

E. & P. H.

(194 7) Department.

MS.

SERIES.

G.O. NO. MS. 561, Education.

Dated the 20th March, 1947.

[Despatch Abstract.]

Establishment - Office of the Director of Public Instruction - Madras -
Employment of a telephone clerk --- 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.
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C.No. 7015 P/46.

Office of the Director of Public Instruction,
Cathedral P.O., Madras, Dated 17th Sep. 1946.

From

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



The Secretary to Government,
Education & Public Health Department,
Fort St. George, Madras.

55084

Sub: Employment of a telephone clerk - sanction requesting.

I have the honour to request that in the circumstances explained below the Government may be pleased to sanction the immediate employment of a 'Telephone operator' for this office, preferably a 'girl'.

2. There is no sanctioned post of Telephone clerk for this office. The practice has been to depute a lower division clerk for this work in addition to other items of work. This practice is now found to be extremely inconvenient and unsatisfactory owing to the changed conditions of work. Work has increased greatly and has to be done urgently. There are 9 internal connections in the office and these are working in two lines with two distinct numbers. A number of calls have to be made urgently and answered quickly. A trained full time telephone operator is therefore necessary immediately.

P.T.O.

I request that Government may be pleased to sanction the post for this office in the scale of Rs.37--3/2--70 which is admissible to lower division clerks.

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

S. K. Savor.

Director of Public Instruction,
Madras.

22084

clear copy as per p 5 infra
Memo. No. 55084 A/46-1 Eau & 30-9-46

Establishment - Office of the DPI, Madras - Employment of a Telephone Clerk -

From the DPI, C.No. 7015 F, 46 & 17-9-46.

The DPI is requested to furnish the following information as to average number of telephone calls per day in his office for the past 3 years. Figures should be given ~~and~~ separately for each year.

(2) the nature of work of the L.D. Clerk who is now attending to telephone duty in addition to other items of work.

(3) the specific reasons for the changed ~~existing~~ conditions of work necessitating the employment of a ~~separate~~ separate telephone clerk.

He is also requested to ascertain and report whether there is a ~~separate~~ ^{sanctioned post of} telephone clerk in the S.O's Office or in any of the Offices.

Memorandum No. 55084-A/46-1 Edn. dated 30-9-1946.

Sub:- Establishment - Office of the Director of Public Instruction, Madras - employment of a telephone clerk.

Ref:- From the Director of Public Instruction C.No.7015 Fl/46 dated 17-9-1946.

The Director of Public Instruction is requested to furnish information as to the average number of telephone calls per day in his office for the past 3 years. Figures should be given separately for each year.

He is also requested to ascertain and report whether there is a sanctioned post of telephone clerk in the other A class offices in the city and if so, in which offices.

P.S. Viswanatha Ayyar,
Secretary to Government.

To The Director of Public Instruction.

Forwarded/By Order.

PL/2010.

Superintendent.

Se

of the Heads of Dept. and if so, in which offices. to compare the needs of those offices with his office for the post of a telephone clerk with full details re. the no. of calls etc.

27/9/46 28/9/46

To The DPL

38/29/11 EPH(A)
Memo. No. 55084 A / 46-2 Edn. 20-11-46

21/11 Sub. - Estt. - Office of the D.P.I., Madras -
employment of a Telephone clerk.

Ref Govt. Memo. No. 55084 A / 46-1 Edn. 30-9-46

The D.P.I. is requested to state
when his reply to the Govt. Memo. cited, may
be expected.

ES
16-11-46

hr
16-11-46

OSM
19/11/46

To ✓
D.P.I.

C.F. 32 (a).

Education

Department

Received

Registered

From (Name) Dr. S.R.U. Savor,

M.A., D.Sc., I.L.S.,

Designation Director of Public

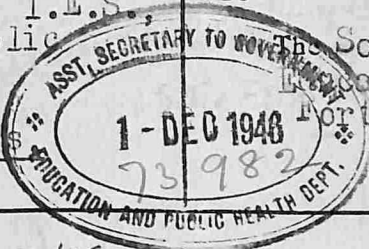
Instruction,

Station

Madras

To

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



Enclosures :

RC. No. 7015-F1/46. dated 27th November 1946.

Sir,

Sub: Establishment - Office of the Director of
Public Instruction, Madras - Employment of
a Telephone clerk - Sanction of.

REF: Government Memorandum No. 55084-A/46-1 Edn.,
dated 30-9-1946.

I have the honour to state that no account of Tele-
phone calls is maintained in my office. But on a rough estimate
the average number of incoming and outgoing Telephone calls will
be about 100 per day.

2. I am informed that there is no separate post of Tele-
phone clerk in the other 'A' class offices in the City. One of
the Lower Division clerks in the scale of Rs. 37-3/2-70, it is
reported is in charge of the Telephone.

for Director of Public Instruction.

RR. 30/11. sd/

[Faint, mostly illegible handwritten notes on the left page, possibly containing dates and administrative references.]

32/17/11

[Handwritten initials or signature]

From The A.S., EDPH Dept
 To The PA to S.C. / D.I. of Police

⑥ T.M. Gupta A 16 120 000H(A)

Sub. No. of Telephone calls recd per day.

P. furnish ^{urgently} information on the no. of Telephone calls (incoming and outgoing) recd per day in the Office of the S.C. Office of the D.I. of Police.

This information is required in connection with a proposal for sanctioning a separate Telephone clerk in the Office of the D.I.

[Handwritten signature]

ES
12-1-11

om
15/1/11

10/10/47 Carl H. Haggard M.T.

2. A.M. 10/10/47

10/10/47

10/10/47

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10/10/47

① T.M. by post of 12-2-47

Edgett (A)

38/130 From
10/10/47 To
19/10/47

The A.S. Edgett H. Dept
The P.A. to Sci / D.I. C. of Police.
Sub No. of Telephone calls recd per day.

Pl. let me have an
early reply to my T.M. (by post) of 16-1-47
on the subject cited.

up to 800
up to 1000
up to 1200

11-2-47

12/2/47

Office of the Surgeon-General with
the Government of Madras,
Madras, 21st February 1947.

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

Reference:-Your telephonic Message by post dated 1947 12-2-1947 regarding number of Telephone calls received per day.

The reply to your Telephonic Message (by post) dated 16th January 1947 has already been despatched on the 22nd January 1947. However a copy of the same is herewith furnished.

V. Ransom
for Personal Assistant to the Surgeon-
General with the Govt. of Madras.

Copy of this office reply Telephonic Message dated 22-1-47:-

The information called for in the above T.M. is furnished

-2-

below:-

Incoming
Outgoing

Average calls per day.

10
25

From

F.L. Underwood Esq.,
O.B.E., I.P.,
Dy. Insp. - Genl. of
Police, Rlys. & C.I.D.
Madras. 4.

To

The Assistant Secretary to
Government,
Education and Public Health Dept.
Govt. of Madras, Fort St.
George, Madras.

24 FEB 1947

Re. No. 96/Cont./47 dated the 22nd February 1947.

Sir,

Sub:- Number of telephone calls received per day -

Ref:- Your post copy of T.M. dated 12-2-1947.

The original telephone message dated the 16th January 1947
has not been received in this office.

It is not possible to state the number of telephone calls
received in my office per day as no register is being maintained
in this office.

For Dy. Insp. - General of Police,
Rlys. & C.I.D., Madras.

119
25/3

10
17 EDOH(A)
F.O.S. - Office of the D.P.I., Madras - employment
of a telephone clerk - Sanctioned

C.N.: 55084/47, from the D.P.I., No 7015-F1/46 d 17-9-46
d 27-11-46

C.O. no 561 Edn d 20-3-47

in the
scale of
pay for L.D.
clerk

The Govt. sanction the
~~sep~~ employment of a telephone ^{operator} clerk in the
Office of the D.P.I. for a period of one
year from the date of appointment.

To
The D.P.I.
At Chennai
d 15-3-47
m/p

ES
15-3-47

OSM
17/3/47
W/ 20/3/47
led
19-3-47

① 63

Edin and P.H. Dept
B. No: 55084 A. From the D.P.S. No. 7015 P/46 of 17.9.46
and 27.11.46

Office of the D.P.S - Employment of
a separate telephone clerk.

11cf

At present the telephone work in the
office of the D.P.S is allotted to a lower division
clerk. He is also given other items of work in
addition to telephone work. The Director says that
roughly the clerk has to deal with 100 calls per
(as against 35 in the S.G's office)
day and that the present system of one clerk
dealing with telephone work and also other items of
work is extremely inconvenient and unsatisfactory
and recommends the appointment of a separate
telephone clerk. It seems that there is justification
for the employment of a separate clerk. The proposal
may be supported in this dept. The file may be
sent to the Fin. Dept for remarks.

17cf
114cf

11cf

11cf
1/3/47

3/3/47

3/3/47

3/3/47

Edin v.o 55084 A 1/4/47
3/3/47



13061 Eur

13061 Eur

The proposal is for the employment of a
separate lower division clerk for attending
to telephone calls in the office of the Director
of Public Instruction. Till now ~~the~~ ~~work~~
The practice has been to depute a
lower division clerk for this work in
addition to other items of work.

It has been pointed out by the Director
of Public Health, himself that there is
no sanctioned post of Telephone clerk
for his office. And it is not known
whether any other A class offices

