Health Department.

Sir,
Sub: Lower Division Head Clerks Supervising the work
of other clerks - Conversion of posts into
Upper Division. - submitting proposals.

Ref: G.O. No. Ms. 263 Edn. & P.H. dated 27-1-45.

With reference to the above Government Order I
have the honour to submit for the favourable consideration
of Government the following proposal for the conversion of
the posts of Lower Division Head Clerks of the ~~three~~ Govern-
ment Second Grade Colleges at Coimbatore, Tellicherry and
Mangalore into posts in the Upper Division as a Part II
scheme for 1946-47.

2. In the light of three general principles
enunciated in the above Government Order I have considered
the case of each office under my control. The only cases that
come under the purview of the above Government Order are in
the three Lower Division Clerks in the three Second Grade
Colleges mentioned above. In each of these Colleges the
Senior Clerk has a special responsibility viz. collection of
fees. The Senior Clerks in these colleges have to give
cash security and they have large amounts of cash ~~xxxx~~ under
custody. They are designated as Head clerks and are supervising
the work of other clerks and they are themselves actually
performing the duties of Upper Division Clerks. I had sub-
mitted in the past proposals for the conversion of the posts
into upper division the Government deferred my proposals
- Vide G.O. No. 562 Edn., dated 16-4-43 and G.O. No. 1891 Edn.,
dated 19-12-44. In these three colleges which are ~~not~~ big
enough, the work of the Head clerks is heavy. There is a very
strong case for the conversion of the three Head Clerks'
posts in question into posts in the Upper Division. I
do recommend sanction for the conversion of the three posts
into posts in the Upper Division with effect from 1-4-1946.

3. The extra ultimate cost on account of the
above proposal is worked out below:-

P.T.O.

Statistics in hand
3 on p 51 of (U)

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Ton No 900

Manila 4
Delhi 3

Minus

Class 1 Special pay at Rs.5/- $5 \times 3 \times 12 = \text{Rs. } 180$
for each post per mensem.

Rs. 672 or
700 in
round figures.

5. I am including the necessary provision in Part II of the Budget Estimate for 1946-47.

Michener
27. 7. 43 -
for Director of Public Instruction.

RVR 27/9/-

$$\frac{50}{27} \approx 1.85$$
$$\begin{array}{r} 30 \\ \underline{3} \\ 90 \\ \underline{11} \\ 990 \\ \underline{110} \\ 1100 \\ \underline{110} \\ 145 \\ \underline{145} \\ 0 \\ \underline{0} \\ 0 \\ \underline{0} \\ 0 \\ \underline{0} \\ 0 \end{array}$$

Press

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21/11/57

Head of account

37.6. Education - University - Arts Colleges - A. Arts Colleges - 2. Pay of Establishments

Allowances

The D.P.S has proposed that the posts of lower division head clerks in the Port II grade colleges at Coimbatore, Mangalore and Delli-cherry, may be converted into upper division posts, with effect from 1966-67.

2. In some Offices there are only lower division clerks of whom one is styled as "head clerk" on account of the ~~higher~~ control and supervision exercised by him over the work of the other clerks in

the office and for this he is given a class I special pay of Rs. 5 a month. The question whether these "head clerks" do in practice perform the upper division clerks and if so whether their posts should be converted into upper division posts was examined and the following general principles were laid down:

- (1) If there are more than four clerks in an office, at least one should be an upper division clerk.
- (2) If there are 4 clerks in an office and the senior clerk has some special responsibility, such as custody of large amount of cash, the senior clerk should be in the upper division.
- (3) If there are less than 4 clerks in an office and the senior clerk has to give cash or other security, the senior clerk's post may be in the upper division.

The head clerks in the Government Second Grade Colleges at Coimbatore, Mangalore and Tellicherry have been entrusted with the custody of cash and other securities and under clause (2) of the above principles their posts may be converted into U.D. posts. This department recommends the D.P. 2 proposal and the making of necessary provision in the estimate of expenditure for 1946-7.

08/11/45

EDUCATION AND PUBLIC HEALTH DEPARTMENT. PART II SCHEME FOR 1946-7.

[SUBJECT.—Government Colleges at Coimbatore, Tellicherry and Mangalore—
Posts of lower division head clerks—Conversion into upper division posts.]

Summary.

Head of account.	Item of expenditure.	Ultimate cost. RS.	Cost in 1946-7. RS.
37. b. Education—University— Government Arts Colleges—A	Employment of 3 upper division clerks in lieu of 3 lower division clerks.	732	715 or 700
—Arts Colleges—Men—2. Pay of Establishments— Authorised	Allowances—Difference between two rates of Dearness Allowance Rs. 18 and Rs. 16.		66 or 100
		732 or 700 (roundly)	781 or 800 (roundly)

EXPLANATORY NOTE.

The Director of Public Instruction has proposed that the posts of lower division head clerks in the Government Second Grade Colleges at Coimbatore, Mangalore and Tellicherry, may be converted into upper division posts, with effect from 1946-7.

2. In some offices there are only lower division clerks of whom one is styled as "head clerk" on account of the control and supervision exercised by him over the work of the other clerks in the office and for this he is given a class I special pay of Rs. 5 a month. The question whether these "head clerks" do in practice perform the work of upper division clerks and if so whether their posts should be converted into upper division posts was examined and the following general principles were laid down.—

(1) If there are more than four clerks in an office, at least one should be an upper division clerk;

(2) If there are four clerks in an office and the senior clerk has some special responsibility, such as custody of large amount of cash, the senior clerk should be in the upper division;

(3) If there are less than four clerks in an office and the senior clerk has to give cash or other security, the senior clerk's post may be in the upper division.

The head clerks in the Government Colleges at Coimbatore, Mangalore and Tellicherry handle a large amount of cash and have furnished securities and under items (2) and (3) above, the posts of these three clerks may be converted into upper division posts. This department recommends the Director of Public Instruction's proposal and the making of necessary provision in the Estimate of Expenditure for 1946-7.

M. V. SUBRAMANIAN—10-11-45.

Edn. & P.H. (A) Dept.

COLLEGES - Second grade - Lower division Head clerks
Conversion of the posts into upper division - Orders issued.

G.O.No.263 P.H. dated 27-1-45.
From the D.P.I. Rc.No.139.A/44 dated 27-9-45.

Order/Ms.No. 699 Edn. dated 1/4/1946

The Govt. sanction the proposal of the D.P.I. that the posts of lower division head clerks, on Rs. 30-3/2-45-2/2-55 in each of the three Govt. Colleges at Coimbatore, Tellicherry and Mangalore, be converted into upper division posts on Rs.55-5/2-70 with effect from

1st April 1946. The headclerks employed in the Govt. colleges at Coimbatore and Mangalore will cease to draw the special pay of Rs 5 p.m. from 1.4.46

To the D.P.I.
To the A.G. thro'
Fin.

43200/15

CF

Part II scheme - 1946-47

E. I. M. Dept (c)

Establishment. Posts of lower division head clerks in three II grade colleges. Conversion into posts in the upper division. From the D.P. 9. R. No. 139. A/44 D. 27.9.48.

In connection with the budget for 1946-7, the D.P. 9 has submitted a proposal for the conversion of the lower division head clerks in the II grade colleges at Coimbatore, Tellicherry and Mangalore into upper division posts. The extra cost involved in the proposal is Rs. 672 per annum.

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C/249.77
on 11/11/48
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7.20.85

V/50.51

V/15

2. The proposal was considered and dropped in 1942. It was revived again in 1944 but deferred pending decision on the general question of converting posts of lower division head clerks supervising the work of other clerks into upper division posts. The general question was disposed of in E. I. M. D. 27.1.48, in which certain principles were laid down for adoption by heads of departments when recommending conversion of l.d. head clerks' posts into u.d. posts. With reference to these principles, the D.P. 9 recommends the conversion of l.d. head clerks' posts in the 3 second grade colleges into u.d. posts. He has drawn a special barot Rs. 5 each for supervision.

H-32324405
22/10/45

Final (2)

In the circumstances stated by
the D.P. in the CF, the proposal of Ex.P.H.
above may be agreed to as the case
satisfies the criteria laid down in GO.
No 262 P.H. 27-1-45. The extra ctn works
out to Rs 732/- p.a. running. Ex.P.H. may
be requested to prepare the necessary

23 OCT 1945
FINANCE DEPARTMENT
15/10/45 (2)
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C.O.

4 A

A draft order is submitted. In view of the
before issue.

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26/3/46 S
u/m
E.P.H. 43232 Res-3
E.P.H. 24.3.46

[Finance Dept. Same as per B above] The draft order may be accepted.



105. (38)
28.3.46. got to the end of the road. The draft order may be accepted.

24/3/46
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