

P. Wharney

Scott II-27-58,004-4-11-46.

L.P.H. (1947) Department.

SERIES.

G.O. NO. 1251 Ldn.

Dated

14/6/1947

[Despatch Abstract.]

Establishment - Office of the Director of Public Instruction -
Post of additional Stenographer - further continuance - Sanctioned.

Back Papers.

G.O.	No.	Department.	Date.	G.O.	No.	Department.	Date.
	7302	Edn.					
	4-4-46.						
	479	Edn.					
	28	3-45					
	1671	Edn.					
	28	10-41					

Further Papers.

G.O.	No.	Department.	Date.	G.O.	No.	Department.	Date.
90	650	Edn.	24.3.48				
92	1104	Edn.	11-4-48				

Education Department.

From

Dr. S.R.U.Savoor, M.A., D.Sc., I.E.S.,
Director of Public Instruction, Madras. (2)

To

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

C.No. 165 F1/47

Dated 5-4-1947.

9 - APR 1947

Sir,

Sub: Establishment - Office of the Director of Public Instruction, Madras - temporary post of additional Stenographer. - Permanent retention of and sanctioning of another additional stenographer - Requesting.

In their order No.Ms.730 Education, dated 4-4-1946, Government were pleased to sanction the continuance upto 30-4-1947 of the temporary post of additional Stenographer in my office which was originally sanctioned in G.O.Ms.1671 Edn., dated 28-10-41. In my letter to Government, No.No.202 A/41 dated 26-9-1941, I requested Government to sanction two stenographers one for each Deputy Directors in charge of Personnel and Finance. But Government sanctioned only one stenographer for both the Deputy Directors as an experimental measure. Government are already aware that the work in my office has very greatly increased and consequently the Deputy Directors have to do much scriptory work. I, therefore, consider that in the interests of efficiency, each Deputy Director should have a stenographer for himself. In the light of this experience gained during the last five years, the

p.t.o.

: 2 :

present arrangement of having one Stenographer for both the Deputy Directors very often results in one or the other Deputy Director doing most part of the scriptory work by himself.

I have therefore the honour to request that Government may be pleased to sanction the permanent retention of the post of stenographer from 1-5-1947 as it has been in existence for 5 years since 194 and also to sanction one temporary post of Stenographer from 1-5-1947 for the use of the other Deputy Director.

Necessary provision for the continuance of the post has already been made in the Budget Estimate for 1947-48.

S. K. S. S. S.

for Director of Public Instruction.

k.h.8-4.

sd
8/4

Edn and P.H. Dept

T. all.

From the Asst. Secy to Govt, Edn & P.H. Dept
To the Dy. D.P.S.

Office of the D.P.S. - Stenographers -
appointment - Ref D.P.S.'s letter
no: 165/47 165-71/45-7 5. 4. 47

Please state how many stenographers
are now employed in the Director's office and how
work is distributed among them.

Issued
30/4/47

C.F. 304.

OFFICE OF THE

Date 194 .

Hours ③ Minutes

TELEPHONIC MESSAGE.

From the D.P.S. To the Asst Secy
to Govt
Sd. H. Dept

Sub: Stenographer - Appnt. of 07
in the Office of the D.P.S.
Madras - Information
regarding
Ref: your T.M. dt-30.4.47
Four Stenographers
are now employed in
this office. They are attached
to the Asst. Officers as
detailed below.

D.P.S. - 1 Stenographer
Dy. D.P.S. and Central Inspectors
(personnel) - 1 Stenographer

Please write on both sides.

POST COPY OF THE TELEPHONIC MESSAGE DATED 1.5.47.

From The Deputy Director of Public Instruction, Madras

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

Sub: Stenographers - Appointments of - in the Office
of Public Instruction, Madras - Information regarding the -

Ref: Your Telephonic Message dated 30.4.1947.

Four Stenographers are now employed in this Office.

They are attached to the Six Officers as detailed below:-

(1) Director..... 1
(2) Deputy Director of Public Instruction
Personnel and Central Inspector of
Girls Schools. 1

(3) Deputy Director of Public Instruction,
Finance and Personnel Assistant to the
Director of Public Instruction. 1

(4) Deputy Director of Public Instruction,
Elementary Education. 1.

DEPUTY DIRECTOR OF PUBLIC INSTRUCTION

Dy. D.P.I. (Fin) and P.A. to D.P.I.

1 Stenographer

Dy. D.P.I. (El. Edu.) - 1 Stenographer

RE

1.5.47

P.R. 1/5

sd/
1/5

DRAFT FOR APPROVAL.

Date. Initials.

SUBJECT:—

When received for
fair copying ..

When copied ..

When examined..

When signed ..

When despatched.

Establishment - office of
the D.P.I., Madras - Post of addl
Stenographer - further continuance -
sanctioned.

READ AGAIN

G.O. No. 1671 Edm, dated

28-10-1941

" " " " 730 Edm, dated

4-4-1946.

READ ALSO:—

No.

27420 A

From the

D.P.I.

No.

165 F/47

dated

5-4-1947.

" " " " " " " "

19

" " " " " " " "

19

Order Ms. No. 1251, dated

14.6.47

Resolution Rout.

19

The Govt sanction the
continuance upto 30-4-48 of the temporary post
of Stenographer employed in the office of the D.P.I.
(9) Under G.O. No. 1671 Edm of 28.10.41. The D.P.I. may
renew his proposals for the permanent retention of the
post before the present sanction expires.

The Govt are not
convinced of the need of an addl Stenographer in the
office of the D.P.I.

To,

Mr D.P.I.

u. Secy. Fin

Rd
10/6/47

11/6/47

Depd
17/6/47

18/6/47

(6)

M/1-2cf b. No: 27420 A. From the D.P.S. No: 165 F/47
of 5.4.47

T.U. from the D.P.S. of 1.5.47

14cf

Office of the D.P.S. - Employment
of Stenographers.

Please see the D.P.S.'s letter ^{at pgs 1-2 of} ~~in the~~

cf. The post of stenographer sanctioned
in 1941 cannot be made permanent
now in view of the general ban that
no post should be made permanent
till the Reorganisation Committee submits
its report. The post may be sanctioned
for another year from 1.5.47.

(9)

from 2 m/2cf
14cf

2- As regards the proposal for the
employment of an addl stenographer,
it is subd that 4 stenographers for 6 officers
cannot be considered as inadequate.
Ordinarily all the 4 stenographers ^{may} ~~will~~
not be engaged at the same time
and by a little adjustment the needs
of all the officers can be adequately
met. The need for a fifth stenographer
is not convincing. For orders.

3- The file may be sent to the
Finance Dept for remarks before
circulation

A above may be agreed to.

B above. The D.P.S. and to be by ~~DP~~

change of elementary education, and touring officers and their stenographers also goes on camp. ~~with the officers~~. The remaining ~~three~~ stenographers have to attend on ~~five~~ officers - vide items (2) and (3) on page 4 of. The Director considers that in the interests of efficiency, an additional stenographer should be employed in his office. The proposal may, perhaps, be supported.

m
8-5-47

S

WJ
WPSW

SchmPH w/o.

No 27420 - A/W Edw
15-5-47.

28618 Edw



The proposals in the file are

(1) to continue for a further period of one year from 1.5.47, the post of stenographer sanctioned in G.O/6718dn dated 28.10.41 and continued from time to time

and (2) to sanction the appointment of an additional steno-typist for work under ^{one of the} Deputy Directors of Public Instruction. Please see the note of E & PH on pp 1-2 above.

Proposal (i) above: This may be agreed to in this deptt.

Proposal (ii) above: The ^{Officers in the office} Deputy Directors of the D.P.I. of Public Instruction have so long managed with four steno-typists. As all the steno-graphers may not be engaged at the same time, it seems the officers can adjust themselves with three steno-graphers. It is not known whether the nature of the duties of all Deputy officers in the D.P.I.'s office is such that they require a steno-grapher constantly. Anyhow the need for the appointment of an additional stenotypist seems to require a more detailed justification. In the circumstances this deptt

9

A' on p1 above

X' above

10

keep 44

may advise that this part of the ~~proposals~~ be negatived

3. The case may be returned to E & PH

Fin. O.
28618 Edw
16.5.47.

As.
14.5.47 (554)

16/5

E-PH.
A.



As
15/5/47

For order whether the proposal for the appointment of an addl steno-typist may be pressed. Please see in this connection portion marked 'A' at pages 1-2 of.

19/5/47 m
20.5.47

S WJ
WPSW

Work for the DPI & Deputy Directors have increased, esp. offrs we have come & we may give them at least this convenience. The proposal may be pressed.

TSA
25.5.47

As there are four steno-graphers in the office, let them manage with them.

T.S.A.
28/5

The file may be re-circulated to H.M.C.E.

m
30.5.47

S WJ
31/5/47 M. (G.M.)

TSA
9.6.47



Draft order submitted.

11/6/47

13/6/47

Post Copy of Telephonic Message dated 14-6-1947.

From the Deputy Director of Public Instruction, Madras,
To the Assistant Secretary to Government,
Education and Public Health Department, Madras.

Sub: Establishment - Office of the Director of Public Instruction,
Madras - Temporary post of Stenographer - Permanent
retention of and sanction of another post of addi-
tional Stenographer.
Ref: Government Endt. No. 27420 A/47-2 Edn., dated 22-5-1947.

Kindly let me know when orders of Government may be
expected in the matter.

2. The post of Temporary Stenographer is being continued
from 1-5-1947 in anticipation of sanction of Government.

Deputy Director of Public Instruction.

k.h.16-6.

SR
16/6

adams

