Scott. II-27—60,004—17-11-48.

Education and Public Health (194 9) Department.

Ms. SERIES.

G.O. NO. 3537 Edn.,

Dated 17-11-1949.

pages 11-12 only

19

[Despatch Abstract.]

Establishment-Office of the Commissioner for Government Examinations-Conversion into "A" Class and appointment of additional staff-Proposals-Orders passed.

Back Papers.

G.O.	No.	Department.	Date.	G.O.	No.	Department.	Date.
G.O.	1570	Edn	16/5/49				
"	2111	Edn	24/8/48				
G.O.	747	Edn	8/4/46				

Further Papers.

G.O.	No.	Department.	Date.	G.O.	No.	Department.	Date.
G.O.	164	Emd	20/1/50				
G.O.	1065	Edn	20/4/51				
G.O.	1912	Edn	14/7/51				

Subject:

Office of the Commissioner for Government Examinations - Madras, Conversion into A Class and appointment of additional Staff.

R.C.No.371-A/48.

Station:- Madras. Dated 13th August 1949.

From:(Name):- Sri D.S. Reddi, M.A., (Oxon).,
(Designation):- Commissioner for Government Examinations, Madras.

ASST. SECRETARY TO GOVERNMENT
15 AUG 1949
EDUCATION AND PUBLIC HEALTH DEPT.

62400

To

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

Sir,

I have the honour to state that in my letter to Government R.C.No.315-A/45 dated 9-5-1946 I submitted certain proposals for improving the status and strength of my office, but Government in their Memorandum No.24933-B-1/46 dated 13th September 1946 considered that it was too soon to reconsider the orders passed in G.O. Ms.No.747 Education, dated 8-4-1946 and asked me to renew the proposals in 1948. In 1948, however, the entire proposal was not submitted; but Government were requested in my letter R.C. No.271-A/48, dated 25-6-1948 to sanction some staff urgently for attending to the heavy current work. In their Memorandum No.47215 G-3/48-2 Education, dated 19-7-1948 Government ordered that it was not advisable to strengthen the staff until the recommendations of the Re-organization and Retrenchment Committee were known. However in view of the institution of a Supplementary S.S.L.C. Public Examination from October 1948, Government sanctioned for a period of one year from the date of employment a minimum staff in G.O.No.2111 Education dated 24-8-1948. The extra staff was appointed on 9th September 1948 and as the sanction expires in September next, I request that orders may be passed for continuing the staff for a further period of two years from 9th September 1949. The additional staff is exclusively used for the major part of the year for the S.S.L.C. Examination work only.

Extract taken and separately sanctioned in G.O. No. 2758 Edn 1949

(E)

C/25/9

p15 of (C)

(D)/p.3 c.f.

2. In regard to the appointment of further staff, I may mention in the outset that the Sub-Committee of the Retrenchment and Re-organization Committee visited this office and recommended an increase of staff for this office considering the vastly increased number of Candidates Examined, the number of Centres, the number of Assistant Examiners, the income and the static nature of the staff. In their order No.1570 Education dated 16-5-1949 Government finally ordered that the question of retrenchment in this office will not be pursued. Hence I request Government to review the position and sanction the additional staff proposed hereunder.

page 5 infra

3. With the spread of education and increase in the number of examinations conducted by me, the work in the Commissioner's Office has grown quite out of proportion to the staff employed. On the financial side, the receipts and expenditure have more than doubled when compared with the figures of 1945-46 and 1948-49. The quantity of work to be done under the numerous items of confidential as well as other items of work that the Secretary has to attend to (which have been detailed in my letter to Government R.C.No.308-A/45 dated 28-9-1945) has since increased to such an

G.O.747 Edn d/ 8.4.46 -

(B)/ pp3-5 c.f.

P.T.O.

an extent that it has become physically impossible for one Officer to attend to all of them without considerable strain and sacrifice of health. The statement II annexed to this letter will show the overwhelming increase of work in all directions during the recent years. Further, new examinations are added to this office year after year not to speak of the increasing number of examinations of the ~~P.P.S.C.~~ Federal Public Service Commission and other outside examinations conducted under the auspices of this office. The following examinations were added in 1948-49:-

(1) Pandits Training Certificate Examination.

(2) Basic Training School Leaving Certificate Examination.

(3) Physical Training Examination for de-mobilized Soldiers.

It has to be remembered that except for the S.S.L.C. and T.S.L.C. Examinations, the question papers are not supplied in sealed packets of ten or fifty copies. For all other examinations they are supplied in loose copies and the Secretary has to count one by one the thousands of copies, correctly, and put the required number of papers for each centre in the hundreds of confidential covers. The Madras University pays a remuneration of Rs.75/- a day to a member of the Syndicate for putting up the question papers while the Secretary is paid nothing for doing similar work of great bulk. This important confidential work has certainly to be shared by another responsible Gazetted Officer. This is absolutely necessary and long overdue in order that another officer may be trained in the various items of confidential work so that he may be able to carry on the work during the absence of the head of the office. In addition to the existing onerous responsibilities, it was decided that from the examination of October 1948 all the answer scripts of the S.S.L.C. Examination from all the Centres of the Presidency, should be called for at this office and distributed from here to about 2000 Examiners in a year with a view to put down malpractices connected with the examination and to keep secret the allotment of answer papers for valuation. The labour and responsibility involved in arranging for the receipt and despatch of about 5 to 6 lakhs of scripts within a brief space of about 10 days are immense. This system has its own excellent results, though it is costly and laborious. The undesirable practice of many interested persons following the scripts to the Examiners and influencing them to award marks illegally has practically stopped now. Nobody except a few people in the Commissioner's Office knows to whom the papers are going. These items require special attention of the Secretary and it is not possible for one officer to look to all these simultaneously. Added to the examination work, the other items of work have also increased. Secondary Education is still in the fluid re-organization stage. Much spade work has to be done before the first examination is held in 1951 under the re-organised scheme. The various Sub-Committees of the Board of Secondary Education have to be summoned frequently for setting the internal administrative matters connected with the examinations., curriculum of studies, etc. at every stage. The number of question papers in each examination subject has to be settled and specimen question papers based upon the re-organised courses of study have to be prepared and circulated for the guidance of high schools. Similarly the Text-Book Committee work has also increased enormously. The one officer, with his hands too full with confidential work and financial responsibility, has hardly time to attend to any other item of work, especially for reorganising the work of the staff for increasing the efficiency of the office.

4. A separate statement added to this letter will show the number on the staff now employed in this office. This office has to be organized on an efficient basis for improving expedition of work, as it has to deal with thousands of candidates, hundreds of heads of institutions and the entire inspectorate, besides many other outside agencies in the field of education and examinations. Though there are seven sections in this office, there is not a superintendent for each section to supervise the work of clerks. At present, a senior clerk supervises the work of clerks attached to each section and he is paid an allowance of Rs.5/- per month for this work. This arrangement is hardly satisfactory, as it is found in practice that the section heads have not been able to exercise effective control over their assistants, supervise their work and assume responsibility for the work entrusted to the section. It can be done only if the office is converted into an A Class Office and Superintendents are appointed for the several sections. Besides the above, the office as a whole has also to be strengthened by appointing more staff.

5 For the reasons stated above, I strongly recommend the following proposals to Government for immediate consideration. The proposals should not be left for consideration as a Part II Scheme, as the appointments should be made with effect from 1-9-1949 to meet the demands of the examination season.

(1) To convert this office from a B Class into an A Class Office.

(2) To convert the present Secretary's Post on Rs.230-700 into one of Deputy Commissioner's Post in the scale of Rs.600-100/2-1000.

(3) To create a new post of Secretary in the M.E.S. grade in the scale of Rs.230-700.

(4) To sanction a few more ministerial and menial posts (4 Upper Division Clerks and 6 Lower Division Clerks, 1 Typist, 1 Attender and 2 Peons).

The office has at present 7 sections of which S.S.L.C. section alone has a Superintendent on the scale of Rs.140-190. The section being too large, it has been bifurcated and one part of it is supervised by a senior clerk. The fair copying and issue section is under the direct control of the Accountant and there is no necessity to appoint a separate Superintendent for that section. It is therefore proposed to appoint a Superintendent for each of the remaining 5 sections and one more Superintendent for the S.S.L.C. section making the total number of Superintendents to be appointed to Six. In addition to this, the conversion of the office into A Class involves only the additional expenditure to be incurred by converting the 9 posts of Upper Division Clerks now in the scale of Rs.80-110 into those on Rs. 80-125. When the above scheme is sanctioned, the Deputy Commissioner will, in addition to an overall responsibility for the efficient working of the whole office, mainly look after the S.S.L.C. work. The additional Gazetted Officer will look to the T.S.L.C. and Technical Examination work. The Senior Assistant Secretary will look to the Text-Book Committee and E.S.L.C. work. No separate proposals are submitted for the T.B.C. work, as arrangements will be made to carry on the work efficiently with the help of the additional staff sanctioned for the Commissioner's Office.

6 Assuming that the sanction will have effect from 1-9-1949, the financial effect is shown below taking into consideration the existing rate of allowances.

P.T.O.

Expenditure in 1949-50.

		Rs.
(1) Conversion of the Office into A Class.		
Six Superintendents on Rs.140-190 6 x 140 x 6 plus 33 x 6 x 6 plus 10 x 6 x 6	=	6,588
Conversion of 9 U.D. Clerks from (Rs.80 to 110 into 80 to 125) (No increased expenditure in 1949-50)		
(2) Conversion of Secretary's Post into that of a Deputy Commissioner on Rs.600-1000) (600-300) x 6 plus (105-59) x 6	=	2,076
(3) Creating a new post of Secretary in the M.E.S. (230 x 6) plus 50 x 6	=	1,680
(4) Additional Ministerial and Menial Posts. 4 U.D. Clerks' Posts on (80-125) 4 x 80 x 6 plus 4 x 24 x 6 plus 4 x 7 x 6	=	2,664
6 L.D. Clerks (45-90) 6 x 6 x 45 plus 6 x 22 x 6 plus 7 x 6 x 6	=	2,664
1 Typist (45-90) 45 x 6 plus 22 x 6 plus 7 x 6 plus 10 x 6	=	504
1 Attender (24-35) 24 x 6 plus 19 x 6 plus 5 x 6	=	288
2 Peons (18-25) 18 x 6 x 2 plus 18 x 6 x 2 plus 5 x 6 x 2	=	492
		16,956
Minus supervision allowance paid to section heads 6 x 5 x 6	=	180
Net amount in 1949-50.	=	16,776

or Rs.16,800/- in round figures.

Ultimate cost.

(In calculating the ultimate cost, the cost of existing allowances has not been taken into consideration).

Conversion of Secretary's Post into that of Deputy Commissioner. (853 1/3 - 449 1/3) x 12	=	4,848
Creation of new M.E.S. post. 449 1/3 x 12	=	5,392
Staff.		
Six Superintendents on (140-190) 6 x 173 1/3 x 12	=	12,480
Conversaion of 9 U.D. Clerks from 80 to 110 into 80 to 125 (109½ - 101) 9 x 12	=	891
Appointment of 4 U.D. Clerks on (80-125) 4 x 109½ x 12	=	5,244

		Rs.
Appointment of 6 L.D. Clerks (45-90) 67½ x 12 x 6	=	4,860
Appointment of 1 Attender 26 1/3 x 12	=	316
Appointment of 2 Peons - 20 7/10 x 12 x 2	=	496
		34,527
Less expenditure on supervision allowance 5 x 6 x 12.	=	360
	Total:-	34,167

or Rupees 34,200/- in round figures.

The expenditure can easily be met from the receipts of this office. A statement of receipts and expenditure for the past six years is given below. In future, the revenue of this office is bound to increase on account of increased number of candidates appearing for the several examinations.

Year.	Receipts. Rs.	Expenditure. Rs.	Surplus. Rs.
1943-44.	6,73,466	4,64,454	2,09,012
1944-45.	6,77,163	5,20,671	1,56,492
1945-46.	6,84,169	5,16,617	1,67,552
1946-47.	8,99,887	5,43,300	3,56,587
1947-48.	11,14,593	7,63,742	3,50,851
1948-49.	14,17,833	9,68,800	4,49,033

A statement of the staff employed in the office from 1937 to 1949 and another showing the increase of work in these years consequent on the increase in the number of candidates for the examinations, increase in the number of Centres, Examiners, number of bills disposed of, are appended.

I request that early orders sanctioning the proposals may be obtained.

COMMISSIONER.

M.T./13.8.49.

6

6

7.5

STATEMENT NO.1.

Staff and Establishment (Gazetted and Non-Gazetted).

Details.	Gazetted of non-Gazetted.	1937.	1942.	1947.	1948 to 1949.	Remarks.
Secretary.	Gazetted.	1	1	1	1	The Gazetted staff has not been strengthened though the work of the office has doubled since 1937 - Vide Statement No.II for details.
Asst. Secretary.	Non-Gazetted.	1	1	1	2	
Manager (Supdt.)	--do--	1	1	1	2	
U.D. Clerks.	--do--	6	7	9	14 (13)	
L.D. Clerks.	--do--	8	9	13	19	
Typists.	--do--	2	2	3	3	
Attenders.		1	2	3	5	
Peons.		5	7	9	12	

Office of the Commissioner
for Government Examinations,
Madras, Dated 13th August 1949.

COMMISSIONER.

13/8/49

M.T./13.8.49.

STATEMENT NO.2.

S.No.	Name of Examination.	1937 No. of candidates.	1937 No. of centres.	1937 No. of Examiners.	1937 Contingent T.A. & Remuneration bills. Receipts.	1942 No. of candidates registered.	1942 No. of Centres.	1942 No. of Examiners.	1942 Contingent T.A. & Remuneration bills Receipts.	1947 No. of candidates registered.	1947 No. of centres.	1947 No. of Examiners.	1947 Contingent T.A. & Remuneration bills Receipts.	1948 No. of candidates registered.	1948 No. of centres	1948 No. of Examiners.	Bills.	1949. No. of candidates registered.	1949. No. of centres.	1949. No. of Examiners.
1.	S.S.L.C. Public Examn.	19,303	274	503		27,580	385	755		43,723	420	1,300		56,300	517	1,470		68,696	577	2,141
2.	T.S.L.C. Public Examn.	18,462	148	229		18,969	139	296		13,221	123	279		11,950	118	171		15,663	111	304
3.	Government Technical Examinations.	12,323	309	150		13,589	240	161		13,454	267	178		18,683	269	220		20,283	299	215
4.	Sanskrit Entrance Examination.	305	18	8		318	20	8		303	19	8		260	19	7		255	18	7
5.	Technical Teachers' Certificate Examn.	246	27	94		298	19	61		271	16	70		256	20	75		382	21	70
6.	European School Examns.	650	19	40		742	18	46		957	15	46		1,065	22	50		1,149	20	52
7.	Examination for Teachers' Certificates in Physical Training.	75	1	4		82	1	6		94	1	8		139	1	17		123	1	13
8.	Examination for Teachers' Certificates in Indian Music.	--	--	--		13	1	2		13	1	2		16	1	2		17	1	2
9.	Examination for Nursery School Teachers' Certificates.	5	3	6	3,000 Bills. Rs.4.54 Lakhs.	8	1	5	4,000 Bills. Rs.6.30 Lakhs.	20	1	5	6,500 Bills. Rs.9.00 Lakhs.	52	1	8	8838 Bills. Rs.11 Lakhs.	32	3	10
10.	Examination for Teachers' Certificates in Schools for Physically Defective.	--	--	--		8	2	4		2	1	2		11	2	7		2	2	4
11.	VIII Standard Public Examn.	--	--	--		28,118	380	178		27,560	404	177		30,314	406	194		41,405	377	260
12.	Examinations of the School of Indian Medicine.	--	--	--		-- 339	-- 1	-- 77		339 410	1 1	77 88		410	1	88		491	1	111
13.	Pandits Training Certificate Examinations.																	70	4	13
14.	Basic Training Certificate Examinations.																	208	7	4
	Total:-	51,369	799	1,034		89,725	1206	1522		99,957	1269	2147		1,19,456	1377	2309		1,58,776	1442	3206

Office of the Commissioner
for Government Examinations,
Madras, Dated 13th August 1949.

M.T./13.8.49.

for COMMISSIONER.

Estt. A (G2)

C.No 62400/49

Establishment – Office of the Commr. for Govt. Examinations – Conversion into "A" Class and appointment of additional staff – proposals – orders passed

From the C.G.E – No RC-371-A-48 – dated 13. 8. 1949.

Order. 35 37 Edn. dated 17-11-49
Ms.

B/25-26 of N.C.

The Govt. do not propose to modify their orders in G.O. No. 747 Edn. dated the 8th. April 1946 on the question of the status of the office of the C.G.E.

2. They do not consider that there is justification for the creation of the post of a Deputy Commissioner in the scale applicable to Divisional Inspectors of Schools or the creation of an additional post of Secretary in the M.E.S Grade for the Office of the Commissioners. They consider, however, that in view of the increase in the responsibilities of the office due to the work connected with the Govt. Examinations, the permanent post of non-gazetted Assistant Secretary should be converted into a temporary Gazetted post in the scale of Rs 200 – 20/2 – 300. The C.G.E is requested to submit draft ad hoc rules in respect of this post.

3. Sanction is accorded for

To
The C.G.E.
" D.P.I.
" AG Mas

Scale revised
Rs. 250 – 25/2 – 350
– G.O. 164 Edn. 21-1-50

12

2/12

for the following temporary additional staff to the office for a period of ~~two years~~ one year from the date of employment.

(i) One Assistant Secretary (Gazetted) on Rs 200-20/2-300, in lieu of the Assistant Secretary (non-Gazetted) on Rs 190-240.

(ii) One Upper Division clerk on Rs 80-125

(iii) One Upper Division Clerk on Rs 80-110

(iv) ~~Two~~ Two Lower Division Clerks.

(v) One Typist

(vi) One Peon.

4. The staff sanctioned will be eligible to draw the usual allowances at the prescribed rates.

~~5.~~ 6. The C.G.E. is requested to take action regarding the additional appropriation of funds. The A.G. is requested to admit the expenditure pending provision of funds.

5. The temporary post of Asst. Secretary on Rs 190-240 sanctioned in G.O.Ms. ... will be designated as 'Senior Supdt'

14/11/49

12-11-49

14/11

pages 80 to 90, 12 ...

p 25 ff of ©

p 5 of

To

The C.G.E.

" ~~D.P.I.~~

" A.G. Mrs

Fin.

2 S.C's.

Notes Fil.

E.& P.H.(G2).

C. 62400/49.

From the C.G.E., No. R.C.371-A-48 dt.13-8-49.

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Sub: ESTABLISHMENT - Office of the Commr. for Govt. Examinations - Conversion into an "A" class office and employment of addl. staff.

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The Commr. for Govt. Examinations has submitted the following proposals for the improvement of the status of his office and for additional staff for the office:-

M on p 3 f

(i) The office may be raised from "B" to "A" class;

(ii) The present Secretary's post in the M.E.S. grade of Rs. 230-700 may be converted to that of a Deputy Commissioner in the scale of Rs. 600-100/2-1000;

(iii) A new post of Secretary in the M.E.S. scale of Rs. 230-700 may be created; and

(iv) Four posts of Upper Division clerks, six posts of Lower Division clerks, one post of Typist, one post of Attender and two posts of Peons may be sanctioned for the office in addition to the present staff.

The ultimate cost (annual) of the above proposals is stated to be Rs. 34,200/- roundly.

p 5 f.

2. In Septr. 1945 the C.G.E. submitted similar proposals. The proposals were considered in sectional notes and orders were issued to the effect that no case had been made out in respect of the proposals, but ~~sanctioned~~ an additional staff of two U.D. clerks, four Lower Division clerks, one Typist, one Attender and two Peons was sanctioned on a temporary basis. The Commr's reasons for the present proposals are:-

(B) pages 1-6 of G.O. 747 Edn 8.4.46.

B/25-26 f

para 3 on pages 1-2 f

(1) Owing to the increase in the number of examinations conducted by him, the work in his office has grown out of all proportion to the present staff;

(2) The volume and nature of the confidential work regarding the handling of question papers relating to the examinations are such that the work should be done by two Gazetted Officers in the office;

A on p 2 f

(3) The work of receiving and despatch of answer papers of the S.S.L.C. Examination has now to be done in the office;

B on p 2 f

P.T.O. -2-

(4) Work has increased in regard to text books and the reorganized secondary education courses.

3. As regards the proposal to raise the status of the office, the C.G.E. states that it involves only the appointment of six Superintendents on Rs. 140-190 and the conversion of the 9 posts of U.D. clerks on Rs. 80-110 into those on Rs. 80-125. When the matter was considered in 1945-46, it was noticed that the work in the office was routine and it could not be said to be equal to the work done in the office of the D.P.I. Work might have increased in the meantime, but for such increased work, additional staff has been sanctioned e.g., the staff sanctioned for the supplementary S.S.L.C. Examination. The nature of the work of the office does not seem to have undergone any change. It does not therefore appear that any reconsideration of the previous decision regarding the status of the office is necessary now.

There will be however no objection to considering the employment of such additional staff (U.D. & L.D. clerks etc.) which may be necessary for the increase in work of the office. This is noted on in a subsequent para.

4. The proposals for the conversion of the present post of Secretary to the Commissioner into a post of higher status on a pay of Rs. 600-1000 and for the creation of a new post in the grade of M.E.S. were also fully discussed and considered on the previous occasion. In 1945 the Commr. wanted the proposed higher post to be in Divisional Inspector's cadre, but he now proposes to call it Deputy Commissioner; It was decided then that the work in the office was only routine and that there was no justification for sanctioning the proposals. The scale of pay of the Asst. Secy. was however raised from Rs. 175-220 to Rs. 175-250. Orders were issued in that connection that the Asst. Secy. should be made responsible for certain items of work then devolving on the Secretary and might be authorized to sign and draw bills as a special case. The reasons now given which may be mentioned are (i) that there has been an increase in the confidential work relating to question papers, (ii) that the S.S.L.C. answer

scripts are now got by the office and despatched to the Examiners for valuation and (iii) that work has also increased on account of the reorganized Secondary Edn. courses and text books. It is doubtful whether these reasons necessitate the creation of a new post of Deputy Commr. in the scale of Rs. 600-1000 or an additional post in the M.E.S. grade of Rs. 230-700. There are at present a Secretary, (Gazetted) a permanent Asst. Secy. (non-gazetted) and a temporary Asst. Secy. (non-gazetted) in the office. These three can attend to the confidential and other important work relating to the question papers. The nature of the work in the office not having changed there does not appear to be a case for sanctioning the higher posts proposed.

5. It must be admitted however that the volume of work in the office has increased owing to the increase in the number of examinations conducted and in the number of candidates applying for them. This dept. may in view of this increase in work support the Commr's request for 2 additional posts of Upper Division clerks on Rs. 80-110, three additional posts of Lower Division clerks, one post of typist, one post of Attender and one additional peon.

6. Finance may see the case for remarks.

24.9.49.

Para 4 above:-

The comparative statement on page 9 c.f. shows that within a period of 12 years from 1937, the number of candidates for the various Examinations (particularly for the S.S.L.C. Examination), the number of Centres, the number of Examiners and the number of Bills have increased considerably and that new examinations have also been instituted. The C.G.E. points out that for all the examinations, the Secretary who is the only Gazetted Officer in that office, has to count one by one the thousands of question papers (other than those relating to the S.S.L.C. which are received in packets of 10 or 50 copies) correctly, and put the required number of papers

for each centre in the hundreds of confidential covers. The Commissioner also points out that for doing a similar work by the Registrar of the University of Madras, a Syndicate Member assists him in return for a remuneration of Rs.75/- a day, that this important confidential work has to be shared by another responsible Gazetted Officer and that this reform is long overdue in order that another officer may be trained on the various items of confidential work in that office. The Commissioner further says that in addition to the examination work, other items of work in that office have also increased and that the only officer with his hands too full of confidential work and financial responsibilities has hardly time to attend to any other item of work connected with the office. The need for affording relief to the Secretary who is the only Gazetted officer in that office may be conceded in the circumstances explained. This relief can be secured not by raising the status of the post of Secretary to that of a Divisional Inspector (in the scale of Rs.600-100/2-1,000/-) as proposed by the Commissioner and calling it a Deputy Commissioner's post, but by having another Gazetted officer in that office. There are two non-Gazetted Assistant Secretaries in that office in the scale of Rs.190-10-240; one of the posts is permanent and the other is temporary. In G.O.No.747, Education, dated 8-4-46, the permanent Asst. Secretary has been empowered to sign and draw bills as a special case. The post of the permanent Asst. Secretary may perhaps be converted into a Gazetted post on Rs.230-30/2-260-40/2-500 which is a stage in the existing M.E.S. scale (Rs.230-700) and which scale has been proposed separately by the D.P.I. for posts of headmasters of Govt. high schools to be newly established.. If this

scale is considered a bit excessive, any of the sanctioned scales mentioned below for other offices may be applied:-

		Rs.
Manager in the S.G's office.	..	275-25/2-350.
Non-technical P.A., C.E's office, P.W.D.	..	350-30/2-410.
Non-technical P.A., C.E(Electricity) office.	..	300-35/2-400.
Translators to Govt.(other than the Senior Translator).	..	240-40/2-400.
P.A. to S.G.P.	..	250-15/2-280-20/2-300.
Asst. Curator, Madras Record Office.		250-25/2-300.

Perhaps the scale of 250-25/2-300 may be allowed in this case.

If the status of the post of permanent Asst. Secretary is raised as proposed above, the post of non-gazetted temporary Assistant Secretary may be designated as 'Senior Superintendent.'

At the same time, the Secretary who draws the pay of a D.E.O., viz. Rs.230-700, and whose items of work and responsibilities have considerably increased in recent years, may perhaps be given a special pay of Rs.50/- a month on the analogy of the special pay allowed to officers appointed as Deputy Directors in the Director's office. It may incidentally be pointed out that M.E.S. officers(scale 230-700) appointed as Principals of First Grade Colleges other than the Presidency College, are also allowed a special pay of Rs.50/- a month.

Para 5 on page 3 ante:-

There are 13 posts of upper division clerks in the C.G.E's office - four in the scale of Rs.80-125 and 9 in the scale of Rs.80-110. The two additional posts of upper division clerks suggested in para 5 on page 3 ante may be put in the scale of Rs.80-125 as proposed by the C.G.E. so as to secure chances of

promotion for clerks in the lower scales.

If another officer's post is sanctioned as suggested above, a post of another peon will also be necessary, in addition to the one post suggested in para 5 of the note on page 3 ante.

The file may be sent to Finance.

n
4-10-49

S/Fin

M

ASSISTANT SECRETARY TO GOVERNMENT
65402
7. OCT 1949
FINANCE DEPARTMENT

I agree with A.S. except that I cannot see how we can create a new ~~post~~ gazetted post of Asst Secy on Rs 250-300 when the post of Secy itself is to start on Rs 230-700. It may perhaps be sufficient to give gazetted status to one of the Asst Secretaries on the existing scale viz 190-240. But as this by itself will not give adequate relief another non-gazetted post of Asst Secy may be created. In short the net addition will be a gazetted post of Asst Secy in the existing scale, so far as officers are concerned.

N

P

6/10.

[illegible]
6/10

Finance

E.tr.P.H.W.6.No.62400-[illegible]/49-1
6-10-49.

Finance (E.III)

The proposals in the file relate to

(1) the strengthening of the staff in the office of the Commissioner for Government Examinations,

(II) the grant of a special pay of Rs.50/- per mensem to the Secretary (M.E.S.) [illegible] on the analogy of the special pay allowed to officers appointed as Deputy Directors in the Director of Public Instruction's office, and

(III) the raising of the status of the office of the Commissioner for Government Examinations from "B" class to "A" class.

The extra cost involved in the proposals works out Rs. 14,000/- roundly per annum.

2. Proposal (1) above:- Employment of additional staff:- The following statement shows in one view the details of the existing staff in the office of the Commissioner

Q arf 3 above r 'P' above

A arf 5 above

Item (i) arf 1 above

working sheet kept below

for Government Examinations and the additional staff now proposed.

p 7 c.F.

Existing staff (Gazetted and Non-Gazetted)	Proposed additional staff.
1 Secretary (.M.E.S.)	Nil.
2 Assistant Secretaries Non-Gazetted (Rs. 190-240)	1 Assistant Secretary Gazetted on Rs. 190-240
1 Manager (redesignated as Accountant) Rs.140-190	Nil.
1 Superintendent Rs.140-190	
13 Upper Division Clerks: 4 on the scale of Rs.80-125; 9 -do- Rs.80-110	2 Upper Division Clerks on Rs. 80-125.
19 Lower Division Clerks (Rs. 45-90)	3 Lower Division Clerks (Rs. 45-90)
3 Typists on Rs. 45-90 + Rs. 10/- Typewriting allowance.	1 Typist Rs. 45-90
5 Attenders on Rs. 24-35	1 Attender Rs. 24-35
12 Peons on Rs. 18-25	2 Peons.

The Commissioner's reasons for the present proposals are:-(1) Owing to the increase in the number of examinations conducted by him, the work in his office has grown out of all proportion to the present staff;

Para 2 pp 1-2 above

(2) The volume and nature of the confidential work regarding the handling of question papers relating to the examinations are such, that the work should be done by two Gazetted Officers in the office;

- do -

(3) The work of receiving and despatch of answer papers of the S.S.L.C. examination has now to be done in the office; and

- do -

(4) Work has increased in regard to text books and the reorganized Secondary Education Courses.

- do -

The following two statements show in one view, the nature of work in the office of the Commissioner for Government Examinations, and the relative strength of office staff during the years 1936-37, 1946-47 and 1948.

(1) Year	Number of Examinations	Number of candidates	Number of Centres	Number of Examiners	Number of Contingent, T.A.& remuneration Bills
1936-37	8	51,369	799	1,034	3,000
1946-47	12	99,957	1,269	2,147	6,500
1948	12	1,18,445	1,394	2,309	7,300

Statement No.(II):-Staff.

	1937	1947	From 9-9-48.
Assistant Secretary	1	1	2
Superintendents	1	1	2
Upper Division Clerks	6	9	13
Lower Division Clerks	8	13	19
Typists	2	3	3
Attenders	1	3	5
Peons	5	9	12
Total	24	39	56

From the above statements it may be observed, that the increase in ~~the~~ work in the office of the Commissioner for Government Examinations has been compensated by the employment of adequate additional staff from time to time. The ratio between the two viz. the increase in work and the additional staff sanctioned is more than equal except in the case of (Typists). It is also a recognised fact, that the work in the office of the Commissioner for Government Examinations, is mostly of a routine nature and it cannot be compared to the work done in other offices like the office of the Director of Public Instructions, etc. Further when the Government last sanctioned additional staff for the office of the Commissioner for Government Examinations in August 1948, it was only after taking into consideration, ~~the~~ reasons adduced in support of the present proposal in items 1 ~~to~~ 2 ~~to~~ 4 on pages 1-2 above. It may also be stated in this connection, that no staff was retrenched in the office of the Commissioner for Government Examinations under the ~~general~~ 12½% retrenchment ordered by Government recently. Taking into consideration all these factors, it seems enough if an additional staff of 1 Upper Division Clerk, 2 Lower Division Clerks, 1 Typist and 1 Peon is sanctioned for the

present. Finance may advise accordingly.

As regards the employment of an additional gazetted Assistant Secretary on Rs. 190-10-240, it is submitted that the above arguments will apply in respect of this ~~item~~ case also. One of the existing Assistant Secretary ~~himself~~ has been ~~empowered~~ authorised to sign and draw bills as a special case, and the Secretary who is a gazetted officer must have been considerably relieved by this arrangement. If, however, it is considered that there should be one more gazetted officer in the office of the Commissioner of Government Examinations, then Finance may perhaps agree to the conversion of one of the existing posts of Asst Secretary on Rs. 190-240, into that of a gazetted post. As it is not usual to sanction annual increments to the gazetted posts under this Government, Finance may advise that a scale of Rs. 190-15/2-220-20/2-240 (which retains the minimum and the maximum of the old scale) may be sanctioned for the proposed gazetted post of Assistant Secretary.

There seems to be no need for allowing a scale of Rs. 80-125 to the additional Upper Division Clerks proposed, merely for providing avenues for promotion from lower grade viz. Rs. 80-110. The existing ratio between Upper Division Clerks on Rs. 80-125 and Rs. 80-110 ~~is~~ seems fairly sufficient when compared to the general standard of ratio (1:4) between Upper Division and Lower Division posts in the offices of the District Superintendents of Police, High Court, etc., Finance may therefore advise that the Upper Division Clerks proposed need be allowed only the scale of Rs. 80-110.

3. Proposal (II) Special Pay:- The Commissioner for Government Examinations has not proposed special pay for the post of Secretary in his office. E & P.H. have however recommended a special pay of Rs. 50/- per mensem for this post on the analogy of the special pay of Rs.50/- allowed to officers appointed as Deputy Directors in the office of the Director of Public Instructions, ~~service~~ and the special

pay of Rs. 50/- per mensem allowed to Principals of First grade Colleges.

As already stated, ~~above~~, it has been accepted more than once, that the work in the office of the Commissioner for Government Examinations is merely of a routine nature and cannot be compared with the work in the office of the Director of Public Instructions. Nor does the analogy of the special pay allowed to Madras ~~Electric Supply~~ Educational Service officers appointed as Principals of First Grade Colleges seems sustainable, as these officers are heads of the institutions and duties and responsibilities attached to their posts, cannot be equated with those of the Secretary in the office of the Commissioner for Government Examinations, who will be in charge of routine ministerial work etc. Further he will also be relieved of his duties to ~~some~~ a considerable extent, if one of the posts of Assistant Secretaries in the office is gazetted. In the circumstances Finance may strongly advise against this part of the proposal.

4. E & P.H. ~~themselves~~ have stated, that the request of the Commissioner for Government Examinations for raising the status of his office from "B" class to "A" class which was negatived only last year, need not be considered at present. ~~Submitted~~, Finance may agree ~~with their views~~.

5. If the suggestions of this Department in pages ~~2-3~~ 8-9 above are accepted, the extra cost involved will be Rs. 5,900/- roundly per annum. In that case it is enough if the case is circulated to Hon'ble Minister concerned, Hon'ble Minister (Finance) and Hon'ble Premier before the issue of orders. If the entire proposals of E & P.H. are to be accepted, then the case will have to be referred to the Standing Finance Committee and the Cabinet before the issue of orders, as the extra cost exceeds Rs. 10,000/- per annum.

Fin. U.O. 65402/Edn.1

ASST. SECRETARY TO GOVERNMENT 79933 15 OCT 1949 EDUCATION AND PUBLIC HEALTH DEPT.

(P.T.O.

The Commr. for Govt. Examinations has proposed

(i) the raising of the status of his office from "B" to "A"

(ii) the conversion of the present post of Secretary in the M.E.S. ~~Grade~~ scale of Rs. 230-700 to that of a Deputy Commissioner on Rs. 600-100/2-1000 (Divisional Inspector's or Dy. Director's scale).

(iii) the creation of a new post of Secretary in the M.E.S. scale (Rs 230-700)

(iv) the employment of an addl. staff of 4 Upper Division clerks, six lower division clerks, one Typist, one Attender and two peons for his office.

The reasons for these proposals are that the work in his office has increased considerably owing to the increase in the number of examinations conducted by the C.G.E., the number of candidates for the Examinations and that the confidential work relating to question papers etc. has increased necessitating the employment of an addl. Gazetted officer, and so on.

2. As regards item (1) above, this dept. have suggested that there is no case to reconsider the orders passed in 1946 ~~in 1947~~ regarding the status of the office and that there is no need to raise the status to "A". Finance agree.

3. With regard to items (ii) & (iii) above, E.& P.H. have noted that while there is no case for another gazetted officer in the scale of Rs. 600-1000 or in the M.E.S. grade, as proposed, gazetted status may be given to one of the Assistant Secretaries on Rs. 190-240 and that another non-gazetted post of Assistant Secretary may be created. Finance have agreed to the suggestion for the raising of one of the posts of Assistant Secretaries to gazetted status, but consider that a scale of Rs. 200-20/2-300 would be more suitable for the post.

4. E.& P.H. have also suggested that in view of the increase in the responsibilities and work of the present Secretary, a special pay of Rs. 50/- per mensem may be sanctioned to the Secretary, on the analogy of

the Special pay allowed to officers appointed as Deputy Directors in the office of the D.P.I. or as Principals of I Grade Colleges other than the Presy. College. Finance consider that the raising of the status of the post of Asst. Secy. to a gazetted one will suffice and that there is no justification for any special pay to the Secretary.

5. With regard to the addl. staff required, as against two Upper Division clerks' posts on Rs. 80-125, three Lower Division clerks posts, one Typist, one Attender and two peons proposed by this Dept., Fin. accept the following staff:-

One post of Upper Division clerk on Rs. 80-125
One post of -do- Rs. 80-110
Two posts of lower division clerks
One post of Typist
One post of peon

It may be seen that an additional gazetted officer's post is being recommended and the increase in the work of the office has been recognized. This Dept. may, therefore, press for sanction in addition to two posts of U.D. clerks on the scales suggested by Fin., also for three L.D. clerks, one Typist, one Attender and two peons (one of the peons being intended for the new Gazetted Officer).

6. H.M.(E.& L.), H.M.(Fin.) and H.Pr. may see the case for orders on paras 2, 3, 4 and 5 above.

Para 3 overleaf. A reference is invited to the pay scales noted at page 5 ante. This Dept. may ~~feels~~ perhaps press for a scale of Rs 250-25/2-300 being allowed to the post of Assistant Secretary to the Commissioner for Govt. Examinations in lieu of Rs 200-20/2-300 agreed to by Finance.

I am unable to ~~decide~~ the proposals as modified by Finance

Order on the previous page — A draft order is submitted for approval. Fin. may see it before issue —

11.11.49.

(Pre finance note on pp 6-10 above)
the further note of Edn. H and the orders in circulation on p 12 above may be perused. The draft order below may be accepted subject to the remark that the period of employment for the addl staff proposed may be limited to one year, as usual in the first instance, instead of two years ~~suggested~~ proposed by Edn. H.

Issue as amended.

(Issued as G.O. 3537 Edn. dt 17/11/49)