Put away
[illegible]

Sectt. II-27—80,004—17-11-48.

EDUCATION (194/ 50) Department.

MS. SERIES. (1) (17)

19
→ p~~15~~eF

G.O. NO. 2563

Dated 12th September 1950

[Despatch Abstract.]

ESTABLISHMENT - Office of the Director of Public Instruction - Additional staff - Sanctioned.

Back Papers.

G.O.	No.	Department.	Date.	G.O.	No.	Department.	Date.
G.O.	3313	Edn	29-10-49				

Further Papers.

G.O.	No.	Department.	Date.	G.O.	No.	Department.	Date.
Rt.	100	Edn	5/3/51				
Rt	108	Edn	13/3/52				

G.V. 32.

EDUCATION Department

From (Name)

Designation The Director of Public
Station Instruction, Madras.

Received Registered

To

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

Enclosures:

C. No. 149/W1/50 dated 4th February ~~194~~ 1950.

Sir,

Subject:-

Establishment- Office of the Director of Public Instruction, Madras- Temporary Lower Division Clerk for work connected with the scheme of financial assistance to displaced persons from Pakistan- Sanction requested.

9839

I have the honour to request that Government may be pleased to sanction the creation of the post of a Lower Division Clerk on a temporary basis for one year with immediate effect in the scale of Rs.45 - Rs.90 in my office to deal with the correspondence relating to the financial assistance and educational concessions to non-Muslim Refugee students and trainees from Pakistan. The Scheme of the Government of India for assisting refugees was approved in G.O. No. 272 Edn. dated 9-2-1948 and the Director was appointed as the authority competent to sanction the loans and concessions to the displaced students and trainees from Pakistan in the Province of Madras. The work connected with this scheme was allotted to the War Section of my office in February 1948. In addition to this work the work connected with the administration of the Prime Minister Nehru's National Relief Fund, and the newly opened Refugee School at Perambur is also dealt with in this section.

2. This section has three clerks and one Superintendent. All concessions to children of army personnel and concessions under the further education scheme of the Government of India are dealt with in this section. The loan scheme for refugees is a recent addition to the work of this section. Loans have been sanctioned during the past year and this year. The time has now come when recoveries have also to be made. The work of the section has in these various ways increased considerably.

3. It is found very difficult for the existing staff to attend to this work without detriment to efficiency. The applications for all concessions require careful scrutiny. I therefore request that Government may be pleased to sanction immediately the creation of the post of an additional Lower Division Clerk in my office to cope with all this increased volume of work.

4. As the Loan Scheme was sponsored by the Government of India, I suggest that the expenditure on the salary and allowances of the proposed clerks may be claimed from the Government of India, if necessary.

5. The favour of very early orders is requested.

Yours faithfully,

for Director of Public Instruction.

6/2

A.S./6-2.

Edn and P.H. Dept

Telephone Message by Post. No 9839 A/50
Edn dated 14/2/50

From
The Asst Secy to Govt, Edn and P.H. Dept

To
The D.P.I.

Establishment – Addl clerk for the war section –

Ref D.P.I.'s letter No: 149 W1/50 d/ 4.2.50
–

Recently the D.P.I was informed that ~~in~~ while applying for addl Staff in his Office the needs of individual sections should not be emphasised, ~~and~~ that if work in one particular section is heavy it should be distributed among other sections which have less work and that proposals for addl Staff should be subtd to post

4

only after ascertaining the work in all the other sections. It was also found in that connection that the number of currents dealt with by each clerk in the Director's office was less than 10 per day. Please therefore re-examine the need for the addl clerk in the light of these instructions.

P. C. S.
7/11/2

10/2/50.

6/2/50

A 17

(V)

5

2

Office of the Director of Public Instruction, Madras.
(Post Copy of Telephonic Message dated 29th August 1950).

T.M.No.570-C6/49.

ASSISTANT SECRETARY
31 AUG 1950
26055
EDUCATION DEPARTMENT

The Director of Public Instruction,
Madras

To

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

Subject:-Establishment--additional staff for the Office of the Director of Public Instruction, Madras.

k. 16 ante.

Refce.:- Your T.M.No.9839-A/50 Edn., dated 22..8..1950.

not put up

As required in G.O.Ms.No.3313-Education dated 29.10.1949, I have fully examined the necessity for additional staff in my office as a whole and submitted proposals in my letter Roc.No.570-C6/49 dated 29..7..1950. The additional staff requested for war section referred to in your telephonic message has also been included in the proposal.

dealt with separately

pp. 3-4 ante

For Director of Public Instruction.

ks.30.8.

Edu (A)

8/30/8. The Director reports that the addl. staff asked ~~requested~~ for war section referred to in T.M. on pp. 3-4 ante has also been included in the proposals

6

8

for addl. staff in his office as a whole, submitted by him in his letter, No. 570-C6/49, dated 29-7-50. — not put up

These proposals have been ~~are~~ examined separately and ~~the orders are being issued~~ ~~file is nao in O.~~. No further action is therefore called for in this file. The papers may be lodged and added the main file. ~~on it is return from O.~~

9/8/50

RSSV 4/9/50

8-9-50

AUG 1950
6609

R.O.C.NO.570-C.6/49

(40)

Office of the
Director of Public Instruction,
Madras, Dated 29--7--1950.
18.8.50

EDUCATION DEPARTMENT

I

From
The Director of Public Instruction,
Madras.

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

Sir,

SUBJECT: Additional staff for the Office of the Director of Public Instruction - Requesting sanction

R E F: Government Order Ms.No.3313, Education dated 29-10-1949.

p 15/(M)

===

In the Order quoted above I was asked to watch the work in my office and to submit proposals for reduction in the staff, if according to the standard of work proposed in other Departments, viz. 10 currents a day, admits of such a reduction. This order was passed on my letter regulating requesting sanction for additional staff.

2. I have since watched closely the work in this office and am compelled to conclude that the need for additional staff is quite imperative and extremely urgent. I do not know what standards have been prescribed for other Departments to judge the need for additional staff. But so far as this office is concerned, I am convinced that the need for additional staff detailed in my letter ROC.No.570-C/49 dated 2-10-1949 is very real and also pressing. In making this statement, I am also mindful of the need for economy at the present moment and also of the generally understaffed condition which prevails many other Government offices. Nevertheless, I plead earnestly that consideration of economy and the fact that a number of offices are not perhaps adequately staffed should not preclude a sympathetic consideration of my demands.

p.p 15/M

. Cases of delays and signs of inefficiency have s
in inspite of my dealing with such cases under disciplinar
rules. Punishments have been awarded for slackness. But
the fact remains that the staff is unable to cope with the
work as it has increased considerably and is increasing d
by day.

3. I have in my letter referred to above explaine
clearly the large increase in the work in the office and
numerous additions to work from time to time. I am afra
I cannot make the position clearer. This office may eve
inspected, if Government think it necessary or desirabl
the Secretary to Government in the Education Departmen
by an Officer of the Finance Department.

4. I wish to make one think g clear and it is sp
to this office that the 'currents' as understood in
ordinary sense as relating to correspondence do not
entire work of this office. They exclude the large
financial statements and returns which are being che
purposes of paying grants to schools and colleges a
homes. The scrutiny of a financial statement bears
lation whatever to the work involved in the disposa

c

2

(for $3\frac{1}{2}$ months from middle of Sept 50)

2 Jr. Supts. — ~~140 × $\frac{7}{2}$ +~~

$= (140 + 38)\frac{7}{2} =$ ~~$178 \times \frac{7}{2}$~~

$= 89 \times 7 = \underline{623}$

4 U.d. clerks $= (80 + 38)\frac{7}{2}$

$=$ ~~118~~ $59 \times \frac{7}{2}$

$= \underline{41.3}$

3 L.d. clerks $= (60 + 31) \times \frac{7}{2}$

$= 91 \times \frac{7}{2}$

$= \frac{637}{2} = 318.5$

$= \underline{319}$

Total cost in 50-51 $= 623 + 413 + 319$

$= \underline{1355}$

---

(6)

current. The work relating to assessing of teaching grants is now distributed among clerks in three sections but some uniformity in the work is essential. A proper distribution has to be made and this cannot be done without additional staff. Each financial statement will require two to three full working days to be checked, in the cases of big colleges and secondary schools, and one or two working days in the case of ordinary middle schools and high schools. The number of schools, secondary and special and colleges is increasing every year. The latest addition is the schools for teaching 'Hindi'. The total of all types comes to 1354. One more Superintendent and four clerks are the barest minimum additional staff required for dealing with the increased work.

1 Supdt 4 clerks

Another important point to be remembered is that where additional staff was sanctioned for particular new items of work such as Basic Education, Adult Education, Library Acts, there has been no increase to the staff in this office dealing with the 'personnel' of this big Department. The entire work relating to the personnel of this Department including this office is done by two Superintendents and 8 clerks i.e. by two Sections called C.1 and C.2. Additional staff is quite necessary to cope with the increased work resulting from the increase in the number of Officers in the Department.

Questions connected with pay, pension, allowances, recruitment and appeals and enquiries are not to be treated as ordinary currents disposed of in a routine manner. One more Superintendent and four clerks are necessary for a proper and efficient distribution of this work.

Even judging by the number of currents received in this office excluding the financial statements of schools and Colleges and boarding homes and the various other periodicals, there is a case for additional staff. The number of currents received during ~~12~~ March 1949 to March 1950 is 1,21,332. The number of currents received in the previous four years is shown below:-

1945	53,080
1946	64,670
1947	87,337
1948 (for 8 months only)	72,268

X

The number of currents for each clerk works out to 8, the office having worked for 274 days with 57 clerks. If the work relating to financial statements is taken into account, the necessity for the additional staff will be clear.

5. I have explained in the foregoing paragraphs the need for two more sections in this office consisting of the following staff for each section:-

1 (one) Junior Superintendent
3 (three)Upper Division Clerks
1 (one) Lower Division Clerk

N

I had asked last year in addition to the above for 6 lower division clerks for duties connected with the other important limbs of the office, Despatch, Record, distribution of tappal and comparing of fair copies. I shall now ask for 3 lower division clerks only for all the above duties taken together One despatching clerk is unable to cope with the work. Ther have been a number of delays and mistakes in Despatch. Thes are due chiefly to the overwhelming work in the Despatch. The other two clerks will be utilised for reading ~~ad~~ and co paring the fair copies. As it is, the typists are engaged

th

2

Ultimate Cost Recurring

2 Jr. Supts $= \left[\left(2 \times 173\frac{1}{3}\right) + (38 \times 12)\right] 2$

$= \left[\frac{520}{3} + 456\right] 2$

$= \left(\frac{520 + 1368}{3}\right) \times 2$

$= \frac{1888}{3} \times 2 = \frac{3776}{3}$

$= 1258.6 = 1259$

4 U.D. clerks $= 4\left[109\frac{1}{4} + (27 + 4) 12\right]$

$=$

2 Jr. Supts $= \left[\left(173\frac{1}{3} \times 12\right) + (12 \times 38)\right] 2$

$= \left(\frac{520}{3} \times \overset{4}{12} = 2080 + 456\right) \times 2$

$= 2536 \times 2 = 5072$

2080
456
2536
5072

4 U.D. clerks $= \left[\left(109\frac{1}{4} \times 12\right) + (38 \times 12)\right] 4$

$= \frac{437}{4} \times \overset{3}{12} = (1311 + 456) 4$

$= (1767) \times 4 = 7068$

3 L.D. clerks $= \left[\left(67\frac{1}{2} \times 12\right) + (31 \times 12)\right] 3$

$= [135 \times 6 + 372] 3$

$= (810 + 372) 3 = 1182 \times 3$

$= 3546$

5072
7068
3546
15686

Total ultimate recurring cost $=$ Rs 15,686

---

the work and this means that the typing section is not working to the sanctioned strength.

6. In my letter C.No.570-C.6/49 dated 2-10-1949 I had asked also for an additional Senior Superintendent for this office in the scale of Rs.250-300. The need for this post was explained by me in detail. Now I do not press for that post; instead I request that one more post of Junior Superintendent on Rs.140-190 may be sanctioned so that the Senior Superintendent may be relieved of the charge of a section which he is having now. This will enable the Senior Superintendent to discharge the supervisory duties more efficiently and the section of which he is now in charge will have closer supervision. This additional post is quite essential as this office requires a Senior Superintendent solely for the purpose of supervision of the various matters connected with the office routine and the menial staff.

7. In the circumstances, I request most earnestly that the Government may be pleased to sanction immediately the following additional staff:-

3 (three)	Junior Superintendents
6 (six)	Upper Division Clerks
5 (five)	Lower Division Clerks.

A

8. In this connection I must mention that I anticipate the need for another Superintendent for the section dealing with National Cadet Corps Work. This section now consists of two Upper Division Clerks and One Lower Division Clerk. They are working under the Liaison Officer. The National Cadet Corps scheme is expanding. The Liaison Officer may not be able to supervise the office work as he is a touring officer. Ere long a Junior Superintendent will be necessary for the work. I shall address the Government later on this after watching the position for some more time.

Similarly the work in the section called 'War' Section mainly relates to all kins of concessions to children and dependants of ex-army personnel. Now two schemes are in operation, the scheme sanctioned by the Government and the scheme sanctioned by the Postwar Services Reconstruction Committee. As work has increased considerably, I have requested the Honorary Secretary, Postwar Services Reconstruction Committee to sanction the employment of two Upper Division Clerks in this office from their funds for dealing with the work. I shall address Government as soon as I know the views of the Committee.

X

9. I request again that the Government may be please to consider all the points and sanction the additional staf asked for immediately instead of postponing the matter for consideration as a Part II Scheme. Without additional sta I am afraid the position will deteriorate quickly into a complete break down. I am appending statements showing the Budget of this Department, the growth of the Departmen and the strength of this Office.

Yours faithfully,

for DIRECTOR OF PUBLIC INSTRUCTION.

211·3

3 Junior Supdts. Cor p.m.
6 UDs. 633·9
5 LDs. 876·0
492·5
2002·4 x12
24 028·8 or

24,000/ rounds p.a. | A

Cor pm
2 422·6
4 584·0
2 197·0
1203·6 x12
14443·2 or

14,400/ rounds p.a. | X

~~1500~~

15k | 1c

115 20

173·3
38·0
211·3
3
633·9

109
27
10
146 x6
876

67·5
24·0
7·0
98·575
492·5

~~98·5~~
~~591·0~~

9815
12
1182·0
a 1200 p.a.

STATISTICS INDICATING THE INCREASE IN THE VOLUME OF WORK
IN THE OFFICE OF THE DIRECTOR OF PUBLIC INSTRUCTION, MADRAS.

***

Total expenditure on 37 Education during:-

	1937--38	1949-50.
Total.	Rs.2,57,95,526	Rs.6,82,09,462 Plus One crore more nearly paid in March 1950.

Colleges & Universities:

	University	Colleges.	
(1)	Madras. Andhra. Annamalai.	79	Arts 63 Professional 26 Oriental 27 ~~33~~ Total. 116

	No. of Schools	Expenditure in lakhs.	No. of schools	Expenditure in lakhs.
(2) Secondary Edn.	609	97	1168	323
(3) Anglo-Indian Secondary Edn.	55	12	59	13
(4) Anglo-Indian Ele. Education.	18	1.1	11	0.75
(4) Budget.	-	110.1	-	326.75
(5) Ele. Education.	44,118	243	37195	740
(6) Basic Education.			(Ele. 256 (Trg. 29 plus 8 (Govt plus Aided.	*** 12.0**
(7) Adult Education. 48-49	Centres. 18	Rs.22361-0-0	49-50. Centres 13	Rs.10560-3-4.
(8) Orphanages.	207	5½	325	15½
(9) Special Schools.	633	40	697	109
(10) Girls' Secondary schools.	123	19	214	56
(11) Training Schools.	139	18	~~151~~ 134	44
(12) Technical Education - Bifurcated courses in Engineering, Agriculture, Secretarial Drawing and Painting, Music, Dancing, Domestic Science.			94	

** actuals	Rs.
upto 31-12-49	4,71,323
Probable for the period 1-1-50 to 31-3-50	7,23,558
Total.	11,94,881
	11.95

Personnel.

		1937-38.		1949-50	
		Permanent	Temporary	Permanent	Temporary
Gazetted Officers & Professors.	Men	109	0	111	91
	Women	29	0	32	16
	Total.	138	0	143	107
Non-gazetted Officers & Lecturers	Men	102	5	116	167
	Women	14	2	17	40
Tutors & Demonstrators.	Men	44 (1942)	Figures not available.	60	121
	Women	Appointments vested in Principals.		Nil	8
Deputy Inspectors.	Men	221	1	224	100
	Women	53	Nil	53	10
Junior Deputy Inspectors.		171	0	171	129 (includes Attendance Officers)
School Assistants.	Men	179	17	199	146
	Women	118	8	131	120
Miscellaneous appointments.	Men	57	5	66	73
	Women			42	0
Ministerial Service (Mofussil.)	Both men and women.	28	0	69	55
General Subordinate and Inferior service.	Men.	6	0	14	3
Ministerial Service (D.P.I's Office	Superior.	49	3	72	63
General Subordinate Service - Inferior		26	1	30	12
	Total.	1068	42	1264	1047

Number of currents received during the past 5 years.

1945	1946	1947	1948 till August	1949
58080	64670	85337	72269	119500 (besides 25000 Periodicals, Statements and Returns)

(10) 17

The staff of the Office of the Director of Public Instruction, Madras stood as on - -

		31--3--1938.		Temporary.			31--3--1950.	
			Rs.				Permanent	Temporary
1.	Superintendents	2 on	200-10-250			Senior Superintendent.	1	
	,,	1	150--350			Junior Superintendent I Gr.	2	
	,,	2	125--175			do. II Gr.	7	8
	,,	3	100--150					
	Total.	8				Total.	10	8
2.	U.D.Clerks	20	65--125	1	55--100	U.D.Clerks	21	16
3.	L.D.Clerks & Typists	22	40--80	2	37--70	L.D.Clerks	41	29
	,,	1	37--70					
	Total.	43		3		Total.	62	45
4.	Attenders	1	23--35	1	19--30	Attenders	4	3
	,,	1	19--30					
5.	Duffadar.	1	20--25			Duffadar	1	1
	Peons	17	15--20			Peons	25	9
	,,	6	12--17					
	Total.	24				Total.	26	10

18/

Sub:- Establishment - Office of the D.P.I., Madras - Additional Staff - Sanctioned.

161-5 QP

Ref.- From the D.P.I., No.570-C6/49, dated 18-8-1950.

Order (Ms.) No. 2563 Edn., dated 12.9.50

The Govt. sanction the employment of the following additional staff in the Office of the D.P.I. for a period of 6 months in the first instance with effect from the date of appointment:-

2 Junior Superintendents (II Grade) - on the scale of Rs. 140-5-190 each
4 Upper Division Clerks }
3 Lower Division Clerks. } ~~([illegible])~~

They consider that ~~there is no necessity for any more addl. staff and that~~ with the employment of the above addl. staff and with a proper and an equal internal re-distribution of work, ~~xxxxxxx~~ the difficulties felt at present by the D.P.I. will be met.

2. The staff mentioned above will be paid the usual allowances ~~as~~ admissible under the rules.

11/9/50.

p 3 mf

Apd to API by Spl. messenger 12.9.50

To

The D.P.I.
The A.G. thro' Fin.
s.cs. 2.

RSSV 11/S

Take 30 copies & despatch to all H.Ms. other than H.M.(E&L), H.M.(Fin) (& H.C.M.) And to the C.S. & the Fin Secy.

SUMMARISING NOTE.

Sub: OFFICE OF THE DIRECTOR OF PUBLIC INSTRUCTION - Additional staff.

M/1-5 cf G.O.(M)

Issued to H.Ms. & CS & FS. RSS 3/10

M/15 cf

In October last year the D.P.I. submitted proposals for the employment of additional staff in his office. As the question of retrenchment in the Director's office recommended by the Retrenchment & Reorganisation Committee was then under consideration, the question of additional staff ~~in~~ for his office was deferred by Govt.

M/1-5 cf

2. ~~In August last~~ Recently the D.P.I. again submitted proposals for employing additional staff in his office. He stated that the need for addl. staff was quite imperative and extremely urgent and asked for sanction for the employment of the following additional staff:-

p 58 cf

3 Junior Superintendents
6 Upper Division clerks
5 Lower Division clerks

The Director stated that ~~there are cases of delays and signs of inefficiency in his office which was due to the inability of the~~ the existing staff was not able to cope with the increased work in his office and that the number of financial returns and statements received for the assessment of teaching grants had increased considerably due to the increase in the number of schools and colleges. There was also an all round expansion of the activities of the dept. on account of new schemes ~~of~~ relating to Basic education, Adult education and the reorganisation of ~~the~~ Secondary education. This Dept. supported the proposals of the Director ~~without any modification~~. The Finance Dept., however, noted that they conceded the necessity for some additional staff to afford immediate relief to the existing ~~of~~ staff in the Director's office and that the addl. staff proposed by the Director was excessive. They suggested that it would be sufficient if an addl. staff of

p 3 cf

— do —

2 Junior Superintendents
4 Upper Division clerks
3 Lower Division clerks

~~is~~ was sanctioned for the present for a period of 6 months in the first instance. The suggestion of the Finance Dept. was accepted by this dept. ~~and~~ The addl. cost involved in the proposal is Rs. 15,600 per annum. As the proposal was very urgent orders of H.Ms.(E.& L.) and (Fin.), and H.C.M. were taken and orders sanctioning the additional staff ~~referred to above~~ have been issued.

p 4 nf

p 13 cf

This summarising note may be circulated for information to the other H.Ms. who have not seen the case and to the Chief Secretary and ~~to~~ the Finance Secretary.

29.9.50

27/10/50

6/3/10

23

EDUCATION DEPARTMENT

SUMMARISING NOTE

SUB:- OFFICE OF THE DIRECTOR OF PUBLIC
INSTRUCTION - Additional staff

In October last year the Director of Public Instruction submitted proposals for the employment of additional staff in his office. As the question of retrenchment in the Director's Office recommended by the Retrenchment and Reorganisation Committee was then under consideration, the question of additional staff for his office was deferred by Government.

2. Recently the Director of Public Instruction again submitted proposals for employing additional staff in his office. He stated that the need for additional staff was quite imperative and extremely urgent and asked for sanction for the employment of the following additional staff:-

3 Junior Supdrintendents
6 Upper Division Clerks
5 Lower Division Clerks

The Director stated that the existing staff was not able to cope with the increased work in his office and that the number of financial returns and statements received for the assessment of teaching grants has increased considerably due to the increase in the number of schools and colleges.

P.T.O.

There was also an all round expansion of the activities of the department on account of new schemes relating to Basic education, Adult education and the reorganisation of Secondary education. This Department supported the proposals of the Director. The Finance Department, however, noted that they conceded the necessity for some additional staff to afford immediate relief to the existing staff in the Director's office and that the additional staff proposed by the Director was excessive. They suggested that it would be sufficient if an additional staff of

2 Junior Superintendents
4 Upper Division Clerks
3 Lower Division Clerks

was sanctioned for the present for a period of 6 months in the first instance. The suggestion of the Finance Department was accepted by this Department. The additional cost involved in the proposal is Rs.15,000 per annum. As the proposal was very urgent orders of the Hon'ble Minister for Education and Law, Hon'ble Minister for Finance and the Hon'ble ~~xxxxxxx~~ Chief Minister were taken and orders sanctioning the additional staff have been issued.

This summarising note may be circulated for information to the other Hon'ble Ministers who have not seen the case and to the Chief Secretary and the Finance Secretary.

K. M. Unnithan,
Secretary to Government.

C.No. 24331 A/50. Cf   Letter from the D.P.I., No. 570 C6/49 dated 29-7-50/18-8-50.

OFFICE OF THE D.P.I., MADRAS - Additional Estt. - Sanction of.

pp1-5 Cf

In his letter in the c.f. the D.P.I. has explained the need for addl. staff in his office and recommends the employment of the following additional staff to cope with the increased work and for the efficient administration of the deptt:-

3 Junior Supdts.
6 U.D. clerks
5 L.D. clerks

pp1-5 / (M)

p15 / (M)

Copy at (R)

A

In connection with the Part II estimates for 1950-51 the D.P.I. proposed the employment of one addl. Senior Supdt., two Junior Supdts., six U.D. clerks and eight L.D. clerks and the proposals were deferred as the question of retrenching the existing staff in the Dir's Office was under consideration.- Vide G.O.No. 3313, Edn., dated 29-10-49. Orders had also been issued on the question of retrenchment in the Dir.'s Office in G.O. No. 3594, Edn., dated 25-11-49 that the Dir.'s Office be exempted from the 12½% cut recommended by the R.& R. Committee taking into ~~account~~ consideration that the no. of currents in the Dir.'s office should be 8 instead 10 recommended by R.& R. Committee.

2. The D.P.I. in his letter in the c.f. fully explains the need for the addl. staff proposed by him with facts and figures. He states that there are cases of inordinate delays and signs of inefficiency in his office, which, he states, is due to the inability of the staff to cope with the increased work in his office. He states that the no. of financial returns and statements received in his Office for the assessment of teaching grants has increased considerably due to the increase in the no. of schools and colleges.

In the circumstances stated by him ~~in his letter on pp.1-5 c.f.~~ and as there is an all round expansion of the activities of the dept. on account of the new schemes of Basic Edn., Adult Edn. and the reorganization of Secondary ~~Secy.~~ Edn. sanctioned by Govt., there seems to be justification for the addl staff proposed by the D.P.I. The proposal~~s~~ may be supported in this dept. The remarks of Finance Dept.

P.T.O.

may be invited before circulation.

MRS
21/8/50

22.8.50

22/8/50

S. | Fin

Even Govt. have recently had-occasion to remark on the inordinate delays in the DPI's office. There is no doubt that the office is short-staffed and I would support the DPI's proposal without any modification

A

23.8.50

Edn. No 24331 A/50-1
23/8/50

Fin

Fin (E.III)

Notes of Education on pp 1.2 above may be perused.

The D.P.I. has proposed the employment immediately of the following addl. staff in his office to cope up with the increase of work.

3 Junior Supdts.
6 Upper Division clerks and
5 Lower Division clerks.

Education have supported the DPI's proposal without any modification. The addl. expenditure to Govt. on the proposals will work out to Rs 24,000 roundly p.a.

In G.O. 3313 Edn. dy 29.10.49 the DPI was informed that the Govt. were not convinced of the need for any addl. staff and he was requested to watch the work in his office and submit proposals for reduction

para 7 on p 5 of

'A' above

pencil working at 'A' on p 6 of

p 15 of (M)

SENIOR ASSISTANT SECRETARY, FINANCE DEPARTMENT
23 AUG 1950
24150 N
GOVERNMENT OF MADRAS

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if the number of currents and the standard of w

hat Office admitted of any reduction.

It may be stated in this connection that the standard number of currents usually adopted in the case of other departments and other offices is 10 currents on which basis alone the need for the additional staff is assessed. In the present case it may, no doubt, be true that the work in the Office may have increased but the number of currents comes only to 8 currents per day according to the D.P.I.. When the Government issued orders directing that every department or Office should try to effect some retrenchment or other atleast as a matter of gesture, in consonance with the recommendations of the R & R Committee and when some reduction or other in the existing staff was made in all departments and ~~others~~ offices even at the risk of inconvenience and over-work to the existing staff, the D.P.I's Office was exempted from the 12½% cut in establishment.

papers nor put up

X on p 3 of

papers nor put up

Y on p 19 (R)

Y on p 1 of

X on p 5 of

pp 1-5 of

para 7 on p 5 of

The D.P.I. has stated that he is ~~needful~~ mindful of the need for economy at the present moment and that, without the additional staff asked for by him, the position will deteriorate quickly into a complete break-down.

Proposals for additional staff are normally considered only in connection with the Part II Schemes.

In view, however of the reasons stated by the D.P.I., Finance may concede the necessity for some additional staff to afford immediate relief for the existing staff. The staff proposed for immediate sanction seems, however, too much. It seems sufficient if the following staff is sanctioned for the present for a period of 6 months in the first instance.

2 Junior Superintendents
4 U.D. Clerks and
2 L.D. Clerks.

A

With the employment of the above additional staff and with a proper and an ~~equal~~ internal re-distributio of work, it seems that the difficulties felt at present by the DPI may be met

29/8

...tional Junior Superintende...
...ving relief to the existing Senior Superi...
does not seem necessary now. The three a...
lower division clerks proposed for despatch, Reco...
distribution of tappals and comparing of fair copies
also do not appear to be so urgent as stated by the
D.P.I.

In view of the need for the utmost economy in all possible directions, this Department ~~have agreed~~ may agree to the employment of additional staff on a restricted basis for the reasons stated by the D.P.I.

If the suggestions of the Department are accepted the additional expenditure will be reduced Rs. ~~14,400~~ 15,600/- roundly per annum and the case will have to be referred to S.F.C. and Cabinet before issue of Orders or if the proposal is urgent, the procedure indicated in para. II(iii) of Finance U.O.Note No. 26978(A) B.G.-4, d/21-12-47 has to be followed.

... Jun. clerk may be allowed against three asked for. Zro 29/8/50

A on p 3 above

X on p 6 of 6 haps has p... up

not put up Z

28/8/50 268550

Addl. staff as suggested above may be allowed for the present, and the D.P.I. may watch the ~~conditions~~ state of work further after the employment of this addl. staff. If he feels the need for more staff even after that, he may come up to the Govt. next year with proposals for ~~more~~ staff

Zro 29/8/50

A.

ASSISTANT SECRETARY
30 AUG 1950
EDUCATION DEPARTMENT

Fin. U.O. Edn 29/8

For orders whether ~~the~~ the addl staff agreed to by Finance may be sanctioned and the Director may be asked to come up again next year for more staff if necessary.

The proposal is really very ~~urgent~~ urgent. So the "short circuit" procedure may be followed and orders may be issued

& A on the previous page

30/8

30/8

straightaway. The file may be circulated to H.M (E&L), H.M (Fin) and H.C.M.

3/8/50

16

24331/50

SECRETARY
5 SEP 1950
EDUCATION DEPARTMENT

26522

X

The DPI's office has been working under high pressure owing to inadequate staff. The proposals as agreed to by Finance may be accepted as a preliminary relief though it may be necessary to press for the full complement of staff at a later date.

30.8.50

HM (E&L) 31/8

HM (Fin) 1.9

HCM 2.9

A draft Order is submitted for approval ~~Finance may see before issue~~.

Necessary action will be taken in due course to obtain supplementary demand. A summary note also will be circulated to H.Ms who have not seen the case. Fin may see

11/9/50

Fin.

Rsr 6/9/50

B

7.9.50

A

SENIOR ASSISTANT SECRETARY, FINANCE DEPARTMENT
11 SEP 1950
78783
GOVERNMENT OF MADRAS

Edn. U.O. 24331-A/50-2

11-9.50

tional Junior Superintende

ving relief to the existing Senior S

does

Fin (E.M.)

(Pre. Finance note on pp 2. 4 above)

Further notes and the orders in Circulation from p. 4 above may be perused.

The draft order below may be accepted as amended in pencil therein.

Education will ~~also~~ no doubt send copies of the summarising note to the Chief Secy. and to Finance Deptt also as indicated in the U.O. note referred to at 'Z' on p. 4 above besides to other Hon'ble Ministers who have not seen the case, as stated by them A. on p 5 above.

Ms
12.9.50

With reference to portion 'B' of Edn note on p 5 above Edn may ~~[illegible]~~ be informed that the proposal is not on a new service and no supplementary demand need be obtained.

Kr
12/9/50 Edn.

Fin U.O. 78783 E5-1
12.9.50

12.9.50

Education (A)

The draft order may issue. After issue a summarising note will be put up.

27535.

RSSR
12/9/50

Cug
12.9.50

12/9/50

[Issued as G.O. 2563 Edn, d 12-9-50] p 13 cf

A summarising note is submitted. Copies of the note will be circd to H.Ms who have not seen the case & to C.S.

Cum
29.9.50

2/10/50 S (draft approved by Secy)