

①

Edn (1950) Department.

Me SERIES.

G.O. NO. 2718 Edn

closed
or
Snpoll.

Dated 29.9.50

14

[Despatch Abstract.]

tion

G.O. Branch Press, Pindurkharai - Temp

Additional Staff - Some times

Back Papers.

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

Further Papers.

G.O.	No.	Department.	Date.	G.O.	No.	Department.	Date.
Ms	2723	En	17.8.57.				
MS	141	P.W.	17-1-55				

From
R. Siddique, Esq.,
Superintendent,
Government Press, Madras.

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

No.SBC/Mis/49-50.

Dated:- 31-5-1949.

Sir,



Sub:- Government Branch Press - Pudukottai - Comprehensive proposals -
Regular absorption -
Ref:- 1) G.O MS.No.2736 Edn. dated 3-11-1948
2) Government Memorandum (para - 2) No.16761 C2/49-2 Edn. dated 18-3-1949.

With reference to item (3) of para 2 of G.O MS No.2736 Edn. dated 3-11-1948, I have to state that the outturn of each worker is maintained on similar lines with the Government Press workers, Madras from 1-4-1949 in order to determine their ability and efficiency. A decision on this will be arrived at at the end of six months. Pending the decision on this point, I request that Government may be pleased to approve the following proposals.

(1) All those workers shall be given opportunity to express their willingness in writing in the following form.

I . . . working as . . . in the Pudukottai Press shall henceforth be an employee of the Government of Madras, under the control of the Superintendent, Government Press, Madras and shall abide by the Rules and Regulations thereunder.

I shall further declare that I am not entitled to any claims on the strength of my past service to the state otherwise ordered by the Government of Madras or the Superintendent, Government Press, Madras.

Station,
Date:

Signature.

(2) All leave at the credit of each employee on 3-3-48 (date of merger) shall remain without forfeiture subject to the maximum admissible under the Madras Leave Rules, 1933.

(3) The leave account of each employee from 4-3-1948 shall be maintained in accordance with the procedure laid down under the Madras Leave Rules, 1933.

(4) Their entire service shall be reckoned as service as in the case of similar workers in the Government Press, Madras for purposes of pension, gratuity, etc.,

(5) For purposes of seniority and promotion, they shall be deemed to be under a separate unit and the existing order of their seniority shall be maintained.

(6) While fixing their pay in the revised scales of pay (G.O.No.916 Fin. dated 26-11-1947) they shall not sustain any loss in their present emoluments.

The following Ministerial staff may be provided temporarily for a period of six months in the first instance as a measure of suitability for the Accounts, clerical and despatch work of that Branch Press concerned and the retention of the staff concerned on permanent basis may be considered later.

1) Establishment Section.	Two Upper Division Clerks One Attender	Rs.80-110 " 24- 35
2) Pay Bills Section.	Two Upper Division Clerks One Attender	" 80-110 " 24- 35
3) Correspondence Section.	One General Correspondence Clerk One Typist One Peon	Rs.45-90 " 45-90 " 16-25
4) Cash Section.	One Shroff One Peon	" 30-50 " 16-25

R. Siddique
Superintendent.

OFFICE OF THE SUPERINTENDENT, GOVERNMENT PRESS, MADRAS.

No. R.C. 6793/SBC.2.

Dated 5th May 1950.

From

Janab R. Siddique,
Superintendent, Government Press,
Mint Buildings, Madras.

To

The Secretary to Government,
Education Department, Fort St. George,
MADRAS.

Sir,

Sub: Government Branch Press, Pudukkottai - Absorption of staff in
the Madras Government Service.

Ref: Government Memo.No. 16761/02/49-14 Edn., dated 16-1-1950
and Memo.No. 16761 E/49-16 Edn., dated 18-4-1950.

I submit that ever since the Pudukkottai Branch Press was taken over
charge by me from 1-12-1948, only a non-gazetted Officer on a time scale
of pay of Rs 125-5-170 was kept in immediate charge of the Press and the
entire correspondence covering various points are being passed on to me
for administrative approval and sanction. The following items of work
relating to the Pudukkottai Government Branch Press are being attended to
in the Office of Central Press at Madras and much strain is experienced
by the existing clerical staff of this Office to cope up with this additional
work.

- 1) Maintenance of Service Registers.
- 2) " Plant Ledgers
- 3) " Leave Accounts
- 4) " Store Accounts
- 5) " Compilation Statement of expenditure etc.
- 6) " Periodicals like April returns, factory returns etc.
- 7) " Establishment List.

Besides the work referred to above there are monthly routine works comprising
scrutiny and countersignature of Establishment Bills, Arrear supplemental
bills, Contingent bills, Plant Account, Section of leave, General Provident
Fund contribution and withdrawals, Monthly Establishment arrangements,
submission of replies to Factory Inspector's references and such miscellaneous
subjects pertaining to the administration of the Branch Press.

2. In G.O.Ms. 3888 Edn., dated 19-12-1948 two posts, one Upper Division
Clerk on Rs 80-110 and one typist on Rs 45-90 were sanctioned in connection
with the work involved in giving effect to the Provincial rates of pay and
Dearness Allowance to the employees of the Pudukkottai Government Branch Press.
The continuance of these two posts sanctioned in G.O.Ms.No. 742 Edn., dated
7-3-50 for a further period from 1-3-50 to 31-5-50 is sought only to carry on
with the normal day to day work of the Pudukkottai Branch Press work from
Madras.

3. With the implementation of the Provincial rates of pay and allowances
to the Pudukkottai Press employees with reference to G.O.Ms.No. 3490 Public
(Political) dated 14-10-1949 a thorough re-organisation of the system of work
in the Branch Press has to be given effect to. The employees there, are still
governed by the State Rules in respect of leave, General Provident Fund and
Pension pending final orders of Government on the comprehensive proposals
(regarding the regular absorption of the State Press, Pudukkottai with the
Government Press, Madras) submitted to the Government in my letters No. SBC/
Mis/49-50, dated 31-5-1949 and also No. SBC/Mis/49-50, dated 23-9-1949.

4. Under the above circumstances, a separate ministerial subordinate
staff consisting of the following is absolutely necessary at the Head Office
(Government Press, Madras) and the same may be sanctioned temporarily for a
period of one year in the first instance during which period a detailed report



(A) (F)

A

(L) (F)

pp1 ante
1-5-50
(F)

on the administration of the Branch Press, Pudukkottai and the effect of its merger with the Madras Government Service together with the various financial aspects and the re-organization scheme of Printing work pertaining to the Southern districts will be submitted to Government.

1. Accountant on Rs 80-125
 - 1 Lower Division Clerk on Rs 45-90
 1. Attender on Rs 24-35
- Staff to maintain service books, leave accounts
scrutinize monthly establishment bills,
supplemental bills, contingent bills received
for check and countersignature and deal with
questions relating to Establishment and
re-organisation.

1. Upper Division Clerk on Rs 80-110 - To take up work relating to maintenance of plant ledgers, store accounts, classification and compilation of expenditure etc., scrutinize the work of Plant Accounts etc.

1. Lower Division Clerk on Rs 45-90
 1. Typist on Rs 45-90
 - 1 Peon on Rs 18-25
- Staff for correspondence section
Deals in fair copying and despatch
works. This clerk will also attend
to maintaining the files and Records
connected with the Branch Press.

Staff previously applied for.

1. Accountant on Rs 80-125
3. Upper Division Clerk on Rs 80-110
1. General Correspondence Clerk on Rs 45-90
1. Typist on Rs 45-90
2. Attenders on Rs 24-35.
2. Peons on Rs 18-25

10 Posts

Staff which is absolutely necessary.

- 1 Accountant on Rs 80-125
- 1 Upper Division Clerk on Rs 80-110
- 1 Typist on Rs 45-90
- 2 Lower Division Clerk on Rs 45-90
- 1 Attender on Rs 24-35
- 1 Peon on Rs 18-25

7 Posts.

5. Government have presumed in their Memo.No. 16761 C2/49 Edn., dated 16-1-1950 that the posts now asked for are in addition to the existing permanent staff at Pudukkottai Government Branch Press. But I submit that the above 7 posts now asked for are intended to function as a separate Ministerial Section at the Central Press, Madras as an administrative section of the Pudukkottai Branch Press and this will be the minimum requirement. The two temporary posts (One Upper Division Clerk on Rs 80-110 and 1 typist on Rs 45-90 sanctioned in G.O.Ms.No. 742 Edn., dated 7-3-50 for a period of 3 months from 1-3-50 to 31-5-50 may be continued and included among the clerical staff proposed above.

6. With reference to paras 3 and 4 of the Government Memorandum No. 16761 C2/49 Edn., dated 16.1.50 I enclose herewith a statement showing the existing staff, proposed staff, items of work prior to merger, after merger and details of increase in items of work in the Government Branch Press, Pudukkottai. The additional 40 temporary posts applied for in para 5 of my letter No. SBC/Mis/49, dated 23-9-49 in connection with the strengthening of the technical staff in the Branch Press may be reduced as shown below for a period of one year in the first instance. Before any further technical staff is employed the Branch Press is to be equipped with materials and machinery and also extension of the present accommodation has to be examined.

1. Computer on Rs 45-85
1. Reader on Rs 45-85
1. Gate Sergeant on Rs 35-65
2. Imposers on Rs 40-80
1. Shroff on Rs 30-50
- 1 Assistant Foreman (Composing) on Rs 35-65
- 1 -do- (Binding) on Rs 40-70

P.T.O.

--:3:--

1. Despatcher on Rs 35-65
1. Senior Machine Minder on Rs 40-70.

7. With reference to para 5 of the Government Memo. cited above I am offering my remarks separately on the several points raised by the Collector of Tiruchirappalli regarding the absorption of staff of the Branch Press, Pudukkottai with the Provincial Press, Madras. I have to state that the Provincial scale of pay and Dearness Allowance (corresponding to existing in the Government Press, Madras) recommended in the case of all the State employees of the Government Branch Press, Pudukkottai were given effect from 1-9-1949 on the strength of Government Memo.No. 16761-C2/49-13 Edn., dated 30-11-1949 - vide statement with full details enclosed.

I request early orders of Government sanctioning the temporary Clerical staff specified in para 4 & above to function at Madras and Non-technical staff in para 6 to work at Pudukkottai.

A.M./5-5-50.

Enc.- 2 Statements.

SUPERINTENDENT.

1. Attender on Rs 24-35

For check and counter signature

6 Add staff or
make a addition
of staff
109. }
27 } 1 Aect.
18 }
67.5 }
67.5 } 2 AOS
48.0 }
14.0 }

1 Computer. 67.2
24.0
1 Reader 67.2
24.0
1 gk/comp. 50.0
22.0

30.6 } 1 Hing
19.0 }
5.0 }
22.2 } 1 Den
19.0 }
5.0 }

2 Disposers 60.0
22.0
60.0
22.0
18hoff. 40.0
21.0

443.8
12
5325.6

11 Hoff. fashion 50.0
22.0
1 Hoff. fashion 55.0
22.0
1 separator 50.0
22.0
152nd machine 55.0
22.0

Staff Supply
Acet 109.0
27.8
24.0
on HPC 1.1

1 Computer 67.2
24.0
1 Reader 67.2
24.0
1 Hoff. 60.0
22.0
1 Hoff. 55.0
22.0
1 Hoff. 55.0
22.0
1 Hoff. 55.0
22.0
1 Hoff. 55.0
22.0

5325.6
9328.8

777.4 x 12
9328.8

9328.8

4
947.8
6.9500

14654.4

14700 per annum.

Reader on Rs 45-85

Permanent or temporary	Existing staff	Name of the post.
(1)	(2)	

CLERICAL.

Permanent Senior Clerk C
Accountant.

-do- Storekeeper

-do- Assistant St
Keeper.

-do- Press Clerk

READING.

-do- Head Exam.

P.T.O.

(1) (2) (3)

MACHINE.

Permanent	Machine Minder	3 (3)
	Platen Hands	2 (2)
	Layeron	1 (2)
	Machine Minder	2 (2)
	Layeron	1 (1)
	Galley Pressman	2 (1)

BINDING.

-do-	Binder	1 (3)
	Binders	4 (2)
	Binders	5 (1)

TIME OFFICE.

-do-	Time Keeper	1 (2)
------	-------------	-------

It is submitted
of work are given in

Prior to merger
regulations and State
Pudukkottai Law Report
and Block Calendars,

At present two
standardized forms set
Colleges and question

The increase i

Sub: Govt. Branch Press. Pudukkottai.
Temporary additional staff. Sanctioned.

Ref: From the S.G.P. No SBC/Mis/49.50
dated 31.5.49.

From the S.G.P. No. R.C. 6783/SBC 2
dated 5.5.50.

ORDER/Ms. No 2718 EDN. DATED 29.9.50.

Sanction is accorded to the
employment of the following additional staff in
the Govt. Branch Press. Pudukkottai, temporarily
for a period of one year in the first instance:-

- ✓ One Computer on Rs 45-85
- ✓ One Reader on Rs 45-85
- ✓ One Gate Watchman on Rs 18-25
- ✓ One Imposter on Rs 40-80.
- ✓ One Assistant Foreman (composing) on Rs 35-65.
- ✓ One Assistant Foreman (Binding) on Rs 40-70.
- ✓ One Despatcher on Rs 35-65
- ✓ One Senior Machine minder on Rs 40-70.

2 Sanction is also accorded to
the employment of the following ministerial staff
in the Govt. Press Madras temporarily for a
period of one year in the first instance to attend
to the work relating to the administration of the
Pudukkottai Branch Press from the Madras office
as a central Administrative section.

- ✓ One Accountant on Rs 80-125
- ✗ ✗ One Upper division clerk on Rs 80-110 ✗
- ✗ ✗ One Lower division clerk on Rs 45-90
- ✓ One Typist on Rs 45-90.

3 Consequent on the sanction of the ministerial
staff referred to in para 2 above, the temporary posts
of 1 U.D clerk and 1 Typist already sanctioned in

p 1 CF

pp 3-5 CF

page 11 NF

p 11 NF

(G.O. No. 1608 Edm. dated 27.5.50 and continued under)

G.O. No. 2449 Edm. dated 31.8.50, will cease to ~~function~~ ^{exist} from the date of this order and will be set off against the addl. staff now sanctioned.

4 The staff sanctioned in paras 1 and 2 above, will, in addition, draw the usual ad allowances, admissible to them under the rules -

16.9.50
189.50

19.9.50

The Suptt Govt. Press
The A.C. Mins. Fin
2 S/c.

C.No. 16761E/4

11-5-64
(24)
11-3-64

SUB: Govt. Branch Press - Pudukottai. - Additional Staff- Margu

The S.G.P. has also applied for the following temporary additional staff for a period of one year:-

- 1 Head Reader on Rs.90-5-130-EB-10-150.
- 2 Computers on Rs.45-85
- 1 Assistant Foreman (Binding) on Rs.40-70.
- 2 Assistant Foreman (Composing) on Rs.35-65.
- 3 Readers on Rs.45-85.
- 11 Hand Compositors on Rs.40-75.
- 3 Senior Machine Minders on Rs.40-70.
- x ~~5~~ ~~Top~~ ~~Senior~~ ~~Bin~~
- 6 Imposers on Rs.40-80.
- 3 Top Senior Binders on Rs.40-60.
- 1 Junior Machine Minder on Rs.35-55.
- 1 Gate Sergeant on Rs.35-65.
- 2 Junior Binders on Rs.30-50.
- 1 Warehouseman on Rs.35-65.
- 2 Despatchers on Rs.35-65.
- 1 Peon on Rs.18-25.

40

2 The S.G.P. has not explained the necessity in detail for the additional temporary staff. He only states that the Pudukkottai Branch Press needs some improvement in staff. The S.G.P. may be requested to justify the necessity for the additional staff in greater detail. In this connection he also requests orders on the 6 points specified in his letter on p.1 c.f. In view of G.O.No.855 Public (Pol) dated 28.3.49 no special orders seem necessary in respect of points 1 to 6 as the instructions regulating ~~the~~ the merger of state employees in Madras Govt. services will cover these points.

3 In his letter dated 31.5.49 the S.G.P. has applied for the following additional posts in connection with clerical despatch work of Pudukkottai Branch Press.

- 1) Establishment Section. Two U.D. Clerks Rs.80-110
One Attender Rs.24-35
- 2) Pay Bills Section. Two U.D. Clerks Rs.80-110
One Attender Rs.24-35.
- 3) Correspondence Section. One General Correspondence Clerk. Rs.45-90
One Typist Rs.45-90
One Peon Rs.16-25.
- 4) Cash Section. One Shroff Rs.30-50
One Peon Rs.16-25.

He requests that the 4 U.D. clerks posts in the grade of 80-110 applied for may be sanctioned as 1 Accountant in the grade of 80-125 and 3 U.D. clerks in the grade of 80-110 and one shroff's post in the grade of 30-50 applied for need not be sanctioned. The S.G.P. has not also made out any case at all for the augmentation of the ~~xx~~ clerical staff in the Branch Press. He may perhaps be asked to justify the need for the additional staff supported by statistics.

76
18.11.49

mt
9/10/49

for work

Public (Poll) Dept

The notes on pp. 1-4 ante may be perused. 'B' on p3 ante may be agreed to in this Dept. and the file passed and the file passed on to Finance.

mt
21/11/49

cf 11/4/49
184
(cf)

12/11/49
C.No. 4400
3-11-49
Thro. Pub (Services) Dept

Further notes

(P.T.O)

Govt. Branch Press - Pudukkottai - Additional staff. Mayer.

134 [From S.G.P. No. 6783/500-245-5-1950]
Please see this deptt.'s note on pp 3-2-2

143
(cf)

pp. 1254

ministry

K
1-4-49

Go - (A)
(cf)

With reference to the orders therein the S.G.P. was asked in Memo 16761 C2/49-14 Edn. dated 16-1-50, to justify the necessity for the additional staff and to submit proposal for the additional staff which is absolutely necessary. The S.G.P. has now submitted revised proposals for sanctioning additional staff both clerical and technical. In the circumstances explained by him in paras 1-4 of his letter on pp 123-124 cf. the S.G.P. request, that the following staff which is absolutely necessary may be sanctioned.

Staff previously applied for	Staff which is absolutely necessary
1. Accountant on Rs. 80-125	1 Accountant on Rs. 80-125
3. Upper Division Clerks on Rs. 80-110.	1 Upper Division clerk on Rs. 80-110.
1. General Correspondence clerk on Rs. 45-90	1 Typist on Rs. 45-90
1 Typist on Rs. 45-90	2 Lower Division clerks on Rs. 45-90
2 Attenders on Rs. 24-35	1 Attender on Rs. 24-35
2 Peons on Rs. 18-25	1 Peon on Rs. 18-25
10 posts.	7 posts.

It is intended that the 7 posts now asked for to function as a separate Ministerial Section at the Central Press, Madras as an administrative Section of the Pudukkottai Branch Press and the S.G.P. says that this will be the minimum requirement. Out of the 7 posts asked for, two temporary posts, 1 U.D. clerk and 1 typist have already been sanctioned and these may be set off against the total requirements of the 7 posts. Submitted that the seven posts including one U.D. clerk and One typist already sanctioned may be agreed to.

As regards the additional technical staff required for the Pudukkottai Branch Press, the S.G.P. has submitted certain facts in the Statement forwarded by him on pp 125-127 cf. justifying the need of the additional staff.

As against the 40 additional posts applied in his previous letter for the Pudukkottai Branch Press

4
The S.G.P. has only now applied for 10 posts as specified at 'M' on pp 124-125 cf. The

The S.G.P. states that the post of Gate Sergeant is essential for the safety of the Press and as a general check at the gate. ^{It also states that} The appointment of a shroff to the Accounts Section at Branch Press, Pudukkottai, is a dire necessity for making the disbursement of salaries to the employees every month. Attention is also invited to the notes on page 137 cf. which shows details of work turned out prior to merger, after merger and increase in the volume of work in the Govt. Branch Press, Pudukkottai. For the reasons stated by the S.G.P. the additional staff specified at 'M' on pages 124-125 may in toto be sanctioned temporarily for one year to begin with.

The file may be sent to Finance for remarks.

15/5/50
18/6.
The additional ministerial inferior posts (numbering seven) shown on the previous page are intended for work connected with the Branch Press as shown at N on p 4 cf. This ^{staff} will form a separate administrative section doing this work in the Central Press Office at Madras. The new posts seem to be necessary & their creation may be supported.

A staff consisting of four persons come on the Madras Ministerial Service drawing Rs.

With you please
Separately
202 files
re-121 has
Subjects
Submitted here
in 1/52.

5/6
Separate files have
been constructed.
10/6/50

- p 74

5
The Govt. scales of pay will do the ministerial work arising on the spot.

As regards the additional technical posts required, the reduced requirements of the S.G.P. are for 10 posts as at M on pages 4-5 cf. instead of the 40 posts he formerly asked for. Page 9 cf. at T shows the additional work which the Branch Press is now doing. For this work, the technical staff now asked will be necessary and may be sanctioned.

The S.G.P. considers that before further technical staff on a large scale is employed additional machinery and accommodation will be necessary for the Branch Press. So he has omitted the thirty other posts which he originally proposed.

Finance may see.

16.6.50. J. S. Rao



Gen. W. 16161 A E/49-17
19.6.50.

Finance(E-III).

The reference from the S.G.P. on pp.3-5 CF. and the notes from the middle of p.3 above may be perused.

The S.G.P. has submitted revised proposals for the employment of addl. staff, as detailed below, to strengthen the technical staff of the Govt. Branch Press, Pudukkottai, and to carry on the work relating to the administration of the Pudukkottai Branch Press from the Madras office as a

pp 3.5 cf

M. on p 45 cf

A. on p 4 cf

Central Administrative Section.

(1) Technical staff required to strengthen the Branch Press at Pudukottai.

- ✓ 1 Computer on Rs 45--85
- ✓ 1 Reader on Rs 45--85
- ✓ 1 Gate Sergeant on Rs 35--65
- ✓ 2 Imp~~ro~~gers on Rs 40--80.
- ✓ 1 Shroff on Rs 30--50
- ✓ 1 Asst. Foreman (Composing) on Rs 35--65
- ✓ 1 do. (Binding) on Rs 40--70.

✓ 1 Despatcher on Rs 35--65
✓ 1 Senior machine minder on Rs 40--70.
(2) Staff required to form a Central Administrative

Section at the Madras Office to carry on the work relating to the administration of the Branch Press, Pudukottai.

- ✓ 1 Accountant on Rs 80--125
- ✓ 1 U.D. Clerk on Rs 80--110
- ✓ 1 Typist on Rs 45--90
- ✓ 2 L.D. Clerks on Rs 45--90
- ✓ 1 Attender on Rs 24--35
- 1 Peon on Rs 18--25.

~~Of the above staff,~~ The S.G.P. has stated that the ~~two~~ temporary posts of an Upper Division Clerk and a typist sanctioned in G.O. 3888 Edn. dated 19-12-48 and continued in G.O. 742 Edn. dated 7-3-50 till 31-5-50 may be included and he has requested sanction ^{only} for the remaining staff ~~alone~~ for a period of one year in the first instance.

Education have agreed to the proposal. The addl. expenditure to Govt. in the present proposals will come to Rs 14,700 roundly p.a. recurring.

Item (1) - Technical staff. The additional technical staff now proposed by the S.G.P. for the Branch Press at Pudukottai is to be supplemented when the Branch Press is equipped with materials and machinery. The statement on pp.7-9 CF. shows the technical staff in the Branch Press as now and as proposed, and the reasons for the addl. staff required. The staff as proposed at 'M' on pp.4-5 CF. is different from the addl. staff as in the statement on pp.7-9 CF. for which reasons are given.

The linked file referred to on p.4 CF. seems to contain letters of the S.G.P. in which the necessity for the addl. technical staff has been explained. The Education Department may please put up that file.

Item (2) - Addl. ministerial staff. The S.G.P. has stated that, with the implementation of the Provincial rates of pay and allowances to the Pudukottai Press employees with reference to G.O. Ms.3490 Pub(Poli.) dated 14-10-49, a thorough reorganisation of the system of work in the Branch Press has to be given effect to. He considers that a separate ministerial staff is quite necessary at the head office, Madras, to carry on the administration of the Branch Press, Pudukottai, from Madras, and he has detailed the several items of work to be done by the extra staff asked for -- see p.4 CF. It does not appear that a separate L.D. Clerk, typist, attender and peon will be required for the work relating to the Pudukottai Branch Press alone.

An addl. peon can be allowed only for 8 subordinates. The need for an attender seems doubtful. Finance may suggest that an addl. staff of one Accountant and one L.D. Clerk may be sanctioned for a period of one year in the first instance. The sanction for the U.D. Clerk and the typist referred to at 'A' above existed only till 31-5-50 and the posts are presumably being continued from 1-6-50. The posts of one U.D. Clerk and one Typist already continued in G.O. 742 Edn. d/7-3-50 till 31-5-50 may also be included in the addl. staff now proposed to be sanctioned.

The question of appointing any further staff may be considered after the addl. staff now proposed to be allowed has worked for a period of 3 months. If it is found not possible to carry on with the staff suggested

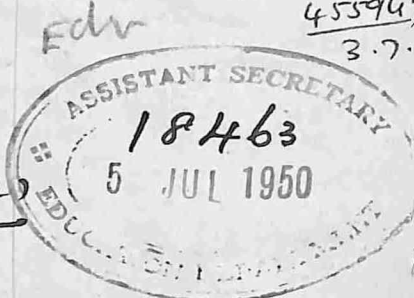
by this department, the S.G.P. may be asked to put up proposals for addl. staff with statistics of currents ~~in the case of~~ clerks and number of pages typed in the case of typists justifying the need for the employment of any further staff.

MA
2650
12
3750

70
3-7-50

Edn

Encls



With ref. to M on p-7 and
it is noted that the letter refers to
does not contain any details re: the
S. G. P. There is merely stated that the Puduk-
kottai Press needs some improvement in
staff. & nothing more. It may be requested
to examine the question on the grounds
materials available as the matter is urgent.

JB
12-7-50

It is better to put this up
with the other file referred to
at N in the 2nd note on
the previous page. This
may lie over till the return
of that file, till 20-7-50

14-7-50



Please see letter on pp-5-8 of
(L.F.). The L.F. has been referred
to the notes for Fin. also with reference
to N on the previous page

distributed

JB
28-7-50

1200

Finance

Edn. 16761
16/8/50

(Previous Finance note on pages 5-8 above)

With reference to the remarks of this department at
on page 7 above, Education have put up the file wherein the
S.G.P. has submitted proposals for additional staff, both
ministerial and technical, in Government Branch Press at
Pudukkottai, with a view to have them absorbed in the
services of the State Government.

The S.G.P. has submitted proposals for the appointment
of additional technical staff referred to at 'M' on pages
4-5 a.f. for the present, for a period of one year in the
first instance. He has stated that, before any further
technical staff is employed, the Branch Press is to be
equipped with materials and machinery and also extension
of the present accommodation has to be examined.

In his letter on pages 5-8 c.f. in the L.F., the S.G.P.
has given details of existing staff and additional staff
originally proposed by him, and ^{It is stated that one} due to want of machinery
and space, ^{it is stated that} the proposals for additional
technical staff ^{proposed} has been cut down to 10 in number as stated
at 'M' on pages 4-5 c.f. The S.G.P. has given ^{reasons} details for
the additional staff proposed in the foot notes on page
9 c.f.

The staff proposed at 'M' on pages 4-5 c.f. may be agreed
to, subject to the following remarks:

Gate Sergeants are sanctioned only in big offices and
offices which are scattered in various ^{in a big compound} blocks. It does not
appear ^{that} whether a gate sergeant is quite necessary, and it
seems sufficient if ^{in the present case} one gate watchman on Rs. 18-25 is
sanctioned. The need for the appointment of a shroff to
the Accounts section at the Branch Press for the disburse-
ment of salaries to the employees also does not seem fully
justified and Finance may advise against this part of the
proposal. The work of disbursing the salaries may continue
to be done in the same way as it was done hitherto. It ^{may}
seems sufficient if one additional imposer is sanctioned
instead of two proposed.

The other technical staff proposed may be agreed to

L.F.
11-5-7 of with
with
distributed

R. on p 4 y

proposed

R. on p 4 y

A. on p 9 y

N

28/8

State and 11/8/50

10-
this department. This department had already agreed to the employment of an additional staff of one Accountant and L.D. Clerk besides containing further ^{to a period} one U.D. Clerk and a typist last continued in G.O.742 Education, dated 7-3-50. The staff suggested by the department may be sanctioned for one year ~~with~~ in the first instance.

The additional expenditure to Government according to the suggestions of this department will come to Rs.9500/- and the case will have to be circulated to H.M.(Edn.) ~~and~~ H.M.(Fin) and H.C.M., as the cost in the proposals exceeds Rs.5,000/- recurring.

Education (E)

The S.G.P. has submitted proposals for the employment of additional staff as detailed below to strengthen the technical staff of the Govt.Branch Press Pudukottai and to carry on the work relating to the administration of Pudukottai Branch Press from the Madras office, as a Central Administrative Section.

(1) Technical staff required to strengthen the Branch Press at Pudukottai.

- 1 Computer on Rs.45-85
- 1 Reader on Rs.45-85
- 1 Gate Sergeant on Rs.35-65.
- 2 Imposers on Rs.40-80
- 1 Shroff on Rs.30-50.
- 1 Asst.Foreman(Composing) on Rs.35-65
- 1 -do- (Binding) on Rs.40-70.
- 1 Despatcher on Rs.35-65.
- 1 Senior machine minder on Rs.40-70.

(2) Staff required to form a Central Administrative Section at the Madras office to carry on the work relating to the administration of the Branch Press, Pudukottai.

- 1 Accountant on Rs.80-125
- 1 U.D.Clerk on Rs.80-110
- 1 Typist on Rs.45-90
- 2 L.D.Clerks on Rs.45-90
- 1 Attender on Rs. 24-35
- 1 Peon on Rs.18-25.

~~The~~ Of the ministerial staff referred to above. 1 U.D.clerk and 1 Typist have already been sanctioned and will be set off against the additional staff proposed to be sanctioned.



M on pp 4-5 cf.

A on p 4 cf

Go 2449 Edn (R)
31.8.50

No 16761/49-F

M on p.7 NF.

N on p. 9 NF

The Fin. Dept's
view may be
accepted &
this staff may
be sanctioned
temporarily
for one year
in view of the
additional work
on account of
the Govt. taking
over the Puduk-
kottai Press

11.9.50 X on p. 10 NF



11
2. Finance consider that a separate L.D.clerk, Attender and Peon will not be required for the work relating to the Pudukottai Branch Press alone and suggest that 1 Accountant and 1 L.D.clerk may be sanctioned for a period of one year in the 1st instance.

3 As regards the technical staff Finance agree to the sanction of one Gate Watchmen on Rs.18-25 instead of one Gate Sergeant on Rs.35-65 and only one Imposer instead of two applied for by the S.G.P. They do not agree to the appointment of a ~~staff~~ ^{Shroff} for disbursing the salaries and consider that the work of disbursing the salaries may continue to be done in the same way as it was done hitherto. ~~This dept. may accept the recommendations of Finance.~~

4 The following additional staff as agreed to by Finance may be sanctioned for a period of one year in the first instance:-

Ministerial Staff

- ✓ 1 Accountant on Rs.80-125
- ✓ 1 U.D.clerk on Rs.80-110] already sanctioned
- ✓ 1 Typist on Rs.45-90
- ✓ 1 L.D.Clerk on Rs.45-90

Technical Staff.

- Gate ✓
- ✓ 1 Computer on Rs.45-85.
 - ✓ 1 Reader on Rs.45-85
 - ✓ 1 Gate watchman on Rs.18-25.
 - 1 Imposer on Rs. 40-80
 - 1 Asst.Foreman(composing) on Rs.35-65.
 - 1 Asst.Foreman(Binding) on Rs.40-70.
 - 1 Despatcher on Rs.35-65.
 - 1 Senior Machine minder on Rs.40-70.

The extra expenditure on account of the additional staff referred to above comes to Rs.9,500 per annum recurring. The file may be circulated to H.M.(E.& L H.M.(Fin) and H.C.M. for orders.

11.9.50
12/9 Edn (E & L)
H.M. (Fin)
H.C.M.
12.9

A draft order is submitted for
approval. Fin. may re. by min

lms
19.8.50 Finance

16.9.50
18.9.50

Fin (RM)

Edm. No. 16761 E/49-19
19/9/50

(Pre. Finance Note on 16.9.10 above)
Further notes and the

orders in circulation from p/o above may
be perused

No draft order below may
be accepted as a revised expense thereon.

21.9.50

20/9/50

Edm. (E)

Kdu



80978 E/49-19
20/9/50



Magistrate

lms
27.9.50

289