

Summary
- *15*
15/11
11-27-60,004-17-11-48.

E.&P.H.

(1949) Department.

SERIES.

G.O. NO. Ms. 1781 EDUCATION.

Dated 30th May 1949.

(10)

[Despatch Abstract.]

Retrenchment- Director of Public Instruction's office- Economy in expenditure under contingencies - Orders passed.

Back Papers.

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

Further Papers.

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

Origl in 68944 G3/4

Finance (Exp. B.) Deptt.

Contingencies - Economy in expenditure - Offices of the Commr. for Govt. Examinations and the Director of Public Instruction.

Ref:- Report of the Spl. Officer for Contingencies dated 13-9-48.

A copy of the report may be sent to E & P.H. Deptt. for taking necessary action.

Fin.U.O.No- 84650 Ex.B-1
15-9-48.

70827

Ref. GDP

II. Office of the Director of Public Instruction.

The progress of expenditure during 1945-46, 1946-47 and 1947-48 has been as follows:-

Items of expenditure.	1945-46			1946-47.			1947-48			Remarks.
	Rs.	As.	Ps.	Rs.	As.	Ps.	Rs.	As.	Ps.	
1. Electric current charges.	1,520	12	0	1,782	7	0	1,660	10	0	
2. Telephone charge.	921	6	0	1,511	4	0	1,771	4	0	Increase in the rate of calls; additional communication consequent on the increase in the number of officers.
3. Service postage.	7,910	0	0	8,500	0	0	11,400	0	0	
4. Tour & Freight charges.	573	2	0	277	8	0	223	2	0	
5. Rates and taxes.	11,016	2	0	11,016	2	0	11,311	2	0	
6. Pay of menials.	1,391	5	0	1,121	13	0	1,045	6	0	Decrease due to reduction in the no. of gardeners.
7. Purchase of furniture.	409	0	0	1,313	13	0	2,273	9	0	Increase due to expansion of staff.
8. Local purchase of stationery.				22	14	0				
9. Hot and cold weather charges.	15	0	0	82	8	0	109	5	0	
10. Purchase & repairs of cycles.	201	1	0	286	8	0	430	14	0	Increase due to purchase of a cycle.
11. Office expenses.	1354	11	0	1,307	6	0	1,117	10	0	
12. Cleaning and gardening charges.	126	0	0	73	14	0	87	10	0	
13. D.A. of menials.	2208	9	0	1,808	8	0	1,356	0	0	Decrease due to decrease in the no. of gardeners.
14. Books and periodicals.	14744	10	0	19884	12	9	14,215	1	3	
15. Customs duty.	1,383	1	2	7726	7	0	17,004	10	0	Stores for Engineering Colleges arrived from U.S.A. and hence the increase.
Total Rs.	43,595	0	2	47,705	12	9	64,005	10	0	

Excluding expenditure on electric current charges service postage, rates and taxes pay and D.A. of menials books and periodicals and customs duty which are not susceptible of any reduction, the expenditure on the remaining items is as follows:-

Year.	Amount.
1945-46	Rs. 2679 3 0
1946-47	Rs. 3354 7 0
1947-48	Rs. 4242 2 9

There is not much scope for economy in contingent expenditure in this office. There are however, a few minor items of expenditure which call for remarks. They are as detailed below:-

(1) Cleaning charges: Once a month all doors windows and collapsible gates are cleaned at a cost of Rs.2/-. The expenditure seems unnecessary as the work could be done by the sweeper, scavenger, three gardeners and two night watchmen (all whole time servants).

(2) Conveyance charges: Two clerks and a peon go to the Reserve Bank of India for cashing pay cheques once a month. They are paid a conveyance allowance of Rs.4-8-0. A clerk goes to the Accountant General's office for about 4 days in a month for reconciliation of accounts. He is paid Rs.2/- per day. In the office of the Commissioner for Government Examinations which is also situated in the same building a lesser rate of conveyance charge is being paid - Rs.2/- for going to the Reserve Bank and Rs.1-3-0 for going to the P.T.O.

Accountant General's Office. Conveyance charges are also paid at the rates of Re.1/- and Rs.2/- per trip to clerks and attenders for going to the Government Press, Collector's Office etc. As there is bus conveyance available in all parts of the City and which can be used for the above purposes, the rates of conveyance charges paid seem excessive.

(3) Cycle charges: An allowance of Rs.3/- is paid monthly to a night watchman for looking after the office cycles. This is an unusual item of expenditure and may be cut out. One of the peons who use the cycles should be asked to be in charge of them in addition to his duties.

(4) Godrej Safes: Twenty eight Godrej Safes each costing about Rs.250/- have been provided for the use of each of the 18 sections in the office and to officers for keeping confidential papers. Wooden almirahs at a less cost may equally serve the purpose and may be purchased in future.

Irregularities.

(1) Miscellaneous items of stationery such as carbonpaper, country thread, blotting pad, file cases, stencil paper, stencil ink, etc., are being purchased from out of contingencies. This is irregular with reference to G.O.No. 949 Finance dated 8-12-1925.

(2) One Zip case has been purchased at a cost of Rs.24-2-0 on 19-5-1948 for the use of the Citizenship officer. It is understood that another has been bought at a cost of about Rs.43/-, for the use of the Technical Education officer. It is not usual to supply officers with zip cases etc. at Government Cost.

(3) Four iron trays purchased at a cost of Rs.24/- in March and April, 1946 have not been entered in the stock register of furniture.

Sd.
Spl. Officer for contingencies.

70827/48

Endtn No 70827A/48-1 Edm. Dated 27.9.48

Sub: Contingencies - Economy of expenditure -
Office of the D.P.O.

Ref: Report of the Spl. Officer for Contingencies dt 13.9.48

Refused to the D.P.O. for his
Early Remarks.

Do
The D.P.O.
(with a copy of letter
as per page 9)

Md
24/9/48
24/9/48

25/9/48

Office of the
Director of Public Instruction,
Madras, dated 31st December 1948.

From

The Director of Public Instruction,
MADRAS.

To

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

Sir,

Sub: Contingencies - Economy in Expenditure -
Office of the Director of Public Instruction,
Madras - Report of the Special Officer
for Contingencies on the contingent expenditure
in the office of the Director of Public
Instruction, Madras - Remarks - Submitted.
Ref: Govt. Endt. No. 70827-A/48-1 Edn. dated
27/9/1948.

L@L

I submit below my remarks on the various items of
contingent expenditure detailed in the report of the
Special Officer for Contingencies:

1. Cleaning charges: The work will hereafter be
entrusted to one of the menials paid from contingencies as part
of his legitimate duties:

2. Conveyance charges: The rates of conveyance
charges paid to members of the staff have now been refixed on
a par with the rates paid in the office of the Commissioner
for Government Examinations, Madras and also with reference
to the rates of conveyance charges paid to members of
the staff in other offices of the Heads of Departments in the
city.

3. Cycle charges: During the years 1940 and 1946 two
cycles kept in the office cycle shed were knocked away and the
efforts of the Police to trace the culprits proved fruitless.
Consequent on this, the members of the office building,
who come in cycles, were scared and were therefore depositing
their cycles in the verandhas of the office building, thus
blocking the entrance of the office for this
reason, it has been ordered after mature consideration that
one of the menials paid from contingencies should be asked
to be in charge of the cycle shed and as his duties to
look after the cycle shed will be additional work
done after his regular hours of work i.e. between 11 A.M. to 5
P.M., (gardens work in this office from 7-30 A.M. to 11 A.M.
and 2 P.M. to 5 P.M.) one of the gardeners has been asked
to be in charge of the cycle shed on a monthly remuneration
of Rs. 3/- to ensure the safety of the cycles deposited
in the shed. This arrangement is now working well.

In this connection I am to inform Government that
my office is already suffering from shortage of peons and
this fact was already brought to the notice of the Govern-
ment, while requesting for sanction of additional posts of
peons, which Government have turned down. Vide Govt. Memo.
No. 51458-A/48-2 Edn. dated 17/9/1948 and Govt. Memo.
No. 77489-A/48-2 Edn. dated 12/11/1948. In the
circumstances, it is not possible to keep one of the
peons in charge of the cycle shed.

4. Godrej safes: The instructions are noted.

IRREGULARITIES:

(i) Purchase of Miscellaneous stationery:- The
stationery referred to was purchased from the contingencies

as the stock on hand was completely exhausted and as it was not possible to make any other arrangement to get them from any other Government offices in the city. The Government instructions in the matter are noted.

(ii) Purchase of Zip cases: The Zip cases were purchased at a cost of Rs. 24-2-0 and Rs. 42-10-6 and supplied to the Adult Educational Officer and the Technical Education Office respectively. It was necessary for the two officers to be supplied with zip cases as they are touring officers and as they have to carry office records with them while inspecting institutions etc., To ensure safety of records, zip cases were supplied to them. If this is found objectionable, their purchase will be avoided in future.

(iii) The iron trays purchased were small trays for distribution of tappals to the new two Sections opened in 1946. Their receipt has since been entered in the Stock register.

Yours faithfully,

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

kn. 3/1/-

Retrenchment - D.P.S.'s office - Economy in expenditure under contingencies - Orders passed.

Letter from the D.P.S. No. 745-FI/48
of 31.12.49.

Order 1781 (Edn) 30.5.49
Ms.

Recorded.

2 The Govt do not consider that zip cases need be supplied to officers. The practice of supplying this article ^{to them} at Govt cost should be discontinued.

3 The Govt do not also consider that there is need to pay extra remuneration to the gardener to look after the cycles belonging to the members of the office staff kept in the cycle shed. The responsibility of the Govt ^{only} with the provision of a shed to keep the bicycles and it is for the office staff to make the necessary arrangements and incur any incidental expenditure for safeguarding their cycles.

To the D.P.S.
A. G. K. with copy
D.P.S.'s letter
Sri A. S. de
26/5/49
27/5/49

Edn and P.H. Dept

G. No. 758 A. From the D.P.O. No. 745-FI/48

31-12-48

Office of the D.P.O. Contingencies - Economy in expenditure - Report of the Special Officer.

Please see the report of the Special Officer and the D.P.O.'s remarks thereon on pp 3-4 and 7-8 of . There are only two points which require further examination:-

(1) payment of allowance of Rs 3 p.m. to a night watchman for looking after office cycles.

(2) purchase of Zip cases for officers

In the circumstances stated by the Director, expenditure on these items may be allowed in future also. The file may be sent to the Fin Dept for remarks.

10/1/49

pp 4 & 7 of A

W. Sec
W. Z.
Cass. Mts
In allowed.
1. my to
allowing

Sl. No. 70827 A/W- 3 E on
19-1-49



K mp 4 CF

para 3, p. 7 CF

Finance (Exp-B).

The notes above may be perused.

Item (1) - Payment of allowance of Rs 3 p.m. to a night watchman for looking after office cycles. The Special Officer has suggested that one of the peons who use the cycles should be asked to be in charge of the cycles in addition to his duties. The D.P.O. states that consequent on the theft of two cycles kept in the office cycle stand during the years 1940 and 1946, it has

The ~~notary~~ E. & P. H. always may
be informed that ~~the question is~~
still under consideration and that

no orders have been ~~is~~ passed appointing
chowkidars for the cycle sheds
in the ~~Chas~~ Sectt.

19/2/49
19.2.49

21.2.49

Chief Sectt
no. 863 Bhp-1
21.2.49

Edn and P.H. Dept

For order whether this may be over-
seen the decision is taken in regard to the
employment of chowkidars for cycle sheds in
the Sectt.

25/2/49 S
26/2/49

Chief Sectt may be requested to
state whether any final orders have
been issued on the proposal to appoint
chowkidars for the cycle sheds in the Sectt
and if so to put up a copy of the same

MMS
12/5/49

13/5/49

Chief Sectt

C.S. (O.P.II)

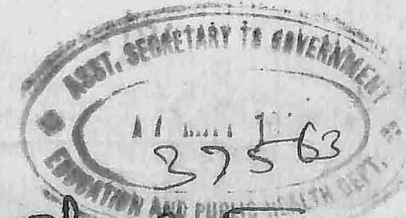
The E. & P. H. Dept. may be
informed that no decision has yet
been arrived in the matter.

14/5/49
14.5.49

It is perhaps unnecessary to wait
for a decision of the question
15.5.49

Phan for the work of chief Sectt above.
In the circumstances it is for order whether the
suggestion of the Chief Sectt in p. 3 above may be a ground for
overriding this draft order at A or B above may be
passed.

Chief Sectt
no. 3129 Bhp-1
16.5.49



Edn and P.H. Dept

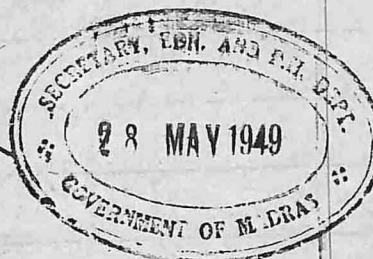
The suggestion of the P.H. Dept at
B on page 3 may be accepted. A.
draft order is subd. S. M. (Edn) may see

26/5/49

27/5/49

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H. N. (Edn) 28/5



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