

EDUCATION AND PUBLIC HEALTH

(194) Department.

SERIES.

G.O. NO. Ms. 356 Education.

Dated 28th April 1947.

[Despatch Abstract.]

INSPECTION - Offices of certain District Educational Officers' and Inspectresses of Girls' Schools - Employment of additional clerks 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.
Ms	1026	Edu,	5/5/52				

EDUCATION

DEPARTMENT. (v)

C.F. 30.

Received 19 Registered 19



Subject.

Inspection - Office of the District Educational Officers and Inspectresses -
Employment of additional clerks.

25940

ENCLOSURES.
No.
Spare copies

R.C. No. 576-A/43.

Station Madras, Dated the 11th May 1946.

From (Name) G.L. LOBO Esq., B.A.(Hons.) Cantab.

(Designation) Deputy Director of Public Instruction in charge.

To The Secretary to the Government of Madras,

EDUCATION AND PUBLIC HEALTH Department.

Sir,

m/1-2 CF

m/13 CF

In my letter R.C. No. 576-A/43, dated 22-9-45, I recommend for the favourable consideration of Government a proposal for the employment of an additional Lower Division Clerk in each of the offices of the District Educational Officers and Inspectresses of Girls' Schools. Government however in their order No. Ms. 2161 Education dated 20-12-45 sanctioned the post of Lower Division Clerks only for some of these offices. I have the honour to submit that the work in the offices of all the District Educational Officers and Inspectresses is increasing rapidly and if no relief is given to these offices immediately, most of them will fall into arrears. The following are the lines in which the work is rapidly increasing.

f/43-50 CF

Consequent on the amended Teachers Provident Fund rules issued in G.O. No. Mis. 2100 Education and Public Health dated 11-12-45, making the scheme compulsory for all certificated teachers in recognised aided schools, the number of subscribers to the Teachers' Provident Fund is bound to

increase....

increase. This number will also rise with the return of trained teachers who have been recruited for the defence services to their regular work after demobilisation and then out the untrained and exempted teachers who are ineligible to contribute to the fund at present. Besides the correspondence relating to the admission of new subscribers as per the amended rules, there is the work of checking of the monthly and annual Teachers' Provident Fund statement of deposits. There is also the correspondence relating to transfers and closure of Teachers Provident Fund accounts, granting of advances and investments of subscriptions in Government securities. Unless the Teachers' Provident Fund registers and records are maintained upto date, it will be difficult to dispose of questions relating to the closure of accounts and claims for Government contributions on behalf of the subscribers. In view of the voluminous work involved by the scheme and with a view to taking prompt action on all Teachers' Provident Fund questions two additional clerks will be required for this branch of work alone.

As a result of the introduction of compulsory Elementary Education and the introduction of free midday meals there is need for an additional clerk in all District Educational Officer's offices. The Government have approved the expansion of compulsion in selected villages in each district. The question of making the District Educational Officers responsible for enforcing compulsion is under the consideration of Government. If the proposal is approved the work will increase further. In addition to the correspondence relating to schools under District Boards in compulsory areas the District Educational Officer's Office has to attend to the correspondence relating to the payment of building grant, equipment grant to aided schools in compulsory areas, and grant towards the supply of books and slates to pupils in aided Elementary schools in compulsory areas.

The work in respect of the secondary schools is increasing on account of the increase in their number, the increase in their size, and preliminary work involved in consequence of the proposed introduction of bifurcated scheme.

2. In the above circumstances I feel strongly that there is ample justification for the employment of 3 additional clerks in each of the offices of the District Educational Officers and Inspectresses and I request that Government may be pleased to sanction 3 additional clerks in the scale of 30-55 in each of the offices of the District Educational Officers and Inspectresses other than those for which an additional clerk has already been sanctioned in G.O. No. 2161 Education dated 20-12-45 and two additional clerks in the above scale in each of the offices for which one additional clerk has already been sanctioned in the above G.O.

The cost involved in the proposal is shown below:-
Cost of 1 Lower Division Clerk for each of the 42-1/12-x12x(33-14) Offices for which additional clerk was not i.e. 9595/- already sanctioned. 26 D.E.Os and 7 Inspectresses,

Cost of 2 additional L.D. Clerks for all the 26 x 42-1/12 x 12 x 33 offices of District Educational Officers and i.e. 33,330/- 7 Inspectresses.

Total cost .. Rs. 42,925/-

3. In conclusion, I beg leave to invite the attention of the Government to the pressing need for reorganising the Offices of the District Educational Officer's and Inspectresses and placing them on a satisfactory footing. The District Educational officers, it is necessary to remember, do, though subordinate to the Divisional Inspector a great deal of high grade work almost independently of them. For example, in the matter of Elementary Education, they are the authority vested with the duty of carrying out the intentions and instructions of Government and are responsible for the assessment, assignment and payment of grants. This is a very complex function and involves very heavy responsibilities, educational, financial and administrative. In the matter of Secondary Education, they are entrusted with the duty of scrutinising the Financial statements and submitting their recommendations direct to the Director. In this and in some other matters they correspond directly with the Director, and not through the Divisional Inspector.

Apart from the intrinsic importance of the work, the volume of work also has increased and is steadily increasing. Elementary Education is growing apace and has come to include in its fold not merely education proper but sociological work of a difficult and intricate kind like mid-day meals. Secondary schools are increasing in numbers and their range of work is expanding fast. The same is the tale in the case of Training Schools.

If all this work-- I have omitted many other lines of work for the time being from consideration--is to be done satisfactorily and expeditiously, the District Educational Officer and the Inspectresses should have a good office staff which should help them in their work with a true understanding of the problems involved. This help the officers cannot and do not have with the present organisation, which consists of a Head clerk who is a clerk in the Upper Division, a few Lower Division Clerks and typists; the qualifications of these are not such as would help the District Educational Officer and the Inspectresses to get the kind of help required. To set right these defects I shall submit comprehensive proposals later as a Part II Scheme for 1947-1948.

In the meanwhile I request that you will be so good as to sanction the present proposals which are intended to give urgent relief to what should be considered very overworked offices.

M. Muhammad
14.5.46
for Director of Public Instruction.

RR.13/5.

Sol
14/5.

4
M.S. 44
4-6-46
4/6
Education & P.H. 5
Memorandum No. 25940-A-1 dated. 4/4/46

Sub: Inspection - Offices of the D.E.Os. and Inspectresses - Additional clerk - Employment.
Ref: From the D.P.I., Rc.No.576 A/43, dated 11-5-46.

The D.P.I. is informed that all proposals for increasing the clerical staff should be supported adequately with comparative statistics of work in the past and the present; the relevant factors which contributed to the increase (i.e. whether the increase has been due to war or not) should also be discussed in full. His attention is invited in this connection to Govt. Memo. No.42377 C/45-2, Edn., dated 1-1-45 and he is requested to justify his proposal for additional staff more full

p. t. o.

-2-

furnishing comparative statistics of work under each item of work mentioned in the letter cited.

h
27.5.46
oim
28/5/46

To the D.P.I.

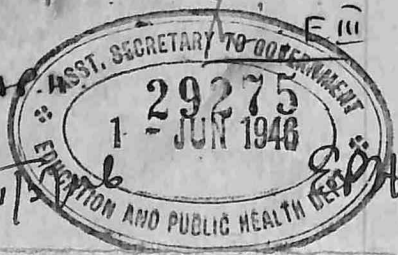


Edu v. 25940A/46-1
29.5.46

Note:

Finance may see before issue.

h
27.5.46
oim
28/5/46



D.S. Fin. v. 30964E/46-1
31.5.46

May be perused and returned to E.P.H. (A)
31.5.46
May issue
31.5.46

O.F. 98, Education & P.H. DEPARTMENT.

REMINDER.

To The Director of Public Instruction Branch (A)

have the honour to invite

I am directed to invite attention to Govt. Memo No. 25940-A-1 dated 4/6/46 and

to request that the reply to it may be expedited request that this reminder may be returned at once with information as to—

- (1) the stage at which the matter now is,
- (2) the date by which a reply may be expected, and
- (3) the circumstances which have caused the delay.

Office Secy.,
Station Fort St. George,
Dated 4/6/46
Signature,
Asst. Secy. to Govt.
or Designation.

SUBJECT.

Inspection — offices of The District Educational officers and Inspectresses — Additional clerks — Employment

(P.T.O.)

R. C. No. 191 K3/46.

Office of the Director of Public Instruction, Madras, dated 30-9-46.

From

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

To

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

Sir,

Sub: Inspection - Offices of the District Educational Officers and the Inspectresses - additional clerks and peons - employment of - proposals submitted.

Ref: Govt. Memo. No. 25940-A-1, Education, dated 4-6-46.

In connection with Part II of the Budget Estimate for 1947-48 I have the honour to submit the following proposal for strengthening the staff of the offices of the District Educational Officers and Inspectresses.

The proposal involves the employment of 109 additional clerks (36 Upper Division and 73 Lower Division) and 28 additional peons. Two statements, Statement A showing the strength of the existing staff and the comparative statistics of papers received in each office in the past 5 years and the other statement B indicating the minimum staff required for each office based on the criteria mentioned below and the additional staff required for each office are enclosed.

The work in all the Offices of the District Educational Officers and the Inspectresses has very much increased on account of the war, the general policy of expansion of education and the extension of the Teachers' Provident Fund Scheme to all permanent certificated teachers in all aided recognised schools (vide G.O. No. Ms. 2100, Education and 11-12-45). The work connected with the sanction of books allowance and fee remission to children and dependents of Military personnel and the grant of Dearness Allowance to teachers in aided schools have resulted in heavy correspondence. The introduction of compulsory Elementary Education scheme and Midday meals, special building, equipment and miscellaneous grants has considerably added to the work in the District Offices. As regards Teachers' Provident Fund work, the scheme has been in existence for the last 20 years and the work has also been steadily increasing and the scheme having been made obligatory on all permanent certificated teachers in all aided recognised schools has accelerated the increase of work.

I wish to state in this connection that apart from the number of papers received in each office the number of institutions under its control should be taken as the basis for determining the staff required for each office. The main items of work in a District Office are (i) personnel and administration, (ii) Secondary Education and Administration of Grant-in-aid Code, (iii) Elementary Education, Public and Aided Schools, (iv) Teachers' Provident Fund, (v) War Concessions and Miscellaneous work, (vi) Routine, Despatch, Record etc. I recommend that the staff required for each office may be fixed on the following criteria.

P.T.O.



To the Secretary to Government,

Education & P.H. Department,
Madras.

Re. 576 A/43 dated 19-7-1946.

Resubmitted.

2. The proposal is being examined in connection with Part II of the Budget Estimate for 47-48 and the proposal will be submitted in due course.

for Director of Public Instruction.

K.h. 22-7.

EO 4 (A)

In view of A above, the papers
proposal may be awaited till
20/8/46. It may be
put away; the proposal
when reviewed as a Part II
proposal may be considered
only 25/7/46

- (i) Headclerk (Upper Division) for personnel work and Supervision
(ii) 1 Upper Division Clerk for accounts and grants (Grant-in-aid Code)
(iii) 1 Lower Division Clerk for Special & Secondary Education
(iv) 1 do for every 400 Elementary Schools
(v) 1 do for Teachers' Provident Fund work
(vi) 1 do for War concessions & Miscellaneous work
(vii) 1 do for routine work, Despatch, Record etc.
(viii) 2 Typists.

One separate clerk for each of the items (i) to (iii) and (v) to (vii) and 2 Typists are absolutely essential. As regards elementary education the administration of public and private schools is centralised in the District Offices. Further the work relating to grants to aided elementary schools demands careful scrutiny. I am therefore of opinion that 1 clerk for every 400 elementary schools should be allowed to each District Office. At present in the offices of the District Educational Officers and Inspectresses only the ~~part~~ Headclerk carries the Upper Division scale. In view of the responsible work demanded of the 2nd clerk dealing with accounts and grants (under Grant-in-aid) I consider that ~~in fairness~~ in fairness he should be allowed the upper division clerk's scale. I therefore recommend that in addition to the post of Headclerk another Upper Division Clerk's post be created in each of the offices of the District Educational Officers and Inspectresses.

Based on the above premises the staff required for each office has been worked out and is shown in column 14 of the statement B. The additional staff required over and above the existing staff is indicated in column 21 of statement B. In all 109 additional posts of clerks are required for all the 36 offices of which one post in each office should be in the Upper Division.

I request that Government may be pleased to sanction 36 posts of Upper Division Clerks and 73 posts of Lower Division Clerks for the Offices of the District Educational Officers and Inspectresses in the Presidency and permit me to utilise the posts of lower division clerks according to the needs of each district.

In this connection I also request that Government may be pleased to sanction the employment of an additional peon in each of the District Educational Officer's Offices. There are at present 3 peons in each District Educational Officer's Office. Whenever the Officer goes on camp two peons follow him with the result the office is left with 1 peon only. Now that a Personal Assistant has been appointed to each District Educational Officer a peon to attend on him is necessary.

The cost involved in the proposal is worked out below:

COST IN 1947-48.

RECURRING:

Pay of 36 Upper Division Clerks	55 x 36 x 10 =	Rs. 19800
" 73 Lower	30 x 73 x 10 =	21900
" 28 Peons	12 x 28 x 10 =	3360

Rs. 45060

or Rs. 45,000/-

P.T.O.

ULTIMATE COST.

Average pay of 36 Upper Division Clerks	65½ x 12 x 36 =	28404
" 73 Lower	42 1/2 x 12 x 73 =	36865
" 28 peons	14.7 x 28 x 12 =	4939
		70208

or Rs. 70,200/- in round figures.

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

TRB.30/9

for DIRECTOR OF PUBLIC INSTRUCTION.

Enclos: Will follow.✓

Copy to Budget and K sections.

30/9.

$$\begin{array}{r}
 12 \checkmark \quad \begin{array}{r} 63 \\ 180 \\ \hline 860 \end{array} \quad \begin{array}{r} 73 \quad 30 \\ 46 \quad 16 \\ \hline 1190 \end{array} \quad \begin{array}{r} 10 \\ 3 \\ \hline 12 \end{array} \\
 \begin{array}{r} 840 \quad 44 \\ 12 \quad 4 \\ \hline 10080 \end{array} \quad \begin{array}{r} 9 \quad 46 \\ 13 \quad 1 \\ \hline 128 \end{array} \quad \begin{array}{r} 46 \\ 138 \\ 12 \\ \hline 1656 \end{array} \\
 \begin{array}{r} 10080 \\ 1656 \\ \hline 11736 \end{array} \quad \begin{array}{r} 90 \\ 18 \\ \hline 1080 \end{array}
 \end{array}$$

$$\begin{array}{r}
 55 \\
 18 \\
 \hline
 7300 \\
 1080 \\
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 8380 \\
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 8400
 \end{array}$$

COPIES OF PAPERS RE

Amount of Teaching Grant
disbursed during.

Elementary.	Secondary.
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1.	2.	3.	4.	5.	6.	7.	8.	9.	10.	11.	12.	13.	14.
GUNTUR DIVISION													
1.	Vizagapatam South	66152	55911	63912	95868	106724	226929	234419	234014	245415	260351	1120	16
2.	-do- North	-	9420	15787	17093	20098	-	243181	264726	369505	476733	1097	9
3.	Godavari East	27619	30846	33000	35586	38444	234963	237825	280506	343249	436509	1666	32
4.	-do- West	16664	15074	14396	14782	20763	278300	326085	279202	302202	318215	1326	28
5.	Kistna	20918	19285	20575	21036	23653	284979	301293	354112	444652	561541	1520	31
6.	Guntur North	31114	25783	25988	27057	30065	54071	542171	585017	658892	373381	1122	30
7.	-do- South	-	-	-	-	-	-	-	-	-	342387	1040	18
ANANTAPUR DIVISION.													
8.	Anantapur	19123	11941	17612	18241	21025	72985	69201	77941	71831	56989	757	12
9.	Bollary	16449	18701	16392	16053	17137	73532	78275	96908	102601	120133	672	15
10.	Chittoor	19702	20690	21108	20487	22440	135535	136604	145088	142143	148624	972	15
11.	Cuddapah	11702	15708	17082	17465	18176	155960	148624	174920	180920	190402	927	12
12.	Kurnool	14238	20331	20142	21449	21721	132057	143224	170130	205712	253056	1061	17
13.	Nellore	17294	18597	18310	20593	22534	187810	197249	250100	300235	369866	1148	20
MADURA DIVISION.													
14.	Madras	4678	8364	14036	15286	16161	90526	90545	96765	103563	107092	210	33
15.	Chinglput	17230	17725	14579	15249	15414	156814	157205	151218	152185	155475	1064	33
16.	South Arcot	20464	20982	21086	26322	26683	-	212324	253828	289831	360380	1457	22
17.	Tanjore	25530	27260	25731	27292	28045	296513	308430	345199	389937	474167	1545	18
18.	Madura	17125	18000	18879	19499	19544	213167	212663	250516	291450	349350	1239	38
19.	Ramnad	17946	18125	18342	18525	19137	337144	346334	391577	432703	465046	1186	22
20.	Tinnevelly East.	-	-	-	-	Newly formed.	-	-	-	-	-	1039	28
21.	Tinnevelly West.	22775	24962	25346	36436	48797	725346	741816	865697	983795	1252436	813	27
COIMBATORE DIVISION.													
22.	North Arcot	8513	13260	23640	18935	20829	20573	222758	214821	213187	326310	1488	29
23.	Salem	18688	22335	21965	23448	22634	95968	101334	41717	112569	138234	914	29
24.	Trichinopoly	19350	19740	27276	21176	19631	15622	160998	192917	219762	279512	1022	21
25.	Coimbatore	14643	18360	15280	16349	18977	17738	178456	182415	188389	288526	1164	28
26.	North Malabar	18419	18629	16936	18701	21995	75343	786399	907242	1096946	1343772	1480	39
27.	South Malabar.	17448	17630	21821	25441	27465	69842	711524	840335	995492	1235971	1523	29
28.	South Kanara	20526	20874	29255	32118	34508	34408	356082	387919	435654	518440	1026	35
INSPECTRESS.													
I	Circle	24099	25177	21542	24540	26306	18934	189696	205441	224718	270933	705	10
II	"	13964	16642	17946	18428	19320	1710	144730	163337	176807	167886	406	37
III	"	18055	17226	20410	21650	27002	281	28789	33515	30692	32158	339	8
IV	"	13964	16642	17946	18428	19320	1710	144730	163337	176807	167886	406	37
V	"	12594	12809	12880	12481	18506	723	63311	83991	79209	126752	460	28
VI	"	15401	15889	15965	16272	20806	3345	359821	435240	524788	637284	35	26
VII	"	15566	14588	16149	18922	207432	260922	276095	251643	186	27		

RECEIVED, GRANTS PAID ETC.

of Schools.				Staff.		Total Strength of staff.
Training.	Others.	Total.	No. of Children.	Permanent. Clerks inclu- ding Head clerk Upper Divi- sion.	Temporary. Typist	
15.	16.	17.	18.	19.	20.	21.
2	1	1138	225041	5	2	1
2	1	1109	94295	3	2	2
4	3	1705	231569	5	2	1
2	1	1357	104336	5	2	1
4	1	1555	267357	6	2	1
4	1	1156	179953	5	2	1
3	1	1062	146379	5	2	1
1	2	772	106374	5	2	1
1	1	691	96211	5	2	1
2	1	988	-	5	2	1
4	1	942	103110	5	2	1
3	1	1083	288924	5	2	1
1	1	1171	176411	5	2	1
2	2	247	88633	5	1	1
1	1	1100	88261	5	2	1
3	3	1480	187655	5	2	1
2	1	1619	150252	5	2	1
2	2	1279	180314	5	2	1
1	2	2118	174085	5	2	1
2	2	1072	84786	5	2	1
1	2	843	78365	5	2	1
4	2	1523	356287	5	2	1
2	1	937	502795	5	2	1
4	3	1069	279033	5	2	1
5	1	1211	140582	5	2	1
4	1	1514	295096	5	2	1
4	1	1581	393136	5	2	1
3	7	1071	116379	5	2	1
6	6	781	381344	6	1	1
1	6	460	320408	5	1	1
7	-	354	29180	5	1	1
1	6	460	320480	4	2	1
2	3	503	65782	4	2	-
8	-	539	232732	6	1	1
4	6	733	549662	5	1	1

106724
95863
95863 1086100
95863
127470
95863
316070
38444
35586
245800
284688
11120

attender1 One attender.

* Attender
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STATEMENT . B. - SHOWING THE ADDITIONAL CLERKS REQUIRED.

00000

Serial Number.	Office of the District Educational Officer.	Number of clerks for different Sections.								Total No. of clerks and typists required.		Existing Staff.				Total Number of Existing Staff.	Additional Clerks or typist required.				
		Head clerk - Upper Divn.	Accounts and other grants Upper Division.	Elementary Education Lower Division.	Teachers' Provident Fund (Lower Division)	Secondary Education (Lower Division)	War concessions and Miscellaneous (Lower Division)	Routine Work, Despatch etc.	Typists.	Upper Division.	Lower Division.	Typist.	Total.	Clerks including Head clerk	Typists.				Clerks	Attenders.	Typists.
1.	2.	3.	4.	5.	6.	8.	9.	10.	11.	12.	13.	14.	15.	16.	17.	18.	19.	20.	21.	22.	
1. GUNTUR DIVISION.																					
1.	Vizagapatam South	1	1	3	1	1	1	1	2	2	7	2	11	5	2	1	-	8	3		
2.	-do- North	1	1	3	1	1	1	1	2	2	7	2	11	5	2	1	-	8	4		
3.	Godavari East	1	1	4	1	1	1	1	2	2	8	2	12	5	2	1	-	7	4		
4.	Godavari West	1	1	3	1	1	1	1	2	2	7	2	11	5	2	-	-	7	4		
5.	Kistna	1	1	4	1	1	1	1	2	2	8	2	12	6	2	1	1	10*	2	includes one attender.	
6.	Guntur North	1	1	3	1	1	1	1	2	2	7	2	11	5	2	-	-	7	4		
7.	-do- South	1	1	3	1	1	1	1	2	2	7	2	11	5	2	-	-	7	4		
8. ANANTAPUR DIVISION.																					
8.	Anantapur	1	1	2	1	1	1	1	2	2	6	2	10	5	2	-	-	7	3		
9.	Bollary	1	1	2	1	1	1	1	2	2	6	2	10	5	2	-	-	7	3		
10.	Chittoor	1	1	2	1	1	1	1	2	2	6	2	10	5	2	-	-	7	3		
11.	Cuddapah	1	1	2	1	1	1	1	2	2	6	2	10	5	2	-	-	7	3		
12.	Kurnool	1	1	3	1	1	1	1	2	2	7	2	11	5	2	1	-	8	4		
13.	Nellore	1	1	3	1	1	1	1	2	2	7	2	11	5	2	1	-	8	3		
14. MADURA DIVISION.																					
	Madras	1	1	1	1	1	1	1	2	2	5	2	9	5	1	-	-	7	2*	One typist.	
15.	Chingleput	1	1	3	1	1	1	1	2	2	7	2	11	5	2	-	-	7	4		
16.	South Arcot.	1	1	4	1	1	1	1	2	2	8	2	12	5	2	-	-	8	4		
17.	Tanjore	1	1	4	1	1	1	1	2	2	8	2	12	6	2	-	-	9	3		
18.	Madura.	1	1	3	1	1	1	1	2	2	7	2	11	5	2	-	-	8	3		
19.	Ramnad	1	1	3	1	1	1	1	2	2	7	2	11	5	2	-	-	7	4		
20.	Tinnevely East	1	1	2	1	1	1	1	2	2	6	2	10	5	2	-	-	7	3		
21.	-do- West	1	1	2	1	1	1	1	2	2	6	2	10	5	2	-	-	7	3		
COIMBATORE DIVISION.																					
22.	North Arcot	1	1	4	1	1	1	1	2	2	8	2	12	5	2	1	-	8	4		
23.	Salem	1	1	2	1	1	1	1	2	2	6	2	10	5	2	1	-	8	2		
24.	Trichinopoly	1	1	3	1	1	1	1	2	2	7	2	11	5	2	-	1	8*	3	includes one temporary attender	
25.	Coimbatore	1	1	3	1	1	1	1	2	2	7	2	11	5	2	1	1	9*	2	-do-	
26.	North Malabar	1	1	4	1	1	1	1	2	2	8	2	12	5	2	1	1	9*	3	Attender.	
27.	South Malabar	1	1	4	1	1	1	1	2	2	8	2	12	5	2	1	1	8	3		
28.	South Kanara	1	1	3	1	1	1	1	2	2	7	2	11	5	2	1	1	8	4		
MADRAS PRESSES.																					

Immediate:

For Press:

Pl. strike 20 copies and
send by return

Edn. and P.H. Dept. (A).

PART II SCHEME FOR 1947-8.

Certain Offices of the D.E.O.'s and the
Inspectresses of Girls' Schools - Conversion
of L.D. clerks' posts into U.D. posts and
employment of addl. L.D. clerks.

Head of account.

B.P. Edn. - General - Inspection:

Item of expenditure

Summary.

Ultimate cat.

Recurring.

Non-recurring.

Cost in 1947-8

(10 months)

Recurring.

Non-recurring.

A. General - Men's Branch -
I ordinary areas

2. Pay of Estts. - Voted -

clerks 8 (55-70 minus 30-55;

ave: 65.75 minus 42.1), 1

(30-55; ave: 42.1) - 2376

3. Allowances - Voted - Dearness alle.

Total - 216

2. Pay of Estts. - Voted -

clerks 1 (55-70 minus 30-55;

ave: 65.75 minus 42.1);

2 (30-55; ave: 42.1) - 1294

3. Allowances - Voted - Dearness alle.

Total - 432

Total - 1,726

Total - 1,200

The present strength of the clerical
estt. in almost all the Offices of the D.E.O.'s and
the Inspectresses of Girls' Schools ranges between
6 and 8; only the post of Head-clerk in ~~xxxxxx~~ the
offices carries the upper division scale of pay.
The B.P.I. has ~~xxxxxx~~ represented that the work
in all these offices has of late very much increased
on account of several new schemes and that the
strengthening of the offices has to be taken up.
He has explained that in each office there should be
a clerk for every 400 ele. schools under its control
and that one separate clerk for each of the other
items of work should be allowed and also that, in
view of the responsible nature of the work demanded
of the clerk dealing with accounts and grants, his
post should be in the upper division, in addn. to
the Head-clerk's post. The employment of 36 U.D.
clerks (one each for 28 D.E.O.'s Offices and 8
Inspectresses' Offices) and of 73 additional L.D.
clerks (to be distributed according to the needs of
each office) has accordingly been proposed by the

Serial Number.

Office of
the
District Edu-
cational
Officer.

1. GUNTUR DIVISION.

1. Vizagapatam South

2. -do- North

3. Godavari East

4. Godavari West

5. Kistna

6. Guntur North

7. -do- South

8. ANANTAPUR DIVISION.

8. Anantapur

9. Bellary

10. Chittoor

11. Cuddapah

12. Kurnool

13. Nellore

14. MADURA DIVISION.

Madras

15. Chingleput

16. South Arcot.

17. Tanjore

18. Madura.

19. Ramnad

20. Tinnevely East

21. -do- West

COIMBATORE DIVISION.

22. North Arcot

23. Salem

24. Trichinopoly

25. Coimbatore

26. North Malabar

27. South Malabar

28. South Kanara

INSPECTRESSES.

29. Inspectress I Circle

30. -do- II "

31. -do- III "

32. -do- IV "

33. -do- V "

34. -do- VI "

35. -do- VII "

36. -do- VIII "

Director. This Dept. consider that it is not necy. to increase the strength of the staff by such a big number. However, judging the need for posts of U.D. clerks by the largeness of ^{the} amount of grants disbursed and the need for posts of L.D. clerks by the level at which the work now stands, and, at the same time, having in view the ^{need} to keep down expenditure, they recommend -

- (1) that one of the existing posts of L.D. ~~clerk~~ clerks in each of the nine Offices noted in the margin be converted into a U.D. clerk's post; and
- (2) that an addl. post of L.D. clerk be sanctd. for each of the Offices of the D.E.O., Vizagpatam, South, and the Inspectress of Girls' Schools, II and VII Circles.

*Offices of the D.E.O.'s
Vizag N., Godavari E.,
Kistna, Tanjore,
Rannad, N. Malabar,
S. Malabar and S. Kanara
~~Inspector~~ Office of
the Inspectress of
Girls' Schools,
VI Circle.

EDUCATION AND PUBLIC HEALTH DEPARTMENT.

PART II SCHEME FOR 1947-8.

[SUBJECT.—Certain Offices of the District Educational Officers and the Inspectresses of Girls' Schools—Conversion of Lower Division clerks' posts into Upper Division posts and employment of additional Lower Division clerks.]

Summary.

Head of Account, (1)	Item of expenditure, (2)	Ultimate cost.		Cost in 1947-8 (10 months charge)	
		Recur- ring. (3) RS.	Non- recurring. (4) RS.	Recur- ring. (5) RS.	Non- recurring. (6) RS.
39. p. Education—General—Ins- pection. A. General—Men's Branch— I. Ordinary areas.	2. Pay of Establishments —Voted—Clerks 8 (55 —70 minus 30—55; average 65.75 minus 42.1), 1 (30—55; average 42.1).	2,776	..	2,300	..
	3. Allowances—Voted— Dearness allowance.	216	..	300	..
	Total ..	2,992	..	2,600	..
	B. General—Women's branch.	1,294	..	900	..
	2. Pay of Establishments —Voted—Clerks 1 (55 —70 minus 30—55; average 65.75 minus 42.1), 2 (30—55; average 42.1).	432	..	300	..
	3. Allowances—Voted— Dearness allowance.	862	..	600	..
	Total ..	1,726	..	1,200	..

The present strength of the clerical establishment in almost all the Offices of the District Educational Officers and the Inspectresses of Girls' Schools ranges

between 6 and 8; only the post of Head clerk in the offices carries the Upper Division scale of pay. The Director of Public Instruction has represented that the work in all these offices has of late very much increased on account of several new schemes and that the strengthening of the offices has to be taken up. He has explained that in each office there should be a clerk for every 400 Elementary Schools under its control and that one separate clerk for each of the other items of work should be allowed and also that, in view of the responsible nature of the work demanded of the clerk dealing with accounts and grants, his post should be in the Upper division, in addition to the Head clerk's post. The employment of 36 Upper Division clerks (one each for 28 District Educational Officers' Offices and 8 Inspectresses' Offices) and of 73 additional Lower Division clerks (to be distributed according to the needs of each office) has accordingly been proposed by the Director. This department consider that it is not necessary to increase the strength of the staff by such a big number. However, judging the need for posts of Upper Division clerks by the largeness of the amount of grants disbursed and the need for posts of Lower Division clerks by the level at which the work now stands, and, at the same time, having in view the necessity to keep down expenditure, they recommend—

(1) that one of the existing posts of Lower Division clerks in each of the nine offices noted in the margin be converted into a Upper Division clerk's post; and

Offices of the District Educational Officers—
Vizagapatam North; Godavari East; Kistna, Tanjore, Ramnad, North Malabar, South Malabar and South Kanara.
Office of the Inspectress of Girls' Schools, VI Circle.

(2) that an additional post of Lower Division clerk be sanctioned in each of the Offices of the District Educational Officer, Vizagapatam South, and the Inspectresses of Girls' Schools, III and VII Circles.

M. V. SUBRAMANIAN—4-12-46.

Edn., and P.H. Dept.(A).

INSPECTION - Offices of certain D.E.O.'s and Inspectresses of Girls' Schools - Employment of addl. clerks - Sanctd.

Read:- From the D.P.I., No.191-K3/46, dated 30-9-46.

G.O.(MS.) No. 856 Edn., dated 28.4.47

The Govt. sanction the conversion, with effect existing from 1-5-47, of one of the posts of L.D. clerks on Rs.45-90 in each of the nine offices noted on the margin into a post of U.D. clerk on Rs.80-110. They also sanction the employment with effect from the same date, of an addl. L.D. clerk on Rs.45-90 in each of the Offices of the D.E.O., Vizagapatam South, and the Inspectresses of Girls' Schools, III and VII Circles. The sanctions will hold good for a period of two years.

*Offices of the D.E.O.'s -
Vizagapatam North; Godavari East; Kistna; Tanjore, Ramnad, N.Malabar, S.Malabar; and S.Kanara.
Office of the Inspectress of Girls' Schools, VI Circle.

The

22

The Govt. do not see the necessity to increase the strength of the staff of the Offices of the D.E.O.'s and the Inspectresses of Girls' Schools ~~in accordance~~ as proposed by the D.P.I., viz., by 36 U.D. clerks (one for each office) and 73 L.D. clerks (to be distributed by the Dir. according to the needs of each office). They ~~also~~ see no reason to accept, either, the Dir.'s proposal that an addl. peon may be

employed in each of the Offices of the D.E.O.'s. *The entire service of a peon need not be given to the P.A. who is not a young officer; it should be possible for the office also to utilise his services. The alternative whether the D.E.O. cannot go with one peon while on camp should also be explored.*
To the D.P.I. ✓
" A.G. (thro' Fin.). ✓
16.4. 17/4/47
18/4/47
Dep't
18/4

*28
9

No. 57703. From the D.P.I., No. 191-K3/46, dated 30-9-46.

PART II SCHEME - Inspection - D.E.O.'s and Inspectresses' Offices - Employment of staff.

The D.P.I. has proposed, for consideration as a Part II Scheme, the employment of an addl. staff of 36 U.D. clerks, 73 L.D. clerks and 28 peons in the 36 offices of the D.E.O.'s and the Inspectress of Girls' Schools. The necessity for the staff will be seen expld. in the letters at "W"/1-3 and pp. 1-2 C.F. Relevant statistics of the work done in these offices for the last five years has been furnished - p. 4 C.F.

2. U.D. clerks: At present, there is only one clerk (headclerk) in the U.D. scale of pay in each of the offices. The clerk dealing with accounts and the ~~Grant-in-Aid~~ Code (as also other clerks) is in the lower division. The Dir. views that, the "accounts and grants" clerk's work also being responsible, he shd. be in the U.D. and therefore asks for a U.D. clerk in each of the 36 offices. Having regard, however, to the necessity to keep down the cost to the minimum and to the instructions in the Fin. Dept. u.o. note at "b" below and judging the need for U.D. posts by the largeness of the amount of grant disbursed, nine U.D. clerks in all may be sanctd. - one for each of the offices numbered 2, 3, 5, 17, 19, 26, 27, 28 and ~~VII~~ in the statement at ~~wh. have disbursed in 1945-6 a total amount of grant exceeding Rs. 4 lakhs~~ "h" below, - in place of already-existing L.D. clerks' posts.

"~~Unusually~~" being an exception since that dt. was bifurcated in the current year

3. L.D. clerks: For allowing, in addn., 73 L.D. clerks and permitting the Dir. to utilise the posts accg. to the needs of each dt., a sufficient case does not seem to have been made out. The "premises" set out in paras 1 and 5 of the letter do not clearly point to the necessity of increasing the strength of the staff by such a big no. The ~~total~~ strength of the staff and the average no. of currents for a clerk, in each office, are tabulated at "h"/2. ~~The~~ maximum no. of currents that can be allotted to a clerk may be taken as 2400, and an addl. clerk may be allowed for those offices wherein the average no. for a clerk exceeds that max. by 1000 (i.e., where he has to do more

14

1

$$\frac{0.01}{24} \text{ W/Lb S}$$

29th Nov

$$\textcircled{1} (55+18) \times 9 \times 10$$

$$(80+10) \times 7 \times 10$$

$$+ (66+18) \times 9 \times 12$$

$$(42+18) \times 7 \times 12$$

ЕФН-20.110
57703-A-1

28.10.16

- 29 OCT 1948
58542 and

6075

206 x 9 = 1854

7 10000 = 70000

43 1000 = 43000

6075

21
Lupinus

SPH's
proposal may
be accepted by
Park's
Council

W
20/4

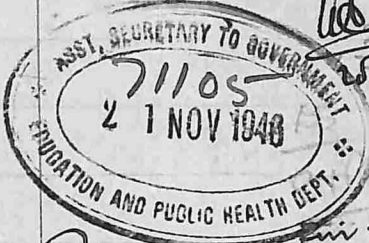
ether

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4
AST/A
The additional clerk does not seem necessary in the D. Educational Offices, East Godavari, South Arcot, ^{South Malabar} and South Kanara and may be omitted. A L.D. clerk may be allowed for each of the other D. Educational Offices Vizagapatnam South and offices of the Inspectresses of Schools III & VII Circles.

If the above suggestions are accepted, it will be necessary to sanction only 3 additional L.D. clerks and the extra cost will be Rs 2308/ps. It may be requested to prepare the necessary note on the Part II scheme

[This excludes the cost of 2 addl. L.D. clerks accepted by the Dept.]



Edn. and P.H. Dept. (A).

PART II SCHEME.

The file relates to the strengthening of the Offices of the D.E.O.'s and the Inspectresses of Girls' Schools. The proposals of the D.P.I., of this Dept. and the Fin. Dept., are tabulated below:

D.P.I.'s proposals.	Edn. and P.H. Dept.'s proposals.	Fin. Dept.'s proposals.
Employment of -		
1 36 U.D. clerks - 1 in each office. (addl.)	Conversion of a L.D. clerk's post in 9 Offices into U.D. clerk's post.	Same as E.P.H.'s proposal.
2 73 L.D. clerks - to be distributed accg. to needs of the offices.	Employment of 1 Addl. L.D. clerk for seven specified offices	1 Addl. L.D. clerk for only three Offices.
3 28 peons (one for each D.E.O.'s Office).	No case has been made out.	--

consider L.D. Finance ~~consider~~ that an addl. clerk's post for E. Godavari, S. Arcot, S. Malabar and S. Kanara D.E.O.'s Offices is not necessary. This Dept. need not, it seems, press their proposal and may accept Finance's view. Subject to orders, a Part II note is subd. May be circulated to H.M. (Edn.) and H.P.M.



TSR 4.12.46 JP 5/12/46

The Part II note below may be sent to Fin. for acceptance

PS 6.12.46

6/12/46 Finance

504-U.O. 5769-A-1 6.12.46



U.O. 66556 7.12.46

63
The draft Part II scheme may be accepted with the summaries as altered in pencil. Separate heads are indicated for the Men's Branch and Women's Branch as they are intended for separate sub-heads.

7.12.46 EPH

Edn. and P.H. Dept. (A).

Necy. provn. has been included in the Annual Estimate of Expre. voted by the Legre. A draft order is subd. The revised scales of pay for U.D. and L.D. clerks have been mentioned there.

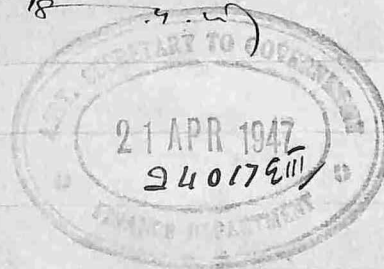
Fin. may see before issue.

PS 16.4.47

18/4/47

(Previous fin note above) Finance 23 The draft order may be accepted.

504-U.O. No. 5769-A-2



(Necessary provision has been made in the Budget Estimates for 1947-8, vide item 54 on p. 46 of Budget memorandum for 1947-8).

Sm 23/4/47

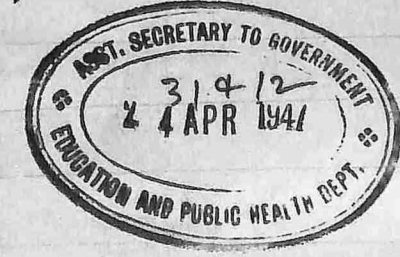
23/4 E-PH A.

PS 2.4.17 23/4/47

DS 23/4 EPH

The draft order may issue

24/4/47 26-4-47



LP
Ward No. / Date
Sanctified
Last year

Current

Grants

Ele. School

			45	45-1	44-5	45-6	44-5	45-6
1. Vijaya S	Yes	LD	7588	106724	245415	260351	11270	1120
2. " N		WD	17093	20098	369505	470733	1112	1097
3. Pottanai E	Yes	WD	35586	38444	343247	436509	1441	1666
4. " W		LD	14782	20763	302202	318215	1335	1328
5. Kishna	Yes	WD	21036	23653	444656	561541	1505	1520
6. Puntur N			27057	30065	658892/715768		2154	2162
7. " S								
8. Mantapur			18241	21025	71831	56989	789	757
9. Bellary			16053	17137	102601	120133	690	692
10. Chittoor			20487	22440	142143	148624	1001	972
11. Cuddapah			17465	18176	130920	190402	932	927
12. Kurnool	Yes		21649	21724	205712	23056	1081	1061
13. Nellore	Yes		20593	22534	300235	31986	1134	1148
14. Rayachoti			15286	16161	103561	107092	209	210
15. Chingelput			15249	15414	152185	165475	1083	1064
16. S. Arcot	Yes		26322	26683	28983	310380	1476	1457
17. Tanjore		WD	27292	28045	389937	474167	1535	1545
18. Madurai	Yes		19499	19544	291450	349350	1206	1239
19. Karaikal		WD	19525	19137	632703	415046	1187	1186
20. Tirunelveli E.			36436	48797	983795/125248		1857	1852
21. " W								
22. N. Arcot	Yes		18935	20829	213187	326310	1491	1488
23. Salem	Yes		23448	22634	112589	138234	912	914
24. Trichingopoly			21476	19131	219762	279572	1085	1022
25. Coimbatore	Yes		16349	12977	188289	288526	1160	1164
26. N. Malabar		WD	18701	24995	1096946	1343772	1499	1480
27. S. " "	Yes	WD	25441	27665	995472	1235971	1540	1520
28. S. Kanara	Yes	WD	32118	34508	435654	578440	1021	1021

P.T.O.

