

Put Away.

Ms. ~~Section II-27-68, 69-71-1-1-10.~~

Education and Public Health (1947) Department.

Ms.

SERIES.

G.O. NO. Ms. 542 Edn.

Dated the 25th February 1947.

[Despatch Abstract.]

Collego, Queen Mary's, Madras - Employment of an Assistant Librarian - sanctioned.

Back Papers.

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

Further Papers.

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

Education Department.

From

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

To

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

Roc.No.3099 K2/46 dated 20-9-1946.

Sir,

Sub: Queen Mary's College, Madras - Employment of
an Assistant Librarian.



55954

I have the honour to request that Government may be pleased to sanction the employment of an Assistant Librarian in the scale of Rs.30--55 in the Queen Mary's College, Madras.

2. The Principal, Queen Mary's College has reported to me that with the open shelf system and the large increase in numbers it is quite impossible for the library to work effectively without additional staff. The ^{present} recent staff is one Librarian and one attender. Library work in the College is of 3 kinds: (i) Clerical work relating to the maintenance of catalogues, classification of books and correspondence; (ii) Clerical work dealing with the circulation of books and (iii) Dusting of books shelves, returning the books to their shelves and other miscellaneous work. The attender does most of item (iii) and part of (ii). The Librarian has to do part of the work relating to circulation, transferring of books from the general to the class library and vice versa, dealing with delayed returns for the purpose of collecting fines. It is stated that in recent years the work in the library has almost doubled due to the increase in the number of books issued to the students due to the increase in the strength of the College and also due to increased work in the maintenance of the library catalogues. Consequent on the growth of the College and of the Library. In spite of best efforts of the librarian, the clerical work is in arrears. New branches have not been brought under the card cataloguing system. The Principal points out that these arrears will be more difficult to make up as times goes on and that an Assistant Librarian is quite essential. In the circumstances I recommend that sanction may be accorded to the employment of an Assistant Librarian.

3. The extra cost in 1947-48 will be Rs.200/- and the ultimate cost will be Rs.500/-

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

M. S. S. S. S.
21.9.46
for Director of Public Instruction.

k.h.21-9.

80/219

#2P22

Memo. No. 55954 A/46-1 Edu & 3-10-46
Sub. A.M.C. Madras - employment
of an Asst. Librarian

69
3/4

69
3/4

Memo. No. 55954 A/46-1 Edu & 3-10-46
Sub. A.M.C. Madras - employment
of an Asst. Librarian

EDPH(A)

of

From the DPI, Rec No. 3099 K2/46 & 20-9-46

The member of DPI is
requested to furnish information on the
following points:-

(1) The total number of ~~library~~
^{maintained} books in the A.M.C. college ^{library} ~~for~~ ^{during} each of the
last 3 years

(2) The ^{average} no. of books issued ^{and received}
~~per day~~ ^{per day} in the current year.

He is also requested to compare the needs
of the college with similar institutions
having the post of an Asst. Librarian.

To
The DPI

1-10-46
1.10.46

2/10/46

R.O.C.NO. 3099-K.2/46.

OFFICE OF THE DIRECTOR OF PUBLIC INSTRUCTION, MADRAS, DATED 24-10-46.

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, Subj: Queen Mary's College, Madras - Employment of an Assistant Librarian.

Ref: Government Memo. Memo. No.55954/A/46-1, Edn. dated 3-10-1946.

I have the honour to furnish the following particulars required by Government.

- | | |
|---|-------------------------------|
| 1) Total number of books maintained in the College during each of the last 3 years. | 11737 -
12240 -
12674 - |
| 2) The average number of books issued and received per day in the current year. | 103 |

2. With regard to para 2 of the Memo. I submit that so far the post of Assistant Librarian has been sanctioned only to the Presidency College, Madras. As I have already

P.T.O.

6
stated in my letter Rec.No.3099-K.2/46, dated 20-9-1946, the existing staff are unable to work efficiently and the work is bound to increase every year as more books are purchased and added to the library. In the circumstances, I request that the employment of an Assistant Librarian may kindly be sanctioned.

for Director of Public Instruction.

KP.25-10.

Sd/
28/10

Memo-No 55954 A/46-3 Eand 17/12/46

74/17/12/46
Sub: A.M.C, Madras - employment of an Asst Librarian.

From the DPI, No 3099-K.2/46 d 24-10-46

The DPI is requested to furnish information on the following points in respect of the Presidency College, Madras.

(1) The total no. of books maintained in the College library during each of the last 3 years

(2) The average no. of books issued and received per day in the current year

(3) The number of members of the staff attending to the library work of the College.

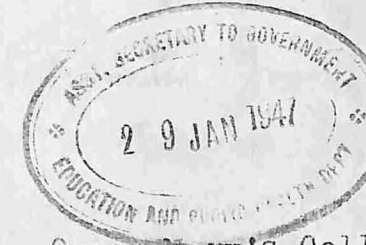
to the DPI
Sd/
14/12/46

14/12/46
14/12/46

16/12/46

EDUCATION DEPARTMENT.

Received 19 .. Registered 19 ..



Subject.

Queen Mary's College, Madras - Employment of Assistant Librarian.

6554

ENCLOSURES.

No.

Rec. No. 3099-K2/46.

Spare copies

Station Madras, Dated the 24th January 1947.

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

(Designation) Director of Public Instruction.

To The Secretary to the Government of Madras,

EDUCATION AND PUBLIC HEALTH

Department.

Sir,

REF: Government Memo. No. 55954-A/46-3 Education dated 17-12-1946.

I have the honour to enclose herewith a copy of letter No. 042/47 dated 16-1-1947 from the Principal, Presidency College, Madras furnishing the information called for in the memorandum referred to above.

for Director of Public Instruction.

RR.27/1.

P.T.O.

Copy of No. 42/47 dated 16-1-1947 from the Principal, Presidency College, Madras.

REF: Proceedings R.O. No. 3099-K2/46, dated 4-1-1947.
Sub: Queen Mary's College, Madras-employment of an Assistant Librarian.

I have the honour to submit below the particulars asked for in the above quoted proceedings:--

1. Total number of books maintained in the College - (General and Departmental Libraries) during each of the last three years:

1943-44	about	37,940
1944-45	about	38,720
1945-46	about	39,430

Note: About half the number is in the General Library and the other half in the departmental libraries in charge of the Professors concerned:

2. Average number of books issued and received per day in the current year:-

Normal: about 150 issue and 150 receipt.

End of terms: about double the number.

Note: This refers to the General Library Lending Section only - Reference section not included - averages about 100 a day.

3. Number of members of the staff attending to the Library work of this College:

(a) An Additional Professor of English is in charge of the Library.

(b) Establishment - General Library only:-

One Librarian.
Two Assistant Librarians
Three Attenders and
one peon.

Note: All books and journals - General and Departmental Librarians-pass through the General Library for registration etc.,

/True copy/

for Director of Public Instruction.

BR.27/1.

30
27/1

66/25/2 College - Queen Mary's, Madras - Employment of an Asst Librarian - Sanctioned
C.N. 55954/46, From the DPT, No. 3099 K2/46 of 20-9-46, 24-10-46
1.5-6-49-10-49

C.O. No. 342 Dated 25/2/47

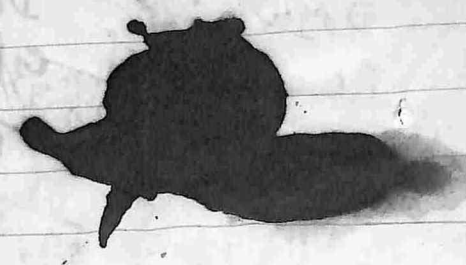
The Govt sanction the employment of an Asst Librarian in the Queen Mary's College, Madras for a period of one year from 1-7-47.

~~The DPT is informed that necessary provision will be made for the expenses in the past I estimate for 1947-48.~~

To the DPT
ACU
in 1/8/47
8/2/47

AM
copy 11/1/47

[Faint, mirrored handwritten text, likely bleed-through from the reverse side of the page. The text is mostly illegible due to the quality of the scan and the nature of the bleed-through.]



Part II Scheme - 1547-48
R.M.C. Madras - Employment of an Asst Librarian

255954/46, From the DPE, No 3099 K2/46 & 20-9-46.
pp 5-6 CF

In connection with the Part II estimates for 1947-48, the DPE has submitted a proposal for the employment of an Asst Librarian in the R.M.C. Madras. The existing staff in the Library Dept of the College is one Librarian and one attender. The work that has been allotted to them is clearly explained in para 2 of the Director's letter on p 1 CF. The total number of books maintained in the College has been steadily increasing from year to year and the average number of books issued and read per day in the current year is 103. In the circumstances, the Director's proposal may be accepted. However the proposal needs not be treated as a Part II scheme. As the cost on the employment of an Asst Librarian is only small, the post may be sanctioned straightaway with effect from 1-7-47 and the DPE asked to include provision in the Part I estimates for 1947-48. Finance may see for remarks.

p 5 CF

- do -

Ed. No 55954A/46-2
29-10-46
58800
NCF
80 OCT 1946
A' above
29-10-46
29-10-46
Mr. E. IV

the proposal to appoint an Assistant Librarian in the Queen Mary's College, Madras involves an extra cost of Rs 721 p.a. As the expenditure is small E & P.H. propose to sanction the post from 1-7-47 and ask the D.P. to include provision for the expenditure in Part I estimate for 1947-8.

X on p 1 CF 3. There is at present a Librarian

and saw Attender attending to the library work in the Queen Mary's College. The work that is being done by them so far is noted at 'P' on p 1 C-F. It is stated in general terms that the work has been increasing in recent years and has almost doubled. From the statement on p 5 it is observed that there is no appreciable increase in the number of books maintained in the College during 1945-6 when compared with 1943-4 or 1944-45. It is stated that the number of books issued per day and received per day is 103 but for the Presidency College, in which alone a post of Asst. Librarian exists, the number of books received & issued and the number of books maintained per year must be far higher. It is not known what total staff is attending to the library work in the Presidency College. No doubt, it is reported that in spite of the existing Librarian's best efforts the clerical work in the College Queen Mary's College is in arrears and it will be more difficult to make up as time goes on. However, before sanctioning the post E & P.H. may be asked to get similar information as on p 5 C-F together with the number of members attending to the library work in that college and to examine the present proposal by a detailed comparison with the present Presidency College.

3. If, after such an examination as stated in para 2 above, it is considered that sanctioning the post of Assistant Librarian to the Q.M.C. is necessary this dept need not object to the post being sanctioned from 1.7.47 and necessary provision

para 2 p 1 C-F

1943-44 - 11797
1944-45 - 12240
1945-46 - 12674

p 5 C-F
bottom of p 5 C-F

Y on p 1 C-F

CP
W

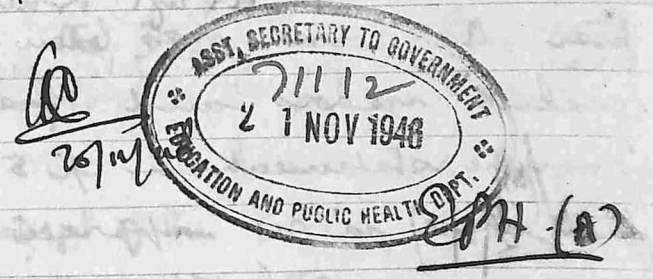
RZ

Fin. V.O.
58800821
20.11.46

CP
W

provision being ^{made} included in Part I Estimate for 1947-8 as the expenditure is less than Rs 2,500 and is due to normal increase in work. With the above remarks the case may be returned to E & P.H.

DS
19.11.46 20.11.46



A draft memo is submitted with ref. to Fin. note at A on the previous page.

ES
14.12.46

W
14/12/46

DS
16/12/46

Issued as Memo. No. 55956 A/46-3Edn
2/12-46

From the DPT, No. 3099-K2/46 d 24-1-47

Please see the letter from the DPT and its enclosure on pp 9-10 etc. The following statement shows in one view, the no. of books, the no. issued and recd per day and the staff in the Library Dept of the Q.M.C. and the Presidency College, Madras:-

Q.M.C. Madras.

Presidency College
General Library Dept

Total No. of Books.

	1943-44	11797	11000	18,970
p 5 C-F	1944-45	12240		19,360
	1945-46	12674		19,715
	average No. of Books issued & recd per day.	103		150

Staff.

1 Librarian
1 Attender

1 Librarian
2 Asst Librarian
3 Attenders
1 person

Note: The staff attend to the registration of all books and journals received to Departmental Librarian in addition to their work in the library.

A draft order is submitted. Finance may see for acceptance.

(Previous note of finance on pp. 2-3 above)

2. The ~~draft order~~ may be accepted
and the case ~~returns~~ to E.L.P. 14

108. 2. 2. 4) 2 It is observed from the report on p10 CF that the staff in the general library of the Presidency College in Idikanan & 2 Asst Librarians attend to the registration etc work of the General and Departmental libraries of the college. The total no of books maintained in the college (General and Departmental) is about 39000. Against the above ~~it is~~ there are only about 1200 books maintained in the Queen Mary's college. ^{and there is a separate library in the college.} It is ^{also seen} ~~however~~ stated that the normal no of books issued is 150 in the Presidency college and 150 is also issued per day. The total no (issue receipts) of books in the Queen Mary's college is only 103. The work in the Presidency college can well be considered typical in the Queen Mary's college and this proposition is already maintained in the existing no of librarians & Asst Librarians in the two colleges.

Miss Sept

my 120000 / I think Fin. may agree to this
21- is not a v. heavy item.

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 13.2.67

13/2

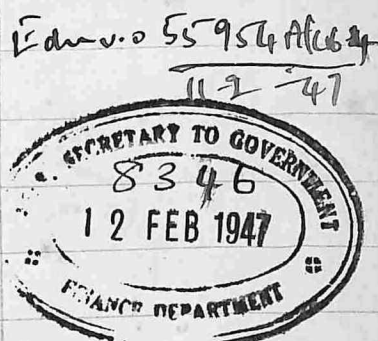
$$\bar{E} - PH$$

Point (A)

The draft may now issue

8
17-2 in 1/8 in
17/2/47

23/2/62



1906

2

10/5/2011