

MISCELLANEOUS.

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Government of Madras

EDUCATION AND PUBLIC HEALTH DEPARTMENT
(Education)

G.O. No. 312, 7th February 1949

Education—Secondary schools—Local bodies—Special allowance to Headmasters—Drawal—Instructions issued.

11/2/49

F.P

M- 6363 F/50-3 Edn D/86/50

M- 29301 F/50-1 " 30/9/50

MISCELLANEOUS.

Government of Madras

EDUCATION AND PUBLIC HEALTH DEPARTMENT
(Education)

G.O. No. 312, 7th February 1949

Education—Secondary schools—Local bodies—Special allowance to Headmasters—Drawal—Instructions issued.

READ—the following papers :—

From the Special Officer, Krishna District Board, dated 14th May 1948 and 30th November 1948, Roc. No. E 8-11749/48.

From the Municipal Commissioner, Palacole, dated 14th May 1948 and 30th November 1948, Roc. No. C 2-2565/48.

From the Director of Public Instruction, Madras, dated 30th August 1948, Re. No. 1570-G-1/48.

Order—No. 312, Education, dated 7th February 1949.

The following instructions are issued in regard to the drawal of the special allowance sanctioned for Headmasters of Secondary schools under local bodies in G.O. No. 975, Education, dated 10th May 1947, as subsequently amended :—

(i) The allowance counts for pension and provident fund.

(ii) The allowance is not payable during the period of transit.

(iii) The allowance can be paid to the Headmaster for the entire period of vacation if he was not on leave during the period and if he was actually discharging the duties

of Headmaster even though he might be absent from the headquarters for a short period.

(iv) The allowance can be paid to a senior school assistant in addition to charge allowance under Fundamental Rule 49, when he is formally appointed to hold full additional charge of that post in addition to his own.

(v) An assistant who is instructed to be temporarily in charge of the Headmaster's duties during the latter's temporary absence is not eligible for the allowance.

(vi) The term 'Vacation' refers to 'Summer' and 'Christmas' vacations only.

(By order of His Excellency the Governor)

M. V. SUBRAMANIAN,
Secretary to Government.

To the Director of Public Instruction.
„ all Special Officers of District Boards.

To all Executive Authorities of Municipalities (through Chairmen).
„ the Examiner of Local Fund Accounts.

LOCAL ADMINISTRATION DEPARTMENT.

Rec.E3-11749/48.

Kistna District Board Office,
Chilakalapudi, D/14/5/48.

From

Sri R.S.Malayappan B.A.,
Special Officer, District Board,
Kistna, Chilakalapudi.

To

The Secretary to Government,
Education and Public Health Department,
M A D R A S.

Sir



34347

Sub: Education--Secondary--Establishment--Head Masters
allowances--Drawal--during the period of vacation--
information--requested.



In G.O.No.Ms.273 Education Dated 10/2/48 it is stated
those persons who actually discharge the duties of Head Masters are
eligible to draw the duty allowance of Head Masters. Some Head Masters
leave their Head Quarters during holidays to attend to all correspon-
dence of the school while any urgent work is attended to by some
teacher kept in charge of the school, I request to be informed whether
the Head Masters who leave their head quarters but still attend to
all correspondence of their school are eligible to duty allowance.

S.H.R.15/5.

M. Annamalai
For. Special Officer.
15/5/48

Exdt No. 37347 G3/48-1 Edn. d. 28/5/48. Ex P. H. (83) Dept

Referred to the Director of Public Instruction
for remarks.

Asst Secy to Govt.
8.1.
27.5.48

To
The Director of Public Instruction,
Madras.

OFFICE OF THE DIRECTOR OF PUBLIC INSTRUCTION, M A D R A S.
R.C. NO. 1570-G1/48 dated 30---8---1948.

Sub: Schools - Secondary Local Bodies - Drawal of Headmasters's allowance during vacation - certain doubts raised for clarification.

1. Letter R.O.C.No.E.8.11749/48 dated 14-5-1948 from the Special Officer, Dt.Board, Kistna.
2. Letter R.O.C.No.C.2.2565/48 dated 10--8--1948 from the Commissioner, Municipal Council, Palakole.

COPIES SUBMITTED.

2. The queries raised in the above letters may be answered with reference to orders under items (iii), (iv) and (v) of Government Memorandum No.44617/48-2 G3 Education dated 6th August 1948. As there may be frequent references from the Local Bodies on the question Government may be pleased to communicate their orders to all the Local Bodies.

for Director of Public Instruction.

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

Ram.1/9.
Copy of Roc.No.C.2.2565/48, dated 10-8-1948 of the Commissioner, Palacole Municipality, Palacole.

The Headmaster, M.H.School, Palakol, has applied for permission in writing to avail himself of the summer vacation for 7 days from
27/01
.....2

4
from 17-5-1948 to 23-5-1948 and was granted accordingly and one Sri K. Krishnamacharya, B.A., B.Ed., was asked to be in-charge of the Headmaster during the said period. The permanent Headmaster M.H. School has returned to duty on 24-5-1948.

In pursuance of G.O. No. Ms. 273 Edn., dated 10-2-48 as the Headmaster was not on duty on those 7 days, he was not paid the duty allowance and the incumbent who actually worked as Headmaster was allowed the Headmaster's allowance for the said period. The permanent Headmaster now submits that he is entitled to the Headmaster's allowance though he was not actually on duty during the said period of 7 days.

I, therefore, request to be informed whether, in the light of the Government Order under reference, the permanent Headmaster, M.H. School is entitled to the payment of the allowance even in cases of shorter periods of leave (other than casual leave) or permission. I also request the favour of instructions whether the incumbent who actually discharged the duties of Headmaster during the period of such shorter leave vacancies or permission are entitled for the payment of duty allowance.

True copy/

for Director of Public Instruction.

Local Administration Department.

From

To
Sri R.S. Malayappan, B.A.,
Special Officer, District Board,
Krishna, Chilakalapudi.

Roc. No. E- 10- 11749/48 dated 30-11-1948.

Sir,

Subject:- Education - Secondary Establishment - Headmasters allowance - drawal during period of vacation - information - requested.

Reference:- G.O. No. M 273 Edn., dated 10-2-48 and this office Roc. No. E8- 11749/48 dated 14-5-48.

I request early orders on the above reference.

rv.

for Special Officer, District Board, Krishna.

Sub: Education - Secondary schools - Local bodies - Special allowance to Headmasters - drawal - Instructions issued.

Read: From the S.O., Kistna Dt.Bd., Roc.E8-11749-48, dated 14-5-48
 From the Municipal Commissioner, Palacole, Roc.No.C2-2565-48 dated 10-8-48.
 From the D.P.I. R.c.No.1570-G1-48 dated 30-8-48.

ORDER/MS. NO.

312 8 72 6

The following instructions are issued in regard to the drawal of the Special allowance sanctioned for Headmasters of ^{under local bodies} Board Secondary schools, in G.O.No.975 Edn. dated the 10th May 1947, as subsequently amended:-

(i) The allowance counts for pension and provident fund.
 (ii) The allowance is not payable during the period of transit.

(iii) The allowance can be paid to the Headmaster for the entire period of vacation if he was not on leave during the period ~~and no substitute was appointed in his place~~ and if he was actually discharging the duties of Headmaster even though he ^{might be} ~~was~~ absent from the headquarters for a short period.

(iv) The allowance can be paid to a Senior school Asst. in addition to charge allowance under F.R.49, when he is formally appointed to hold ^{full} additional charge of that post in addition to his own.

(v) An assistant who is instructed to be temporarily in charge of the Headmaster's duties during the latter's temporary absence is not eligible for the allowance.

(vi) The term 'Vacation' refers to 'Summer' and 'Christmas' vacations only.

To The D.P.I.
 All S.Os. of Dt.Bds.
 All Exe.authorities
 of Municipalities
 through Chairman.
 Exr. of L.F. Accts.

NOTE. The references in the c.f. relate to the drawal of special allowance for Headmasters (Rs.25/- for headmasters of secondary schools with a strength of over 500

and Rs.10/- for Headmasters of schools with a strength of 500 and below. The points raised are covered by the orders in Memo No.44617-48-2 G3 Edn., dated 6-8-48.

As instructions on the points now raised ^{and} other points on the same subject will be of general interest to all local bodies, the D.P.I. suggests the issue of general instructions ^{in the} ~~subject~~. This may be agreed to. The draft order above only embodies the decisions already taken and communicated to individual authorities and is for approval. Finance may see before time.

Finance (C.S.R.)

The draft order on p-1 above may be perused and the case returned to E.P.H.

E-P.H. (93)

Fin. u.o. 2381 CSR-1
20.1.49



Local Administration Department

Subject.

Allowances - Headmasters - Duty allowance - Counting of - towards the calculation of Travelling Allowance (Mileage etc.) - Clarification requested.

Roc.A 3 - 1712 DB 50.

Station: Guntur,

dated 31--3--1950.

From
Sri N. Rajaiah,
President, District Board,
Guntur.

To
The Secretary to Government,
Department of Education,
Fort St. George, Madras.

Sir,

The Government in their order No.312, Education, dated 7-2-49 have been pleased to allow the duty allowance of Headmasters to be counted for the calculation of dearness Allowance Pension and Provident Fund. A doubt has arisen whether the said allowance may be taken into consideration for the calculation of (Mileage) under Travelling Allowance.

I, therefore, request you to be pleased to enlighten me on the above issue at an early date.

N. Rajaiah
President,
District Board, Guntur.

Education (7)

End 1 No. 6363-F/50-1 Edn. Dated 18-4-50



Referred to the Examiner of Local Fund Accounts

To The Examiner of Local Fund Accounts

L.F. No 1697 dt 19/5/50

F3

EXAMINER'S OFFICE.

Sub: ALLOWANCES - HEADMASTERS - Duty allowance - Counting of - towards the calculation of Travelling Allowance (Mileage etc.) - Clarification.

Ref: Endorsement No. 6363-F-50-1 Education dated 18-4-50.

According to the orders contained in G.O.No.2210 Education dated 8-7-49 the duty allowance of Headmasters should be treated as 'special pay'. The duty allowance is not also payable during the period of transit as per the orders in G.O.No.312 E. & P.H. dated 7-2-49. The definition of 'pay' for purposes of travelling allowance in rule 2(viii) of the Madras Travelling Allowance Rules excludes 'Special pay' and as such the duty allowance cannot be taken into account for purposes of travelling allowance.

The endorsement with enclosure is returned herewith.

M.R. Shanker Rao

(B.B. SHANKER RAO)

Examiner of Local Fund Accounts.



SRx

To the Secretary to Government,
Education Department,
M a d r a s.

SR. 18-5-50.

10

9 11/ Edu. P.

Sub: Allowances - Headmasters' Duty Allowance - coming of towards the calculation of Travelling allowance (Mileage) etc. - not allowed.

5/6/

Recd:

- ① - G.O. no. 312 Edu. Dated 7-2-1949
- ② - G.O. no. 2210 Edu. Dated 8-7-1949
- From the P.D.B. Guntur, Rec. A3-1712-
- p1 ✓ DB-50 - Dated 31-3-50
- From the Exr. of L.F.A. & F. No. 169,
- p3 ✓ dated 19-5-50.

Memo. no. 6363-P/ Edu. Dated 8/6/50.

The president, St. Bd., Guntur is informed that the duty allowance of headmasters can not be taken into account for purposes of calculation of travelling allowance.

p3 ✓

To The p.d.b.

Guntur.

The Exr. of L.F.A. & F.

The D.P.J.

8/6/50

2.6.50

Note: Finance may see the draft memo above

P.C.O.

12/3
 before issue
 30/1/50
 246-50
 Finance (C. 500)
 The draft overleaf is in order
 5680
 14819
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 8650
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 6363 F/50-262
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 41095
 5-JUN-1950
 FINANCE DEPARTMENT
 JUN 1950
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MISCELLANEOUS.

Government of Madras

EDUCATION AND PUBLIC HEALTH DEPARTMENT
 (Education)

G.O. No. 312, 7th February 1949

Education—Secondary schools—Local bodies—Special allowance to Headmasters—Drawal—Instructions issued.

READ—the following papers:—

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 From the Municipal Commissioner, Palacole, dated 14th May 1948 and 30th November 1948, [Roc. No. C 2-2565/48]
 From the Director of Public Instruction Madras, dated 30th August, 1948, [Rc. No. 1570-G-1/48]

Order—No. 312, Education, dated 7th February 1949.

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of Headmaster even though he might be absent from the headquarters for a short period.

(iv) The allowance can be paid to a senior school assistant in addition to charge allowance under Fundamental Rule 49, when he is formally appointed to hold full additional charge of that post in addition to his own.

(v) An assistant who is instructed to be temporarily in charge of the Headmaster's duties during the latter's temporary absence is not eligible for the allowance.

(vi) The term 'Vacation' refers to 'Summer' and 'Christmas' vacations only.

(By order of His Excellency the Governor)

M. V. SUBRAMANIAN,
 Secretary to Government.

To the Director of Public Instruction.
 „ all Special Officers of District Boards.

To all Executive Authorities of Municipalities (through Chairmen).
 „ the Examiner of Local Fund Accounts.

14

Ar.
Print for approval by
11/3/49

M. V. Subramanian
11/3/49

161-215-84

MISCELLANEOUS.

Government of Madras

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(Education)

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(By order of His Excellency the Governor)

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Secretary to Government.

To the Director of Public Instruction.
„ all Special Officers of District Boards.

To all Executive Authorities of Municipalities (through Chairmen).
„ the Examiner of Local Fund Accounts.

with 8/5

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[illegible]

READ:

From the Director of Public Instruction Rc.No.1570-G1/48 dated

ORDER:

drawal of the Special allowance sanctioned for headmasters of Secondary schools under local bodies in G.O.No.975 Education dated

(1) The allowance counts for pension and provident fund.
(ii) The allowance is not payable during the period of trans

(iii) The allowance can be paid to the headmaster for the entire period of vacation if he was not on leave during the period of

(iv) The allowance can be paid to a Senior school assistant allowance under F.R.49, when he is formally

(v) An assistant who is instructed to be temporarily in charge of the Headmaster's duties during the latter's temporary

(v1) The term 'Vacation' refers to 'Summer' and 'Christmas'

(By order of His Excellency the Governor)

M.V.Subramanian,
Secretary to Government.

18m

-2-

To the Director of Public Instruction.
To all Special Officers of District Boards.
To All Executive authorities of Municipalities through Chairman.
To Examiner of Local Fund Accounts.

N. H. Minis
Superintendent.

True copy/ Forwarded/By order

RCB/7-2

LOCAL ADMINISTRATION DEPARTMENT.

From
Sri N. Rajaiah,
President, District Board,
Guntur.



To
The Secretary to Government,
Education Department,
Fort St. George, Madras.

AS II

13

Roc.No. A3.1712 D.B. of 50 Dated 17-9- 1950.

Sir, Sub: Allowances - Headmasters duty allowance - Counting of -
Towards the calculation of T.A.(Mileage etc.) -
Clarification requested.

Ref: This office Roc.A3.1712 DB 50 dated 31-3-50.

A doubt having arisen whether the duty allowance of the Headmaster can be taken into consideration for calculating mileage and daily allowance, a reference was made to the Government in this office Roc. referred to above for clarification.

I therefore request that the Government may be pleased to enlighten the doubt at an early date.

MSR 19/9

R
19/9

N. Rajaiah
President. 19.9.50

14 Edn. 'F'

From the P.D.B., Guntur Rev. A.3
D14 — 1712 D.B. of 50 Dated 17⁹/₅₀.

allowances - Headmasters duty
allowance - Counting of ~~Classi~~
fication - Towards the calculation
of T.A (mileage) etc.

Memo. No. 29301F/50-1 Edn. D/30⁹/₅₀

The attention of the P.D.B.,
Guntur is invited to
Memo. No. 6363F/50-3 Edn D/8⁶/₅₀
(Copy enclosed) which has already
~~been~~ furnished to him.

X P.D.B. of (W)
To ~~do~~ ✓⁵/₁₀
The P.D.B.,
Guntur
with a copy of P.D.B.
of

28/9
28/9
by 28/9

28 950

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18 FEB 1949

Education & Public Health DEPARTMENT.

Current No. 37347 2/3/49, dated 2-1-5-48 194
 G.O. No. 312.F.D.N. dated 7-2-1949,

Number of MS. pages sent { (b) Correspondence 2 pages
 (c) Notes nil

Brief subject Education - Secondary schools - local Bodies
 Special Allowance to Headmasters - Drawal -
 Instructions - issued.

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(b) Each letter, memorandum, or order, or set of orders, in the file of correspondence should be headed in succession with the Roman numeral I, II, III, etc., the number being written in red ink or blue chalk above the item. The particular papers to be printed in the special issue-copies should be indicated by the Roman numeral (I, II, etc.) by which that item had been headed in the correspondence file. All matter, including marginal remarks or references, to be printed should be written in ink and matter which should not be printed should be encircled. Initials and signatures that are not quite legible should be re-written distinctly.

(c) For rules regarding printing of notes, see the chapter on printing and proof correction in the Secretariat Office Manual.

(d) The number of copies and the details of distribution should be filled in by the Superintendent or clerk concerned.

(e) In the absence of special instructions to the Press to keep matter standing for a specified period, ordinary papers of 8 pages and under will be kept standing for one week, and larger papers for two weeks only. The type of notes and of all confidential papers is distributed immediately after striking.

(f) This slip, properly and completely filled in, should accompany every paper sent to Press; it will be returned by the Press when proofs are furnished; it should be sent to the Press when a call is made for revised proofs or when a corrected proof is sent for striking. When finally returned by Press it should be filed with the original order or letter.

INSTRUCTIONS FOR THE PRESS.

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(b) Unless a note to the contrary is made against the matter, pencil entries should not be printed. The Superintendent of the Press may bring to the notice of the Assistant Secretary any instance of incomplete or careless editing.

(c) Signature copies of letters to the Secretary of State or to the Government of India should be printed on hand-made paper.

(d) This slip should be returned by the Press to the Secretariat when proofs are furnished: it will be sent back to the Press when proofs are returned corrected and should be finally returned to the Secretariat when struck-off copies are supplied.

(e) The names of the Secretary and Ministers or Advisers should be printed in full when they occur on the right hand side, only the first time when they appear on the left side, the initials alone being printed later.

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TO PRESS, MADRAS.

A

Please send proof in duplicate. The papers have been carefully edited.

Rakshminarasimulu Clerk.
14/2/49

W. Ramani Supt.
10/2/49

B

Proof returned corrected. Please strike off and send number of copies as indicated.

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S. Lakshminarasimulu Clerk.
26/2/49

W. Ramani Supt.
28/2/49

C

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..... Clerk.

..... Supt.

SPECIAL INSTRUCTIONS.

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V. R. Ramani
Asst. Secretary to Govt.
8/2/49
14.2.49

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