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Scott. II-27-37,004-19-11-45.

ED + Fa (1946) Department.

his SERIES.

(V)

G.O. No.

980 E du

Dated

15-5-46

[Despatch Abstract.]

Type writers — Additional —
Supply to the L. G.'s office —
Sanctioned

Back Papers.

G.O.	No.	Department.	Date.	G.O.	No.	Department.	Date.
Go	687	Edn	29-3-46				

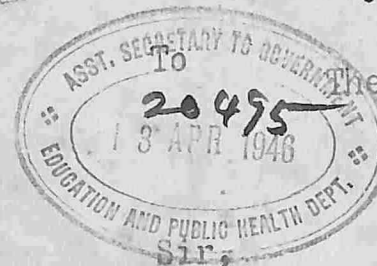
Further Papers.

G.O.	No.	Department.	Date.	G.O.	No.	Department.	Date.
Go	1247	Edn	25-4-46				

Medical Department.

From

Major-General J.P. Huban, OBE., KHS., IMS.,
Surgeon-General with the Govt. of Madras.



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

Ref. No. 23365-1-A/46 dated 12th April, 1946.

Sub:- Typewriters - Additional - Supply to the Surgeon-General's Office - sanction - requested.

There are sixteen typewriters at present in this office and they are distributed as shown below in the different sections of the office located in different rooms:-

- | | | |
|--|-----|---------------|
| (a) Issue or Current Section | ... | 1 |
| (b) Stenographer to the Surgeon-General | ... | 1 |
| (c) Stenographer to the Surgeon-General who is also the Personal Assistant's Stenographer and Confidential Typist for the two Establishment Sections | ... | 1 (Portable). |
| (d) Stenographer to Assistant (Accounts) | ... | 1 |
| (e) Stenographer to Assistant (Nursing) | ... | 2 |
| (f) Attached to seven sections downstairs | ... | 1 |
| (g) Attached to four sections upstairs | ... | 16 |

Out of the 16 machines, one or even two at a time go out of order and have to be sent to the Superintendent of Stationery for

for getting them repaired. It takes nearly three to four weeks for the repairs to be effected and substitute machines are not supplied by the Superintendent of Stationery with the result that typing work is handicapped.

2. Further, one of the 10 typists was for the past three years doing the duties of the Examiner in the Current Section. Consequent on the employment of a lower division clerk for the post of the Examiner approved in G.O. No. 982 P.H. dated 30-3-46, the typist has reverted to his substantive post. He is being provided with a type-writer out of the machines attached to the sections. Sections have thereby to forego a machine and are therefore put to inconvenience, as notes and drafts put up to the Personal Assistant and the Surgeon-General have invariably to be typed. The current section is located in an out-house removed from the main building and consequently difficulties are experienced by clerks in going often to the current section. It may be noted in this connection that about 50% of the clerical staff of this office possess an adequate knowledge in type-writing or have passed at least the lower grade examination and as such it is possible for them to handle the machines. Questions connected with the re-settlement in civil life of demobilised personnel dealt with in Resettlement Section and matters connected with Famine dealt with in Post-War Section have to be treated as special and as such it is essential to provide a type-writer for the use of these two sections. At present they are sharing the machine referred to in item (g) of para 1.

3. In the circumstances stated above, it is requested that the Government will be pleased to sanction the supply of two additional typewriters for this office. One of the typewriters will be surrendered as soon as the Re-Settlement Section and the Post-War Section which are on a temporary basis, cease to exist.

exist.

Your obedient servant,

V. Ramaswami
for Surgeon-General with the Govt. of
Madras.

R.G.12-4.

Education and Public Health
Department

Encl. No. 20495 C2/46-1 Ch. dated 18.4.1946

Referred to the Superintendent of Stationery

Abraham D. V. V.

Deputy Secretary to Govt P.T.O.

2
The Superintendent for remarks.
of stationery. 16/4/46 18.4.46

23534

STATIONERY DEPARTMENT.

No. B.1.1171-46.

27 MAY 1946

Quindry, Saidapet P.O.
Dated 26th April 46.

Retransmitted.

In the circumstances stated by the Surgeon-General with the Govt. of Madras sanction may be accorded for the additional supply of two typewriters for use in his office.

For Superintendent.

To The Secretary to Govt.
Education and Public Health Dept., Madras.

2004 Dept
Co. 5

Ch 20495 - From the S.G., Letter No 23065-1-A/46 d. 12.4.46

" 23534 - From the S.G., No. B.1.1171-46 d. 26.4.46

Subject

Typewriters - addl. supply to the S.G.'s office - sanctioned

Rs 980 d. d/ 15-5-46

Sanction is accorded to the supply of two additional typewriters for use in the office of the S.G. One of the machines should be returned to the S.G. when the settlement is made in the S.G.'s office.
Prob. Secy. please to circ.

10/5/46

13.5.46

To The S.G.

" S.G.

" S.G.

6/5/46

5

SR. 22.5.
2/5/40

Chairman. 22.5.40

Forwarded.

Commissioner.

22.5.40

Municipal Council's resolution No. 125, dated 18-4-1940.

I submit for the orders of Government copy of the

Through the Chairman, Municipal Council, Kumbakonam.

Department. Education and Public Health

To The Secretary to the Government of Madras,

(Designation) Commissioner, Kumbakonam Municipal Council.