

E. H. H. (1949) Department.

11/2 SERIES.

G.O. NO.

764. Edu.

clow
50

Dated

17-3-49.

[Despatch Abstract.]

Libraries — Madras Public
Libraries Act — Appointment of
Sri R. Janardhanam Naidu as
Special Officer in addition to his
duties as Librarian, Commemorative
Public Library — Orders passed —
Staff Sanctioned — Papers received

Back Papers.

G.O.	No.	Department.	Date.	G.O.	No.	Department.	Date.
M/s.	2041.	Edn.	16-8-48.				
"	1907.	"	2-8-48.				
"	1681.	"	21-7-48.				
P/s.	751.	Pub(800)	24-3-48.				

Further Papers.

G.O.	No.	Department.	Date.	G.O.	No.	Department.	Date.
M/s.	962.	Fin.	3-9-49.				
"	2942.	Edn.	21-9-49.				
"	3931.	"	22-12-49.				
"	723.	"	4-3-50.				
"	1064.	"	31-3-50.				

Gr. 727 Edn. 28.3.51

2 drafts

EDUCATION AND PUBLIC HEALTH DEPTT.

G2

Libraries - The Madras Public Libraries Bill - Staff for the administration of - - S A N C T I O N E D.
ooo

Memo No. 91650-2C, Edn., d/30-12-48.
48

B on p. 6 of 2 F
P. 4 N. F.

P. 5 N. F.

P Inf. (bottom)

P. 7 N. F.

The Library Act is expected to be brought into force from the beginning of the next financial year. The Government have decided to appoint in advance of the coming into force of the Act a Special Officer in the Madras Educational Service in the office of the D.P.I. for the administration of the Act and to attend to the preliminary administrative arrangements such as the framing of the necessary rules and all other matters connected with the new Act. The Director may suggest the formation of a Committee for the framing of the rules.

2/. The Government accordingly sanction the employment of the following staff in the office of the D.P.I. for a period of ^{one} two years in the first instance, for the work connected with the administration of the Library Act:-

- (1) 1 Special Officer in the scale of Rs. 230-700
- (2) 1 Superintendent in the scale of Rs. 140-190
- (3) 1 U.D. Clerk in the scale of Rs. 80-125
- (4) 1 L.D. clerk in the scale of Rs. 45-90
- (5) One Typist in the scale of Rs. 45-90
- (6) 3 Peons in the scale of Rs. 16-25

The Special Officer and the staff will also be paid the allowances for which they are eligible.

3. The Director is requested to submit necessary proposals for the appointment of ^{the} Special Officer.

To
The D.P.I. (with encl.)
The A.G. (Thro' Finance)
Copy to A Section
Copy to Fin. (BE IV.)
Share copies

T.D.
27-12-48.

27-12-48

4. The expenditure should be debited to the subhead of account "charges on account of the Madras Public Libraries Act 1948" to be opened under the minor head, 37.

5. The Accountant general is requested to admit the expenditure in audit pending provision of funds.

Government of Madras
Education and Public Health Department.
Memo.No. 91650-2 C2/Education dated 30-----12---1948.

Sub: Libraries - The Madras Public Libraries Act -
staff for the administration of - - Sanctioned.

The Library Act is expected to be brought into force from the beginning of the next financial year. The Government have decided to appoint in advance of the coming into force of the Act a Special Officer in the Madras Educational Service in the office of the D.P.I. for the administration of the Act and to attend to the preliminary administrative arrangements such as the framing of the necessary rules and all other matters connected with the new Act. The Director may suggest the formation of a Committee for the framing of the rules.

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- | | | |
|-----|-----------------------------------|-------------|
| (1) | 1 Special Officer in the scale of | Rs. 230-700 |
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| (5) | One Typist in the scale of | Rs. 45-90 |
| (6) | 3 peons in the scale of | Rs. 16-25 |

The Special Officer and the staff will also be paid the allowances for which they are eligible.

3. The Director is requested to submit necessary proposals for the appointment of the Special Officer.

4. The expenditure should be debited to the sub-head of account "Charges on account of the Madras Public Libraries Act 1948" to be opened under the minor head, 37 Education-r-Miscellaneous - A General-(i) Excluding H.E.K. on p 5 Nf.

The following sub-heads of appropriation and detailed heads may be opened under the sub-head of account:-

<u>Sub-heads of appropriation</u>	<u>Detailed heads.</u>
Pay of officers.	---
Pay of Establishments	---

ALLOWANCES

Allowances of Officers:
Travelling and other compensatory allowance.
Dearness allowance.

ALLOWANCES OF ESTTS:
Travelling and other compensatory allowance.
Dearness allowance.

To
The D.P.I.
The A.G. thro
Fin.
Copy to Fin.B.E.

2. 22.

From (Name) Sri. R. Janardhanam Nayudu,
B.A., L.T., D.E. (Oxon)
Designation D.L.S. (Lond) F.L.A.,
Librarian, Connemara
Station Public Library,
Egmore, Madras.

Received 9 JAN 1949 Registered
To
The Secretary to Government
Education and Public Health Dept.
Fort St. George,
Madras.

Enclosures: No. L.A.P.1/49 dated 12th January 1949

2

Sir,

CONFIDENTIAL

I have to request the Government will be pleased to grant me leave on average pay for four months from 1st April 1949 and on half average pay for one month and 22 days in continuation thereof, preparatory to retirement. I have one year and four months of earned leave on average pay to my credit as ascertained from the Accountant-General. I am submitting my leave application sufficiently early so as to enable Government to kindly give me relief in time.

In continuation of my leave application, I submit that if the Government will be pleased to consider it favourably, that I shall be prepared to take up the post of Special Officer for Libraries from 1st April 1949 to render the necessary service, in connection with the introduction of the provisions of Madras Public Libraries' Act, in the province of Madras, on a monthly remuneration of Rs.250/- without claiming the Madras House allowance, on a Contract Basis for such period as the Government will be pleased to employ me, to work under the Director of Public Libraries. I am confident that the knowledge I have acquired at my own cost recently, by attending the classes of the U.N.E.S.C.O. International Summer School for Librarians held at London and by my tours round the United Kingdom visiting the typical libraries, will stand me in good stead for the service for which I presently offer myself. Besides, I submit, that I have also an assurance, even in writing, from many of the Librarians in the United Kingdom as well as of the United States of America with whom I recently came into personal contact at London to extend to me any help that I may need towards the rapid spread of Library Service in the province. I continue to maintain active correspondence with them.

In addition to the facts stated above, I shall also submit herewith (Encl.No.1) brief notes of my qualification, history of my service, pay-etc., which may be taken into account for considering the suitability or otherwise, to select me for the post for which I am now an applicant.

I have also a chance to visit the United States of America (Pl.Vide Encl.No.2) which, when I do, for a period not exceeding a month (Air travel inclusive) I shall gather such details which will be of great use to this country for the quick and efficient spread of Library service in the province, at a comparatively moderate cost.

If I am chosen for the above mentioned post, I shall also be close at hand, whenever needed, to give guidance to the newly appointed Librarian of the Connemara Public Library during the period of his probation, and to give suggestions, with the aid of my recent study and observation abroad, for the remodelling of the Connemara Public Library building at a very moderate cost, to accommodate also books and periodicals in the four South Indian languages which should pour into this Library due to its acquiring a copyright for these printed books.

(P.T.O.)

In conclusion, I would submit that in case the Government decide on appointing a Special Officer for Libraries forthwith, I am prepared to take it up as an additional duty for the two months, namely, during February and March 1949, (that is, until I enter on my leave from 1st April 1949) along with my duty as the Librarian of the Connemara Public Library. For the additional work of which I shall be in charge for two months, I shall expect a remuneration of one tenth of my present substantive pay, that is Rs.80/- per month.

Enc: One, [Separate]

I remain, Sir,
Yours faithfully,

R. Janardhanam

(LIBRARIAN.) 19. i. 1949

Copy to The Director of
Public Instruction,
Madras.

[Encl. one,

QUALIFICATION:

1. B.A., & L.T., Degrees of Madras University.
2. Diploma in Education of Oxford University (1924-1925)
3. Diploma in Library Science of London University (Internal) 1934-1935.
4. Fellow of the British Library Association, London, from 1935.
5. Recently attended the UNESCO International Summer School for Librarians and the IFLA Conference held at London and toured round the United Kingdom visiting the typical libraries (September 1948 to November 1948)
6. I am a Telaga with a knowledge of Tamil (to read and write).

SERVICE:

1. School Assistant, Madras Christian College School, for some years.
2. Head-Master, District Board High School, Chittoor, for some years.
3. Education Officer, Corporation of Madras, for two years.
4. Librarian, Government Connemara Public Library for nearly 20 years. (From September 1929)

PRESENT PAY IN THE SCALE OF THE POST AND PROBABLE PENSION:

1. Rs.800/- per month, in the former M.E.S. Scale of Rs.250-25-500-E.B-50-800.
2. Rs.250/- per month (Probable pension)

Encl. 2

OFFICE OF THE HIGH COMMISSIONER FOR INDIA.

Education Department,
India House, Aldwych,
London, W.C.2.

7th January 1949.

My Dear Naidu,

I received your air letter about a week ago, and am glad to know that you have resumed your work in Madras on your return from the UNESCO International Summer School. I wrote soon after you left to my friend at the Library of Congress in Washington, D.C. asking him to explore the possibilities of inviting you to the American Libraries Association. This Association has its annual Convention in December or January of every year, and my friend has written back to say that he will take up this matter with the Directors of the Library Association for their next session which means towards the end of this year.

I shall keep in touch with the organisation, and send them a reminder sometime later.

Wishing you the best,

Yours sincerely,
(Sd.) M.S. SUNDARAM,
(Secretary)

R.J.Naidu, Esqr.,
Government Connemara Public
Library, Egmore, Madras, 6.
S.India.

(TRUE COPY)

ORIGINAL MAY PLEASE BE
RETURNED AFTER PERUSAL.

19. i. 1949

R. Janardhanam
Librarian, C.P.L.
19. i. 1949

10

R.Cl.3/49

c2
11/1
Dated 20.1.49. 7

From

To



Sri D.S. Reddi M.A.(Oxon).,
Director of Public Instruction,
M a d r a s.

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

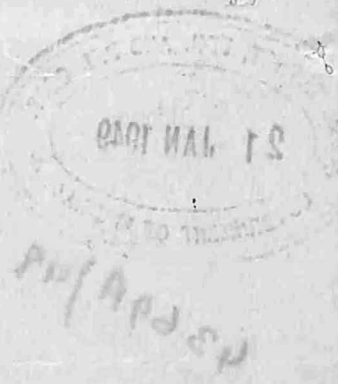
4369A/49
p1 aut-
M.E.S. -- The Madras Public Libraries Act 1948 --
Staff for the administration of -- Appointment of
a special officer.
Ref: Govt. Memo. No.91650 C2/Edn. dated 30.12.48. p1 aut-

With reference to Para 3 of the Government Memorandum cited above, I have the honour to state that nobody in this department is qualified to perform the work of the special officer. As it is essential that in the initial stages a person with experience in Library work should hold the post, I suggest that the post of Special Officer may be filled either by advertisement or as an interim measure, by appointing Sri R. Janardham Naidu, Librarian, Connemara Public Library, Madras who has already addressed Government in the matter.

pages 5-6 aut-
Mishra
for Director of Public Instruction.

GAW/20.1.49.

12



2 drafts
P.H.D.
Cm 91650/48.

13/8

Edn. & P.H. Deptt. (Edn.)

Letter from the D.P.I., R.Cl 3/49 d-20-1-1949.

Sub: The Madras Public Libraries Act, 1948-
Staff for the administration of.

Memo. No. 91650/48-4 C. J. Edn., dated, 16-2-49.

The D.P.I. is requested to say whether
it will be possible for Sri Janardhanan Nayudu to
attend to the duties of Special Officer in addition
to his ^{regular} work as the Librarian of the Connemara Public
Library and if so he is requested to offer his remarks
on the rate of remuneration asked for by the Librarian
for doing the extra work.

To
The D.P.I.

16/4
P.H.D.
16/4

16/4/49

16/4/49

P.T.O

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E. & P.H. (Deptt)

Sub: Librarian, C.P.L. - Leave on average pay
Preparatory to retirement.

ooo

Memo. No. 91650/48-5 C₂ Edu., dated, 16-2-49.

An extract of para 1 of the letter from the
Librarian, C.P.L. No. L.A.P.1/49 dated 19-1-1949 is
communicated to the A.G. and he is requested to report
on the eligibility for the leave applied for by the
Librarian.

To

The A.G. (with enclosure)

654
for file
on the record
1/1/2
copy of file
on 654

16/2/49

by [signature]

16
10 17
Edn. & P.H. Dept.

Memo No. 91650/48-6C2. Edn., dated, 26-2-49.

Sub: The Madras Public Libraries Act, 1948 -
Librarian Connemara Public Library and
Special Officer in the D.P.I.'s office - Rules.

The post of Librarian is now included in the Madras General Service, the rules for which are at pages 48-49 of the Madras Services Manual, Volume II. After the Public Libraries Act is brought into force, the Connemara Public Library will be brought under the control of the D.P.I. He is requested to examine the rules relating to the post of Librarian and suggest necessary amendments. He is also informed that in suggesting amendments, provision ^{should} ~~may~~ be made for the transfer of an M.F.S. Officer in the collegiate branch as Librarian and for giving him necessary training in Library Science in a University, before taking up the post.

2. The temporary post of Special Officer in charge of libraries in the office of the D.P.I. is an administrative

18
administrative post. The D.P.I. is requested to suggest a draft of the ad hoc rules in respect of this post. He is also informed that in suggesting a draft provision should be made for the transfer of an M.E.S. officer in the collegiate branch to undergo training in Library Science in a University before taking up the post.

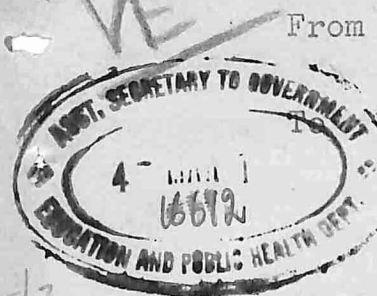
24-2-49

*by
muf.*

To

The D.P.I.

*Despatched
C.R.
27/2/49
copy to A Secy
Sreenivasan
AKS
27/3*



From

The Director of Public Instruction, Madras.

The Secretary to Government,
Education and Public Health Department.

Rcl. No. 3/49 dated 1st March 1949.

Sir,

Sub: The Madras Public Libraries Act, 1948 - Staff
for the administration of.

Ref: Government Memorandum No. 91650/48-4-C.2 Edn.,
dated 16-2-1949.

P. 13 ante

I am of opinion that it will be possible for Sri R. Janardhanan Naidu to attend to the duties of the Special Officer (Libraries) in addition to his own regular work, for the present. Sri Naidu himself, if consulted, would be in a better position to inform the Government on this point.

to be ante

Page 35 of

Brrh. No. 154.

2. The additional pay of Rs. 80/- a month (i.e., one-tenth of his substantive pay) asked for by the Librarian is reasonable, and I recommend it. In this connection, I may point out that this sum exceeds one-fourth of the minimum pay of the additional post and that the provision in note 2 under Instruction 1(c) (Fundamental Rule 49) requires to be relaxed in favour of Sri R. Janardhanan Naidu if he is to draw an additional pay of Rs. 80/- a month.

[Signature]
for Director of Public Instruction.

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VE

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E. J. P. H.
C₂

Memo. No. 91650/48-7C₂. Edu., dated, 5-3-'49

The Madras Public Libraries
Act, 1948 — Staff for the
administration of — Appointment
of Special Officer.

pp. 5-6 d. 7.

Ref: From the Librarian, D.P.L.,
No. L.A.P. 1/49, dated, 19-1-'49.

The Librarian, D.P.L., is
requested to say ^{urgently} whether it will
be possible for him to attend
to the duties of Special Officer
for Libraries ^{in the M. P. D. P.} in addition to his
regular work as the Librarian of
the

2 22

the Connemara Public Library. He is also
 requested to report the ^{rate of} additional pay required
 by him.
5/3/49

by lib To
 The Librarian,
 C. P. L. ✓ 5/3

S. Y. 52.

Report of the A. G. Madras — on application for Leave of Absence.

Station.	Name of Officer.	Appointment.	LEAVE APPLIED FOR.				
			Nature.	Period.			Date of commencement.
			Y.	M.	D.		
Madras.	Seri. R. Janardh. anam Nayudu.	Librarian Connemara Public Library Madras	Leave on average pay.	9	4	0	from 1-4-49
			Leave on half average pay.	1	22		from 1-8-49 to 22-9-49 preparatory to retirement on 23-9-1949.

No. G. S. 11/419 dated 2-3-1949
 (Under Fundamental Rules.)

Certified that Leave for five months 22 days is admissible from 1-4-49
 under Fundamental Rules, viz., Leave on average pay for four months
 months two days with leave on half average pay for one months
twenty days under rules 81 of those rules, preparatory to retirement on 23-9-1949.
India, Ceylon, Nepal, Burma or Aden or is taken on Medical Certificate* but is not leave preparatory to retirement, Leave on average pay for four months
 days with leave on half average pay for two months 22 days under rules 81 of the said rules.

(Under Leave Rules)

Certified that leave for five months 22 days is admissible from 1-4-49, under Leave Rules, viz., four months two days with one months twenty days under rules 81 of the said rules.

[P.T.O.]

24
There is no objection to his prefixing or affixing gazetted holidays or Sunday to leave provided the conditions prescribed in this respect are satisfied.

*N.B. Leave reported on Medical Certificate may be granted to an officer on his furnishing proper Medical Certificate as prescribed in the subsidiary rules in support of his absence and the fact of the grant of any leave on Medical Certificate or out of India, Ceylon, Nepal, Burma or Aden may be distinctly stated in the orders sanctioning the leave.

Forwarded to the Secretary to Govt. Edu. & P.H. Deptt.
Madras in. to Govt. Memorandum No. 91650/48-5
C-2 Edn dated 16-2-1949.

†2. A copy of the orders sanctioning the leave may be sent to this office, with an intimation of the actual hour and date on which he is allowed to proceed on leave.

†3. The actual hour and date of his return to duty may also be intimated on his return from leave.

OFFICE OF THE

A. G. uadras

(Signature)

M. R. S. Nair
Accountant General
Asst. Secy. to Govt.
2/3.

Dated the

194

(Designation)

†To be scored out as unnecessary.

MFP-296 Audit-7253-(M-1394)-12-5-48-10,000.

C.F. 32.

Department
From (Name) Sri R. Janardhanam Naidu,
B.A., L.T., D.E. (Oxon) D.L.S.
Designation (Lond), F.L.A., Librarian,
Connemara Public Library,
Station Egmore, Madras.

Received _____ Registered _____

To

The

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

Enclosures:

No. L.A.P. 2/49 dated 7th March 1949

Sir,

Sub: The Madras Public Libraries Act, 1948 - Staff for the administration of Appointment of Special Officer.

Ref: Memorandum No. 91650/48 - 7 C 2. Edn. Education and Public Health Department, dated 5-3-49.

With reference to the subject and the Memorandum cited above

I have to state the following:-

2. I mentioned in my letter to Government No. L.A.P. 1/49 dated 19-1-49 that in case of emergency I shall be prepared to perform the duties of the Librarian, Connemara Public Library, as well as of the Special Officer for Libraries in the Office of the Director of Public Instruction, for a period of two months, on a remuneration per month of the salary of the former

(P.T.O.)

-2- 26

post plus a tenth of it. I submit again that I agree to serve the Government on the same terms.

3. If the period of combined service in both the posts exceeds two months, then I shall do my best to discharge the duties of both the posts as long as possible but when I find it difficult to manage both, I shall inform the Government accordingly. As regards the remuneration for the performance of the additional duties, namely of the post of the Special Officer for Libraries, I shall expect as already indicated by me, one tenth of the monthly pay of my present post.

I remain,
Sir,
Yours faithfully,
R. Janardhanam
Librarian (7. III. 1949)

Rs 800/- p.b. mte

Pt. m. m. n. re chi

17/3

pay 5-64
" 11-19-4
p 23-4
pay 25-26-4

p 14

Yon p 17-4
p 18-4

27 15

E.&P.H. Dept.

Subject: Libraries - Madras Public Libraries Act - Appointment of Sri R. Janardhanam Naidu as Special Officer in addition to his duties as Librarian, Connemara Public Library - Orders passed - Staff sanctioned - Papers rendered

From the Librarian Connemara Public Library, L.A.P. 1/49, dated 19th January 1949.
From the D.P.I. R.C1 3/49 dated 20-1-49 & 1-3-49
From the A.G. No. G.5 Ele II/419, dated 2-3-49
From the Librarian, Connemara Public Library, L.A.P. 2/49, dated 7th March 1949.

ORDER: Ms 764 Ex. 217-3-49

H.E. the Governor hereby appoints Sri R. Janardhanam Naidu, Librarian, Connemara Public Library as the Special Officer to assist the D.P.I. in the administration of the Madras Public Libraries Act and to attend to the preliminary arrangements such as the framing of the necessary rules and all other matters connected with the Act. He will attend to the duties of the Special Officer in addition to his normal duties as the Librarian. He will be granted a class II special pay of Rs 80/- a month for attending to the extra work.

Rules under the Act.

Under the Madras Libraries Act, Govt. have the powers to pass orders on the following points:-

- (1) 1(3) Date from which the Act is to be brought into force.
- (2) 3(1) Constitution of a Provl. Library Committee.
- (3) 4: Appointment of a Director of Libraries for the Province; Constitution of a Central Library.

Sections 5(c) & (e). Nomination of members

- (4) to local Library Committees.
- (5) Sec.9(d) Closing of a library.
- (6) 11(2) Modification of regulation made by Local Library authority.
- (7) 12(1)(b) Increase of the rate of cess.
- (8) Proviso to Sec.12. Collection of cess subject to certain conditions.
- (9) 13(2) (c): Special grants by Government for any specific purpose by Govt.
- (10) 13(3) Contribution to the Library Fund equivalent / ~~sum~~ amount of cess collected under the Act. ^{sum represents the}
- (11) 14A ^{Supervision} ~~Supervision~~ and reconstitution of Library authorities.

2. Under section 17 of the Act Govt. may make rules on the following:-

Rules to be framed.

- (1) 3(2) Powers and duties of library Committee.
- (2) 11(1) Framing of regulations by Library authorities.
- (3) 13(2)(d) Levy of Fines, and fees etc.;
- (4) 14(2) Inspection of accounts.;
- (5) 17(b) the method of conducting the election of members to Local Library Authorities and all matters connected therewith;
- (6) (c) the matters to be included in the scheme referred to in section 8;
- (7) (d) the maintenance of the minutes of the proceedings of Local Library Authorities;
- (8) (e) the publication of audited statement of the accounts of such authorities and of the reports of the auditors; and
- (9) (f) a Library Grant-in-Code, regulating the Government's aid to, and the declaration, inspection and co-ordination by the Director of libraries and the standards to be maintained by such libraries.

3. H.M. has minuted that a sub-Committee, may be appointed to go into the rules and draft them. Secy. has raised the question whether the officer to be appointed

the library Bill. [p.t.o.]

2. Sri Janardhanam Naidu is informed that leave preparatory to retirement applied for by him from 1st April 1949 to 22nd September 1949 is refused under rule 86 of the Fundamental Rules.

To the D.P.I.
To the Librarian Connemara
Public Library with enclosed
To the A.G. thro' Fin. ^{17/4}
copy to A Section. +

17
-2-
^{D.E.O.}
~~Dy. Director of P.I.~~ may be appointed even now in order to do the work of getting the Rules framed and attending the other preliminary arrangements.

4 It has been decided by the Cabinet that a ~~Dy. Director of Public Instruction~~ ^{District & Punc} ~~(of a D.E.O. Grade)~~ may be appointed to assist the D.P.I. (District Libraries) in the administration of the Library Act. It is proposed to give him the assistance of a Supt. 1 U.D. clerk, 1 L.D. clerk 1 typist and three peons. Steps are being taken to provide the necessary funds for the purpose during 1949-50. If it is proposed to appoint a ~~Dy. Director of P.I.~~ ^{now} ~~(of a D.E.O. Grade)~~ and the necessary staff ^h it has to be treated as a 'New service' and 'Emergent procedure' has to be followed in the case. The scheme has also be placed before the Standing Finance Committee as the recurring expenditure will exceed Rs.5,000/-.

5 If it is not proposed to appoint the ~~Dy. Director~~ ^{D.E.O.} now it is for consideration whether the D.P.I. may be requested to suggest draft rules in consultation with the Librarian, Connemara Library and then consider the question of appointments ^{of a} ~~by a~~ sub committee as suggested by H.M. For orders.

J.S.
7-12-48
It may not be possible for the D.P.I. to take up this new item of work unless additional staff is sanctioned. This may perhaps be over till a decision is reached in the linked file.

Since added to this
file - page 4-7 infra
7-12-48
S. by
S. J. S.

Papers in the main
file not to be legal

020/10
This question is
being raised in
the linked file
7-12-48
(checked)

PTO

Appointment of
Staff for Libraries
Bill

E. & P.H. (C2).

XX

XX

XX

XX

The decision of the
Cabinet was to appoint
a D.E.O. and not a Dy.
D.P.I. (Papers in the
ordin. file sent to
Legal.

V.R.
7-12-48.
Asst. Secy.

6. Besides the provision of 'library cess' referred to
in para 4 above, it is submitted that when the Library Act
comes into effect, it is proposed to appoint Dy. Director of
Public Instruction in charge of libraries to assist the
D.P.I. (Director of Public Libraries) and he will be assis-
ted by a staff of one Supdt., one U.D. clerk, one L.D. clerk,
one typist and three peons. A recurring expenditure of
Rs. 24,600 has to be provided for this purpose. As for
the library staff in Dt. Libraries, etc. and other expendi-
ture connected therewith, the local Library authority will
be held responsible. But till the libraries are started,
the D.E.Os. have to carry on the library work. The note
for the Cabinet provides for the appointment of a clerk in
each D.E.O's office. The D.E.O. will be the Secretary of
the local Library Authority - vide clause 5(4) of the Bill.
As regards 'A' above, this may be treated as a Part II
scheme for 1949-50 also.

7. Finance may be requested to suggest an appropriate
head to indicate these items of expenditure and offer
their remarks. Finance may be requested to advise whether
the necessary provision (~~'D' on p. 3 ante and page 3 ante~~)
should be included in Part II of the next year's budget
or whether the question of provision of funds should be
taken up only after the Act has been brought into force,
by moving a supplementary estimate of expenditure before
the Legislature. They may also be requested to advise
whether a Special Officer of the grade of D.E.O. and the
necessary staff may be employed now for the framing of
rules and for attending to the other preliminary adminis-
trative arrangements.

T.D.

V.R.

M.V.S.,
8-12-48.

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4. Item (iii) in para 1 above - The appointment of a Special Officer and other staff connected with the administration of the Act, is not contemplated in the Bill. The proposal will have normally to be treated as a Part II Scheme for 1949-50. But as E. & P.H. consider it necessary to appoint a Spl. Officer of the grade of D.E.O. and the necessary staff for framing of rules and for attending to other preliminary administrative arrangements in the current year, they may be requested to treat it as a 'New Service', and obtain a supplementary grant for the purpose in the current year. There is no objection to the appointment of the staff in advance of the formal approval to the Bill, if sanction is accorded after following the appropriate financial procedure. Refce. to S.F.C. and Cabinet may be waived and the procedure for extremely urgent cases may be followed.

* The cost will exceed Rs. 2,500 per annum.

5. The charges relating to the administration of Library Bill may be recorded under a separate sub-head of account "Charges on account of the Madras Public Libraries Act 1948" to be opened under the minor head "37. Education - r. Miscellaneous - A.General - (1) Excluding Post-War Reconstruction". The following sub-heads of appropriation and detailed heads may also be opened under the sub-head of account:-

<u>Sub-heads of appropriation.</u>	<u>Detailed heads.</u>
Pay of Officers.	--
Pay of Establishments	--
Allowances.	<u>Allowances of Officers:</u> Travelling and other compensatory allowance. Dearness allowance. <u>Allowances of Estts:</u> Travelling and other compensatory allowance. Dearness allowance.

Contributions.

Under section 13(3) of the Madras Public Libraries Act, 1948. - Special grants.

E. & P.H. may be requested to suggest the alterations to be made in Part I of the Estimates on or before the 20th December 1948.

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R.R.

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T.N.S.R. 9-12-48.
Secy. Finance.
~~XXXXXX(C2)X~~

E. & P.H. (C2).

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8. As regards the appointment of Special Officer and other staff connected with the administration of the Act, the proposal will have normally to be treated as a Part II Scheme for 1949-50. But as it is assumed that the Act will come into force from the beginning of next financial year, a Spl. officer of the grade of D.E.O. will have to be appointed immediately to do the work of getting the rules framed and attending the other preliminary administrative arrangements. The Spl. Officer will be assisted by a staff of 1 Superintendent, 1 U.D. clerk, 1 L.D. clerk, 1 typist and 3 peons. It is estimated that it will cost Rs. 24,600/- recurring per annum. In view of the urgency even treating the proposal as a "New Service" in the current year, reference to Standing Finance Committee and the Cabinet (as the cost exceeds Rs. 5,000/- per annum recurring) will have to be waived and the procedure for extremely urgent cases will have to be followed. Finance agree to this course.

9. The file may be circulated to H.M. (Education), H.M. (Finance) and the Hon'ble the Premier for orders as to 'A' above. The question regarding the staff may be taken up separately. Finance may again see the case, with reference to para 6 on page 16 ante. Firka Development may also see the case.

T.D.

V.R.

M.V.S.,
13-12-48.
Secretary.

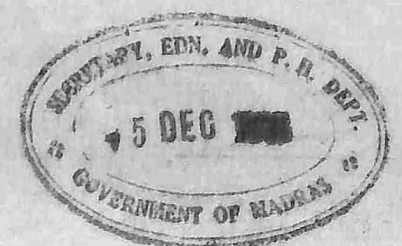
Firka Dev.

Financ

Please see the extracts of notes as regards the appointment of special staff for the Librarian Bill on p 4-6 ante. The file may be circulated to H.M. (Edn) H.M. (Fin) & H.M. Pr. with reference to A on p 6 ante.

Action has been taken separately in regard to the provision of funds in the next year's budget for the payment of contributions to the Local Library Authorities under clause 13(3) of the Public Libraries Act, which awaits the assent of H.E. the Governor-General.

The proposal in this file relates to the sanctioning of a post of Special Officer of the D.E.O.'s grade in the D.P.I.'s office together with a staff of one Superintendent, one Upper Division clerk, one lower division clerk, one Typist and three peons, for attending to the work connected with the framing of rules and other matters connected with the administration of the Act. Finance have agreed to the appointment of the staff and have suggested that reference to the Standing Finance Committee and the Cabinet may be waived. The file may be circulated to H.M. (Edn) H.M. (Finance) and H.M. Pr. for approval of the proposal. [After orders are issued, a note for other Ministers who have not seen the case and the Chief Secretary will be put up].



14-12-48
S. P. R. 16/12
Drafts
A draft and a draft note are submitted for approval. The temporary staff may be employed for a period of 2 years to be...

p 2-4 & L.F

Item 4 on p 3 of L.F

E. P. H. W. O. No.

91650-1 C2

28-12-48



Fin. No. 110102 E. H. 1
29/12/48

29/12/48

(B.E.T.V. to verify last provision has been made in Part I of the budget for next year for contributions to local library authorities. Action will be taken separately.)

Necessary provision for the appointment of a clerk in each D.E.O.'s office for attending to the additional work, has also been made in Part I of the next year's budget. The staff may be employed ^{in that year} later on if the D.P.I. moves in the matter; the note for the Cabinet provides for the appointment of this staff only at a later stage, if necessary. The drafts may come after perusal by Finance.

27/12/48
AS I / S. P. R.

Extracts of previous finance note on p 5-6 above, the notes following and the orders in circulation on p 7 above may be perused. In the draft memo below, two separate paragraphs ^{may be} added ^{as desired} regarding the head of debit and the provision of funds: one paragraph for the staff may also be for 1 year as usual. Subject to the above remarks, the draft memo and the summarising note below may be accepted.

28/12/48
29/12/48
29/12

The additions and alterations suggested by Finance may be agreed to. The drafts below may come.

29-12-48
by S. P. R.

From the Librarian, Connemara Public Library,
L.A.P. 1/49 dated 19-1-49

From the D.P.I., R.C.L. 3/49 dated 20-1-49.

In Memo. No. 91650-2 C:2 (Edn.), dated 30-12-1948 the Government sanctioned the employment of a Special Officer in the Madras Educational Service in the office of the D. P. I. for a period of one year for the administration of the Madras Libraries Act and to attend to the preliminary administrative arrangements such as the framing of the necessary rules, and all other matters connected with the administration of the Act.

2. The D.P.I. was also requested to submit necessary proposals for the appointment of the Special Officer.

3. The D.P.I. states that nobody in his department is qualified to perform the work of the Special Officer and as it is essential that in the initial stages a person with experience in Library work should hold the post, he suggests that the post of Special Officer may be filled either by advertisement or as an interim measure, by appointing Sri R. Janachanam Naidu, Librarian, Connemara Public Library, Madras who has already addressed Government in the matter.

4. Sri R. J. Naidu in connection with his application for leave on average pay for 4 months from 1-4-49 and on half average pay for 1 month and 22 days in continuation thereof preparatory to retirement states that he will be prepared to take up the post of Special Officer for Libraries from 1-4-49 on a monthly remuneration of Rs 250/- without claiming the M.H.A on a contract basis for such period as the Government will employ him to work under the Director of Public Instruction. (DPI)

5. He also states that in case Government decide the appointing a Special Officer for Libraries forthwith he is prepared to take it as additional duty for 2 months namely during February and March 1949 (that is until he enters on his leave from 1-4-49) along with his duty as the Librarian, Connemara Public Library. He expects a remuneration during the period of one-tenth of his substantive pay, namely Rs 80/- per mensem.

6. The qualifications of Mr. R.J. Naidu are already known to Government. Please see also the list of qualifications and service set out by the applicant on page 6.c.f.

7. The Hon'ble the Minister for Education has called for his explanation separately in connection with his recent visit to Europe. His reply has been received and has been dealt with in the L.F.

8. ~~For orders~~ After orders are passed on the question of selection of the Special Officer, further action may be taken and the question of the grant of leave to Mr. R.J. Naidu preparatory to retirement etc. may be considered.

9. The file may be circulated to H.M. (Edn.)

If as recommended by the D.P.I., Sri R. Janachanam Naidu is appointed as Special Officer, the leave applied for by him from 1-4-49 to 22-9-49 may be refused under rule 86 of the Fundamental Rules and he may be re-employed for a year from 23-9-49 the date of his retirement. The question of appointment of a person to succeed Sri Naidu will be taken up separately.

21-1-49

24 (47) (2)

Drop from the list of candidates for the post of Special Officer for Libraries. The question of appointment of a person to succeed Sri Naidu will be taken up separately.

10/11 2001/11/11
 Please see over in 1-9 ante. It is presumed that HM(LE) has approved the suggestions in para 9 overleaf. It may be noted that H.E. the Governor-General has since assented to the Madras Libraries Bill. The Legal Deptt. is separately taking action to publish the Act in the Fort St. George Gazette.

The question of successor to Sri Janardhanam Naidu, Librarian C.P.L. may also now be taken up. It is for consideration whether ~~for three months~~ ^{for three months} Sri K. Rajagopalan U.D. clerk, C.P.L. who was appointed to act as Librarian, under the emergency provisions during the absence on leave of Sri Janardhanam Naidu may be appointed to the post temporarily pending permanent arrangements to fill up the vacancy.

Subject to approval a draft order is subtd. Attention is invited to H.M. Minutes on p.9 ante. The file will be re-submitted as regards 'A' above after issue of the draft.

The draft may be sent to Fin. u.o. for acceptance before circulation.

7/2/49 3/2/49 5/1/49



(Previous Fin. note on p.8 above)
 Further note and order in circulation on pp.8-11 above may be perused.

Para 3 of the draft. Order regarding the reemployment of pensioners ~~should come in~~ ^{have to come in} ~~referred to~~ ^{referred to} Fin. Deptt. If however it is considered that orders on this point should be issued in a ~~the~~ ^{the} ~~candidate~~ ^{candidate} order put up below, the specific sanction of H.M. Fin. and H.P. should be obtained ^{and the pensioners' emoluments should be in para 3} ~~subject to the above remarks~~ ^{the draft order below} may be accepted.

The file may be circulated to HM(LE), HM(Fin) and H.P. for approval of the draft order below.
 5/1/49 5/1/49 5/1/49

E.P.H. No. 91650/48-3C2 4-2-49

This may be done.

(Box)

HM(LE) in Pen 16/2/49
 HM(Fin) 16/2/49
 H.P. 16/2/49

I don't think we should put the Upper Division Clerk to be in charge of the Library. The Connemara Library is going to be a Central Library under the Libraries Act and an Upper Division Clerk will be absolutely no use in the matter. If necessary, we may give reappointment to Sri Janardhanam Nayudu for an year and the D.P.I. may be asked to select two intelligent, clever and suitable people under the M.E.S. grade in colleges who may be sent for training in Library Science in the Delhi University. I think Mr. Janardhanam Naidu can act both as the Librarian and look after the framing of rules.

A/



1 SA
 10-2-49
 13-2 HM(LE)
 O.P.R. 15/2

p.6 of

p.5 of

In para 6 of his letter, Sri Janardhanam Nayudu has stated that he can take up in addition to his regular work, the duties of Special Officer in the D.P.I.'s office in the months of February and March for an additional remuneration of Rs.80 a month. In para 2 of his letter he has agreed to attend to the duties of Special Officer on a full time basis ^{from the month of April} ~~It would~~ seem preferable to obtain the views of the D.P.I. as to whether it would be possible for the officer to attend to the duties of both the posts and also on the rate of remuneration payable for the extra work. A draft Memo is put up. The eligibility for the leave may also be verified by making a reference to the A.C. Another draft is put up.

2. After issue, the question regarding the deputation of two officers for training in Library Science ^{raised in HM's minutes} will be examined.

1-13/4
 Issued Memo 91650/48-4-22 16-2-49
 Memo 91650/48-5-22 16-2-49

16/2/49 (Issued as Memo No 91650-48-4-22 & 16-2-49) 91650-48-5-22 & 16-2-49

The post of Librarian in the Connemara Public Library is included in the Madras General Service. The scale of pay attached to the post is the same as that allowed to the P.A. to the D.P.I. or a D.F.O. viz. Rs 230-700. The rules relating to the conditions of service of this post are extracted hereunder:

Appointment: Appointment shall be made by direct recruitment or for special reasons by recruitment by transfer from any other class or service.

For the purpose of this rule the recruitment of a full member of or an approved probationer in the category of Curators of the Madras General Subordinate Service (Class II of the Madras General Subordinate Service) in a competition open also to those who are neither full members of nor approved probationers in any other class or service shall be deemed to be direct recruitment.

Qualifications: A candidate for appointment shall possess the following qualifications:

Must hold the degree of B.A.(Hons) or B.Sc.(Hons) or M.A. of a University in the Province; and, if possible, must have had experience for a period of not less than three months in the general care, supervision, arrangement and development of a library on modern lines; and if recruited direct, must not have completed 30 years of age on the first of July of the year in which the selection is made.

Probation: Every person appointed as Librarian of the Connemara Public Library shall from the date on which he joins duty as such be on probation for a total period of two years on duty within a continuous period of three years.

Training: A probationary Librarian of the Connemara Public Library not possessing the experience prescribed for appointment shall within the prescribed period of probation undergo a training in the general care, supervision, arrangement and development of library for a period of not less than three months.

The pay during the period of training shall be Rs 100/- a month and this period shall not count for increments."

The period of three months' training referred to in the rules is based on the course of training for three months previously given by the University of Madras during the summer vacation for Librarians. That system is no longer in force; the University has instituted a Diploma course in librarianship the duration of which is for ten months from July. Recruitment to the post of Librarian has to be made in consultation with the Public Service Commission - whether by direct recruitment or by transfer.

The following statement gives particulars of the

2. Section 4 (3) of the Madras Public Libraries Act, 1948, which will come into force from the next official year, says ^{in effect} that the Director of Public Libraries (D.P.I.) shall manage the Central Library. It has been decided in Cabinet that the Connemara Library should be the Central Library. The Librarian should, consequently, come under the control of the D.P.I. It would appear that the rules relating to the post of Librarian extracted at page 13 ante, should be recast in view of the change of control. The D.P.I. may be requested to examine the rules and suggest necessary modifications. ^{With reference to the minutes on page 12 ante, the D.P.I.} He may also be informed that in suggesting amendments to the rules, provision ^{should} ~~may~~ be made for the transfer of an M.E.S. officer in the Collegiate branch as Librarian and for giving him necessary training in Library Science in a University (the Madras University and the Delhi University provide for training in Library Science).

3. The temporary post of Special Officer in charge of libraries in the office of the D.P.I. is an administrative post. ^{in M.E.S.} Ad hoc rules for this post have to be framed. The D.P.I. may be requested to suggest a draft of the ad hoc rules. He may also be informed that in suggesting these rules provision should be made for the transfer of an M.E.S. Officer in the Collegiate Branch for undergoing training in Library Science before taking up the post.

4. A draft Memo is submitted. H.M. ^(EM) may, perhaps, see.

The qualifications for the Librarianship of the Connemara Library as well as Administrative Officer to administer libraries must be, in addition to first or second class M.A., a diploma in Library Service.

The draft may issue.

26 FEB 1949

PP-17-18 d.7. (Signed as Memo. No. 91650/48-602, Ed., dated, 26-2-49.)

C. No. 16612. From the D.P.I., Re.1. No. 3/49, d., 1-3-49. P. 1907.

Please see the reply from the D.P.I. on page 1907. to the Memo. on page 1307. The D.P.I. says that it will be possible for Sri Tanardhanam Naidu to attend to the duties of Special Officer for Libraries in addition to his regular work and suggests that Sri Naidu will be in a better position to inform the Govt. on the point, if consulted. Subd. that the Librarian, C.P.L. may be consulted in the matter. A draft Memo. is submitted for approval.

In regard to the additional pay of Rs. 80/- a month asked for by Sri Tanardhanam Naidu for his additional work as Special Officer for Libraries, the D.P.I. states that the request is reasonable and recommends it. He, however, points out that this amount exceeds one-fourth of the minimum pay of the additional post (viz. Rs. 57-8-0) and that the provision in Note 2 under Instruction 1(c) of F.R. 49 may be relaxed in favour of Sri Tanardhanam Naidu with a view to enabling him to draw additional pay at the rate of Rs. 80/- a month. The D.P.I.'s proposal may be accepted in this Dept. and the file sent to Finance for remarks/ later on after getting the reply to the proposed request.

This is for the months of Feb. & March only (from 6 on 6 of). From the month of April, he has asked for extra pay at the rate of Rs. 250 p.m. (from 2 on 6 of). He may be asked to state definitely the extra pay required by him. A sentence has been added to the draft.

P. 35 of Book No. 154.

PP. 21-22 07

[Issued as Memo. No. 91650/48-702, Edn., dated, 5-3-49.]

PP. 23-24 07. C. No. 16765.

From the A.G., No. 55 Ee II/419, d., 2-3-49.

With reference to the Memo. on page 1507, the A.G. has reported that the Librarian, C.P.L., is eligible for para 1 on 7.5 d. 7. The leave he has applied for viz. leave preparatory to retirement. The grant of leave to the Librarian, C.P.L., is has to be taken up only after the question of appointing him as Spl. Officer for Libraries is settled. The has been addressed on the subject.

His reply in the matter is being awaited. The file may be sent till 15-3-49.

7/3/49.

7/3/49.

7/3/49.

PP. 25-26 C. No. 18019. C. 7.

From the Librarian, C.P.L., No. L.A.P. 2/49, d., 7-3-49.

Please see the note on page 15 ante. The reply to the reference mentioned at X therein is at pages 25-26 C. 7. Mr. Naidu says that it will be possible for him to attend to the duties of the Special Officer for Libraries in the Office of the D.P.I. in addition to his regular work as Librarian of the Conmemora Public Library and for this additional work he wants an additional pay of Rs. 80/- per mensem, representing one tenth of his substantive pay, as already

already stated by him in his letter on pages 5-6 c.f. From para 3 of his letter on pages 25-26 c.f., it would appear that ^{Mr.} Naidu wants the same rate of additional pay viz. Rs.80/- p.m. for his additional work as the Spl. Officer for Libraries in the Office of the D.P.I. even when the period of his Combined service in both the posts exceeds two months, ~~from February 1949~~. He says that he will manage to discharge the duties of both the posts ~~as long as possible~~ after the 31st March 1949, as long as possible, and that he will ~~in~~ inform the Govt. when he finds it ~~to~~ difficult to ^{more} manage both the posts. The file may be sent to Finance for remarks as already suggested at A on page 15 ante.

10/3/49
10/3/49

As already decided on pages 10 and 12 ante, the leave on average pay from 1-4-49 applied for by Sri Naidu preparatory to ^{his} retirement on 23-9-49, may be refused. He may be asked to do the duties of Librarian of the Connemera Public Library and of the Special Officer in the D.P.I.'s Office. For doing the extra duties he may be granted a special pay of Rs 80/- a month; this may be treated as class II special pay and not as charge allowance under FR 49 in view of the technical difficulty pointed out by the D.P.I. in his letter on p.19 cf. The question of reappointment of Sri Naidu from 23-9-49 although agreed to (vide pages 11 and 12 ante) may be taken up later on in view of para 3 of his letter on page 26 cf.

10-3-49

S / [Signature]

E.P.H. 2.c.No. 91650/48-89 10-3-49

Para 6 on p.6 c.f. Page 26 c.f.

P.26 c.f.

P.10 c.f.

10/5/49
X

10/5/49

16012
10 MAR 1949
X

(Previous note of Finance on p.11 above)

Edu. & P.H. Department propose to refuse the leave preparatory to retirement applied for by Sri. R. Janardhanam Naidu, Librarian Connemera Public Library from 1-4-49 and to ask ~~to~~ him to do the duties of the Librarian, Connemera Public Library and of ~~for~~ the Special officer in the D.P.I.'s Office. The officer is due to retire on 23-9-49 and orders were taken in circulation to re-appoint him for another year after the age of superannuation ~~so as~~ to enable him to attend to both the duties of Librarian and Special officer. ^{For the additional duties as Spl. Officer} ~~Consequently~~ it is proposed to allow Sri. Janardhanam Naidu, a class II special pay of Rs.80 p.m. ~~for these additional duties~~. The D.P.I. considers the remuneration, which is 1/10th of the substantive pay of Sri. Naidu, reasonable. In view of the technical difficulty pointed out by the D.P.I. in para 2 of his letter on p.19 C.F., E.P.H. propose to sanction the additional remuneration as class II special pay instead of as additional charge allowance. In the circumstances explained and in view of the fact that if a special officer is separately appointed he will have to be paid Rs.230 (minimum of the scale of the post viz. Rs.230-700) Finance may agree to the Special pay (class II) of Rs.80 p.m. to Sri. Janardhanam Naidu for discharging the additional duties of Special officer under the new ~~act~~ Librarian's Act.

2. Finance may also agree to the proposal of E. & P.H. at "X" on p.17 above.

Y on p.17 above

p.12 above

Y on p.17 above

para 2, p.19 CF

Y on p.17 above

20439
18 MAR 1949

Fin no 16012 CSR-1 15.3.49

12/3/49
10/3/49

14-3-49

10/3/49

E.P.H.

19

E.H.P.H. Dept (C2)

The draft below may be circulated
to H.M.C.E.D. for approval.

16/3/49

16/3/49

H.N. (Edn)

15/3

17.2/49



CERTIFICATE OF TRANSFER OF CHARGE.

T. A. V.

(G. O. No. 609, Finance, dated 4th September 1933, No. 772, Finance, dated 19th December 1935 and
No. 130, Finance, dated 4th March 1936.)

Headquarters * Madras Date 21st March 1949 Forenoon
Afternoon

Post SPECIAL OFFICER to assist the Director of Public Instruction, Madras
in the administration of the Madras Public Libraries Act.

Order under which transfer of charge is made G.O. Mis. No. 764-Education dated 17.3.1949

Relieved Officer.

1. Name and initials (BLOCK LETTERS) _____
2. (i) If proceeding on leave
 - (a) duration of leave _____
 - (b) address during leave _____
 - (c) place at which leave salary is to be drawn _____
- (ii) If retiring or if proceeding on leave preparatory to retirement and if it is proposed to draw the Provident Fund money immediately—whether application for withdrawal of Provident Fund money has been sent to the Accountant-General _____
- (iii) If on transfer _____ or _____ and _____
(a) Post _____
(b) Station _____
to which transferred.
3. Signature _____
4. Official designation if only holding charge in addition to other duty _____

For use in Audit Office.

Entered in A/R _____

Entered in L/Acct. _____

Entered in H/S _____

Leave salary Certificate issued. _____

Auditor. A.A.G.

E.H.P.H.

May be filed with
the G.O. at (A).

2/3/49. 2/3/49 2/3/49

[P.T.O.]

Relieving Officer.

For use in Audit Office.	
Entered in A/R	
Entered in L/Acct.	
Entered in H/S	
Joining time admissible.	}
Joining time taken.	
Pay slip issued.	
Auditor.	A.A.G.

5. Name and initials (BLOCK LETTERS) JANARDHANAM NAIDU, SRI R

6. (i) Whether returning from leave

(ii) If so, place at which orders of posting were received

(iii) If not, from what

(a) Post and

(b) Station transferred.

(c) Date of relief at old station F.N.

7. Signature R Janardhanam 21. III. 1949 A.N.

If only holding charge in addition to other duty

(a) Official designation of relieving officer Librarian, Connemara(b) Name of officer posted, if known Public Library, Madras.

to the Chief Secretary to the Government, Public Department, Fort St. George, Madras
 to the Secretary to Government, Education & P.H. Department, Fort St. George, Madras
 to the Accountant-General, Madras
 copy to C Section.

If charge is made over or received at a station other than the headquarters, the name of such station should also be entered.

Notes.—(1) When charge is transferred of any office held or usually held by a gazetted officer under the Madras Government, certificates in this form should be filled up and despatched the same day (1) to the Chief Secretary to Government, Public Department, Fort St. George, Madras, (2) to the Accountant-General, Madras, (3) to the officer's immediate superior, (4) to the Board of Revenue, in the case of the Gazetted Officers of the Revenue Department and (5) to the Commissioner and Deputy Commissioners of Excise, in the case of the Assistant Commissioners and Inspectors of Excise. If transfer is made by telegram, each officer will send the certificates direct and independently of the other officer.

Officers in charge of treasuries, e.g., Collectors and Treasury Deputy Collectors, will also send to the Accountant-General the certificate in form S.Y. 60 prescribed in the Book of Account Forms.

26