[illegible] II 27—104,000—4-11-48.

1

E. & P.H. **(195 1949) Department.**

Ms. **SERIES.**

G.O. NO. 3594 Edn.

Edn

3594

P-43

Schools-34

pp. 43-[illegible]

Dated 22-11-49

22-11-1949

(34)

[Despatch Abstract.]

ESTABLISHMENT - Education Department - Recommendations of the R. &
Committee - orders passed.

Back Papers.

.O.	No.	Department.	Date.	G.O.	No.
2684 27.10.48.					

Further Papers.

G.O.	No.	Department.	Date.	G.O.	No.
1345 3/1/53 117					

பாதுகாப்பு பிரிவு-1

செப்பனிடுபவர் பெயர்: வி. கௌணப்சாமி

செப்பனிடுவதற்காக எடுத்துக்கொள்ளப்பட்ட நாள்: 10/08

17/3/09	12/3/09	12/3/09
சரிபார்க்கும் முதல் பணியாளர் கையொப்பம்	சரிபார்க்கும் 2ம் பணியாளர் கையொப்பம்	ஆராய்ச்சி உதவியாளர் கையொப்பம்

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Copy of Government Memorandum No.54101-G1/48-1,
Edn. and P.H., dated 14-8-1948.

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Retrenchment - Recommendations of the Retrenchment and Reorganization Committee.

2/3594

The Retrenchment and Reorganization Committee have made the following suggestions with a view to effecting reductio of work in the Secretariat and retrenchment in establishment in offices in general:-

(1) delegation of larger powers to heads of departments and subordinate officers;

(2) avoidance of formal communications between departments and the sending of formal communications to the subordinate officers even when the purpose of such communication can be served by obtaining information in the office itself or otherwise;

(3) use of telephone and personal consultations;

(4) location in the same building or near each other of the Secretariat and office of heads of depts.;

(5) a cut of 12½% in the establishment of all offices and other institutions.

The S.G., the D.P.I., the D.P.H. and other heads of offices are requested to examine these suggestions and offer their remarks, as early as possible.

U.V Subramanian,
Secretary to Government.

To the S.G., etc.

A

3 3/3594

EDUCATION DEPARTMENT.

FROM

THE DIRECTOR OF PUBLIC INSTRUCTION,
MADRAS

TO

THE SECRETARY TO THE GOVERNMENT OF MADRAS,
EDUCATION AND PUBLIC HEALTH DEPARTMENT,
FORT ST. GEORGE, MADRAS.

R.C.No.1793-K3/48 dated 1st October, 1948.

SIR,

74103

RETRENCHMENT--Recommendations of the Retrenchment and Re-organisation Committee.

Reference:-Government Memorandum No.54101-G1/48-1 Public Health dated 14..8..1948.

I have the honour to submit the following remarks in regard to the suggestions made by the Retrenchment and Re-organisation Committee for effecting reduction of work in the Secretariat and retrenchment in Establishment in offices in general.

2 (1.) DELEGATION OF LARGER POWERS TO HEADS OF DEPARTMENTS AND SUBORDINATE OFFICERS:

At present I am empowered to create posts on fixed pay for a period not exceeding one year at a time and that too only School Assistants and Secondary Grade Teachers in Government institutions. I may be empowered to sanction posts on time scale of pay for a period of two years at a time.

At present I have no powers to create a post of an Assistant Lecturer, a tutor or a Demonstrator The strength of Government Colleges is increasing year after year which necessitates the employment of either an additional Assistant Lecturer or a Tutor or a Demonstrator or a Pandit. In orddr to minimise delay and the dislocation of the work in the colleges I recommend that I may be empowered to create ~~a~~ posts of Assistant Lecturers, Tutors ~~an~~ or demonstrators or second grade Pandits in colleges, where the need for such additional posts is established.

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I may also be empowered:

(i) to sanction the loan of services of non-gazetted establishment of the department to local boards or private bodies;

(ii) to exercise hereafter the powers delegated previously der F.R. 56(e) regarding the retention in service of non-azetted establishment on public grounds, and

p 407 FR
p 599 FR

(iii) to sanction all leave for non-gazetted staff under F.R. 86(Vide instruction(1) under F.R. 86).

SUGGESTIONS (2) and (3) OF THE RETRENCHMENT AND REORGANISATION COMMITTEE:- are being followed ~~and~~ even now and no remarks appear necessary.

GGESTION (4):-

Location in the same building or near Offices of e Secretariat and Office of Heads of Departments:- The building in which my office is located at present is a Government building and I do not consider it far from the Secretariat. Consultation may be made by phone or ~~messengers~~ messages sent by special messengers. Further no suitable accommodation can be found for the location of this big office in the Secretariat building.

5 SUGGESTION (5):-

A Cut of 12½% in the Establishment of all Offices and other institutions:-Each office and institution under this [redacted] have the bare minimum establishment and there is constant demand for additional staff. The Department is an expanding one and it is not possible to effect any retrenchment without impairing its efficiency.

YOURS FAITHFULLY,

FOR DIRECTOR OF PUBLIC INSTRUCTION.

hs.4x.

9/4/X.

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4/4/3594

Note for the Cabinet. Edn and P.H. Dept

Subject - Recommendation of the Retrenchment and Re-organisation Committee for a 12½ p.c cut in all depts. ~~and~~ Exclusion of the Education dept from the purview of the cut.

—

p 1 cf The Retrenchment and Re-organisation Committee has recommended that a cut of 12½ p.c should be effected in the establishment of all offices and other institutions.

The recommendation was referred to the D.P.I and he has remarked as follows:-

p 4 cf "Each office and institution under this dept have the bare minimum establishment and there is constant demand for addl. staff. The dept is an expanding one and it is not possible to effect any retrenchment without impairing efficiency."

p 1 nf The Edn and P.H. Dept recommend that the Directors view may be accepted. They consider that the question in any case can relate only to establishment attached to offices and not to those attached to educational institutions; these latter are manned with reference to prescribed educational standards, ~~[illegible]~~ (as in the case of colleges like are [illegible] by the) by Universities in the case of colleges.

p 2 nf The Finance dept ~~found~~ state that no clear reason has been shown for exempting the office of the D.P.I and those of the D.E.Os from the 12½ p.c cut proposed for all depts. They agree regarding educational institutions.

On circulation of the matter to H. Ms, H.M. (Edn) has minuted that the recommendation of the D.P.I may be accepted. H.M. (Fin) has agreed with H. M's (Edn)'s view. H.M (Food) on behalf of the H. Premier has minuted that the matter may be considered by the Cabinet.

The point for orders is whether the offices under the control of the D.P.I. ~~may~~ should be excluded from the purview of the 12½ p.c. cut.

Despd to all HMs
24-1-49

18/12/48

18/12/48

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5 1

EDUCATION AND PUBLIC HEALTH DEPARTMENT

9

5/3594

NOTE FOR THE CABINET

ASST. SECRETARY TO GOVT. EDUCATION AND PUBLIC HEALTH DEPT.
18 FEB 1949

Sub:- RECOMMENDATION of the Retrenchment and Re-organisation Committee for a 12½ per cent cut in all departments - Exclusion of the Education Department from the purview of the cut.

The Retrenchment and Re-organisation Committee has recommended that a cut of 12½ per cent should be effected in the establishment of all offices and other institutions.

The recommendation was referred to the Director of Public Instruction and he has remarked as follows:-

"Each office and institution under this department have the bare minimum establishment and there is constant demand for additional staff. The department is an expanding one and it is not possible to effect any retrenchment without impairing efficiency."

The Education and Public Health Department recommend that the Director's view may be accepted. They consider that the question in any case can relate only to establishments attached to offices and not to those attached to educational institutions; these latter are manned with reference to prescribed educational standards, and in the case of colleges these are laid down by the universities.

The Finance department state that no clear reason has been shown for exempting the office of the Director of Public Instruction and those of the District Educational Officers from the 12½ per cent cut proposal for all departments. They agree regarding educational institutions.

On circulation of the matter to the Hon'ble Ministers Hon'ble Minister for Education has minuted that the recommendation of the Director of Public Instruction may be accepted. Hon'ble Minister for Finance has agreed with the Hon'ble Minister for Education's view. Hon'ble Minister for Food on behalf of the Hon'ble Premier has minuted that the matter may be considered by the Cabinet.

The point for orders is whether the offices under the control of the Director of Public Instruction should be excluded, from the purview of the 12½ per cent.

T.S.Avinashilingam Chettiar,
Minister for Education.

6 4 6/3594 9

Confidential GOVERNMENT OF MADRAS.

MEETING OF THE COUNCIL OF MINISTERS HELD AT FORT ST. GEORGE, MADRAS, ON SATURDAY, THE 12TH FEBRUARY 1949.
12

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SECRETARY, EDN. AND P.H. DEPT.
16 FEB 1949
1167[illegible]
GOVERNMENT OF MADRAS

The Hon'ble the Premier presided.

6

PRESENT

1. The Hon'ble Dr. T.S.S. Rajan
2. The Hon'ble Sri M. Bhaktavatsalam
3. The Hon'ble Sri H. Sitarama Reddi
4. The Hon'ble Sri T.S. Avinashilingam
5. The Hon'ble Sri V. Kurmayya
6. The Hon'ble Sri A.B. Shetty
7. The Hon'ble Dr. S. Gurubatham.

Agenda

8. Recommendation of the Retrenchment & Reorganisation Committee for a 12½ per cent cut in all departments - Exclusion of the Education Department from the purview of the cut.

Order

It was decided that no department should be excluded but that Hon'ble Minister (Education) should examine how far the recommendation could be accepted.

K.R.M.
14-2-1949.

O.P. Ramaswamy Reddy
PREMIER.

11/2
E. & P.H.

7

7/3594

Education Department.

From

The Director of Public Instruction,
Madras

To

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

R.O.C.No.1793-K3/48 dated 30th December, 1948.

ASST. SECRETARY TO GOVERNMENT
5 - JAN 1949
EDUCATION AND PUBLIC HEALTH

Sir,

Establishment--Secretariat and other offices--Retrenchment--Recommendation of the Retrenchment and Reorganisation Committee.

Reference:-G.O.No.3154 Public(Services) Department dated 14.12.48.

757

With reference to para 2 of the above Order I have the honour to point out that no retrenchment of staff is possible in the Educational institutions under my control. The staff in the several Government Colleges are based on the requirements of the Universities concerned and any reduction in them will seriously impair their efficiency. In the case of schools, the staff is regulated by the rules in the Madras Educational Rules and only the minimum staff is employed in the schools.

2. On the inspection side too no retrenchment of posts is possible. As the number of schools to be inspected by each officer is still large it is proposed to be reduced by the employment of additional inspecting officers. In regard to the clerical staff, I would invite attention to the proposals submitted for the strengthening of the clerical establishment in these offices. I feel that any reduction in the inspection and clerical staff will immediately result in serious loss of efficiency.

(Sanctioned more Staff recently)

Yours faithfully,

For Director of Public Instruction.

ks.3.1.

3/1

E.P.H. A B

8 8/35944 Edn and P.H. Dept

C. No: 757 A. From the D.P.I. No: 1793-K3/48
D/ 30.12.48.

—

Edn Dept - Retrenchment - Recommendati
of the Retrenchment and Reorganisati
Committee.

—

ASSISTANT SECRETARY TO GOVERNMENT
169.
20 JAN 1949
CHIEF SECRETARIAT

Please see the D.P.I.'s letter in the c.f. The question whether the 12½ p.c. retrenchment should be applied to the Edn dept has been raised separately and it has been decided that the matter should be discussed in Cabinet. So no particular action is necessary on this. Public (Services) and Finance may see.

11/1/49.

File circulated to H.M. (Edn) with draft note for Cabinet

B.M.
12/1/49

S.W.
[illegible] (S.e.)
[illegible]

Pub Servs Dept.

This department is concerned only with the retrenchment in the Madras Sectt. Service. This may be passed on to Fin.

20/1/49

21/1/49
Fin

Pub (Ser. A) No. 757 A/49-1
19.1.49

Pub (Ser. A)
No. 169/49-1
d. 21/1/49.

ASSISTANT SECRETARY TO GOVERNMENT
21 JAN 1949
3799
FINANCE DEPARTMENT

FIN (E.P.H.)

5231 The letter from D.P.I. on page 1 of and the notes above may be perused and the case returned to [illegible]

E.P.H.

FIN 3799/E.H.1
24.1.49

14

E. & P. H. Dept. (A)

I have seen the notes of Public (Sr) & Finance on plants. This file may be added to Cons. 74103 A/48 on its return from Public (Special).

(Sent for consideration by the Cabinet)

MMS
28/1/49
28/1/49.

27/1/49

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GOVERNMENT OF MADRAS
Education and Public Health Department
***

D.O.No.74103 A/48-4 Edn. 99/3594

Fort St. George,
Madras,
9th March 1 9 4 9.

Dear Mr.Bhadriah,

9/3/49

12½ per cent. Cut in the Education Department.
***
Ref:- Your letter No.1793-K2/48, dated 30th December 1948.
***

I am desired to say that the Hon'ble Minister for Education wishes that you should meet him and discuss the matter.

Yours sincerely,

8/3/49

3/3/49
Fair copy below

To

Sri P.Bhadriah,
Director of Public Instruction,
MADRAS.

10 ~~15~~

18/3594

SECRETARY, EDN. AND P.H. DEPT.
15 MAR 1949
GOVERNMENT OF MADRAS

D.O.No.[illegible]3 K2/48.

Director of Public Instruction, Madras,
(Camp) Vizagapatam, 12th March 1949.

Dear Mr.Subramanian,

19974

Sub: 12½ per cent cut in the Education Dept.

p 15 [illegible]

Please see your D.O.No.74103-A/48-4, Edn., dated 9th March 1949, informing me that the Hon'ble Minister for Education desires to see me for discussing the 12½ per cent cut in the Education Department. I am returning to Madras on the 15th morning and I shall see him about the subject after ascertaining his convenience.

Yours sincerely,

To

M.V.Subramanian, Esq., I.C.S.,
Secretary to Government,
Education & P.H.Department,
Fort St.George, Madras.

R.O.C.NO.1793-K.3/48 11/3594 11 A XV 19

Office of the
Director of Public Instruction,
Madras, Dated 9-3-1949.

ASST. SECRETARY TO GOVERNMENT
10 MAR 1
EDUCATION AND PUBLIC

From
The Director of Public Instruction,
Madras.

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

Sir,

Subject: Re-organisation and Retrenchment - Delegation of Powers to the Director of Public Instruction.

21017 p 1 ante
pp 3-4 ante

Ref: Government Memo.No.54101-G.1/48-1 P.H. dated 14-8-48 and my letter ROC.No.1793-K.3/48 dated 1-10-48.

With reference to this office letter referred to above, I submit for consideration and sanction the following proposals for further delegation of powers to the Director of Public Instruction.

1. Power to create the following temporary posts in Government Colleges of this Department:

   (a) Assistant Lecturer or Assistant Professor
   (b) Tutor
   (c) Demonstrator
   (d) Pandit in Grade II

It is desirable that these temporary posts should be on a time-scale so that it may be possible to post a permanent incumbent or a probationer in these posts. The period may be limited to one year at a time. This involves amendment to rules 1 and 2 under Part V of the Madras Services Manual Vol. II (1936) Edition under Education Department.

2. Power to create the following temporary posts on time-scale of pay:

   (a) School Assistant
   (b) Secondary Grade Teachers
   (c) Lower Division Clerks
   (d) Attenders
   (e) Peons.

Under the existing rules I am empowered to create posts only for a period of one year and that too on fixed pay i.e. the minimum of the time-scale prescribed for the corresponding posts borne on the permanent cadre of the appropriate service - Vide clauses (c) and (d) of rule 2 of Part V of the Services Manual Volume II. Representations have been made that it is not possible to post suitable and experienced people to these posts in view of the fact that the pay of the posts is fixed. Secondly it is desirable to sanction in the first instance the creation of the temporary post for a period of two years at a time when the need for these posts is clearly established. This will obviate the necessity on the part of the Subordinate Officers to apply for the renewal of these posts every year. This will involve amendment to clauses (c) and (d) referred to above.

Yours faithfully,

for Director of Public Instruction.

RVR 15/3/-

9/3

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12/3594 A

EDUCATION DEPARTMENT.

ASST. SECRETARY TO GOVERNMENT EDUCATION AND PUBLIC
10 MAR 1

From

The Director of Public Instruction,
MADRAS.

To

The Secretary to Government,
Education and Public Health Department,
MADRAS.

21018

R.C.No.2476-C1/48 dated 12---3--1949.

Sir,

SUB: RETRENCHMENT AND REORGANISATION - Delegation of larger powers to the Director of Public Instruction - Proposals submitted.

REF: 1. My letters to Government R.C.No.4363-C1/47 dated 4-10-47, C.2476-C.1/48 dated 23-7-48 - so 2684 Edn/27-10-48 p 3 ante and R.C.1793-K.3/48 dated 1-10-1948;
2. G.O.No.MS.2684 Education dated 27-10-1948.

(6)

****

IN continuation of my letters to Government referred to above, I submit the following proposals for delegating certain powers now exercised by them to the Director of Public Instruction and request that they may be approved.

1. Appointment to the Madras Educational Service: At present, the power to appoint persons to the Madras Educational Service vests with the Government. All appointments to the ordinary grade of the service in the scale of Rs.230-700 and less are ordinarily made from the list of candidates (both direct recruitment and transfer from the feeder subordinate services) selected by the Public Service Commission and approved by Government. The actual appointment of candidates put on the 'approved list' and the reappointment of probationers to the Madras Educational Service as and when vacancies occur and in accordance with the order laid down is a matter of routine and I therefore submit that this power of making appointments to the Madras Educational Service from the 'approved lists' may be delegated to the Director of Public Instruction. In the interests of public and the officers alike, it is desirable to fill the vacancies immediately they occur and avoid the time spent on getting through the routine.

(ii) Vacancies in the Madras Educational Service arise owing to sanction of new posts, grant of leave to officers, promotions or transfers and some of them have to remain unfilled for

want of ....

want of candidates on the 'approved list'. As vacancies, particularly those occuring in the Collegiate Section, should be filled immediately they occur to avoid dislocation of work, which would not be possible if proposals are to be approved by Government previously, it is necessary to empower the Director to make temporary appointments to the Madras Educational Service under rules 9(a) and 31(a) of the General Rules for the Madras Provincial and Subordinate Services subject to the approval of Government in each case within a month from the date of such appointment.

2. Appointment of women in Men's Branch: According to rule 4 of the Special Rules for the Madras Educational Service no man is eligible for appointment to any post in the Women's Branch and no woman to a post in the Men's Branch except that of Inspectress of European and Anglo-Indian Schoolsand the cases covered by the sub-paragraph of the above rule. So far as posts in the Subordinate Educational Service are concerned there is at present no bar to the appointment of women to posts in the Men's Branch though the appointment of men in the ~~m~~ women's branch is governed by the restriction laid down in clause (ii) of rule 5 of the Madras Educational Subordinate Service Rules. In some cases it is considered desirable in public interest to appoint women officers to the Men's Branch of the Madras Educational Service as a temporary measure. I, therefore, request that Government may permit the temporary appointment of women Officers in posts in the Men's Branch where such a course is considered desirable in public interest and for administrative convenience.

p.18 of Bk.114

3. Powers to impose penalties on officers of certain categories of the Madras Educational Service:- At present the power to impose any of the penalties specified in rule 8 of the Civil Services (Classification, Control and Appeal Rules) on any member of the Madras Educational Service vests with Government. Under rule 10(c) ibid the Chief Engineer(General) is empowered to impose on Assistant Engineers and Junior Superintendents, P.W.Workshops the penalty of censure and on the Non-technical Personal Assistant the penalties of censure, withholding of increments or promotion, reduction to a lower rank and recovery from pay. Similar powers may be delegated to the Director of Public Instruction in respect of all officers in the Madras Educational Service in the grade of Rs.230-700 and less. Many of the officers on this scale of pay have an immediate intermediary superior officer who controls and supervises their work. In the cases of officers such as District Educational Officers, Professors and Lecturers, Superintendents of Secondary and Training Schools for women, Headmistress, Lady Willingdon Training College, Headmaster, Madras-I-Azam who are under the orders of officers subordinate to the Director, the power to impose the penalties in items (i) (iii) (iv) and (v) of rule 8 of the CCA Rules may be delegated to the Director.

p 18 of Vol I of the [illegible] Bk 112

p 19 of ibid

....page 3

13

13/3594 . 23

4. Power to grant leave: With reference to the subsidiary rule under F.R. 66 the Director, in common with all heads of departments, is competent to grant leave to gazetted officers of the department provided no extra cost is involved. Full power in this regard is now exercised by the Inspector-General of Police in respect of Deputy Superintendents of Police. Similarly the Director of Public Instruction may also be given full powers to grant leave to officers in the grade of Rs.230-700 and less.

5. Power to keep Madras Educational Service posts in abeyance: If and when there is no suitable ~~a~~ person available for appointment to a post in the Madras Educational Service in the ordinary grade of Rs.230-700 and less, it is desirable to relegate that post temporarily to the Subordinate Educational Service and appoint a suitable person thereto. The need for doing so would ordinarily arise only in the Collegiate section. I, therefore, request that I may be empowered to keep temporarily a Madras Educational Service post in abeyance for a period not exceeding one month and to creat in its stead a temporary post in the Subordinate Educational Service in the appropriate category.

6. Sanction of loan of services: Under F.R.110(c) the power to transfer to foreign service officers of this department now vests with Government. Having regard to the existing delegations under this rule, I request that the powers of the local Government under this rule may be delegated to the Director in so far as they relate to the transfer of non-gazetted establishment to foreign service under local bodies and private bodies.

please see page 4 ante same

7. Grant of leave under F.R.86 and retention of non-gazetted staff in service after the date of superannuation:-

p 4 ante

As requested in my letter R.C.1793-K.3/48 dated 1-10-1948 the powers to sanction all leave to non-gazetted staff under F.R.86 (vide instruction (i) under this rule) and to retain in service a non-gazetted Government servant after he attains the age of 55 years may be delegated to the Director.

Yours faithfully,

for DIRECTOR OF PUBLIC INSTRUCTION.

Ram.15/3/49.

B 16/3.

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Office of the
Director of Public Instruction:
Letter: R.O.C.No.1793-K.3/48.
£@£

Madras, Dated 6th April 1949.

APR [illegible]

14
3594

From

The Director of Public Instruction,
Madras.

To

The Secretary to Government,
Education and Public Health Department.

27761

Sir,

Subject: Retrenchment of Staff in the Education Department.

Ref: D.O.No.74103-A/48-4 Education dated 9-3-1949. p 8 ante

I have the honour to point out that the Education Department is an expanding Department and in our national interest it is not desirable to curtail any of our present educational activities or to put a stop to the natural course of the Departments expansion. The following detailed remarks are offered:-

p 11 ante

(i) COLLEGES: I have already reported that the staff employed in the various Government Colleges is based on the University requirements. Some of the temporary staff have been employed on the stipulation of the University at the time when affiliations in new courses of study were granted and so long as these courses are continued it is essential to continue the staff without any reduction. Again, additional teaching staff has been sanctioned consequent on the increased admissions in certain groups e.g. in 1946-47 the University permitted the admission of a fourth batch of students in Physics and Chemistry in the Intermediate classes subject to the condition that additional staff was appointed. As the same conditions still continue, it is necessary to continue the staff also. Recently certain Madras Educational Service posts have been sanctioned for the Government Colleges. Some of them are language posts sanctioned by Government to raise the status of the language teachers, while others have been sanctioned in connection with the affiliation of the colleges in B.A. B.Sc. and B.Com. courses. These posts cannot now be retrenched.

So far as the clerical staff in these Colleges is concerned, no retrenchment is possible. With the opening of new courses of study every year and with the introduction of the system whereby tuition fees are allowed to be paid in instalments the work of the clerical staff has increased very much and there have been requests for sanction of additional clerks to cope with the increased work. In general the administration of colleges has became more complex than before and additional clerical staff is undoubtedly required.

(ii) SECONDARY AND TRAINING SCHOOLS:

The staff employed in these institutions is in accordance with the M.E.R. and there are no superfluous posts. The temporary posts of School Assistants for the additional Training Sections opened under the P.W.R. Scheme are for a period of 20 months and these posts are not continued beyond the ~~date~~ if the sections are

to be

to be closed. The same thing holds good in the case of additional sections opened in Secondary Schools where sanctions are accorded for the employment of teachers only during the year in which the additional section is working.

(iii) INSPECTION:

Papers pending in another file

So far as the Offices of the Deputy Inspectors are concerned there are at present two clerks, one attender and one peon. Government have recently sanctioned certain additional inspecting staff with a view to reducing the number of schools allotted to each Officer and thereby improve the efficiency of the Elementary Schools. According to the new re-organisation proposal, each Senior Deputy Inspector will have only one clerk, one attender and one peon. In case a Junior Deputy Inspector is attached to a Range, one additional clerk is to be allotted to that Range. Obviously there is no case for any retrenchment of staff in these offices and no retrenchment is possible without ~~brining~~ bringing the work of these offices to a standstill.

The work in the office of the District Educational Officers has been on the increase year after year, but the offices have not been provided with the requisite staff to cope with the additional and increasing work. With the transfer of all Elementary Schools for girls to the District Educational Officers the work has still further increased and no additional clerks have been sanctioned to them on the transfer of the girls schools. The following are some of the important factors which have contributed to the abnormal increase in the work of these offices.

- (a) Introduction of Compulsory Elementary Education and its expansion.
- (b) Transfer of punitive powers to Departmental Officers in regard to the enforcement of compulsion.
- (c) Amalgamation of Boys and Girls Ranges.
- (d) Introduction of Basic Education.
- (e) Re-organisation of Secondary Education - Bifurcated courses of study - Adult Education - Citizenship Training and Refresher courses.
- (f) Military concessions.

Papers not pending

There have been repeated and urgent requests for additional clerical establishment from almost all the Offices. As the need for strengthening the clerical establishment in the offices was considered imperative, a comprehensive proposal was submitted to Government as a Part II Scheme for 1949-50 recommending the employment of additional clerks. This proposal was not, however, accepted by Government. Government have since sanctioned additional Inspecting Staff and there will be a further re-organisation of the ranges. In some taluks, it will be necessary to have additional ranges which will result in extra work in the Office of the District Educational Officers. It is therefore pointed out no retrenchment of clerical staff in these offices can be thought of.

The posts of Personal Assistants to the District Educational Officers have been sanctioned so as to relieve the latter from routine office work to a certain extent and to enable them to devote more attention to executive work. New secondary schools are being opened every year in almost every district with the result that the Officers find it very difficult to complete the Inspection of all the schools within the year. The result has been the requests from these Officers to permit the Personal Assistants to inspect the Middle Schools. It is therefore necessary to continue the Personal Assistants in the Offices.

[illegible] PAs [illegible] 1-5-49 [illegible]

16
16/3594

Personal Assistants have also got the following routine duties to perform:-

1. Review of Inspection Reports on Elementary Schools under Public Management and Labour Schools.
2. Preparation of the Report on Compulsory Education.
3. Various routine returns, Cycle, Office furniture, Stores etc.
4. Checking of assessment lists and teaching grant bills.
5. Reports on Commercial Schools.
6. Annual Returns.
7. Indents for Forms and Stationery.
8. Grant of Military Concessions.
9. Issue of Service Registers.
10. Signing of Fair Copies.
11. Scrutiny of Applications for grants to Boarding Homes.
12. Work connected with Public Libraries.
13. Opening of all tapals except confidential letters.
14. Granting of casual leave to Office Staff.
15. Preliminary enquiries in regard to Elementary Schools.
16. Routine work in regard to the conduct of Government Examinations (final arrangement for Supervision etc. to be approved by the District Educational Officer)
17. Visits to compulsory areas and midday meals centres under instruction from the District Educational Officer and to see if the instructions of the District Educational Officer have been carried out.
18. Review of Inspection Reports on Aided Schools when no increase or decrease in grant is recommended by the Deputy Inspector and where the Deputy Inspector's recommendation is accepted.
19. General Supervision of his office of the District Educational Officer.

Except in the Office of the Divisional Inspector of Schools, Coimbatore no other Divisional Inspector has been given any extra clerical staff. In the case of Coimbatore one temporary lower division clerk has been sanctioned by me consequent on the transfer of the Pudukottai Education Department to the District Educational Officer, Tiruchirapalli, who is under the jurisdiction of the Divisional Inspector, Coimbatore. The other Offices of the Curator, Oriental Manuscripts Library, Inspector of Oriental Schools and the Registrar of Books have only the minimum staff necessary to carry on the administration. I have already recommended the retention of the temporary clerks sanctioned for the Regional Inspectors of Physical Education - Vide my letter R.C.No. 11095 K3/46 d 5-2-49.

A

Separate file

With the transfer of all Elementary Schools for girls to the District Educational Officers, the scale of clerical establishment in each of the offices of the Inspectress of Girls Schools has been reduced to one Head Clerk, 2 Lower Division Clerks and one Typist. Subsequently due to the increased work consequent on the introduction of the re-organisation schemes, representations were made that the scale of clerical establishment was inadequate. Under my powers an additional clerk in the case of two offices and an attender in the case of others have been sanctioned. No further retrenchment of staff is possible in these offices as the present scale is the minimum.

B

(iv) Director's Office:

In the Director's letter to Government C.820-F/48 dated 29-9-1948 a case was made out with facts and figures how the work in the office had increased and how with the present strength it was found very difficult to cope with the increased and increasing work. Though Government turned down the proposal for augmenting the strength of this Office, the fact remains that the office is clearly understaffed and that even with the re-shuffling of work in the sections every section is having more work than it can

possibly

possibly do. In recent years, Government have sanctioned additional staff for the office for special purposes like Basic Education, Adult Education, new procedure with regard to payment of teaching grant etc. And ~~their~~ these staff therefore cannot be utilised to shoulder the increased work of this Office which is a concomitant of the enormous growth and expansion of the Department. This will be clear from the following statement: Out of the 7 new sections sanctioned since 1942, the year from which the work in the Office has been mounting up 6 sections have been sanctioned for special work like war and after war-work including refugee problems, P.W.R and bifurcated courses, assignment of teaching grant to aided and local body schools on the new basis, Basic Education, Adult Education etc. but only one for the large increase in the work due to expansion of the Department. Therefore, any additional work to sections which would result if any retrenchment in the office is effected would only throw a dead weight on the sections and increase the already unbearable physical strain they suffer. Another fact which has an important bearing on this matter is the present necessity for employing a large number of raw recruits without any experience of office work which does not conduce to the work being done as quickly as could be expected. For these reasons no retrenchment of the staff in my office is possible and all the 16 sections with the present staff have to be retained.

M

N9

It is understood that the strength of the ministerial staff of the Secretariat is regulated with reference to the number of "currents" received by each clerk in a day. Six "currents" a day are it is believed justified for a clerk in the Secretariat. Against this, every drafting clerk in my office on an average gets about 8 paper~~r~~s every day. Thus the retention of the present staff is justified. Besides, about 22 clerks in my office are engaged on statistical and accounts work and other routine work which perhaps does not correspond to any work in the Secretariat and whose retention is absolutely necessary.

Having examined the need for retrenchment in all its bearings in the Education Department, I feel that it would be a great mistake to curtail existing educational activities and for this and other reasons as stated above I am of opinion that no retrenchment is possible in this Department.

Yours faithfully,

for Director of Public Instruction.

RVR 8/4/-

C. no: 74103/48.

Issued
7/9

18/8/5

P.C. to file
Put up
1/9

From 18/3594 TN
The Assistant Secretary
to Govt, E&PH.

Z 18/33
① The ~~[illegible]~~ S.G.
② The D.P.H.

Sub: Retrenchment. Recommendations of the Retrenchment and Reorganisation Committee

Please say whether the general rule that each clerk should deal with 10 ~~de~~ currents per day is followed in your ~~[illegible]~~ office and whether the strength of the establishment is regulated w.r.t this rule. If not, please say how many currents on an average each clerk in your office has to ~~deal~~ dispose of per day. ~~An immediate reply is requested.~~

25/8/49.

25/8/49.

6/9/49

19

G.Section. 19/3594 D1)

Office of the Surgeon-General
with the Govt. of Madras,
Madras-6. Dated 7-9-49.

35

Post copy of Telephonic Message.

...

ASST. SECRETARY TO GOVERNMENT
1 SEP 1949
EDUCATION AND PUBLIC HEALTH DEPT.

To

The Assistant Secretary,
Education & Public Health Department, Madras.

...

Ref: Your Telephonic Message dated 6-9-49 - Retrenchment - Recammendations of the Retrenchment and Reorganisation Committee.

...

70/43

X

The total number of currents received in a month is on an average 12,100 and there are 40 clerks engaged in drafting work in the various sections of this Office. The No. of currents dealt with by each clerk per day works out to nearly 10.1 if all the days in a month including holidays are taken into account. If only the actual number of working days are taken into account, the average number of currents disposed of by each clerk per day will be about 12.

2. The distribution of work among the various sections in this office is based on the nature of subjects dealt with and the time required in disposing of them. A section may get only a few currents; but it may require longer time to collect the materials and dispose of

the...

36

-2-

of the currents. A section may receive currents in excess of the quota referred to in the above Telephonic Message. But it may not require much time and energy to dispose of them in view of their routine nature whenever it is found that a section has ~~been~~ less work, additional subjects are allotted to that section from other sections that have more work to do.

M.A. Rao 9/9

Personal Asst. to the Surgeon-
General with the Govt. of Madras.

kvr 8-9.

E.A.(H.A.) 9th

W.r.t the T.M. on p32 ante, pl. see the S.G's reply on pp 35-36 above. The reply from the D.P.H may be awaited till 20.9.'49.

13/9/49

13/9/49.

13/9/49

ASST. SECRETARY TO GOVERNMENT
13 SEP 1949
EDUCATION AND PUBLIC HEALTH DEPT.

This was not called for to this section

20/3594

20

37

Medical Department

From

Dr. A.S.Mannadi Nayar, M.B.B.S., Ph.D.(Edin.)
Surgeon General with the Government of Madras, Madras 6.

To

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

R.No.83436-G dated ~~10~~12-9-1949.

70358

Sir,

Sub:- Surgeon-General's Office - Number of currents received and disposed of.

----

p33 ante

With reference to your enquiry I forward herewith a statement showing the number of currents received and disposed of during 1948 and the first half of 1949 in my office.

Yours faithfully,

M.A. Rao 10/9

for Surgeon-General with the Govt. of Madras.

21/3594

21

NUMBER OF CURRENTS RECEIVED AND DISPOSED OF DURING 1948 AND THE FIRST HALF OF 1949.

21

Name of Section.	No. of currents during 1948.	No. of currents during the first half of 1949.
Postwar - I.	174	601 (abolished from 28-2-49 afternoon).
Postwar - II.	4724	4307
Hospital.	11424	5575
Establishment I.	9863	4906
Establishment II.	9254	5740
Budget	7337	3795
Drugs.	7427	6278
Miscellaneous I.	7274	3832
Miscellaneous II.	8505	2181 (abolished from 31-3-49 afternoon).
Nursing.	11817	6198
General.	11465	5743
Accounts.	7215	3592
Resettlement. I.	5402	2466
Resettlement II.	3292	1200 (abolished from 31-3-49 afternoon)
Cash Keeper.	681	265
E.S/I.	2053	2012 (abolished from 30-6-49 afternoon)
Total.	107907	58686

NS.12/9.

22/3594

28

4

Office of the Director of Public Health, Madras.
Dated: 10th September, 1949.

14 SEP 1949

Telephonic Message by Post.

From The Director of Public Health,
Madras.

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

p33 ante

70817

Ref : Your Telephonic Message dated 7th September, 1949.

D

Excluding the Daily and Weekly Epidemic Report Clerk-1, Vital Statistics compilation clerks-15, Examiner-1, Assistant Examiner-1, Despatcher-1, and Assistant Despatcher-1, Tappal and Record Clerk-1, and Director of Public Health's personal clerk-1, the rest of the clerks in this Office numbering 40 dispose of on an average eight currents each per day. In this connection it may be stated that the following items of work which bear no current numbers involve careful scrutiny and much attention and time:-

This must be Common to all depts-

a) maintenance and verification of service books and leave accounts.

b) maintenance of register of probationers, communal representation registers and seniority lists.

c) preparation of monthly absentee statements and increment certificates.

d) preparation of April Returns of different establishments.

e) preparation of quarterly list of Gazetted Officers and annual list of establishments.

f) checking travelling allowance bills of Officers and establishment.

g) preparation of pay bills of officers and working income-tax statements.

h) preparation of pay bills of establishment~~s~~ under various heads of account~~s~~ and maintenance of acquittance rolls.

i) maintenance of cash account and other registers relating to permanent advance and contingent expenditure under various heads of account.

j) preparation of contingent bills under various heads of account and other miscellaneous bills.

k) encashment of cheques and attending to disbursement and daily payment of contingencies and adjustment of advance vouchers.

l) compilation of budget and monthly statement of charges.

m) reconciliation work in Accountant General's Office.

p.t.o

8

n) review of weekly and monthly periodicals relating to vaccination, smallpox, cholera, plague, maternity and child welfare, nutrition etc.,

o) receipts and issue of stationery and forms and preparation of various indents for forms, stationery etc.,

p) receipt and issue of books in the Presidency Lending Library consisting of about 4,000 books and journals.

3. The above items of work together with the disposal of eight currents each per day result in heavy strain on the members of this Office, who find it difficult to cope up with the increased work in spite of attending office on Sundays and other public holidays.

for Director of Public Health, Madras.

Sam 13-9

13/9

EPH
Pa

23

23/3594

16

39/2

Establishment - Edn. Deptt. - ~~Retrenchment~~ - Recommendations of the Retrenchment and Reorganisation Committee - ~~Edn. Deptt~~ - Orders passed

From the D.P.I. No. 1793 K3/48 of 1.8.48, 30.8.48 (p.3 cf), 9.3.49 (p.11 cf), ~~10.3.49~~ (p.13 cf) and 6.4.49 (p.25 cf)

- do - No. 2476-C1/48 of 12.3.49

Order/Ms 3594 Edn of 22.11.49

The R & R Committee made the following suggestions with a view to effecting reduction of work in the Sectt and retrenchment in establishment in offices in general:

(1) Delegation of larger powers to heads of depts and subordinate offices;

(2) Avoidance of formal communications between depts and the sending of formal communications to the subordinate offices even when the purpose of such communications can be served by obtaining information in the office itself or otherwise;

(3) Use of telephone and personal consultations;

(4) Location in the same building or near each other of the Secretariat and office of heads of depts;

(5) A cut of 12½% in the estt of all offices and other institutions.

The Govt have examined the ~~recommendations~~ views of the D.P.I. on the above suggestions and they pass the following orders in respect of the Edn Deptt.

Suggestion (1) Delegation of powers.

44

The Govt delegate the following powers to the D.P.I.:

(1) the power to sanction transfer of non-gazetted establishment to foreign service under local bodies and private bodies; and

(2) full powers to grant leave to the gazetted officers in the Edn Dept.

item (6), p 12 N.F.

item (1), p 4 N.F.

Orders amending the F.R. will be issued in the Finance Dept.

The Govt consider that the other powers requested by the D.P.I in his letters cited need not be delegated to him.

N

Suggestions (2) (3) and (4)

~~[illegible] no action is considered necessary on these suggestions~~ The Govt agree with the views of the D.P.I and consider that no action is necessary on these suggestions.

Suggestion (5) - Retrenchment.

The Govt direct that the Edn Dept, including the Director's Office, be exempted from the 12½ % cut in the establishment.

DM 3/11/49

5/11/49

To

The D.P.I.

A. G. [illegible]

The Fin Dept

Public [illegible] Dept

Fin (E)

P.R.

24

24/3594

Edn and P.H. Dept

A.

C. No: 74103A. From the D.P.I. No. 1793-K3/48 d/ 1.10.48

(iii) ~~Recommendations~~ Recommendations of the Retrenchment ~~and~~ Reorganisation Committee.

Please see the Memo and the D.P.I.'s reply to it in the c.f.

Para 2(i) of the Director's letter

A similar proposal was received from the D.P.I. last year but the Govt did not approve it – please see the notes to G.O. No: 2527 Edn d/ 25.11.47. It does not seem that the proposal will be re-considered.

(D)

A

Para 2 (ii) of the Director's letter

It seems that the D.P.I may be given this power on the analogy of the delegation made under F.R. 110(c).

B

Para 2(iii) of the letter

At present all proposals for re-employment or extension of service have to come to Govt ~~[illegible]~~ to be dealt with in the Fin dept on certain uniform principles. It is not known whether Govt will agree to abrogate this rule.

Para 2(iv) of the Director's letter

All leave under F.R. 86 shall be granted only by Govt. This is also a general question to be considered by Finance.

E

Paras 3 and 4 of the Director's letter

No action is necessary.

F

Para 5 of the Director's letter

The Director's view may be accepted.

The file may be sent to the

Finance dept for remarks.

4/11/48

No. 74103A/48-1 Edn
6/11/48

FIN (E III)

6 NOV 1948
96586

Please see the letter from D.P.I. on pages 3-4 c.f. and the notes on pages 1-2 above. E & P.H. may be requested to take orders in circulation ~~including~~ H.M. (FIN) and H.Pr. reg. para 5 of the Dir.'s letter ~~the 12½% cut in the existing staff in his office~~. Thro C.S.R.
8/11/48

Pen.

8/11/48 8.11.48

No clear reason has been shown for exempting the office of the D.P.I. and those of the D.E.O's from the 12½% cut proposed for all departments.

9/11

E-PH

Education & P.H. Dept Fin No. 96586/E III-1
9.11.48

This may be circulated to H.M. (Edn), H.M. (Fin) and the Hon'ble Premier

4/11/48

10/11/48

H.M. (Edn) ✓

H.M. (Fin) ✓

11/11

The recommendation of the D.P.I. may be accepted

15.11.48

H.Pr. may be for Cabinet

23.XI

25/3594

25

3

Please see the notes and orders in circulation on pp 1-2 ante. Apparently the H.Ms agree to A, B and C on page 1 ante and only F (12½ p.c cut ~~question~~ question) need be discussed in Cabinet. The Finance dept are already considering E as a general question. Action to implement the decision at B has also to be taken in Finance as it involves amendment of F.R. They may be requested to take necessary extracts from this file.

As regards F (12½ p.c cut question) a draft note for the Cabinet is subd. It may be sent to Finance and Public (Services) for acceptance before circulation.

18/12/48.

18/12/48

3256
24 DEC 1948

No. 74103 A/48-2 Edn
20/XII/48

Finance (E III)

(See Finance note on p 2 above)

The orders in circulation on p 2 above and the further note of E & P.H. may be perused. The draft note for the Cabinet may be accepted and the case passed on to Pub (Ser) [The temporary delegation of power under FR 88 has since been withdrawn from the Heads of Depts. Cf Cir 1180 Fin dt 13.12.48 (not pertinent)]

22/12/48 22.12.48

DEC 1948
108363

23/12

Pub (Ser)

108363/E III-1

Pub (Ser) dept

The draft note for the Cabinet may be perused and the file returned to E & P.H.

24/12/48

27/12/48

E & P.H.

Thro' Pub (Gl)

26.12.48

4

74103 A/48

Edn and P.H. Dept

The file may be circulated to H.M.(Edn) for approval of the draft note for the Cabinet.

28/12/48

29/12/48

H.M.(Edn)

TSA
20.1.49

20 JAN 1949

Copies of the note have been despd. to all the Hon'ble Ministers, Chief Secretary and P.S.G. The file may now be sent to Pub (Special).

MKS 24/1/49

25/1/49 Pub (Spl)

Epmo 74103A/48-3 Edn 26/1/49

27 JAN 1949

Please see the Cabinet decision on page 9 c.f. In his letter on page 11 c.f. the Director has stated that no reduction is possible in his dept. The file may be subd. to H.M.(Edn) for orders.

17/2/49

18/2/49

H.M.(Edn)

TSA
3.3.49

3 - MAR 1949

The intention of the Cabinet is that no Department should be excluded from the 12½% cut but that as far as Education Dept. is concerned H.M.(Edn.) should decide how far retrenchment should be effected. H.M.(Edn.) has not passed any specific orders on this point. The file may be recirculated to Him.

p9 cf

8/3/49 H.M.(Edn)

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26 5

26/3594

74103 A/48

The DPI may be asked to meet me & discuss the matter.

TSA
8.3.49

A draft D.O. is put up.

8/3/49

8 - MAR 1949

p15 cf [Issued as DO No. 74103 A/48-4 Edn Dt

p17 cf from the D.P.I. D.O.No. 1793 K2/48 Dt 12.3.49

The D.O. on p.17 cf may be perused.

28 MAR 1949

MKS 15/3/49

16/3/49

20/21/3

He wants some time to consider the matter. May be put up after a couple of weeks.

TSA
23.3.49

May lie over till 15.4.49

28/3/49

24/3/49

C.No.21007-A. From the D.P.I., No.1793-K3/48, dated 9--3--1949.
C.No.21078-A. From the D.P.I., No.2476-C1/48, dated 12--3--1949.

The D.P.I. has submitted some further proposals for delegation of powers to him. They are examined below:-

(a) Paras 1 and 2 of the letter on p.19 c.f.:- A similar suggestion was already considered and it ~~has~~

6

been decided that it need not be accepted - Vide G.O. No.2527-Edn., dated 25-11-1947. No further action is necessary.

(b) Paras 1 & 2 ~~and 3~~ of the Director's letter on 21-22 c.f.:-

Similar suggestions made by the D.P.I. last year were not accepted by Govt. Please see G.O.No.2684-Edn., dated 27-10-1948. No further action is required now.

(c) Para 3 of the Director's letter on page 22 c.f.:-

It seems that the Director's proposals may be accepted. They will relieve to some extent the congestion in the Secretariat.

(d) Para 4 of the Director's letter on page 23 c.f.:-

It seems that the Director's proposal may be accepted. At present the leave recommended by the D.P.I. is invariably granted by Govt. and if power is given to the D.P.I. it will ~~considerably~~ lessen the work in the Secretariat.

(e) Para 5 of the Director's letter on p.23 c.f.:-

A similar suggestion was not accepted by Govt. and was negatived - please see the papers in G.O.No.2684-Edn., dated 29-10-1948. No further action is necessary.

(f) Para 6 of the Director's letter on page 23 c.f.:-

The Finance Dept. are taking action on a similar suggestion made by the D.P.I. That Dept. may be requested to state at what stage the matter stands.

(g) Para 7 of the Director's letter on page 23 c.f.:-

This suggestion may not be accepted by Govt. please see the note of Fin. on page 3 ante. No further action is necessary.

2. The file may be sent to Public (Services) and Fin. for remarks before circulation.

29/3/49.

Public (Ser)

A

ASSISTANT SECRETARY TO GOVERNMENT
9 - APR 1949
1255
CHIEF SECRETARIAT

27

22/3594

PUBLIC (SERVICES) DEPARTMENT.

Please see the Director's letter on pp.19-23 c.f. and notes of E & P.H. from the bottom of p.5 above. The propos at 'A' and 'B' on p.6 above may be agreed to in this department.

'C' on p.6 above:- The authority competent to impose the penalties specified in rule 8 of the C.S.(C.C. & A) Rules on members of the Provincial ~~Government~~ Services is the Provincial Government. An exception has been made in the following cases:-

Rule 10 of the C.S.(C.S.+A) Rules on p. 19 of BK 112

(1) High Court:- May impose on members of the Madras Subordinate Civil Judicial Services any of the penalties specified in items (i), (iii), (iv) and (v) in rule 8.

(2) Board of Revenue (Full Board):- May impose on the First Assistant, Board of Revenue any of the penalties specified in items (i), (iv) and (v).

(3) The Chief Engineer (General):- May impose on Assistant Engineers and Junior Superintendents, P.W. Workshops, the penalty specified in item (i) and on the Non-technical Personal Assistant in his office any of the penalties specified in items (i), (iii), (iv) and (v) in rule 8.

para 3 on p. 22 c.f.

On the analogy of the powers vested in the Chief Engineer, the Director requests that the powers to impose the penalties specified in items (i), (iii), ~~and~~ (iv) and (v) on members of the M.E.S. in the grade of Rs.230-700/- and below may be delegated to him. The scales of pay of ~~the~~ Assistant Engineers and Junior Superintendents, P.W. Workshops is Rs.260-500/ that of ~~the~~ Non-technical Personal Assistant Rs.350-30/2- It is clear that these posts cannot appropriately be equated with those in the M.E.S. on Rs.230/- to 700/-. The power to impose ~~such~~ punishments on ~~the~~ members of the Provincial Services have not been delegated to such major Heads of Departments like the Board of Revenue (except in the case of First Assistant), I.G. of Police, Surgeon-General, etc., and it seems that the proposal of the D.P.I. need not be accepted. If however the E & P.H. Department propose to press the proposal they may take orders in circulation and send a copy of the order to this department together with relevant extracts of rules. On receipt, necessary action to amend the C.S.(C.C. & A.) Rules will be taken in this department.

authority not put up

The D.P.I's proposal cannot be accepted [illegible] similar delegation [illegible] to other Heads [illegible] posts [illegible] Govt. [illegible] treated only [illegible] a general [illegible]

(P.T.O.)

8

The file may be passed on to Finance.

C.No. 1157
6.4.49.

24586 11 APR 1949 FINANCE DEPARTMENT

Fin.(E.III).

M. 1253/49-1
11.4.49

The case is now sent to this department for remarks with ref. to the proposals for delegation of ~~xagex~~ larger powers (than those now exercised) to the Dir. of Pub. Instruction made in the Director's letters on pages 19 and 21 -23 C.F. These proposals have been ~~delat~~ examined with in the typed notes of E.& P.H. on pp.5-6 above. Some of the proposals have been negatived by above. ~~and~~ Those proposals which have been supported by E.& P.H. and which concern this department/ ~~are~~ relate to the following:--

Vide para. (a) (b) & (c) on pp 5-6 above.

(1) Power to grant leave to gazetted officers of the E.& P.H. department. — para 4 on p. 23 C.F.

(2) Sanction of transfer of non-gazetted establishments to foreign service under local bodies and private bodies. — para 6 on p. 23 C.F.

(3) Grant of leave under F.R.86 and retention of service after date of superannuation in the case of non-gazetted staff. — para 7 on p. 23 C.F.

14/4/49

Thro' C.S.R.

Kindly note on the proposals.

Item (1) above. With reference to subsidiary rule under F.R.66 all Heads of Departments ~~is~~ are competent to grant leave to gazetted officers under their control provided no extra cost is involved. Where such extra cost is involved application must be made to the Govt. in the department concerned. The D.P.I. has proposed that full powers may be given to him to grant leave to gazetted officers. E & P.H. recommend the proposal. Similar powers has now been enjoyed by the I.G. of Police. As E & P.H. point out that the leave recommended by the D.P.I. is invariably granted by the Govt. and that the delegation of this power will lessen the work in the Secretariat,

para (d) on p. below

28/3594

Finance may agree to the delegation proposed.

Item (2) above. At present similar powers are ~~now~~ exercised by the Board of Revenue, Surgeon General, Registration of Cooperative Societies, and D.P.H. Finance need not object to delegating similar powers to the D.P.I. As regards portion 'A' on p.6 above it is submitted that orders in individual proposals should issue in the administrative department concerned and it is only after that action will be taken to amend F.Rs.

Item (3) above. The question of delegating powers to Heads of Departments under F.R.86 was recently considered by the Cabinet and it was decided not to delegate this power to Heads of Departments. Orders withdrawing the temporary delegation allowed to Heads of Departments were withdrawn in G.O.1180 Fin. dated 13-12-48. In view of the recent decision the delegation proposed may be negatived.

E & P.H. may be requested to issue orders on items (1) and (2) above and send relevant extracts to Finance for amending the ~~xx~~ relevant provisions of F.Rs. H.M(Fin) may also see.

20/4/49

U.O. 24586/E.III-1
20.4.49

ASST. SECRETARY TO GOVERNMENT
21 .. 1
EDUCATION AND PUBLIC HEALTH
30496

E & P.H.
A.

The D.P.I has since sent his remarks on the question of the application of the 12½ p.c cut to the Education Dept. He says that the staff ~~are~~ employed in Govt colleges is based on university requirements and that the staff employed in Govt school is regulated with reference to the provisions of the M.E.R and that retrenchment is not possible in both these cases. Finance had agreed that the staff in Education institutions ~~cannot~~ could be retrenched. But Finance since noted in another connection that specific orders on this point should be taken in order. The file has been circd.

8

10

E.II

As regards the other branches under his control viz. Inspectorate and his own office, the Director says that it will be a great mistake to curtail existing activities.

The Govt have since directed that PAs to D.E.Os should be abolished from 1.5.49. This is likely to result in an annual saving of about Rs. 50,000. This dept may suggest that no further retrenchment need be insisted upon in the Edn dept.

The file may be sent to the Fin dept for remarks. After it returns a summarising note will be put up before circulation.

25/4/49

DSM 26/4/49

S 26/4 Fin

EPH 74103 A/48-68 27-4-49

A

Fin (E.III)

(Previous Finance note on pp. 8-9 above)

Please see the decision of the Cabinet on p. 9 c.f. & EPH note above. The D.P.I. has since given detailed information on pp. 25-31 c.f. reg. the necessity for the entire staff in the Education dept. It is stated by the D.P.I. that no retrenchment is possible in his dept. and that it would be a great mistake to curtail existing educational activities.

E & P.H. have suggested that no further retrenchment need be insisted upon in that dept. as the posts of P.A. to the D.E.Os. have been recently retrenched which has resulted in an annual saving of about Rs. 50,000.

2. In view of the abolition of the posts of the P.As. to the D.E.Os., it is submitted ~~could be taken as a complete retrenchment in that dept, compared with the~~ that Fin. may agree that no further reduction of staff in the offices of Dt. Educational Officers is possible.

vide 'A' above

SENIOR ASSISTANT SECRETARY, FINANCE DEPT.
27772
27 APR 1949

29/3594

A

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3. As regards the office establishment of the Dir. of Public Instruction, para (iv) of the Dir.'s letter on pp. 29 & 31 c.f. sets out the position. When the Govt. have ordered that Dt. Edn. Offices should surrender the posts of Personal Assts. as a measure of retrenchment notwithstanding the pleading of the Dir. that those posts should be continued, there appears to be no justification for exempting the Dir.'s office alone from the cut on acct. of retrenchment. There are now 16 Sections in the Dir.'s office. Fin. may suggest that at least one section be retrenched. This works out only to $6\frac{1}{4}$% cut against $12\frac{1}{2}$% cut ordered by the Govt. as a general rule.

Cf. 'A' on p. 10 above & in sep. file.

Fin may suggest that this be taken up & pursued

In the Sectt., 6 cts. a day is not the accepted standard for 1 L.D. clerk as stated in the D.P.I.'s letter. The R.&R. Committee has proposed 10 cts. per day as standard. In the D.P.I.'s office, the outturn is 8 cts. per day.

& at 'N' on p. 31 c.f.

Not necessary
2/5/49

4. Fin. may also suggest that, at least as a token of implementing the cut, one post of lower division clerk in each of the offices of the 4 Divisional Inspectors of Schools be retrenched.

5. This dept. need not ask for retrenchment in the clerical staff of the offices of Inspectresses of Girls' Schools, each of which now consists of 1 head clerk, 2 lower division clerks and 1 typist. In the case of the other offices in the Edn. dept. such as those mentioned at 'A' on p. 29 c.f., ~~[illegible] [illegible]~~ the existing staff may continue without reduction.

vide 'B' on p. 29 c.f.

3394

[E.P.H. will no doubt ~~propose to~~ obtain orders of the Cabinet on the questions dealt with above.]

W.r.t. decision of Cabinet on p. 9 c.f.

2/5/49

2/5/49
E.P.B.

Pmo 2332/Edn.1
2/5/49

E. & P. H. Dept.(A)

The Retrenchment and Reorganisation Committee made the following suggestions with a view to effecting reduction of work in the Secretariat and retrenchment in establishment in offices in general:- p1cf

(1) delegation of larger powers to heads of departments and subordinate officers;

(2) avoidance of formal communications between departments and the sending of formal communications to subordinate officers even when the purpose of such communications can be served by obtaining information in the office itself or otherwise;

(3) use of telephone and personal consultations;

(4) location in the same building or near each other of the Secretariat and office of heads of departments;

(5) a cut of 12½% in the establishment of all offices and other institutions.

The D.P.I. was consulted as to how far the suggestions could be implemented so far as the Education Department is concerned. The Director has offered his remarks on the suggestions and these have been examined in consultation with Finance and Public (Ser.). The following statement shows in one view the recommendations of the D.P.I. and the remarks of E. & P.H., Finance and Public (Ser.) Depts.:-

(1) Delegation of powers:- p1cf

30/3594

Director's recommendations	Remarks of (Original remarks of) E. & P. H. Dept.	Finance	Public (Ser.)	(Final) E. & P.H.
(1)	(2)	(3) Fin	(4) Public	(5)
p3cf (a) At present Director is empowered to create posts on fixed pay for a period not exceeding one year at a time and that too only school assts. and secondary grade teachers in Govt. institutions. He may be empowered to sanction posts on time scale of pay for a period of two years at a time. At present Director has no powers to create a post of Asst. Lecturer or an Asst. Prof. or Tutor or a Demonstrator. The strength of the Govt. Colleges are increasing year by year which necesstiates the employment of either an addl. Asst. Lecturer or a Tutor or a Demonstrator or a Pandit. In order to minimise delay and the dislocation of the work in the colleges Director may be empowered to create posts of Asst. Lecturers, Tutors or Demonstrators or Secondary Grade Pandits in Colleges where the need for such addl. posts is established.	A similar proposal was received from the D.P.I. last year; but the Govt. did not approve of it - please see notes to G.O.2527-Edn. dated 25-11-47. Need not be reconsidered.	---	Agrees	-
pp4&23cf (b) Director may be empowered to sanction loan of services of non-gazetted establishment of the dept. to local boards or private bodies.	pp18nf Power may be delegated to the D.P.I. on the analogy of delegation now made under F.R.110(c)	p9nf Agrees. If proposal is approved F.R.will be amended	---	---
p4cf (c) Director may be empowered to exercise the powers delegated previously under F.R.56(a) regarding the retention in service of the non-gazetted establishment on public grounds	p1nf Delegation need not be given	---	---	----
pp4&23cf (d) Director may be empowered to sanction all leave for non-gazetted staff under F.R.86 - vide instruction (1) under F.R.86.	p1nf General question to be considered by Finance	p9nf Need not be delegated	---	Fin view may be accepted. For orders
p21cf (e) Director may be empowered to make appointments to the M.E.S. from the approved list.	p6nf Similar suggestions made by the D.P.I. last year were not accepted by Govt. - vide G.O.No.2684-Edn., dated 27-10-48. Delegation need not be given.			
p22cf (f) Director may be empowered to make temporary appointments to M.E.S. (collegiate section) subject to approval of Govt. in each case within a month from the date of such appointment.				
p21cf (g) Director may be empowered to appoint women officers to posts in Men's Branch where such a course is desirable in public interest and for administrative convenience.				
(h) At present the power to impose any of the penalties specified in rule 8 of the Civil Services (C.C.& A) Rules on any member of the M.E.S. vests with Govt. Under rule 10(c) in it the C.E.(General) is empowered to impose on Asst. Engineers and Jr. Supdts., P.W.workers the penalties of censure,	p6nf The Director's suggestion may be approved	---	p7nf Delegation need not be given.	The view of Pub.(Ser.) may be accepted. For orders

A

(1)	(2)	(3)	(4)	(5)
stoppage of increments or promotion, reduction to a lower rank and recovery from pay. Similar powers may be delegated to the D.P.I. in respect of all officers in the M.E.S. on Rs.230-700 and less. Many of the officers on this scale of pay have an immeidate intermediary supervising officer who controls and supervises their work. In the case of officers such as D E Os., Profs. and Lecturers, Supdts. of Training Schools for Women, Headmaster, L.W.Training College, etc. who are under the orders of officers subordinate to the D.P.I. the power to impose penalties in items (i), (iii), (iv) and (v) of rule 8 of the C.C.A. rules may be delegated to the Director.				
(i) Director may be given full power to grant leave to officers. p 23 cf	May be accepted p 6 nf	Agrees to the delegation. If proposal is approved F.R. will be amended. pp 8-9 nf	---	---
p 5 cf (j) Director May be empowered to keep temporary M.E.S.posts (collegiate branch) in abeyance for a period not exceeding one month and to create in its stead a temporary post in S.E.S.	Similar suggestions was not ~~accorded~~ accepted by Govt. before - please see G.O.No.2684-Edn., dated 29-10-48. May be negatived. p 6 nf	---	---	---

Items (2), (3) and (4) above:- In the circumstances explained by the D.P.I. on page 4 c.f. no further action is necessary.

Item (5) above:- The Retrenchment and Reorganisation Committee recommended that a cut of 12½ per cent should be effected in the establishment of all offices and other institutions. The recommendation was ~~not~~ referred to the D.P.I. and he remarked as follows:-

"Each office and institution under this department have the minimum establishment and there is constant demand for additional staff. The department is an expanding one and it is not possible to effect any retrenchment without impairing efficiency." p 4 cf

The matter was placed before the Cabinet. The Cabinet decided that no department should be excluded but that the Hon. Minister for Edn. should examine how far the recommendation could be accepted. The D.P.I. was informed that H.M.(Edn), p 7 cf p 9 cf

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31

Mr.T.S.Avinashilingam Chettiar, wanted to discuss the matter with him. The D.P.I. said that he would meet H.M. and discuss the matter with him. It is not known whether the discussion actually took place. Anyhow~~xx~~ he subsequently wrote to Govt. stating that having examined the need for retrenchment in all its bearings in the Edn. Dept. he was of the view that it would be a great mistake to curtail existing edl. ~~administration~~ activities and that for this and other reasons no~~xx~~ retrenchment was possible in his department.

p 15 cf
p 17 cf
31/3594
pp 25-31 cf
p 31 cf

In the meanwhile the Govt. had abolished the posts of P.As. to D.E.Os. from 1-5-49 and the E. & P.H. recommended that no further retrenchment need be insisted on in the Edn. Dept. p 10 ante

The Finance dept. ~~now~~ agree that no retrenchment need be effected except in regard to the Director's office. In regard to this office they suggest that one section should be abolished. In support of this suggestion they say that in the Director's office each clerk has only to deal with 8 currents per day as against 10 in the Secretariat. p 11 ante A

It may be mentioned here that recently the Director represented that unless P.As. to D.E.Os. were revived there would be a breakdown in the administration of the Edn. Dept. and the Govt. realising the seriousness of the situation sanctioned the revival of posts of P.As. in 19 districts and sanctioned an addl. clerk for D.E.Os. who did not get a P.A.

With reference to A above it is respectfully submitted that so far as experience in this section goes the 10 currents scheme is not at all workable under the present circumstances. It is understood from other sections that they are also of the same view.

Further the education dept. is a developing department and every day some new scheme or other is being formulated. Unless adequate staff is given to the Director he cannot be expected to keep his department efficient.

In these circumstances this Dept. may recommend that the Education Department including the Director's Office

Exempted

[illegible]empted from the 12½ per cent cut. *Eng college*

the

[illegible] file may be circulated to H.M.(Edn.), H.M.(P.W.)

HM (Edn)

H.[illegible].) and the Hon. Premier for orders.

The Fin dept suggest that the ~~formal~~ orders of the Cabinet may be obtained on the questions dealt with here. In view of the fact that the only question on which there is difference of opinion bet: Edn and P.H and Finance is in regard to the Director's office it is for consideration whether the ~~draft~~ matter ~~should~~ need be placed before the Cabinet again. Attention is also invited to the orders in circulation on pp. 7 of of G.O. No: 1593 Edn d/ 17.5.49. (X)

p 11 ante

22/8/49

23/8/49 S

Do we know if other offices are enforcing 8 currents per man. What is the position in S.G's + D.P.H's offices

24/8

Submitted that the information is not available. A draft T.M to the S.G and D.P.H is submitted for approval.

25/8/49

25/8/49

6/9/49

Draught

29/8/49

E/ 3/9

[Issued as TM d/ 6-9-'49] p 33 cf

[C. no: 70143/49 From the S.G PC of TM d/ 7-9-49] pp 35-36 cf

[C. no: 70358/49 From the S.G No: 83486 of d/ 12-9-49] pp 37-39 cf

[C. no: 70819/49 From the DPH PC of TM d/ 10-9-49] pp 41-42 cf

With reference to the Secretary's query above, it is submitted that in the S.G's office (X), the average number of currents disposed of by each clerk is 10 and that in the ~~office~~ office of the D.P.H (X), the number is 8.

(X) pp 33-39 cf

(X) pp 41-42 cf

27/9/49

32/35944

27/9/49

28/9/49 S

In respect of the recommendation of the R&R Committee, Finance and this department are agreed on all points but one, viz, whether one of the 16 Sections in the DPIs office should be reduced. The test applied is that the clerk deal with only 8 currents as against 10 proposed by the R&R Committee. The standard of 10 has to be proved attainable. The case of the SG's office should not be regarded as evidence because that office is inefficient and dilatory. The D.P.H's office is allowed to work on 8 currents. The same may be allowed to the D.P.I's office which deals with more complicated work

A

10/10/12

(Linked with another file)

Ep. Hus 74103 A/48-7 Edn

ASSISTANT SECRETARY FINANCE DEPARTMENT 6826 10 OCT 1949

E III

R

Finance (E.III)

(Previous Finance note on pages 10-11 above)

Further notes of E & P.H. on pages 12-17 above may be perused.

This Department suggested that the question of retrenching atleast one section out of the 16 Sections in the office of the Director of Public Instruct on might

Z on p 11 above

be taken up and pursued.

The following statement shows ~~in~~ the average number of currents disposed of by a clerk per day in the offices of the Director of Public Insutruction, Director of Public Health and Surgeon General.

	Average number of currents disposed of by a clerk per day.	
Office of the D.P.I.	8	D.P.I. on p 34 cf
-do- D.P.H.	8	D on p 41 cf
-do- Surgeon General	10	on p 35 cf

E & P.H. have stated that the case of the Surgeon-General's office should not be regarded as evidence because that office is inefficient and dilatory and have observed that as the Director of Public Health's office is allowed to work on 8 currents the same may be allowed to the Director of Public Instruction's office which deal with more complicated work.

p 12 above

2. E & P.H. have not, however, furnished informations as to what retrenchment has been effected in the offices of the Director of Public Health and the Surgeon General. Judged from the importance ~~of~~ and volume of work, and the number of officers and staff employed, the office of the Surgeon General seems to be the proper comparison with that of the Director of Public Insturction. Apart from these factors it seems there is no justification for exempting the D.P.I's office from the scope of retrenchment when even the Departments of Secretariat did not escape retrenchment.

Sd. [illegible]

Finance Department may press that at least one section in the Director of Public Instruction's office may be retrenched. If E & P.H. do not agree, orders of the Cabinet may be obtained.

In view of the fact that there is a tendency for an all-round increase in work consequent on the introduction of various new educational schemes and in view of the fact that the standard no. of currents now adopted in the D.P.I.'s office

19.10.49

A

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33/3594

Fin G.O. 68264/E11.1

18.x.49

Office is the same as that adopted in the D.P.H. & some other offices. Fin need not object to the ~~continu~~ retention of the [illegible] It seems to me D.P.I.'s office. The case may go before the Cabinet.

18.x.49

E&H.

A

22 1949
8135

(Notes from p12 ante may be read)

The file relates to [illegible] recommendations of the Retrenchment and Reorganization Committee. The only point on which there was difference of opinion between E.&P.H. and Finance depts was in regard to Retrenchment in the D.P.I.'s office. Fin have now agreed that no retrenchment is necessary in the Director's office also. It is for consideration whether the matter need however be placed before the Cabinet or

A | Orders may be issued on matters on which there is complete agreement among E.&P.H., Public (Ser) and Finance. The file may be circulated to H.M. (E.&H.), H.M. (P.W.), H.M. (Fin.) and Hon'ble Premier for orders.

Attention is in this connection invited to the orders in Circn. on p 7 ref of G.O. No. 1593 Edn of 17.5.49.

p7 ref (x)

26/10/49.

27/10/49

S

Put up draft orders as at A above

28/10

With ref. to the Secy's orders overleaf draft order is submitted for approval.

5/11/49

8/11/49 8

Draft is self explanatory

H.M. (E & L) ✓

H.M. (P.W.) ✓

H.M. (Fin) ✓

H.P.M.

9/11

15-11

9/11 13-11

7/11

5/11

SECRETARY, EDN. & PUB. H. DEPT.
10 NOV 1949
GOVERNMENT OF MADRAS

Finance may see before issue of the draft order.

15/11/49

16/11/49 Finance

No. 74103 A/49-8
16/11/49

Fin (R.III)

(Pre: Finance Note on pp. 17-19 above) the further note of E&P.H. and orders in circulation on pp. 19-20 above and the draft order below may be perused.

18-11-49
18/11/49

ASSISTANT SECRETARY TO GOVERNMENT
17 NOV 1949
77559
FINANCE DEPARTMENT

Fin U.O.
77559 R.III

21/11/49

21.11.49

21 NOV 49
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