Sectt. II-27—37,004—19-11-47

Edn (1947) Department.

Ms SERIES.

Cln
50

G.O. No. 104
Edn

(16)

Dated 28-7-1947

[Despatch Abstract.]

Govt. Museum - Employment of temporary additional Staff - Sanctioned.

Back Papers.

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

Further Papers.

G.O.	No.	Department.	Date.	G.O.	No.	Department.	Date.
MS	2627	Edn.	22-8-49.				
,,	687.	,,	3-3-50.				
-	2885	Edn	3·11·51.				
..	462	Edn	6·3·52				

O.F. 32.

2

..........Department
From (Name) Sri A.Aiyappan,M.A., Ph.D.,
Designation Superintendent, Government Museum,
Station Madras, 8.

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

Enclosures:

No. 20651/46 dated 28th August 1946.

DEPUTY SECRETARY TO GOVERNMENT
31 AUG 1946
EDUCATION AND PUBLIC HEALTH

4996

Sir,

Sub: Museum-Government - Appointment of Artist modeller.

— In file re: Museum Comm. recommns [illegible]

Reference D.O. No.31738 C2/46-1 Edn., dated 27th June 1946 from the Deputy Secretary to Government, Education and Public Health Department.

I have the honour to request that Government, while considering the recommendations of the Museums Improvements Committee, will be pleased to give priority and preference to the proposals for the appointment of an Artist modeller and two Guide Lecturers recommended by the Committee as noted hereunder:-

"Asst. Curators.

The Committee feels that there is need for the appointment of two Assistant Curators to work as Guide Lecturers and to assist the Curators. The scale of pay suggested for the Assistant Curators is Rs.75-10/2-125.

Qualifications.

B.A. in History for the Assistant Curator to be attached to the Archaeological and Anthrological Sections and B.A., or B.Sc., in Natural Science Sections with proficiency in Tamil and Telugu. The selected candidates ~~w~~ should be given training for three months after appointment."

Added to file re: recommns of Museum Committee

Regarding Artist Modeller, reference is solicited to my letter No.187-4/46 dated 14th June 1946.

I accordingly solicit instructions as to whether these three posts may be included in Part II of the Budget Estimates for 1947-48 to be submitted to Government on or before 1st October 1946.

2. In this connection, I have to submit that the Museum clerical staff is very much overworked, especially the Head Clerk and Cashkeeper, owing to the increase in office work in recent years. In the interest of administrative efficiency, I consider it necessary that the Head Clerk should be relieved of the accounts work and that a separate accountant in the Upper Division scale should be appointed to attend to the cashkeeper's work. Please see, in this connection, my letter No.2086-3/45 dated 10th January 1946. Necessary proposals, in this regard, will be submitted along with Part II Budget Estimates.

Not put up

(P.T.O)

3. At present, there is no attender or Muchi in this office for attending to work connected with cutting, pasting, sealing, stitching etc. The need for the post of a Muchi is keenly felt. I shall therefore include this item also in the proposals for consideration as Part II schemes for 1947-48.

I have the honour to be,
Sir,
Your most obedient servant,

A. Aiyappan 28/8/46
Superintendent.

1 OPP 4

E&P.H. Deptt
C2

plate

Para 1 of the S.G.M's letter

The proposals relating to the appointment of an Artist-modeller and two Guide Lecturers in the museum have been dealt with in the file regarding the Museum Committee recommendations which has been sent to P.W.D, Dev & Finance.

Paras 2 & 3 of the S.G.M's letter

Regarding the employment of ~~an~~ Accountant and an Attender for the Museum office the S.G.M. may be told that he ~~on~~ may address Govt in the matter explaining the need for the addl posts.

Draft memo below is for approval.

12.9.46

13.9.46

27/14/9

3

3

E&P.H.
C2

Rd. No. 49906.
PP. 1-2 ante

D/- 13/9

From the S. G. M., No. 2065-1/46, d., 28-8-'46.

Memo. No. 49906-1C2. Edn., d., 13-9-'46.

Govt. Museum — Appointment of Artist modeller ~~and~~, guide lecturers. & accountant

The S. G. M. is informed that the proposals regarding the appointment of an artist modeller and two guide lecturers made by the Museum Improvements committee are under consideration of the Govt. As regards the ~~appointment~~ employment of a separate Accountant and an attender for the Museum office, the S. G. M. may address the Govt. explaining fully the need for the additional posts.

12-9-46

SRK 13.9.46

To
The S. G. M.

Dpd
18.9.46

4

Ci 5

C.F. 32.

.................Department

From (Name) Sri A.Aiyappan, M.A., Ph.D.,

Designation Superintendent, Government Museum,

Station Egmore, Madras, 8.

Received .... Registered ....

4
3

To

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

Enclosures: one

No. 2605-1/46 dated 30th Septr 1946.

1 OCT 1946
52641

Sir,

Sub: Government Museum - Appointment of Accountant and Muchi and revision of pay of the Head Clerk's post. — P. 3 ante

Reference Memorandum No.49906-1 C2 Edn., dated 13th September 1946.

I have the honour to submit proposals for the appointment of (1) one Accountant and (2) one Muchi for the Museum office, and for the revision of the pay of the Head Clerk's post and request that Government will be pleased to consider them favourably as Part-II Scheme for 1947-48.

1) **Appointment of Accountant and the consequential revision of the pay of Head Clerk's post.**

2. The Head Clerk and Cash keeper is at present responsible for the maintenance of the contingent register, cash accounts, statement of monthly expenditure, budget estimates, leave accounts, service registers, in addition to correspondence relating to these subjects. The Museum publications and photographs that are offered for sale to the public are in his personal custody and he maintains the publications stock and sales registers. Duplicates of treasure trove coins set apart for distribution and sale are also in his personal custody. He has to attend to their distribution to the several institutions and durbars, and prepare sale lists of the remaining coins and distribute the lists to the Numismatists and others interested in the collection of coins. The work connected with the distribution and sale of coins is very responsible. The coins consisting of numerous varieties their sale has to be conducted with great care and attention. Ever since the Museum theatre was allowed to be used for purposes other than educational (including amateur theatrical performances), the use of the theatre has been steadily growing so much so that during the past years, bookings of the Theatre have been very heavy. Rent for performances and rehearsals including advance towards several other charges are collected and accounted for by the Head Clerk. He receives all payments and maintains the Register of Rents and the Register of Advances collected from the lessees, and he furnishes monthly statements of accounts of Receipt and Expenditure to the Accountant General (giving particulars of payments for the attendance of police, wiremen and to the Madras Electric Supply Corporation for current consumption at the theatre, and for labour charges for pumping water), and also sends statements of account of rent to the Executive Engineer. The number of performances having increased of late owing to the growing demand by various societies, the volume of work which the Head Clerk has to do in this respect has

increased

increased propotionately. Though the office work has been steadily increased owing to the expansion of the activities of the Museum in recent years and owing to the increase in the number of Museum Bulletins issued from time to time, there has been no addition to the museum clerical staff during the past sixteen years since 1930 when the appointment of the Store Keeper was sanctioned. I am fully satisfied that the duties attached to the post of Head Clerk and Cash Keeper cannot be coped with efficiently by a single hand any longer. In order that the work might be carried on efficiently it is highly desirable that the post should be bifurcated into one of Head Clerk and another of Accountant. The Accountant will maintain the contingent register, keep in his charge the permanent advance cash of Rs.180/- prepare contingent, travelling allowance and pay bills, maintain the service books and rolls including those of the menials, work out the leave accounts, prepare the budget estimates, and all other work connected with accounts under the supervision of the Head clerk. He should possess account test qualifications. In consideration of the responsible duties attached to the post and the fact that he may have to act as Head clerk, the pay of the post should be on the upper division clerk's grade viz. Rs.55-5/2-70/- plus ~~dearness~~ Presidency allowance of Rs.6/8/0.

3 There are at present six clerks in the office establishment of which four are in the lower division grade and two (Store keeper and Head clerk) in the upper grade of Rs.55-5/2-70/- plus Presidency Allowance of Rs.6/8/-. With the appointment of the Accountant now proposed there will be three men in the upper grade. To place the Head clerk on the same scale of pay as the Accountant or the Store keeper causes practical inconvenience in the office management. In this connection reference is solicited to Government Memorandum No.11045-A-1 Education dated 23rd March 1945 wherein Government themselves indicated that the pay of the post of Head Clerk should be suitably revised consistent with the responsibilities attached to it; but in G.O. No.Ms.783 Education dated 18th May 1945, Government negatived my recommendation made in my letter No.493-1/45 dated 17th April 1945, read therein. The bifurcation of the post as indicated above in order to relieve the Head clerk of some of the numerous duties attached to his post does not in the least relieve him from the responsibilities he has to shoulder in as much as he has been entrusted with definite duties of control and supervision of the rest of the clerical staff in addition to keeping in his personal custody treasure trove coins for sale and publications etc. and cash other than permanent advance. The post of Head clerk entails greater responsibility, in view also of his having to attend to the current duties of the Personal Assistant during the absence of the latter on casual leave and to officiate for him during short periods of leave. Moreover the Head clerk has no prospects of rising beyond the maximum pay of his post. In a small office where the strength of the clerical staff is seven there should be prospects for young and efficient men aspiring for promotion. It is desirable that the Head clerk must be of a higher status than the other clerks. I have accordingly to re-submit my recommendation made in my letter dated 17th April 1945 cited above and request that the Government will be pleased to revise the scale of pay of Head Clerk's post to that of Rs.70-5/2-85-7½/2-100 with Madras House Allowance especially as the post is one of trust involving cash transactions.

2) Muchi for the Office:

4 There is no muchi for the office. One of these is quite essential to help in keeping the records, to attend to their issue and putting them back in their proper places and to maintain them in good condition. There is full work for him to attend to the packing of Museum publications sent in exchange to institutions in India and abroad, to the packing of treasure trove coins returned to the Collectors after examination, to the packing of coins distributed to various institutions and durbars and those sold to private persons outside the city. The work in

5

in the stores section has increased considerably of late and the issue of stores involves much strain on the Store keeper. Besides a number of registers and statements have to be ruled from time to time. At present though one of the office peons helps the clerks in these matters much of the clerks' time and energy is being taken away which could be usefully diverted if the services of a muchi were available as he could do the work with some degree of intelligence and responsibility. At times when more peons happen to be absent on leave owing to ill health or unexpected family troubles, and difficulties arise for the satisfactory watch in the Museum galleries, office peons have to be necessarily taken away and posted to the galleries. On these occasions clerks have themselves to attend to some of the items of work. A Muchi for the office is thus indispensable on the scale of pay of Rs.19-1/2-24.

Not yet recd

5. The necessary proposition statement (in duplicate) is submitted separately through the Accountant General, Madras. A statement showing the Budget provision required in 1947-48 consequent on these proposals is enclosed, assuming that the proposals will have effect from 1st April 1947.

I have the honour to be,
Sir,
Your most obedient servant,
A. Aiyappan
Superintendent.

E.H.H. (C2).

Previous papers have been called for. May lie over till 10-10-'46.

6/10/46.

8.10.46

8.10.46.

PART II BUDGET ESTIMATES 1947- 1948.

36 a Scientific Departments - Museums.

a. A. 2. Pay of Establishment.

		Rs. A. p.
1)	Head Clerk and Cash Keeper: Provision is made as usual in Part I Budget Estimate at Rs.70/-per mensem. As his pay will have to be fixed at the next higher stage in the revised scale (i.e.) Rs.75/-, difference @ Rs.5/- per mensem for 11 months is to be provided.. ..	55- 0- 0.
2)	Accountant @ Rs.55/- per mensem for 11 months....	605- 0- 0.
3)	Muchi @ Rs.19/- -do- -do- ...	209- 0- 0.
	Total Rs.	869- 0- 0.

a.A. 3. Other Charges - Authorised.

Other compensatory- Madras House Allowance for Head Clerk @ Rs.15/- for 11 months... ..	Rs.165- 0- 0.
Presidency Allowance for Accountant @ Rs.6/8/0 per mensem..for 11months... .	71- 8- 0.
Total Rs.	236- 8- 0.
Deduct savings in Presidency Allowance made in Part I Estimate for Head Clerk...	71- 8- 0.
Net. Rs.	165- 0- 0.

A. Aiyappan
Superintendent,
Government Museum,
Madras.

60 T.5 CV 7

C.F. 32.

………… Department

From (Name) Sri A.Aiyappan, M.A., Ph.D.,
Designation Superintendent,
Station Government Museum, Madras.

Received ………… Registered …………

To

The Secretary to Government,
Education and Public Health Department,
Through
The Accountant General,
Madras.

Enclosures

No. 2605-2/46 dated 30th Septr. 1946.

Sir,

704/16

Sub: Government Museum- Appointment of one Accountant, one muchi and revision of pay of Head Clerk's post.

In continuation of my letter No. dated Septr.46 submitting proposals for consideration as Part II Scheme for 1947-48 I have the honour to submit herewith the proposition statement (in duplicate) relating to them together with a copy of the statement showing the Budget provision required to be made in 1947-1948.

PP.5-7 ante

PP.14-15 infra

P.12 infra

I have the honour to be,
Sir,
Your most obedient servant,

A. Aiyappan
Superintendent.

V Early
5/10

PART II BUDGET ESTIMATES 1947- 1948.

36 a Scientific Departments - Museums.

a. A. 2. Pay of Establishment.

	Rs.	A.	p.
1) Head Clerk and Cash Keeper: Provision is made as usual in Part I Budget Estimate at Rs.70/-per mensem. As his pay will have to be fixed at the next higher stage in the revised scale (i.e.) Rs.75/-, difference @ Rs.5/- per mensem for 11 months is to be provided.. ..	55-	0-	0.
2) Accountant @ Rs.55/- per mensem for 11 months....	605-	0-	0.
3) Muchi @ Rs.19/- -do- -do- ...	209-	0-	0.
Total Rs.	869-	0-	0.

a.A. 3. Other Charges - Authorised.

	Rs.	A.	p.
Other compensatory- Madras House Allowance for Head Clerk @ Rs.15/- for 11 months... ..	Rs.165-	0-	0.
Presidency Allowance for Accountant @ Rs.6/8/0 per mensem..for 11months... .	71-	8-	0.
Total Rs.	236-	8-	0.
Deduct savings in Presidency Allowance made in Part I Estimate for Head Clerk...	71-	8-	0.
Net. Rs.	165-	0-	0.

A. Aiyappan
Superintendent,
Government Museum,
Madras.

Ry. XXXIII-10. Original

Code Form 5.

Statement of Proposition for Revision of Establishment.

(*See* Chapter 5, Article 57, Vol. I, C.A.C.)

T. & A. 10—2,820—6-8-37. (5)

74

16/3

5/9

NATURE OF CHARGE. 36 a Scientific Depts - Museums

Present scale. Number. (1)	Designation. (2)	Pay. Minimum. (3) Rs. A.	Increment. (4) Rs. A.	Maximum. (5) Rs. A.	Average cost. (6) Rs. A.	Proposed scale. Number. (7)	Designation. (8)	Pay. Minimum. (9) Rs. A.	Increment. (10) Rs. A.	Maximum. (11) Rs. A.	Average cost. (12) Rs. A.	Proposition. Permanent. Increase per month. Amount. (13) Rs. A.	Decrease per month. Amount. (14) Rs. A.	Temporary. Increase per month. Period. (15)	Amount. (16) Rs. A.	Decrease per month. Period. (17)	Amount. (18) Rs. A.	Orders of the sanctioning authority. (19)
	Government Museum																	
	Upper grade clerks																	
1	Head clerk & Cash Keeper	55 0	-5/2	- 70 0	65 12	1	Head clerk & Cash Keeper	70 -	5/2 - 85 - 7½/2 -	100 0	89 8	23 12						Please see letter No. 2605/46 D/30 9/46 Submitting - proposals for Part II Scheme for 1947-48.
		plus Presy. Allowance Rs. 6-8						with M.H. Allowance.										
1	Store Keeper		- Do-	-Do-	65 12	1	Accountant	55 -	5/2 -	70 0	65 12	65 12						
								With Presy. Allowance Rs. 6-8										
						1	Store Keeper		-Do-		65 12	- -						
	Inferior Service																	
	Nil					1	Muchi	19 -	1/2 -	24 0	22 0	22 0						
											Total =	111 8						

P.P. 5-7 [illegible]

NOTE.—If the proposal is a reorganization of establishment, the Head of the Department should certify that claims to pension that may arise in consequence have been considered with reference to the provisions of Art. 429, C.S.R., and should specify any case in which the maximum pension ordinarily admissible will be subject to reduction under that article, M.T.M., para. 67.

If Local Government is competent to sanction, its order will be written across this column.

Dated 193

To

The Secretary to Government, Edn & P. Health Department, Madras

Through the Accountant-General Madras

Signature A. Aiyappan

Officer's Designation Superintendent, Government Museum.

2

ACCOUNTANT-GENERAL'S REPORT.

No. T5-Elec 415 d/17-10-46

The entries in the column of 'Present scale' have been compared with the Registers of this office, and are correct. ~~with the exception of the items altered in red ink.~~

There is no Audit objection to the proposal being sanctioned by Government.

ACCOUNTANT-GENERAL'S OFFICE,
Fort St. George,
Dated 14-10-1946.

P. V. [illegible]
16.10.46
Asst Accountant-General. Officer

26
14-10.

ks
14-10

GOVERNMENT OF MADRAS.

DEPARTMENT.

No.

FORT ST. GEORGE,
The 193 .

Secretary to the Government
of Fort St. George.

16

10 E. & P. H. (C2).

60/29/11

D/p 29/11

Memo. No. 49906-3-C2. Edn., dated, 29-11-46.

Govt. Museum — Appointment of an ~~Attender~~ for the office.

PP. 5-7 C.7.
10-12 C

Ref: From the S. G. M., No. 2605-1/46, dated, 30-9-46.

The Supdt., Govt. Museum, is requested to ~~say~~ state whether it is not possible to ~~spare~~ utilise the services of any of the (seven) attenders attached to ~~the~~ the Scientific Sections of the Museum for work in the ~~Museum~~ office as and when necessary.

28/11/46

22/11/46.

27/11/46

2/12

To

The S. G. M.

11/10 98'

AS II

Ci

ASSISTANT SECRETARY TO GOVERNMENT
5 - DEC 1946
EDUCATION AND PUBLIC HEALTH DEPARTMENT

11

G.F. 32.

Department

From (Name) Sri A.Aiyappan, M.A., Ph.D.,
Designation Superintendent,
Government Museum,
Station Egmore, Madras, 8.

Received Registered

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

Enclosures:

No. 3081-1/46 dated 4th Decr. 1946.

74845
P. 16 ante

Sir,

Sub: Government Museum - Appointment of an attender for the office.

Reference Memorandum No.49906-3-C2 Edn., dated 29th November 1946. The number of attenders is seven, of whom six are attached to the Scientific sections, namely, Archaeology, Anthropology, Botany, Numismatics, Zoology and Chemical Laboratory. They have been specially trained by the Curators in their respective sections in museum work and are thus part of the technical staff. They have to accompany the Curators while on tour for collecting specimens and preserving them. Apart from the attender there is no peon attached to any of the Curators. When the attenders go on short leave peons have to be spared for work under the Curators as otherwise sectional work has to be suspended. The~~y~~ attenders have all full work in the respective

VE

P3
6/12

sections

19

-2-

sections including the proper upkeep of the exhibits in the galleries periodically under the supervision of the Curators. It is therefore not possible to utilise the services of any of the scientific section attenders.

One attender is in charge of the Sales Counter at the entrance to the New Extension building. He is solely for conducting on the spot the sale of Museum publications and photographs involving cash dealings and accounting for the stock and sale of the limited stock of publications etc. entrusted to him. As his presence at the counter from morning to evening is essential in order to attend to the needs of the scholarly public and others, his services also are not available for office work.

p. 6 ante

As detailed in item para 2 of my letter No.2605-1/46 dated 30-9-46 there is sufficient work in the office requiring a full time attender. I have accordingly the honour to request that Government will be pleased to sanction an additional attender for the office.

I have the honour to be,
Sir,
Your most obedient servant,

A. Aiyappan
4-XII-46
Superintendent.

E.&P.H.(C.2.)

12 le

59/23/1

Govt. Museum-Employment of temporary additional staff-sanctioned.

Read: G.O. 783 Edn. dated 18-5-45
pp 1-2 cf C.No.49906- From the S.G.M. letter No. 2065-1/46 dated 28-8-46.

pp 5-14 cf Ref: From the S.G.M. Nos. 2605-1/46, and 2605-2/46 dated 30-9-46.
p 15 cf From the A.G., No. T.5. Elec. 415 dated 17-10-46.
pp 18-19 cf From the S.G.M. letter No. 3081-1/46 dated 4-12-46.

Order/Ms. No. 104 Edn. dated -23-1-1947

24/1

The Govt. sanction the employment from 1-4-47 of the following additional staff in the Govt. Museum, Madras, for a period of one year:

p 3 nf

1) One Lower Division clerk on Rs. 30-55 plus presidency allowance of Rs. 6-8/- p.m.

2) One attender on Rs. 19-24 for work in the Museum office.

2. ~~Necessary provision of funds will be made in Part I of the B.E. for 1947-48.~~ The expenditure will be debited to the head "36 a - Scientific Depts - A Museums"

The expenditure will be debited to the head "36 a - Scientific Depts - A. Museums".

3. The S.G.M. is informed that the orders in G.O.No.783 Edn. dated 18-5-45 ~~regarding the revision of the scale of pay of the Head clerk in the Museum,~~ will not be reconsidered.

13/12/46

13-12-46

To
The S.G.M. ✓ ✓
The A.G.(Through Fin.)
The Fin. Dept. ✓
The Fin.(B.G.) ✓
(with extract of notes at 'A' on p. 4 n.f. for provision of funds in part I of the B.E. for 1947-48)

dft into encl
24/1

Noted

E & P.H. Dept.(C2).

C.No.57641. pp.5-7 c.7. From the S.G.M., No.2605-1/46, dated 30-9-1946.
p.15 c.7. " " A.G., No. T5 Elec 4158 dated, 17-10-'46.

Sub:-Govt. Museum - Appointment of Accountant and Attender - Pay of Head clerk - Revision.

13

The S.G.M. has submitted the following proposals:—

(1) Employment of an Accountant and an Attender in the Musuem Office.

(2) Revision of pay of the Head clerk.

2 Proposal (1) above: At present, the clerical staff of the Museum consists of 1 Head clerk and cash-keeper on Rs.55-70, 1 Store-keeper on Rs.55-70 and 4 lower division clerks on Rs.30-55. The S.G.M. states that the duties attached to the post of Head clerk and cash-keeper cannot be performed efficiently by a single hand in future and recommends that a separate Accountant on Rs.55-70 plus Presidency allowance should be employed with effect from 1-4-1947. He has clearly explained the need for the new post. He also says that there has been no addition to the office staff of the Museum during the past 16 years. In the circumstances, the proposal for the employment of an Accountant may be supported in this Department.

pp.5-6 c.7.

Ibid.

'A' on p.6 c.7.

A

26.10.46

As regards the Muchi or Attender, it is stated that there is no attender now for the Museum office. There are ~~five~~ Seven attenders attached to the scientific sections and these are working under the respective curators. The S.G.M. says that an attender for the office is essential. This proposal may also be accepted. The extra cost involved is Rs.869/- in 1947-48.

pp.6-7 c.7.

C

B on p.6 c.7

'B'

26.10.46

3 Proposal (2) above:- The proposal is that the pay of the head clerk should be raised from Rs.55-70 plus Presidency allowance to Rs.70-100 plus Madras House Allowance. The reason given for the proposal is that the Head clerk is entrusted with definite duties of control & supervision over the rest of the clerical staff in addition to his other duties. The question of revision of pay of this post has been considered more than once. It was last considered in 1945. It was then noted that the P.A. to the S.G.M. was responsible for controlling and supervising the clerical

'B' on p.6 c.7.

'C' on p.6 c.7.

Para 3(b) on p.4 N.7 of G.O. No.783 Edn. 18-5-45 ⊗

E3

taff of the office. The proposal was therefore negatived in G.O.No.783, Edn. dated 18-5-1945. There seems to be no case for reconsidering the question now. For orders..

Please see below
26.10.46

4 The files may be sent to Finance for remarks with reference to para 2 above.

Cwa
25.10.46

It is possible that the position in question may also be benefited by the proposed revision which is at present engaging the attention of the Salaries Cabinet Subcommittee. If not, it may also be placed before them.

26.10.46

K

Dy S, Finance

Finance E III

Part II Scheme for 1947 - 8

E.& P.H.W.O. No. 49906-2-C2. 26-10-'46.

ASST. SECRETARY TO GOVERNMENT
58192
28 OCT 1946
FINANCE DEPARTMENT

With a view to cope up with the increase of work in the Museum Office, the Superintendent, Govt. Museum has submitted the following proposals as Part II Scheme for 1947- 8

(1)(i) ~~Appointment~~ Creation of an additional post of Accountant on Rs 55-70 and (ii) a new post of Attender or Muchi on 19 - 24 in the Museum Office

pp 5 & 6 CF

(2) The revision of scale of pay of the existing Head Clerk in the Museum Office from 55-70 to 70-100 with Madras House Allowance.

pp 6-7 CF

E & P.H. propose to agree to proposal (1) above but suggest that proposal (2) may be placed before the Salaries Sub-Committee if the post

'A' and 'B' on K above

K above

3

will not be benefited by the proposed general revision. The following remarks seem called for on the proposals.

2. Proposal (1)(i): Creation of the Additional post of Accountant:- There is at present, the following clerical staff in the Museum office.

'M' on p6 CF

14

1. Head Clerk cum Cash-keeper on 55-70
1 Store-keeper on 55-70
4 Lower Division Clerks on 30-55.

'J' on p13 of (R)
Memo on p11 of (R)
& p6 of (R).

The posts of one Head-Clerk, and four lower division clerks were in existence since 1913 and the post of store-keeper was sanctioned in 1928. Since then no additional clerical staff has been sanctioned to the Museum office. It has now been represented that the work of the Head-clerk cum Cash-keeper has grown enormously of late and that it is, therefore, essential to create another post of Accountant to relieve the Head-clerk ~~from~~ of some of his duties. The existing duties of the Head Clerk ~~and~~ are noted in para 2 of the Superintendent's letter on pages 5-6 C.F. and the duties to be entrusted to the proposed Accountant are noted at 'P' on page 6 C.F. It will be seen therefrom that those duties can be assigned to a lower division clerk. From 'K' on page 13 and 'R' on page 14 of G.O. 2585 Law (Education) dated 13-12-29, it is observed that only the Head-Clerk and practically one clerk will have to do the office work while the Store-keeper will attend to the verification of stock etc. of stores. As the volume of work is now reported to be on the increase, this department may agree to the appointment of an additional clerk on Rs. 30-55 plus Presidency allowance of Rs. 6-8-0 p.m. to help the Head-clerk in his duties. There does not seem to be any strong case to create a post of Accountant on Rs. 55-70 based on which the Superintendent, Government Museum proposes the revision of pay of the existing Head-Clerk.

pp5-6 CF

cf p 6 C.F

(R)

x Para 2, pp 5-6 CF

cf. 'N' on p6 CF

9/11

'D' on p6 CF

3. Proposal (1)(ii): Creation of the post of Attender:- It is reported that there ~~are~~ is no post of Attender in the Museum office. There are seven attenders in the Scientific sections of the Museum and presumably, the Museum office has been managing with those attenders. It is not known whether, while sanctioning attenders to the Scientific sections the question of their attending to the work in the Museum office also, was considered. It is presumed that the work in the scientific sections which have separate attenders is such that any of these attenders cannot be spare

para 4, p6 CF

'C' on p1 above

A

C2

spared for work in the Museum office; subject to the presumption, this department may agree to the employment of an attender in the Museum office.

9/11

4. Proposal (2): Revision of the scale of pay of the Head Clerk: The proposal was considered many a time since 1928 and dropped. The reasons now adduced in favour of the proposal were those often repeated previously and duly considered by Government. Attention is especially invited to the note of Finance on pages 3-4 N.F. of G.O. 783 Education dated 18-5-45, based on which the proposal was negatived last year. The question need not be considered separately now. No doubt, the decision of Government regarding the general revision of salaries will cover this post also; and no separate action is now necessary.

4 2 on p 7 ⓡ
+ 1 & 9 ⓡ

(X)

9/11

The proposal as suggested to by Finance will involve an extra cost of Rs. 1285 p.a.; the posts may for the present be sanctioned for a year. The proposal is submitted by the Supdt. Govt Museum ~~Surgeon General~~, Madras as a Part II Scheme for 1947-8; it is not necessary to treat the proposal as a Part II scheme as the extra cost is less than Rs. 2500 p.a.--vide para 50(a) of Budget Manual. Provision can be made in Part I of the Budget for 1947-8 E.P.H may be asked to take necessary action in this regard.

(42.1+6.5+18
+22+2.5+16)12
= 107.1×12 = 1285.2

SCF

A

9/11

Rs. 4.11.46 7/11/46

9/11

Fin. u.o.
58199-Edn
9-11-46.

DS

SGH

EPH - C2

SECRETARY TO GOVERNMENT
69231
13 NOV 1946
EDUCATION AND PUBLIC HEALTH DEPT.

Fin agree to the employment of (1) an additional clerk on Rs 30-55 plus P.A of Rs 6-8-0 to help the Head clerk in his duties and (2) an Attender for the Museum provided that the Attenders in the Scientific Sections of the Museum cannot be spared for the work in the Museum Office. They consider that apart from the decision of Govt Re: the general revision of salaries, no separate action is necessary on the question of revision of salary of the post of Head clerk negatived on so many previous occasions and lastly in 1945 - vide G.O cit (X). The proposals as modified by them need not also be treated as Part II as the extra cost involved is Rs 1285 p.a, which is less than Rs 2500/- fixed for Part II Schemes.

ante
'A' - pp 3-4 above

para 4 above

E3

15

2. This Dept may agree with the views of Fin and need not press for the appointment of an Accountant on Rs 55-70 previously recommended by this Dept.

X para 2 - Fin

3 Please see portion marked 'A' in the Fin note on pp 3-4 ante and portions sidelined in blue chalk on p 7 cf. The clerks have hitherto been carrying on with one of the office peons much to the detriment of their own work. It does not appear that the Attenders in the Scientific Sections are utilised for office work as presumed by Fin. Anyhow the S.G.M. may be asked to state whether the Attenders of the Scientific Sections cannot be utilised for office work.

'A' p 3 ante

A draft O.M. to the S.G.M. is submitted.

27/11/46

28.11.46

p. 16 c.f.

[Issued as Memo. No. 49906-3C2., S., 29-11-46.]

PP. 18-19 c. No. 74845. from the S. G. M., No. 3081-1/46, dated, 4-12-46.
c.f.

The S. G. M. states that none ~~any~~ of the six attenders attached to the Scientific Sections of the Museum ~~or~~ the attender who is in charge of the Sales Counter cannot ~~can~~ be spared for work in the office. A draft order is submitted. Finance may see before circulation.

The S. G. M. has applied for the employment of his staff from 1-4-47 only

9/12/46.

10/12/46

12.12.46

Fin E

13/12

(Previous note of Finance on pp 3-4 above)

Please see the further note of E & P.H from p 4 above. They agree to the suggestions of this depth on pp 3-4 above and also confirm the presumption ⓧ of this depth that none of the attenders in the Scientific sections can attend to the work in the Museum office

E. & P. H. U. O. No.
49906-4C2.
13-12-46.

ⓧ 'A' pp 3 above

SECRETARY TO GOVERNMENT
67892
14 DEC 1946
FINANCE DEPARTMENT

C2 ✓

2. The draft order may be accepted subject to the amendment shown in pencil. This amendment is made as no specific provision has been made in the Budget for 1947-8. The expenditure ~~may be~~ ~~be met from funds~~ shown is debited to the relevant budget head as indicated.

AS
10·1·46

12/1/47

11·1·46

D1

EPH
C2

Fin. U.O.
67892 E III 7
15-1-47.

The draft order as amended by Fin. may ~~now~~ issue. ~~after circulation to H.M. (Edn.)~~

15/1/47.

16·1·47

17/1/47.

H.M. (Edn.)

TSA
20-1-47

SECRETARY, EDN. AND P. H. DEPT.
21 JAN 1947
GOVERNMENT OF MADRAS

Recd. on
21/1/47.

D3
15/1

ASSISTANT SECRETARY TO GOVERNMENT
15 JAN 1947
2792

16