

E & P.H. (194 9) Department.

SERIES.

G.O. NO.

Ms.3411 Education.

Dated

8th November 1949.

[Despatch Abstract.]

Translators' Department - Monthly progress of Works - Fixation of standard out
turn of work for Assistants - Papers recorded -

Back Papers.

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

Further Papers.

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

② 1 492 (F2)

97/29
12/9

from the L.T.G. No. 42-9-49-
dated 1.9.49.

from the L.T.G.
Memo 67597-92/48 11 Edw. 12.9.49.

Translation - Consol.
Dated statement of pending items of work.

The Senior Translator is
Requested to state whether a
standard cut run of the
translation work - say in
terms of the number of pages

on words for a day - has ~~not~~
been fixed for the work to be
done by each Translator for
a month. He is informed that
if this has not already been
done, such standard out-turn
should now be prescribed for
each individual Translator, with
reference to the volume of work
done by each per month during
the last two years & that the
monthly statement of items of
work pending should show the
work actually done by the Translator
during the period as against the
standard out-turn so fixed -

The

The Senior Translator is
requested to submit proposals
in the matter.

108.48 11.9.49

Do The S.T.G.
and me
10/11
[Err. item on 8.10.49]

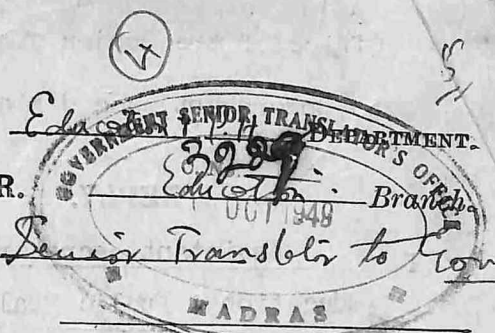
4/1

Handwritten notes in Tamil script, including "மேலும்", "கீழ்க்கண்ட", "அதன்", "பற்றி", "பெறும்".

Handwritten note: "பெறும்"

Handwritten note: "பெறும்"

98.10/10



REMINDER.

To THE Senior Translators to Govt

I have the honour to invite am directed to invite attention to Memo.

No. 67597 h/y 1 Edn, dated 12-9-49 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,
- and (2) the date by which a reply may be expected, and
- (3) the circumstances which have caused the delay.

Office Secretary Station Madras Dated 7-10-49 Signature. N. V. Srinivasan Designation. Assistant Secretary to Govt

SUBJECT.

Translation - Consolidated statement of pending items of work.

[P.T.O.]

From
Sri N. Vinayakam Pillai,
Senior Translator to
Government, Madras.

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

No. 3093/49-2, dated the 15th October 1949.

Sir,



Subject: Translation - Consolidated monthly statement of pending items of work - Fixing of standard out-turn of translation work for the translating Assistants - Report submitted.

Reference: Memorandum No. 67597-G2/49-1, Education, dated the 12th September 1949.

Office of the Senior Translator
to Government, Madras.

REPLY:

To THE Assistant Secretary to Government,
Education & Public Health Department,
Fort St. George.

No. 3093/49-1, dated 12th October 1949.

Sir,

With reference to the reminder overleaf

I beg to state that a reply to the Government Memorandum in question will be submitted within three days.

Yours faithfully,

N. Vinayakam Pillai
Senior Translator to Government.

The items of translation work received in this Department relate to translation from English into the languages of the Province and vice versa and they are of a technical and very varied nature. Further, they are of different kinds and may therefore require the fixing of a different standard of out-turn in respect of each kind. They include the translation of Acts, Bills (both original and amending), Notifications, Rules, Manuals, Leaflets, standardised Agreement or other forms, documents, petitions and objectionable speeches, scrutiny of and report about objectionable books (both prose and poetical works), Pamphlets etc., revision of translations and proofs of translations, fair-copying certain translations and comparing the fair-copies thereof. Some of these items are printed and the rest typewritten or handwritten (some being difficult even to make out) on paper of different sizes with types also varying widely in size. Further, certain items relating to legislative measures or technical subjects pertaining to several departments of Government are very difficult and require more time for translation than easier items of work, since frequent reference to dictionaries and reference books and also consultations with knowledgeable persons become inevitable in such cases. The time required for such items cannot therefore be easily assessed. If some time-limit is however fixed and the prescribed quantity of translation is insisted upon, the quality thereof is bound to suffer. In the case of Amending Bills, it will not be possible to fix a uniform standard of out-turn, for though any two Bills are of the same size, one of them may make numerous piecemeal amendments in the original Act concerned, while the other may contain only whole-sale substitution of original sections or addition of new sections and the former naturally requires more time to be translated than the latter. Moreover, different standards of out-turn of work will have to be prescribed for

inexperienced...

ELPH(P2)

May be awaited
15/10/49

15/10/49
15/10/49

inexperienced junior members of this Department and for experienced senior members. But one of the handicaps this Department is labouring under is that it finds it very difficult to secure suitable and competent hands for the posts of Junior Assistants or to make them stick on to their jobs, as the pay and prospect here are not sufficiently attractive for them. Some of the competent candidates nominated by the Employment Exchange either fail to turn up for interviews or decline to accept the appointment offered. So it becomes inevitable sometimes to keep the post vacant for some time or to appoint candidates who are not quite suitable for this job, so that the work may not fall into arrears. Even these candidates do not remain here for long, but resign their job and stay away as soon as they secure a better job elsewhere. This results in several members of this Department being always young and inexperienced with no natural aptitude for translation work and they have, therefore to be trained patiently for a sufficiently long time by the senior members of the staff and the Translators to Government concerned in addition to their own heavy work in order to make them somewhat useful to the Department and also make the revision of their work by others less burdensome. Hence, the number of pages or words translated per day would depend upon the (easy or difficult) nature of the matter to be translated, the size of the pages thereof, the capacity and experience of the Assistants entrusted with the work and the other miscellaneous items of work which they have to attend to in addition to the translation in question.

In conclusion, I submit that it will be evident from what has been stated above that, owing to the varied nature of the work in question and the several peculiar factors pertaining to it, it will be very difficult, if not quite impracticable, to prescribe any definite standard out-turn of work in respect thereof and to collect and examine the statistics in regard to the same. I may, however, be permitted to state in this connection that each Translator to Government takes care to see that every member of his office completes his reasonable daily quota of work and even more than that quota on occasions when there is pressure of urgent work by working extra hours on working days or on holidays either at home or in the office (and these occasions are very frequent owing to the limited nature of the staff of this Department and the large volume of urgent work received therein from various sources). The Translators have also been instructed by me to dispose of work with which they are concerned as expeditiously as possible. In spite of the several handicaps mentioned above, every effort is being made, I submit, to avoid needless delay in the disposal of work and to complete within the time prescribed the work in respect of which definite dates are fixed by the various Departments of Government.

Yours faithfully,

Shrinagar
17.10.49

Senior Translator to Government

Office of the Senior Translator
to Government, Madras.

Consolidated Statement showing the items of translation work pending in the Translators' Department, Madras, for over one month on the 1st September 1949.

S.No.	Description of work and office in which pending.	No. & date of G.O. etc., directing translation.	Date of receipt.	Progress made and reasons for pendency.
(1)	(2)	(3)	(4)	(5)
TELUGU.				
1.	Mill Cloth Control Orders (four)	Memo.No.18896-M-1/49-1, Dev., dated 21-2-49.	28-2-49.	Translation is in progress and will be sent to Press by 15-9-1949.
2.	An English book entitled: "Key to Health".	Memo. No.9098/FD-III/49-5, dated 19-4-1949.	22-4-49.	Translation which has been completed is under revision and will be furnished within a week.
3.	The Madras Food Grains Prices Control Order.	G.O.No.428, Food, dated 18-5-49.	11-6-49.	Translation not taken up.
4.	Agricultural Labour Enquiry Questionnaire.	Memo.No.56692-P.IV/49-3, Dev., dated 8-7-1949.	14-7-49.	Translation is in progress and will be furnished within a week.
5.	The Madras Sugar Factories Control Act.	Memo.No.8017/49-4, Legal, dated 19-7-49.	21-7-49.	Translation not taken up.
6.	The Madras Irrigation (Tanks) Improvement Act.	Memo.No.8018/49-4,	21-7-49.	-do-
KANNADA.				
7.	Pamphlet on "Palm-Gur" (67 pages).	Memo. No.27898-B-1/49-3, Dev., dated 16-5-49.	19-5-49.	One half of the pamphlet has been translated.
TELUGU, KANNADA AND HINDUSTANI.				
8.	The Madras General Sales Tax Act and the Rules made thereunder. (48 pages).	G.O. No.10, Legal, dated 18-1-49.	13-5-49.	Translations are in progress.
TELUGU, MALAYALAM, KANNADA AND HINDUSTANI.				
9.	Draft Rules under the Factories Act. (67 pages).	G.O.No.1950, Dev., dated 8-4-49.	2-6-49.	Translations are in progress.

P.T.O.

(1) (2) (3) (4) (5)

TELUGU AND KANNADA.

10. Regulation for the recognition of Trade Unions. G.O.No.2980, Dated, dated 30-6-49. Telugu translation not taken up; Kannada translation is in progress.

A.L. No. 9/49, dated 1st September 1949.

Submitted to the Secretary to Government, Education & Public Health Department, Madras, with reference to Memorandum No. 39553-C.1, Education, dated 25th November 1948.

H. J. Srinivasan
Senior Translator to Government.

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

E. & P. H. (92).

May be lodged.

8.9.49.

Subd. for perusal -

2. The above statement shows delays in completing the translation work in the case of almost all the items. Items 3, 5 & 6 under Telugu and item 10 above (Telugu portion) remain to be taken up. The S.T.G. may be asked to be more prompt -

8.9.49

10/9

I.S. may standardised forced for translation say so many pages or words a day; if not ask the S.T. to prepare standard with reference to the average of work during the last two years. In future statements, the columns can be provided under the achievement report the standard; the statement asked to be more prompt in respect of the individual translators

Reg's note on the previous page - A draft memo is subd. for approval
12.9.49
11.9.49
[Memo No. 67557-92-49-1 En]
12.9.49
From the S.T.G. No. 3093-49-2
15.10.49
In view of the Senior Translator's letter on pages 7-8 of, no

No further action ⁴ seems to be necessary
in this matter - the papers may be
Recorded -

The draft order below recording
the papers is for app?

1.11.49. 3.11.49

5 | 4
9 | 4

Expt H (492)
Edm. date
Memo. No.
Subj.:-

ETH (82)

(00)

74/5"

24/5.11

24/5.11

Translators' Dept. - monthly pro-
gress of work - Fixation of
standard out turn of work
for Ass'ts - papers - recorded

from 7-8.4

from the S.T.G. 170. 3093-49
- 2 - D 15.10.1949.

Order Ms. 3411 Edm. D/8.11.49

~~Exemo 6289/49-28.11.49-11.49~~

Recorded -

20

The life

1.11.49.

3.11.49

24/5.11

341143

Translating Dept - monthly pay
from work - for school
and out from work
for first - before - (school)

Jan 19 2 10 30 43 - 11
- 5 - 12 10 18 48

Mr. 341143 - 11 48 - 12 10 18 48

Translating

12 10 18 48

11 48

12 10 18 48

12 10 18 48