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Supdt

Sectt. II-27—104,000—4-11-48

Edn (1950) Department.

Ms. SERIES.

Ap13 or

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G.O. NO. 2899

Dated 25-10-50.

36

[Despatch Abstract.]

Govt. Press. Joint Supdt. Special Officer. Appointment ordered

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	411	Edn	19.2.51				
Ms.	1793	Edn.	30.6.51				

SECRETARY
14528
7 JUN 1950
EDUCATION DEPARTMENT

Office of the Special Officer for
the reorganisation of the Govt.Press,
Madras, 6-6-1950.

D.O. C.No. 48 /50-S.O.

(2)

Dear Mr.Paul,

Sub:- Government Press - Reorganisation - Special Officer - Completion of duty.

(E)

In G.O.No.4438, Public (Special), dated 17-12-1949, I was appointed as the Special Officer for the reorganisation of the Government Press for a period of six months from the date of taking charge. I entered on these duties on 3-1-1950 and the period of special duty comes to an end by 3-7-1950. I submit below for the information of the Government, a brief resume of the work that has been done so far.

2. (1) Tapals :- There was no proper system of opening or numbering of tapals such as obtained in offices in the Revenue Department. A system of numbering all the tapals, bringing them to distribution registers and then to the concerned registers of the Departments, was introduced. The tapals were not being put up to the Superintendent . Even his Assistants saw only such of the tapals as the staff cared to put up. It was laid down that all the tapals received should be sorted according to the Departments, and put up for perusal of the Superintendent and his Assistants. This practice is being followed strictly now and I understand that the Superintendent, Government Press, is finding the practice to be of considerable advantage to him. No Personal Registers were being maintained.

(Distribution registers and Personal registers have been ordered to be opened in all the Departments, and they have been opened in most cases, though the entries are far from perfect. The Gazetted officers have been made to open and maintain special personal registers, wherein they register important communications or urgent reminders, and personally take action.

(2) Attendence registers :- Attendence registers have been opened in all the Sections; and after considerable reconciliation, they have been brought more or less, uptodate. The officers have been instructed to make surprise check of the attendence in the Departments, with reference to the entries in this register. The Superintendent has been asked to be strict in the matter of granting leave and enforcing punctuality.

(3) Registers :- The work books maintained in the Departments have been scrutinised, and the concerned officers have been made to check these registers once in a fortnight, with a view to prevent delays. Some of the registers have been checked by myself to serve as an illustration. It may be mentioned here that so far as my enquiries go, not one of these registers was ever checked by any officer for the past 15 years.

(4) Outturn check registers have been prescribed for all the Departments and the Gazetted officers have been asked to check the outturn of a certain number of men in each Department every day and to make entries in this register. A scrutiny of this register by the Superintendent, Government Press, will ensure that the Gazetted officers are checking the outturn of the men.

(5) The computing work of one of the foremen was inspected and as it was found to be grossly defective (to the disadvantage of the Government). Charges were ordered to be framed against him and he was punished, to serve as an example for the others.

(6) The standing matter in one of the Sections was examined and it was found that there was a considerable amount of matter, which was kept standing unnecessarily. Steps were taken to see that all such items of standing matters in all the Sections were examined and the type released in those cases, where the printing had already been made and there was no longer any necessity to keep the matter standing. This scrutiny and re-distribution has been done, though probably not very perfectly, and considerable quantities of metal and chases were released.

(7) The store room in which standardised forms and forms for sale to local bodies are kept, was inspected. It may be stated that before January of this year, this store room was in disorder. The forms were not properly arranged and the number of forms available under each group had not been noted in any stock register. As a result of the Committee's observations, the officer in charge had already taken steps to introduce some order in the store room and bring all the balances to a stock register. I found that the work had not been done properly, though something had been done towards restoring order. Necessary instructions were given to bring the registers uptodate and to rectify the defects found in the store room. It was also found that in many cases, an excessive number of forms had been printed. The consolidation registers in use in the Forms Section was scrutinised and instructions have been given for their proper maintenance and scrutiny. A circular has been issued to the Heads of Departments asking for information about a reasonable estimate of the requirements of the most important forms. Replies from some of them are still awaited. On receipt of all replies, it is proposed to scrutinise them and to draw up a list of the requirements under each form, which could serve as a rough guide to the Press in checking the indents.

(8) It is found that the work relating to the printing and despatch of the standardised and non-standardised forms continues to be heavily in arrears and that telegraphic reminders, averaging about three to four per day, not to mention other kinds of reminders, are being received everyday. An inspection of the standardised forms in the Composing Section was made and it was found that the stereo-plates for printing these standardised forms were not properly arranged and that there was confusion. The Section was not able to produce any wanted stereo-plate. There ought to be about 9,000 of such standing plates. The officer in charge was not able to state how many of these were available. After re-arrangement, he has now reported that only 3,000 plates are available; and it is not known why the other plates are missing, when they were manufactured last and what happened to them after manufacture. Instructions have been given for the proper arrangement of the plates available and for the manufacture of the other plates by stereo-process. This work is still in progress.

(9) In view of the frequent cases of theft reported, measures have been introduced for exercising greater control over the property. A search of the men has been introduced. The men are now being searched before they leave the working Departments, either for tiffin or at the end of the day. There is also a surprise check at the gate. There was no search worth the name before. Instructions have also been given for the proper locking and sealing of the rooms and for the proper custody of the keys. Proposals have been submitted to the Government for a quarterly check of the stores accounts.

(10) New registers have been prescribed for the paper and store accounts, to ensure that there is a greater control over the issue of paper. Paper was being issued from two paces, where two separate sets of accounts were maintained, viz., the paper store and the "damper room". This made for confusion. This system was abolished and the issue of paper was concentrated in one place.

(11) New registers have been opened in the various Departments, which show at a glance, the articles indented for by the Department, from the stores, and the job in respect of which the indent has been made. Registers have also been made to be opened, showing the total quantity of a particular article consumed in the Department. The officers have been instructed to check these registers frequently, and to check the reasonableness of the quantities noted in the indent applications. As there is room to suspect that appreciable quantities of Lino-metal are disappearing, instructions have been given to have the Lino-metal weighed.

(12) Steps are being taken for enlarging the Confidential Section.

(13) Usually, one or two Departments work overtime every day in the Press. Since the supervising officers leave office by 5 P.M., there was no control over the workmen during overtime, and complaints were made to me that there was both slackness and theft of materials during overtime work. Measures have now been introduced for rectifying this. The officers in the Press by turns now stay in the Press during overtime to supervise the work of all the men doing overtime, and to ensure that all the rooms are properly locked and sealed for the night, after the overtime work is finished. The Composing Departments in the new block of buildings, form one continuous stretch now and it is easy for a person to go from one Department to another. In order to minimise pilferings in one Department by a worker, who is doing overtime in another Department, proposals have been made for partitioning all the different Composing Departments, so that each Department can be locked, and workers doing overtime in one Department cannot have access to the materials in another Department which is not working overtime.

(14) The work in the Service Book Section was inspected and it was found that Service Registers have not been opened for 1,000 of the sub-ordinates, though many of them had put in appreciable service--in some cases even over ten years. In other cases, entries were not uptodate. Instructions have been given for bringing all the Service Registers uptodate. The progress made by the staff in this direction, however, is not satisfactory. The postings of the registers in the Commercial Accounts Section were found to be in arrears and instructions have been given for posting them uptodate. This work too is still not satisfactory. It was found that there was a pernicious system in this office of making paper promotions and drawing higher pay for men, who have actually not performed the higher work. The Superintendent, Government Press, has been instructed to put an end to this practice.

(15) A diary has been prescribed for the Gazetted officers and questions have been prescribed in the diary, covering the important points of administration, which the officer has to cover.

A1

3. I have been doing this work in the Government Press, in addition to my work as Collector of Madras, which, though of a miscellaneous nature, is heavy enough to give me a full day's work and even more. As a result, I have not been able to make such progress as a full time officer would have shown. A good deal remains to be done and I hope to do a portion of it before the term of special duty expires next month. But, I am afraid that an appreciable portion will still remain. Above all,

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I think that steps will have to be taken to ensure that the new registers, which are prescribed, and the measures introduced, are faithfully and enthusiastically carried out. The men in the Press have been used to a long period of the old state of affairs and not all of them are taking kindly to the new reforms introduced. The progress in carrying many of the measures has been slow. The administrative machinery has to be drilled by constant goadings, into working the new instructions. I do not think that the Superintendent by himself, will be able to enforce these measures and devise the further rules that may be necessary, and to bring them into routine working order. He has enough of technical work to do, and further he has no experience of administration in comparatively well run Departments, like the Revenue Department. Some outside driving agency will be required in the Press for a period of one year more and certainly for a period of six months more. I, therefore, submit that Government may take the necessary measures for seeing that the work is carried on by some suitable officer with ~~the~~ administrative experience in the Revenue Department, after the termination of my special duty.

X

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Yours sincerely,
V.V. Subramanian
(V.V.Subramanian)
6.6.50.

To
Sri Rajiah D.Paul,
Secretary to Government.
Education Department,
Fort St.George,
Madras.

X 5 Edn. (E)

Confidential. Memo. No 14528 E-5 dt 2.8.50.

Govt Press - Appointment of Sri V. N. Subbarayan, Dy Inspr. of Ml. Cs. & L. Bds. as Joint Supdt. and Special Officer -

Issue along [illegible] file 2/8

The Govt. propose to appoint Sri V. N. Subbarayan, Dy. Inspr. of Ml. Cs. & L. Bds. as Joint Superintendent and Special Officer in the Govt. Press Madras to ~~[illegible]~~ attend to the administrative

p 14 n.f.

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administrative duties arising in the Govt Press, for a period one year from the date of appointment. They propose to ~~pay~~ allow him his grade pay as Deputy Insp? plus a special pay of Rs 100 per mensem during the tenure of his temporary appointment.

The Inspr is requested to ascertain from Sri Subbarayan and report very urgently whether the officer is willing to take up the appointment on the terms proposed.

2.8.50

B 2.8.50

To
The I.L.B.

Despatched by Spl. messenger
2.8.50

CONFIDENTIAL

E 7 (5)

From

Sri T.Prabhakara Rao Nayudu, B.A.
Inspector of Municipal Councils and Local
Boards, Madras.I

To

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

No.P.A. 16/50. dated 4.8.50

Sir,

Sub: Government Press - Appointment of Sri V.N.Subbaroyan, Deputy Inspector of Municipal Councils and Local Boards as Joint Superintendent and Special Officer.

Ref: Government Memorandum No.14528.E5.dated 2.8.50 pages 5-6 ante

...

As desired in Government memorandum read above, I enclose herewith the reply of Sri V.N.Subbarayan.

T.P.Rao 4.8.50
Inspector.

8

2.8.50

5.8.50.

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⑥

V. SUBBARAYAN, B.A.,
NICIPAL COMMISSIONER.
Personal Assistant to the Inspector
of MunicipalCouncils and Local Boards,
Madras(on leave)

No.26, Nowroji Road,
Chetpet, Madras
Dated, 4.8. 50. 194

D.O.

Dear Sir,

Sub:Government Press - Appointment of Sri V.N.
Subbarayan as Joint Superintendent and
Special Officer.
Ref: YourD.O. No.P.A. 16/50. dated 2.8.50.

...

I understand that the work of the Special Officer in the Government Press is likely to be of a specially difficult nature and that a good deal of unpopular work has to be done in a hostile atmosphere in the teeth of strong opposition from powerful elements. I do not feel confident that I would be able to tackle the situation effectively and successfully unless I am given a decent status vis a vis the Superintendent. This cannot be achieved if I am only given the proposed special pay which would bring my consolidated pay to Rs.750/- per mensem.

2. I have put in over 27 years of service in various responsible capacities and even my juniors drafted for special work are being paid double their salary or even more. The Madras City Improvement Trust with an annual income of only Rs.5 lakhs per annum has a Chairman on Rs.1000-1500(post now held by a junior of mine) while the Government Press is an institution which incurs an expenditure of over Rs.20 lakhs per annum.

3. There are also the following two further circumstances which I wish to bring to notice in this connection, viz:

(i) I understand that the post of Commissioner of the Madura Municipality is likely to fall vacant in a few months. I held this post for some time during 1947- and

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1948. If I am again appointed to the post, I will draw a special pay of Rs.100/- plus a conveyance allowance of Rs.75/- in it.

(ii) The Madras Village Panchayats Act has now received the assent of the President of the Indian Union and it is expected to be given effect to shortly. The Act contemplates the creation of senior posts and I think I can legitimately hope to be promoted to one of these. The salary of these, I expect, will be higher than Rs.750/- now offered to me. Hence I have a feeling that my future prospects may be prejudicially affected if I accept the terms now proposed.

4. In the circumstances mentioned above, I find myself in a difficult situation. Hence, while thanking the Government for their kind offer, I am forced very reluctantly o decline it on the terms proposed.

Yours sincerely,

Ch.Subbarayan
4/8

To

Sri T.Prabhakara Rao Naidu, B.A.,
Inspector of Municipal Councils and Local Boards,
Madras.I.

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11 (7)

EDUCATION DEPARTMENT.

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D.O.No.14528E/50-8 Edn.

Fort St. George,
Madras 9,
26th October 1950.

Sub:- Government Press - Joint Superintendent Special Officer - Appointment.

You are doubtless aware of the recommendations of the Expert Committee appointed to examine the working of the Government Press and of the orders of Government in G.O. No.3533, Education, dated 17th November 1949 on those recommendations. Sri V.V. Subrahmanian the previous Special Officer and yourself have taken action to implement several of those Recommendations and the orders of Government. Much work remains to be done yet. In order to continue the work of the Special Officer and to help you in the discharge of your duties as Superintendent, Government have decided to appoint a Joint Superintendent-Special Officer in the Government

P.T.O.

Press and to appoint to the post Sri C.P. Gopalan Nayar, Assistant Secretary in the Development Department, for a period of one year from the date of taking charge. Orders in this regard are under issue separately.

Copies of the orders relating to the appointment will be sent to you separately.

Yours sincerely,

O/c

(K.M. Unnithan.)
9/10

Despatched
B1
28/10/50

To

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

Tamil copy
VD
25/10

D[illegible] I

Education Dept. (E).

(3)

Subj:- Government Press - Joint Superintendent Special Officer - Appointment - Ordered.

(U)

S

Read again:- G.O.No. 3533, Education, dated 17th November 1949.

Read also:- From the Spl. Officer for Reorganisation of the Govt. Press, D.O. C.No.48/50-S.O., dated 6-6-1950.

Order Ms. No. 2899 Edn. dated 25.10.50.

The Government have decided to appoint a Joint Superintendent-Special Officer for the Government Press, Madras, and accordingly sanction the post of Joint Superintendent-Special Officer, for a period of one year from the date on which the officer takes charge, ~~on the scale of pay of an Assistant Secretary to Government in the Secretariat, that is, Rs.400-700 plus a special pay of Rs.100/- per mensem together with the usual Dearness Allowance.~~ The duties of the officer will be as given in the Appendix to this Order.

He will draw pay in the scale ~~of pay~~ admissible to him as Asst. Secy. to Govt. plus a special pay of Rs 100/- p.m. together with the usual Dearness allowance.

omit in Gazette.

S
21-11-50 F.N.
vide p39 infra

2. The following Notification will be published in the Fort St. George Gazette:-

Notification.

Sri C.P. Gopalan Nayar, Assistant Secretary to Govt., Development Department, is appointed temporarily as Joint Superintendent-Special Officer in the Government Press for a period of one year from the date of his taking charge.

[illegible]
9.10.50.

[illegible]

Despatched
B1
25/10/50.

To

The S.G.P.

The person concerned thro' Development.

The A.G. thro' Finance.

Public(Services) Dept.

The S.G.P. (for publication of Notification in the F.S.G.G.) (para 2 without 2nd sentence)

The Secretary,
Public Service
Commission, Madras.

Two [illegible] for file

Appendix.

P.T.O.

Appendix

The duties of the ~~Special Officer~~ Jt Supdt. will be --

pages 1-3 of SO's letter of — pages 93-109 of in (5)

1. to see that the registers prescribed by the Expert Committee are opened, maintained and checked properly,

2. to remedy the defects in the working of the Press noticed by the Committee and to ~~[illegible]~~ ensure a better supervision of the work of the staff -

3. to take steps for the reduction of arrears of printing work, -

4. to increase the efficiency of the departments by the prescription of proper out-turn for workers where this has not been done and reducing overtime work to the minimum,

5. to scrutinise the diaries of the Technical Asstts of the Superintendent, Government Press,

6. to check delays in all departments with a view to ~~the~~ seeing to the prompt disposal of correspondence, compliance with requisitions for the Fort St. George Gazette, indents for forms, publications etc,

7. to help the Superintendent in making an equitable distribution of printing work to private presses,

8. to help the Superintendent in bringing inefficient and disobedient men to book and in the conduct of disciplinary enquiries against them,

9. to arrange for a periodical verification of the stores in the Press,

10. to open service books in respect of workers for whom they have not been opened,

The Jt Supdt ~~and~~ shall also ~~[illegible]~~ do such other work as was contemplated [illegible] ~~for~~ the Special Officer in the Enquiry Committee's report.

2. He will generally adopt all measures to increase efficiency and avoid loss and waste of all kinds in the Central Press, in consultation with the Superintendent and subject to his powers of general supervision. The Superintendent ~~and the S.O.~~ J.S. will make ~~their~~ his proposals to Government in consultation with ~~each other~~ the J.S. The Joint Supdt.

(contd)

3/10/50

16

(10)

From
Sri V.V.Subramanian, I.C.S.,
Special Officer for re-organisation of Govt.Press,
Madras.

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

C.No.28/50-S.O. dated 28-6-1950.

ASSISTANT SECRETARY
17767
29 JUN 1950
EDUCATION DEPARTMENT

Sir,

Sub:- Government Press - Files to be referred to the Special Officer appointed in G.O.Mis.4438 Public (Spl).dated 17-12-1949.

Not published

p7NF (S) removed

Ref:- Govt. U.O.No.99136 C2/49-1 dated 21-12-1949, and Govt. Memorandum No 100936-E/50-4 Edn., d/26-5-50.

Reminder memo. Not put up

(S)

I resubmit herewith Government's file C.No.78403 C2/49 E.& P.H. Department, which was sent to me unofficially. I have already submitted in a D.O. to the Secretary, Education Department, a report on the work done by me so far as Special Officer. I now furnish below a report on the action taken by the Superintendent, Government Press, on the recommendations of the Committee, approved by the Government in the Appendix to G.O.No.3533 Education dated 17-11-1949.

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pp 93-109 cf

(S)

2. Gazetted Assistants :-

(1) The Superintendent and his Assistants are now spending more time than before in the factory. The Assistants are also maintaining a diary in which the work done during the day is recorded. The diaries were found to be rather scrappily maintained, and so I have now prescribed a printed diary with questions which will ensure that no important item of work is ignored. If the Superintendent, Government Press, only makes a proper scrutiny of the newly prescribed printed diary, there will be appreciable improvement in the condition of the Press.

(2) The allocation of work as it now exists among the Assistants is all right.

(3) Foremen:- The Superintendent, Government Press, has submitted proposals to the Government and is awaiting orders.

(4) Linotype Department:- The Government have since approved of the proposals of the Superintendent, Government Press, that Linotype Operators may be recruited on a purely temporary basis on a pay of Rs.125/- per mensem. The Superintendent, Government Press, called for applications. Some were received, but the Superintendent, Government Press, states that the men were not able to give the minimum outturn. He has therefore asked them to state whether they are prepared to accept salary each month in proportion to the outturn given. If the men ~~xxx~~ agree to this proposal, it will be worthwhile entertaining them. The outturn the applicants are able to give is roughly 50 to 70 per cent of the minimum prescribed, and it is about 2 or 3 times the minimum prescribed for a hand Compositor. It is surely preferable to have the machines giving some outturn, rather than none at all.

(5) Stock-taking :- The work of stock-taking is going on. The Superintendent, Government Press, has been instructed to have separate stock registers opened for each Department.

(6) Attendance :- Attendance registers are now being maintained in every Department and attendance is being taken separately in the Departments apart from attendance at the gate.

(7) Outturns have been prescribed in all Departments,

except the type foundry, in respect of which the Superintendent, Government Press, is taking steps to prescribe outturns. Outturn check registers have been prescribed for watching the work of the Assistants in checking the outturn of the men. The proposal made by the Government that men showing a consistently low outturn should be brought over to the piece work system, is pending with the Government for orders.

(8) Data have been prescribed for regulating the expenditure of materials in the Binding Section.

(9) The Superintendent, Government Press, states that overtime work cannot be set off towards short outturn under Section 59 of the Factories Act. A reference is being made to the Commissioner of Labour on this point.

(10) Registers have been prescribed for watching the indents made by each Department on the stores.

(11) The men are now being searched in the working apartments, before they go out for tiffin, and before they leave the Press for their homes at the end of the day. In addition to this, surprise checks are being made now and then at the gate. The workers doing overtime are now not being left to themselves. The Assistants stay in the Press by turns, to supervise the work of the men doing overtime, and to supervise the locking of the apartments. Arrangements are being made to provide foremen with seals so that locks may be sealed and no ground is left for the suspicion that (as is being rumoured at present) the locks are opened during the night with the connivance of the Overseer or the Watchmen and articles are removed. Steps have also been taken to partition off the different composing Departments in the new block. The periodical cleaning of the premises is being enforced.

(12) The Superintendent, Government Press, has called for quotations from private firms for the installation of internal telephones. In view of the financial stringency this scheme may have to be postponed. The question of purchasing new printing machines may have to be deferred for the same reason.

(13) The registers in use have been scrutinised and found to be more or less adequate. Alterations have been made in a few cases. The registers have been ordered to be checked periodically, but the work is not yet being done well.

(14) I have not yet verified the rectification of the defects in the Mono and Lino Departments.

(15) Circulars have been issued to Heads of Departments to the effect that manuscript matter must be properly edited in accordance with the rules before they are sent to the Press. There has not been appreciable response from Heads of Departments so far.

(16) The arrears in the Machine Department have now been reduced. The Superintendent, Government Press, states that the other defects have been rectified, but this has to be verified.

(17) The heavy arrears of work in the Binding Department are being cleared by working a double shift. Materials required for each job are now being separately estimated and applied for, and outturns have been prescribed. Much progress has still to be made in the matter of tightening up the expenditure of materials in the Binding Department.

(18) Accounts have been prescribed for checking the receipt of paper from the Stationery stores and from private presses. The paper accounts are however still not uptodate. I have submitted proposals separately for the periodical checking of these accounts by an Accountant from the Accountant General's office.

(19) The Superintendent, Government Press, states that the dross in the masonry tub has been cleared and the metal extracted. The different kinds of dross are now being kept separately. The progress of the work in this Section has to be verified.

(20) The arrears in the rubber stamp section have been reduced appreciably. An account has been opened for rubber sheets, but one has not yet been opened for brass sheets pending clarification of certain difficulties. This has been done now, and a register is being opened.

(21) Registers have been opened in the different Departments to watch the consumption of articles, and the Superintendent Government Press, has been instructed to scrutinise these registers periodically.

(22) The Superintendent, Government Press, is following the suggestion that the supervising staff in the Penitentiary Branch Press should be changed now and then.

(23) A complaint book has now been opened in the Publication Depot at Mount Road. The ledgers are said to have been posted uptodate, but this has to be verified. The publications are being rearranged, but the work is not yet complete. The stock verification was recently made by the Assistant Superintendent of Stationery. The Government have been addressed for making arrangements for the deposit of the collections in the Imperial Bank, Mount Road. The publications, which are out of stock, are being reprinted. The Gazetted officer in charge of the Depot has been asked to keep the blank receipt books in his custody.

(24) Time sheets are now said to be maintained in Electrical and Mechanical Sections. A register of articles received has been ordered to be opened. Arrangements have been made to do all welding jobs in the Press itself. Some of the other defects have still to be rectified.

(25) Carpentry:- The work in this Section has not yet been inspected.

(26) The work in the Forms Section continues to be in arrears, and telegraphic reminders averaging about four or five per day are being received steadily. There has been no supervision over the Forms consolidation work with the result that some forms and registers have been printed in excess of requirement. Though standing matter has to be preserved in respect of the Standardised forms, it is available for about 3,000 forms or so and is not available for the balance of over 4,000 forms. Altogether, the work in the Section continues to be in bad order, though there has been a little improvement. Stock registers have been opened for the forms in the Store ~~Stock~~ room and the forms are being arranged.

(27) The Superintendent, Government Press, has noted the remarks as regards the entrusting of work to private presses. Work will be given to private presses in future only after calling for tenders, and Government have passed clear orders to that effect.

(28) The Superintendent, Government Press, is now more strict than before in the matter of granting leave. But Government have recently liberalised the leave rules for the Government Press employees and have ordered that they should be entitled to Casual leave in addition to the leave admissible under the Industrial Employees' Rules. The result is that absences have of late increased appreciably and production has

correspondingly gone down. The Superintendent, Government Press, cannot obviously refuse to give the casual leave to which the workers are entitled. The Superintendent, Government Press, is being as strict as possible, within the rules as they now stand.

(29) Personal registers have been opened in many of the seats where there is need for them, but the work is not complete. As the staff is new to these registers, they are not being maintained properly. The registers should be checked more frequently by the Section Heads. Personal files in proper form have been opened for most of the employees. The omissions have been listed out and the concerned Assistants have been asked to rectify them.

3. As regards the suggestion made at pages 10 and 10(a) of the Sectional notes in the Secretariat file No.7840-C2/49 there is no objection to the proposal of Finance Department being adopted, viz., that an Inspector of Local Fund Accounts be obtained on loan from the Examiner of Local Fund Accounts for supervising the work in the Computing Section. So long as this officer is working, the post of Chief Computer in the Government Press may be kept in abeyance.

4. As regards the minutes of the Hon.'ble Minister that charges should be framed against the officers responsible for the bad state of the various Departments, I submit that this is not easy matter for the following reasons:- There has been very frequent changes in the charge under each officer. On the average, an officer has been in charge of a Department for not more than a few months in the past two or three years. All of them must be considered to be equally responsible. It is not a practicable proposition to replace all of them, as it is not possible to get an adequate number of suitable new recruits. All the Assistant Superintendents and the Personal Assistants are on probation. In the circumstances, I submit that the best course would seem to be to terminate the probation of the officers who are found to be not useful, even after the warning which has been administered to them by the Government. I am separately submitting to the Government my remarks on the work of the officers, based on six months experience of the Press.

V. V. Subramanian
28.6.50

Special Officer for re-
-organisation of Govt.Press.

(Separate submission)

28/6/50

G.O. 3533 Edn
17.11.49

Edn(E)

The G.O. required for the disposal of this current is put up in another file re. to the appointment of an admve. officer for the Press. May this lie over till the G.O. becomes available or till 20.7.50 whichever is earlier.

8.7.50.

6.7.50

As the G.O. is still required for the file relating to appointment of Administrative Officer for the Press, this may continue to lie over till 15.8.50.

5.8.50

4.8.50

4/8.

Edn/E

The original of G.O. 3553 Edn dated 17.11. required for the disposal of the current is still required for the file relating to the appointment of an Administrative Officer for the Press. This may continue to lie over till 1-9-50.

22.8.50

20/8/50.

21.8.50

Edn/E.

The original of G.O. Ms. No. 3533 Edn dt. 17.11.49 is not yet available. This may continue to lie over till 25.9.50.

9.9.50

8/9/50

8.9.50

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37041

E

No. 95-mis/J.S.

(13)

T. & A. 7. 39

ASSISTANT SECRETARY
22 NOV 1950

CERTIFICATE OF TRANSFER OF CHARGE.

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

Headquarters * Madras. Date 21st November 1950 Forenoon ~~Afternoon~~

Post ~~Joint~~ Superintendent-Special Officer, Government Press, Madras.

Order under which transfer of charge is made G.O.Ms.No. 2899 Edn., dated 25th October 1950.

Relieved Officer.

1. Name and initials (**BLOCK LETTERS**)
2. (i) If proceeding on leave
    - (*a*) duration of leave
    - (*b*) address during leave and
    - (*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

    or
  - (iii) If on transfer
    - (*a*) Post and
    - (*b*) Station

    to which transferred.
3. Signature
4. Official designation if only holding charge in addition to other duty

[P.T.O.

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.*

Edn/E.

May be filed

28/11/50

25/11/50.

25/11

40

1110

2

T. & . 7

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) SRI C.P. GOPALA NAIR
6. (i) Whether returning from leave
(ii) If so, place at which orders of posting were received
(iii) If not, from what
(*a*) Post Assistant Secretary to Government, Development Department. and
(*b*) Station Madras transferred.
(*c*) Date of relief at old station F.N. A.N.
7. Signature C P Gopalan Nayar
If only holding charge in addition to other duty
(*a*) Official designation of relieving officer
(*b*) Name of officer posted, if known

---

* 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.

(2) 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.

Government Press,
Madras. 21st Novr. 1950.

21-11-50
Superintendent.

23

Education Deptt."E".

(14)

U.O.Note No. 17767 E/50-1 Edn. dated 5-12-50.

Subject:- Govt. Press, Report of the Special Officer, for the Re-organisation of the Govt.Press.

...

Ref :- From the Special Officer, C No.28/50-S.O. dated 28-6-50.

...

2/6.12

pp1-4 cf

Copy of note on pp1-2 nf

In G.O.3533,Edn. dated 17-11-49, the Govt. issued orders on the recommendation of the Expert Committee appointed to examine the working of the Govt. Press. Mr.V.V.Subramanian, I.C.S. Collector of Madras, was appointed as Special Officer in the Govt. Press to implement the recommendations of the Committee.

2. The original G.O. with the notes was sent to the Special Officer for taking action against the persons who were reponsible for the irregularities pointed out by the Committee.

3. The S.O.Mr.V.V.Subramanian, submitted a report on the action taken by him before laying down his office as Spl.Officer in the Govt. Press. The report is on pp.1-4 c.f. The S.O.did much no doubt during the short time at his disposal for the improvement of the conditions of the Press, as will be evident from pp.1-4 of the report. But several things are yet to be done for a satisfactory reorganisation of the Press and to work it on efficient lines. Sri V.V. Subramanian has himself admitted that the time was too short for him to complete his work and suggested that another officer might be appointed to continue the work begun by him. The Govt. have accordingly appointed for one year a Joint Superintendent Special Officer, Sri C.P.Gopalan Nair, Asst.Secretary, Dev. Department, with a special pay of Rs.100/- permensem to continue the work of the previous Special Officer. The Special Officer's report in the c.f. is a narrative...

narrative of what has been done to improve the Press. It also contains a indication of the lines of the future action on the part of the new Special Officer.

A copy of the report of the Special Officer (paras 1 and 2 on pages 1-4, only) may be made available to Sri Gopalan Nayar for his information, and guidance.

* * * * *

A copy of the above note and the letter of the Special Officer for the Reorganisation of the Govt. Press (paras 1 and 2 only) may be sent U.O. to the S.G.P. and the Joint Superintendent Special Officer, for information and guidance.

pp1-4 cf

SD
11/25

No C-28-50-50 Dt 28.6.50

A Copy of the letter from the former Special Officer for the Reorganization of the Govt. Press may be forwarded to the S.G.P. U.O. for information & guidance. He may be requested to take necessary action urgently in all matters referred to therein & other connected matters concerning improvements in administration, which yet call for action.

To
The S. G. Press
with copy
of paras 1-4 &
letter in pp 1-2

2.12.50

To
the S.G.P.
with a copy

Spare copy for file

Tel: "PUBSERCOM".

From
Sri C. Krishnaswami Chetty,
Secretary, Public Service
Commission,
Madras-2.

To
The Secretary to the Government
of Madras,
Education Department,
Madras-9.

ASSISTANT SECRETARY
12 MAR 1951
9418
EDUCATION DEPARTMENT

No.6861-Bl/50-3, dated 8-3-1951.

Appointment - Government Press - Joint Superintendent - Special Officer - Sri C.P. Gopalan Nayar - Correspondence resting with Government's letter Ref.No.7494-E/51-1 Education dated 26-2-1951.

I am to say that the Commission's concurrence ought to have been obtained for the continuance beyond three months of the temporary appointment of Sri C.P. Gopalan Nair as Joint Superintendent-Special Officer in the Government Press.

2. The Commission ratifies the continuance of his temporary appointment beyond three months on the presumption that his work and conduct have been and continue to be satisfactory.

Yours faithfully,

Secretary.

Encl: Nil.
c.k. 9/3/51.

19.3.51

Edn/E.

May be filed with (D).

⊗ Further action will be taken on 10.5.51 for further continuance.

21/3/51

⊗ noted in call book

N. F. (16)

Edn.Dentt.(E)

(14528
pp1-4 y

Sub: Government Press - Reorganisation-Special Officer - Completion of duty.

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Ref: From the Spl.Officer, D.O.C.No.48/50-S.O.
dated 6-6-1950.

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Sri V.V. Subramanian, I.C.S. the Spl.Officer fo the Re-organization of the Govt.Press has submitted for th information of the Govt. ~~an~~ a brief survey of the work th has been done by him so far in the direction of the Reorga zation of the Govt.Press.

(E)

2 In G.O.4438 Pub.(Spl.) dated 17-12-48 Sri V.V. Subramanian was appointed as Special Officer for the Reorg nization of the Govt.Press for a period of 6 months from the date of taking charge (3-1-50) in addition to his duty as Collector and the Govt.sanctioned the payment of Special pay of Rs.250/- per mensem during the period of his specia duty.

3 As soon as he took charge of his special duty, the original of G.O. ~~Nos.~~ No. 3533 Edn d/ 17.11.1949 containing the orders of Government on the several recommen dations of the Govt.Press Expert Committee together with its notes was forwarded to him to ~~xxxx xxx~~ implement the recommendations of the Expert Committee. The several items of work which the S.O. has done so far are given in his report on pages 1-3 cf. But it is presumed that he may send a supplementary report also covering the residual points touched upon in the G.O. and the notes referred to above.

4 P
1-4 7

Urgent action is have called for in respect of the proposal in para. 3 of his letter for the appointment of another outsider officer for enforcing the reforms introduced by the Special Officer. The period of special duty of Sri V.V. Subramanian expires on 2-7-50 and he thinks that the progress in carrying many of the methods introduced by him has been slow and administration machinery has to be drilled by constant goadings, into working the new instructions. He also states that the S.G.P. by himself will not be able to enforce these measures and devise the further rules that may be necessary and to bring them into routine working order. The Superintenden

p-4 y

as enough of technical work to do but he has no experience f administration in comparatively well run Departments, like the Revenue Department. The Special Officer, therefore proposes that some suitable officer with Administrative experience in Revenue Department may be appointed for a period of one year more or certainly for a period of six months more to take the necessary measures for seeing that the work is carried on after the termination of his special duties.

5 It may be noted, that the Govt.Press Expert Committee ~~adjusted~~ suggested that an officer ~~with~~ of the rank of Junior Collector or a Senior Assistant Secretary to Govt. ~~may~~ might be appointed as a Joint Superintendent for a period of 3 years who ~~will~~ would be entrusted with the sole task of reorganizing the whole press and bring the organization into proper working order. It also suggested that the officer so appointed ~~may~~ should be given an allowance of Rs.100/- in addition to his pay. The recommendation was not accepted by Government. Sri V.V. Subramanian, the Chairman of the Govt.Press.Expert Committee was appointed as Special Officer. In view of the present recommendation of the Special Officer, it is for consideration whether an officer of the rank of Junior Collector or Asst. Secretary to Govt.may now be selected and the post may be sanctioned for a period of 6 months in the first instance in connection with the Re-organization of the Government Press.

6 ~~Public (Services) and Finance may see for remarks before circulation~~

J.D. 6/5

~~In effect~~, The SO's proposal seems to be that an administrative Officer may be posted for the Govt. Press, for a period of six months in the first instance. If, for the reasons given by the SO, this proposal is agreed to, he may be

(17)

Joint Superintendent & be in sole charge of the administration of the Press, and will see that the S.O's instructions & the Committee's Recommendations are carried and will make suitable proposals for the orders of Govt. where necessary. This will be mean that the present Supt. will be only in charge of the technical working of the Press & be divested of all administrative duties.

Pages 61-65 of (S)

A

It is observed that the Special Committee recommended such an appointment & also the keeping in abeyance of one of the posts of Dy. Supts. The Recommendation seems to be a sound one & may be supported. Please see the notes regarding this recommendation at (B)

[illegible] & [illegible] may see.

8.6.50

I will discuss this with H.M. on his return from tour. Pl. put up [illegible] on the [illegible]

[illegible] 9/6.

12/6

The letter of the Special Officer for the Reorganisation of the Govt. Press at pp.1-4 c.f. may please be read.

It is quite necessary that the reorganisation begun by the Special Officer should be continued, if there is to be any permanent improvement in the working of the Press. Mr. Subramanian's special appointment ceases on

E III

2-7-50. As pointed out by him, he has not been able to do very much because he could give only a small portion of his time to the Government Press and he thinks that it is necessary for a separate Administrative Officer to be in charge of the administrative portion of the work in the Press, leaving the present Superintendent and his Deputies to look after the technical side of the work. Continuing a part-time Special Officer seems also out of the question because it is said that Mr. Subramanian is going on leave.

Mr. Subramanian has suggested that some suitable officer with administrative experience in the Revenue Department may be posted whole-time, on the termination of his present period. This suggestion is in accordance with the recommendations of the Government Press Expert Committee, one of whose recommendations was that an officer of the rank of Junior Collector or a Senior Assistant Secretary may be selected and posted to the Press as Joint Superintendent for a period of three years. In the interests of Government work and in order to prevent the wastage that is now accruing in the Govt. Press because of want of proper supervision, it seems necessary to create an administrative post of this kind in the Press and appoint a suitable officer thereto.

para 1 at p.1 cf.

p.4 cf.

p.4 cf.

Y

p.65 y in (5)

'A'

28.6.50

Pub(Ser) Fin.

DEPUTY SECRETARY 2967 29.6.50 28 JUN 1950 PUBLIC DEPARTMENT

Public (Services) Department.

The D.O. in the c.f. and the note of the Education department on pp.1-4 above may be perused. This department may agree to the suggestion at 'A' above. Education will, no doubt, consider in what service the new post should be included and also how the appointment to the post should be made.

The file may be passed on to Finance.

29.6.50

29.6.50

29.6.50

29/6 Fin

ASSISTANT SECRETARY TO GOVERNMENT 30 JUN 1950 FINANCE DEPARTMENT

49323 Fin

Pub(Ser) U.O.
2967/50-1
29.6.50

Box

A. on p4 above

p.27 of g (U)

para 1 on p.27 of (U)

pp.1-4 CF

A. on p3 cf

X on p4 cf

A. on p4 cf

Y on p4 above
θ K on p.67 of (5)

A on p4 above

p.4 above

Finance(E-III).

The D.O. reference from the Special Officer for the Reorganisation of the Govt. Press on pp.1-4 CF. and the notes on pp.1-4 above may be perused.

The proposal relates to the creation of a separate Administrative Officer to be in charge of the administrative portion of the work in the Govt. Press. An expert committee was appointed by the Govt. with Sri V.V. Subrahmaniam, I.C.S., Collector of Madras, as Chairman. The Committee was asked to submit a report to suggest ways and means for running the Press on more efficient lines.

Sri V.V. Subrahmaniam was on special duty in the Govt. Press for six months and has now submitted his report. It covers the various reforms effected by him. The Special Officer states that he was not able to do much and that a good deal remains to be done. He has pointed out that the administrative machinery in the Govt. Press has to be drilled in constant goadings into working the new instructions set out in his report. He recommends that a suitable officer with administrative experience in the Revenue Department should be appointed for a minimum period of six months.

Education point out that the Expert Committee had suggested the appointment of an officer of the rank of a Junior Collector or senior Asst. Secretary. Education accordingly considers it necessary to create an administrative post in the Govt. Press and appoint a suitable officer thereto.

Public agree to the above suggestion.

This department may also ~~[illegible]~~ agree that it is necessary to have an administrative post in the Govt. Press. The question is what class of officer is ~~required for~~ to be appointed to the post.

The Education dept. may settle this question first. They have also to settle the pay, allowances &c.

P.T.O.

·6·

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~~indicate what should be paid to~~ the fixed for the officer – (~~grade~~ pay and special pay ~~with any clerical staff required under him.~~ and/or house allowance to be given to the officer.)

Again, it should be possible to hold in abeyance one of the two posts of Deputy Superintendents as the administrative ~~aspect~~ portion of the work in the Govt. Press will be taken over by the new officer. ~~Education may offer their remarks on this point also.~~ The Special committee recommended that a Dy Supdt's post might be held in abeyance if a Joint Supdt. was appointed for administrative work. – cf also Edn dept. note at 'A' on p. 3 ante

A-on p 6 7 8 (S)

Finance may generally agree subject to the above remarks, to the appointment of an administative officer as proposed by Education. The financial procedure to be followed will be indicated ~~afterx~~ on the receipt of the above particulars, which are required to work out the extra cost involved in the proposal

A - on p. 6 above

1·7·50

30·6·50

36650

1·7·50.

Edn

Edn/E

BOM

Fin. No 6932 3, 1·7·50

Please see Finance note on pp 5-6 supra.

2. The period for which Sri V.V. Subramaniam, I.C.S., was appointed as Spl.Officer for reorganisation of the Govt. Press is now over. Secretary has noted that it is quite necessary that the reorganisation begum by the S.O. should be contimued if there is ~~the~~ to be any permanent improvement in the Press. The Secretary considers that it is necessary to create an administrative post to be filled by suitabbe officer with administrative experience in Revenue Department or a Senior Asst.Secretary for a period of 3 years.

p 3 - on ante

2 Public (Services) accept the suggestion and Finance also agree. Finance ~~however leave~~ have advised that the question ~~to us as~~ of ~~what~~ the class of officer ~~is~~ to be appointed ~~also to settle the~~ should be settled first – The ay and allowances to be fixed for the officer (Pay and ol.Pay.) and /or house allowance to be given to the officer) have also to be decided now – inance suggests that one of the 2 posts of Dy.Superintendents hould be held in abeyance as the administrative portion of the ork in the Press will be taken over by the new Officer.

3 The question for consideration is whether a unior Collector or a Senior Asst.Secretary should be appointed o the post, Whoever is selected for the work he may be iven Rs.100 in addition to his grade of pay.

A

18212
3 JUL 1950
DEPARTMENT

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(19)

7

4 As regards the retrenchment of one Deputy Supdt., it may be noted in this connection that the Retrenchment and Reorganization Committee recommended that a post of Dy.Supdt. should be abolished. In view of the ~~gar~~ growin and multifarious nature of work of the press the Supdt. strongly protested against the abolition of one of the posts and the Govt. agreed with his recommendation and this decision has been taken only recently. ~~It is not known how far the work of the technical sections will be reduced by the appointment of the Special Officer who is more an officer in charge of overhauling the Press administration but without technical knowledge. Finance may~~ ~~[illegible] again~~

p 2 [illegible] notes in (S)

p 6 ante

J.D.
4·7·50

That recommendation was not, however, linked with a proposal for the appointment of an administrative Officer for the Press – The note and orders on page 22 n f in G.O. No. 2465 Edn dated 1·8·49 may be perused – There are at present besides the Superintendent, the following Officers in the Press:–

(G)

(1) a Personal Assistant to the Supt. (Rs 250-15/2-280-20/2-300)
(2) a Senior Deputy Superintendent (Rs 450-50/2-650)
(3) a Junior Deputy Superintendent (Rs 300-50/2-500)
(4) Four Assistant Superintendents and (Rs 200-30/2-440)
(5) an Electrical and Mechanical Engineer (Rs 200-30/2-280-40/2-500)

Of these No (1) is solely engaged in administrative work – The others are persons with technical qualifications; and their duties naturally relate to technical matters concerning the several departments of the Press. It was observed from the diaries of those officers which were obtained for the perusal of the H.M., a few days ago, that those officers ~~have~~ also do some work or other relating to the general administration of the Press. If an Administrative Officer is appointed, all the officers including the Superintendent will be relieved of whatever work of that type they now do and to this extent they can devote greater attention to their technical duties. Moreover, the Personal Assistant who is doing only administrative work will be relieved of a considerable portion of his work.

It is for orders

whether the proposal of the Special Officer for the appointment of an Administrative Officer

-4 y

x p 4 y

Officer will be approved, the appt. being sanctioned for 6 months in the first instance,

Whether an I.A.S. Officer or an Assistant Secretary in the Secretariat should be selected to fill the post,

What special pay and allowances may be allowed to the Officer, and

Whether the post of Personal Assistant, or one of the posts of Deputy or Assistant Superintendents may be kept in abeyance for the period for which the new post is sanctioned.

5.7.50

~~H M (Edn)~~
~~H M (Rev)~~
~~H C M.~~

I think we sho. consult the Rev. dept.
Rev. will be requested to offer their remarks.

5.7.50.

Rev.

5/7.

Edn. No. 14528 E/50-2
5/7/50.

REVENUE DEPARTMENT
ADDITIONAL ASST. SECRETARY TO GOVERNMENT
JUL 1950
46274

Rev. Dept.

To A.S.

The notes from p1 ante may be perused. The proposals contained in the file is that a suitable officer with administrative experience in the Rev. Dept. should be appointed in an administrative post to be created in the Govt. Press for completing the reorganisation ~~to~~ in the administration of the Press begun by the Spl. Officer for reorganisation of the Govt. Press. The Edn. ~~Secretary~~ Deptt. have suggested that an officer of the rank of

E

a junior Collector or a Senior Asst. Secretary to Govt. should be appointed as Joint Supt. Govt. Press in lieu of one of the posts of Dy. Supts. The file has been sent to this Dept. for remarks.

It is not clear whether the intention of the Edn. Dept. is that an officer of the Rev. Dept like Dy. Collectors also should be considered as they are of the same rank as ~~Dy. Collrs.~~ Asst. Secys to Govt. However the question of appointing a Senior Asst. Secretary to Govt. ~~for the post~~ or a junior Collr. appears to be the intention and it is for orders whether any Asst. Secretary of this Dept. will be recommended for the post. If however any Deputy Collr. is to be recommended for the post, it seems better to consult the Bd. of Rev. For orders.

6.7.50.

7.7.50.

7.7.5

7/7/50

S

Edn.

8.7

BOX

Thro. B.

7.7.50.

7.7.50

8/7/50

Rev. No 48274 K/50-1
8.7.50.

JUL 1950
18897.

Education Department (E)

In January of last year the Government appointed a special Committee with Mr. V.V. Subramaniam, Collector of Madras, as the Chairman and three members to report to the Government on the working of the Government Press, Madras. The Committee submitted its report in October of last year. It made a number of recommendations with a view to increase the efficiency and the working of the Press, reducing the arrears, effecting economies and to this suggested the remedying of a considerable number of defects in the working of the Press by the maintenance of certain books, registers etc. and the carrying out of certain specified reforms. The Government, after a thorough consideration of the recommendations contained in the report, passed orders in detail ~~requesting~~ asking the S.G.P.

5/91-109

GO 3583 Edn
17.11.49

GO 4438 Pub
17.12.49

E

para 3 on pages 3-4 of

p. 4 of

(21)

to implement ~~several of~~ the important recommendations. The recommendations covered a wide field embracing every department of the Press and the remedies suggested could not be applied without sufficient assistance. Following up those orders the Government appointed Mr. V.V. Subramaniam, the Collector as Special Officer for the re-organisation of the Press for a period of six months from the date of taking charge. He entered on his duties on 3-1-1950 and the period of his special duty came to an end on 3-7-1950. In his letter in the current file he has given a brief account of the work which it has been possible for him to do as Special Officer. Apart from this letter he had been reporting to Government frequently on the defects noticed in the Press as and when he felt that they had to be brought to Government's notice. It will be seen from the letter that the administration of the Press has, for a considerable time, been very defective, that no proper registers have been maintained in several departments, no proper system of opening or numbering of tappals, no proper maintenance of accounts in respect of paper Store etc., no maintenance of Service Registers for a considerable number of employees for a considerable length of time, no record of the work done by the Officers, and, in fact there has been a complete lack of supervision over the work turned out in several branches of the Press. He observes that he has done his best to help the Superintendent in remedying the defects noticed, but that much remains to be done yet. He has suggested that steps will have to be taken to ensure that the new registers ~~which are~~ prescribed and the measures introduced are faithfully carried out and that the Superintendent by himself will not be able to enforce these measures as he has enough of technical work to do and moreover has no experience of administration in a well run Department of Government, like the Revenue Department. He has finally suggested that Government should take steps to see that the work is carried on by a suitable Officer with administrative experience in the Revenue Department on the termination of the special duty, for one year or at least for six months.

2. It is considered that as the Collector of Madras was only

a part-time Special Officer he could have given only a small portion of his time to the Government Press and that in view of what he has stated in his letter a suitable whole time officer with administrative experience should be appointed.

Secy's notes on pages 3-4 ante

It is recalled, in this connection, that one of the recommendations of the Special Committee referred to above was than an officer of the rank of junior Collector or a senior Assistant Secretary in the Secretariat be selected and posted as Joint Superintendent of the Government Press for a period of three years. Such an appointment is considered necessary in order of prevent wastage that is occurring in the Press ~~now~~ owing to lack of supervision and generally to increase the efficiency of the work of the Press. The intention appears to be that if such a post is sanctioned the present Superintendent ~~will~~ should be relieved completely of his administrative work so as to devote more attention to his technical work.

pages 61-65 4 in (5)

3 The suggestion is generally accepted by Public (Services) The Finance Department while agreeing to the suggestion ~~s~~ advise that --

pages 5-6 ante

(1) the class of officer to be appointed to the post may first be settled together with pay, allowances etc. to be given to him;

(2) that it should be possible to hold in abeyance one of the two posts of Deputy Superintendents as the administrative portion of the work in the Government Press will be taken over by the new officer to be appointed.

With regard to the Finance Department's suggestion linking up the appointment of the new officer with the retrenchment of one of the Deputy Superintendents, it may be stated that besides the Superintendent there are at present (1) one Personal Assistant to the Superintendent who is solely engaged in administrative work, (2) Two Deputy Superintendents, (3) Four Assistant Superintendents and (4) One Electrical and Mechanical Engineer. All these are of gazetted rank and the officers in items (2), (3) and (4) do some administrative work also.

The Revenue Department have also been consulted with

PTO

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regard to the posting of an officer of the Revenue Department. They have suggested that if a Deputy Collector is to be recommended for the post, it would be better to consult the Board of Revenue.

p10 ante

4 The questions for consideration and orders are --

(1) whether a post of Administrative Officer to be named Joint Superintendent or otherwise be created in the Government Press so as to relieve the Superintendent and other gazetted officers of their administrative duties;

(2) if so, whether one of the posts of Assistant or Deputy or the post of Personal Assistant may be kept in abeyance for the duration of the new administrative post, and if so, which of them,

(3) who should be appointed to the new post, if created, ie whether it should go to a Deputy Collector or other I.A.S. Officer or a Senior Assistant Secretary in the Secretariat; and

x The Bd of Rev will be consulted if nec., after orders are passed.

(4) whether any, and, if so, what special pay or allowances etc. should be allowed to the new officer.

5 H.M.(E.&.L.), H.M.(Fin) and H.C.M. may see for orders.

12.7.50

A

Attention is invited to the note of the previous Education Secretary at pages 3 to 4 ante. It is clear that in order to reorganise the Government Press on an efficient basis [illegible] a full-time officer should be appointed who will relieve the Superintendent and the other Gazetted Officers of their administrative duties. I would therefore suggest:

(1) that a post of Joint Superintendent to the Govt. Press be sanctioned for a period of 2 years to start with;

(2) that for the duration of this new post, the post of Personal Asst. to the Superintendent be kept in abeyance;

(3) that a senior Deputy Collector or other I.A.S. officer with adequate administrative experience in the Revenue Department, be posted to the new post; and

8/12/7

(4) that he be allowed a special pay of Rs.100/- per mensem.

12.7.50

C.No 14528 E/50

HM(E&L)

HM (Fin)

HCM

Some order out of utter Confusion and looting has been brought about by the S.O by working part-time for 6 months. S.O's ~~[illegible]~~ report after 6 months work is revealing. The appointment of a full time person for atleast a year is necessary to set matters right there.

Bvo

T/C

So a Special Officer may be appointed for a year with the status of a Jt Supdt, who will relieve the Supdt of all administrative duties & Continue the work which Mr Subramaniam was doing as S.O. He may be styled Jt Supdt Spl. Officer..

As for the person to be appointed If HM (LA) would agree, Sri V.N. Subbarayan (Dy Inspector of L.B) may be appointed. He has all sorts of administrative experience He may be given a special pay of Rs 200/- a month.

KM
18/7

SECRETARY
21 JUL 1950
EDUCATION DEPART

HM (LA) I agree with HM (E&L) [illegible] 19/7

17.7

HM (Fin)

HCM

HM (E&L) I discussed with me in person & agree with the [illegible] in camp 19.7

(Box) 76 C

(23)

The case is circulated to HM (E&L) with reference to HCM's minute

25.7.50

HM (E&L)

(Secy is on duty at Calcutta)

X for Secy's perusal

27.7.50

Seen 28/7

Discussed with HCM: ~~HCM~~.

HCM is of the view that the Special pay may be only Rs 100/-

KM
27/7

27.7.5

Sri V.N. Subbarayan who has been proposed in the minutes on the previous page for appointment as Joint Superintendent of the Govt. Press is a Deputy Inspector of Municipal Councils and Local Boards in the Scale of Rs 300-50/2-700 and his pay in that scale is Rs 650/-

A

HM's have ordered that he may be allowed a special pay of Rs 100/- for these duties.

A temporary post of Joint Superintendent in the above mentioned scale ~~[illegible]~~ with a special pay of Rs 100/- may now be sanctioned for the Govt. Press.

p14 ante

H M L A has agreed to the proposals. L A may see the case & if they consider

E III

16

Consider that consultation with the Inspector or Sri Subbarayan is necessary as regards the offer and the terms, they may please do so very urgently and inform Edn. of the Inspector's reply. Finance may also see -

28-7.50

R.

28.7.50

Fin.

LA / Fin

(Sealed Cover)

LAD

The notes and orders from A on p 13 above may be perused. It is not necessary to consult either the Inspr or Mr Subbarayan. Mr Subbarayan's consent is not necessary as the new post is not one on foreign service.

28/7/50 Secy

Edn. No. 14528 E/50-3
28/7/50

30666
28 JUL 1950

F
28/7/50

Fin.

AP in sealed cover

Finance (EIII)Deptt

LA. no: 30666-1B
28.7.50

(Previous Finance note on pp.5-6 above)

Please see the typed notes of Education on pp.10-14 and orders in circulation on page 14 15 above.

It has been decided in circulation that a

29 JUL 1950
68149

(24)

p 14 above

pp 14-15 above

x on p. 13 above

p 14 above

4,400/p.a.

Special officer may be appointed for a year with the status of a Jt. Superintendent, Govt. Press, who will relieve the Superintendent of all administrative duties and continue the work which Sri V.V.Subramaniam, the previous Collector of Madras was doing as Special Officer. For this post, it is proposed to appoint Sri V.N.Subbaroyan (Deputy Inspector of Local Bds.) on his grade pay of Rs 300-50/2-700 (pay of Deputy Collector) with a special pay of Rs 100 p.m.

It has also been decided in circulation that the post of P.A. to the S.G.P. on Rs 250-300 may be held in abeyance during the period for which a Jt. Superintendent's post is created. The ~~relaxation~~ net extra cost comes to Rs 4,400 p.a. As the amount exceeds Rs 3,000 p.a., H.M. Finance should see. As, however, he has already approved of the proposals in this case, no further circulation is necessary. Finance may agree to orders being issued sanctioning the proposals.

31.7.50

Edn

Fin. No. 68149 EIII
1.8.50

Fin
1.8.50

Edn (E)

It is understood that LA want to see this file again - It may be sent to that Dept. now -

1.8.50

R.

1.8.50

LA

31268
1 AUG 1950

L.A.

LA Deptt

Secretary has since suggested that it will be desirable to ask the Inspr to ascertain and report whether Sri Subbarayan is willing to take up the post on the terms ~~fixed~~ mentioned. E Edn may be requested to take action accordingly.

Rm 1/8/50 Secy

F 2.8.50

Edn. (E)

dp sealed 2/8/50

In view of LA's note LA no: 31268-1B / 2.8.50 above, a draft memo to the ILB is submitted for approval.

28.50

(Issued as memo. No. 14528 E-5 d 2.8.50) pp. 5-6 cf

from the ILB – No PA-16-50. Dt 4.8.50. pages 7-10 cf

Sri V.N. Subbarayan, P.A to the Inspector of Municipal Councils and Local Boards selected by

by the ItM's for appointment as Joint Supt. and S.O. Govt. Press on his grade pay (Rs 650) plus a special pay of Rs 100 has declined the offer on the terms proposed.

It is seen from Sri Subbarayan's letter on pages 9-10 cf that his refusal is not so much as on account of the difficult nature of the work in the Press to which he refers but is on account of the terms proposed. He feels that in view of these terms he will not have a "decent status vis a vis the Superintendent". With regard to this it may be observed that Mr Siddique's pay is Rs 750; and according to the terms offered to Sri Subbarayan the latter's consolidated pay will also be Rs 750 (Rs 650 plus 100 Spl. pay)

p. 9 cf

p 10 cf

LA may see the case for remarks before circulation –

5.8.50 5.8.50 LA

LA

Asst. Secretary to Government
3205/
6 AUG 1950
Local Administration Dept.

E or. no 14528 E/50-6 / 5-8-50

Despatched Cover Asst 5/8

20/

L A D

Mr Subbarayan's letter at pp 9-10 cf may be perused. It cannot be stated definitely now whether Mr Subbarayan will be promoted to a better post ~~in~~ under this dept than the one now offered to him.

5/8/50

Secy

7.8.50

Edn.

dp sealed

LA no: 32051-1B
7.8.50

Edn.

Attention is invited to the orders in circulation in the minutes on pages 14-15 ante and to Sri Subbarayan's reply on pages 9-10 cf with reference to the terms offered to him for appointment as Joint Superintendent and Special Officer, Govt. Press. He declines the offer on

---

21

(26)

on the terms proposed.

The case may be circulated to HM (EHL) for orders.

7.8.50

Now that Sri Subbarayan has declined we shall have to look round for somebody else. HM (EHL) may please indicate his intentions.

8.8.50

Cir'd C.70
8.8.50

HM (EHL) I ~~am afraid~~ think we will have to think of one of the Asst Secretaries in the Secretariat. Will C.S. discuss with me

HM
8/8

~~CS.~~

Discussed with HM (EHL)

The Supdt. is getting Rs 750 & the Senior Dy Supdt. is on the scale 450 - 50/2 - 650. The new officer to be appointed should get something intermediate between these two.

An Asst. Secy to Govt. can be selected, but a good many of them are drawing less than Rs 500. A list is placed below giving the names of A.S's drawing more than Rs 500 & it will be seen that the choice is very limited.

As regards Dy. Collrs, the best amongst them have been

1118

included in the "Check & panel" list & it would be best to select an officer from this list rather than address the Board for a suitable officer. From the list placed below it will be seen that out of the five names still on the Check list only G. E. Muthiralandi is getting over Rs 500. He is at present Dy. Dirr. of Harijan Welfare, getting Rs 600. He ⊕ may perhaps be appointed to this new post as he will then get an extra Rs 100. But I must bring to HM's notice the fact that there is a proposal to give the two Dy. Dir's of Harijan Welfare a Spl. pay of Rs 150. It is not known whether this proposal will go through: if it does Muthiralandi will be better off where he is unless the Spl. pay of the Joint Supdt. also is raised from Rs 100 to Rs 150. Perhaps we need not ~~specially~~ take into account the possibility of the two Dy. Dir's of Harijan Welfare getting Rs 150 as Special pay, since the matter has not been finalised, and select Muthiralandi for this post on the understanding that in case the Dy. Dir's of Harijan Welfare get Rs 150 as Spl pay the post of Joint Supdt. will also carry a Spl. pay Rs 150 and not Rs 100. ~~HM's (RD) & Finance~~. This is subject to approval by HM RD & HM (Fin)

⊕ Subject to approval by HM (RD)

If in view of the complications mentioned above, it is considered better to select an Asst. Secy, a suitable officer may be selected from the list below. This seems to be the simplest solution. HM (E&L) may see first.

11/8

HM (E&L)

~~HM~~

Sri C. P. Gopalan Nayar, Asst. Secretary Dev. Dept. is appointed for the place. He will do the work which Sri. V. V. Subramanian was doing. He will get a spl pay of Rs 100/- The posting will be for 1 year for the present

KM
26/9

SECRETARY
26 SEP 1950
EDUCATION DEPARTMENT

C.S and Secy Dev. may see the orders of HM (E&L) at this stage. The file will then be circulated to HM's concerned & HCM.

26950

27/9 C.S.
Secy Dev.

CS
27/9

Secy Dev

SECRETARY
29 SEP 1950
EDUCATION DEPARTMENT

SECRETARY TO GOVERNMENT
27 SEP 1950
DEVELOPMENT DEPARTMENT

Seen -

27.9.50.

SECRETARY
27 SEP 1950
EDUCATION DEPARTMENT

Edn (E)

The Case may now be circulated to HM (Ind), HM (L.R) & HCM

62-C
27.9.50

27950

27/9 HM (Ind)

27/9 HM (Ind)
HM (LR)
HCM

Please see the orders in circulation on p. 23 ante.

It has been decided in circulation that Sri C.P. Gopalan Nair, Asst. Secy. Dev. dept. may be appointed as Special officer for a year with a special pay of Rs 100 p.m. to continue the work which Sri V.V. Subramania I.C.S the previous Collector of Madras was doing as Special officer in Govt. Press

p. 23 ante

A

2 The original proposal of this dept. was that for the duration of the new post of Special officer in the Govt. Press, the post of P.A. to the S.C.P. should be kept in abeyance. The scale of this post of P.A. is Rs 250 – 300.

X in p. 13 ante

3 In order to give effect to the decision ~~to~~ at para. 1 above, a temporary post of Asst. Secy to Govt. in Rs 400 – 700 + S.P. Rs 100/- + D.A. for one year has to be created & Ad hoc rules have to be made for the post. It may be necessary to allow the

(PTO)

See below
29.9.50

Special officer, an U.D. clerk knowing shorthand & 2 peons as the minimum.

4 It is also for consideration whether the post of P.A. to the S.C.P. will be held in abeyance as soon as the post of the Special officer is created or whether the post may not be continued for some time until the Spl. officer gets acquainted with the work to which he is new.

5 As the post of Special Officer is in the nature of temporary addition to class IX Asst. Secretaries to Govt. in the Madras General Service Pub (Services) dept. may be asked to take further action in this file. On receipt of orders creating the post of Spl. officer in the Asst. Secy's Grade this dept. may issue the orders appointing Sri C.P. Gopalan Nayar to the post.

The PA may be continued as he may be necessary to assist the new Officer – The question whether one of the posts of Asst. Supts may be in abeyance may be taken up
29.9.50

11.8

Fr. 1938 PS (D)
10.8.48

Fr. 8577 (L)
31.8.48

M.G.

M

J.D.
29.9.50

M above

It is doubtful whether it will be appropriate to add to the cadre of Assistant Secretaries in the Sectt. as such, for the purpose of this apptt. though the appointment is

to

BOX 61C

to carry the Assistant Secretary's scale of pay with an addition of a Special pay of Rs 100/- per mensem.

It is for consideration whether the designation of the new temporary post may not be "Administrative Officer, Govt. Press" and whether it may not be included in ~~Class~~ the Madras General Service — the P.A. to the S.G.P. is now borne as Class XIX of that Service. The method of recruitment may be by transfer from the Cadre of Assistant Secretaries.

Put up a draft of "the powers & duties". M

K

[illegible] 30.9 — P.56 of Services Manual Vol. II BK. [illegible] 113

Public Services and Fin. may see

29.9.50

Pub (Ser) Fin.

[illegible]

Sec's orders at M above — A.S. [illegible] Secy [illegible] 3/9.

A list of the new Officer's duties may be as at (R) below.

HM may see the case for orders on (R) below, and ~~on~~ whether the Designation of the Officer may be as suggested above.

3.10.50

A draft of duties [illegible] S.O. is submitted ~~orders~~

HM (Edn)

3/10

28

The designation may be Jt. Supdt. Special Officer. R is all right. Why not add ~~[illegible]~~ to R, a general clause and to do such other work as was contemplated for the Special Officer in the ~~[illegible]~~ Special Committee's report.

4/10

SECRETARY
4 OCT 1950
EDUCATION DEPARTMENT

Recd. 5/10

A draft order is submitted. Pub (Services) & Fin may see.

Pub (Ser) may offer remarks especially on para 7 of the draft order below.

5.10.50

5.10.50

Old draft

See queries on the draft

6/10.

Pub (Fin) Fin.

In connection with the duties it is considered that as in the case of the Joint Registrar of Cooperative Societies and the Joint Director of Industries, Joint Supdt. need not be permitted to address Govt. independently ~~[illegible]~~. Proposals of the Supdt. may all be submitted in consultation with ~~[illegible]~~ the Joint Supdt. Para 2 of the Appendix to the draft has

6.10.50

Pub (Fin)

has now been slightly altered so as to bring out this point. Hm may see again for approval of this alteration.

7.10.50

I have also added a note at 'x', with which there will be, I believe, administrative complications.

Hm Ed.

d/ 7/10. Hon (Ed)

Public (Ser) and Finance may see the case now. The question of framing ad hoc rules will be taken up after the drafts issue. Public may offer remarks on this point. A

9.10.50

d/ 9/10 Pub (Ser) fin

Pub (Ser)

(A) Sectt (Cmx)

9.10.50

Edn. No. 145282/50-7 9.10.50

ASSISTANT SECRETARY TO GOVERNMENT 5086 10CT 1950 CHIEF SECT.

Public(Services)Dept.

The notes and orders in circulation on pp.23-28 above and the draft order below may be perused.

2 The post of Joint Superintendent-Special Officer being a gazetted post will automatically fall within the purview of the Commission. The

p.t.o.

Commission will, therefore, have to be consulted before a regular appointment is made to the post. The concurrence of the Commission in this case may perhaps be obtained under the latter part of regulation 18(b) of the M.P.S.C. Regulations before the draft issues.

Box

3 At 'A' on p.23 ante it is stated that the question of framing ad hoc rules will be taken up after the draft issues. If it is proposed to classify the post and to include it in a service, necessary ad hoc rules will have to be issued. In that case the appointment to the post, pending issue of the ad hoc rules, can be ~~done~~ made only temporarily. Alternately, the post may be excluded from the purview of the Statutory Rules. If this is done, the officer appointed to that post will be governed by the Statutory Rules applicable to him in his regular line viz. in this case, the rules applicable to the Asst.Secretaries to Govt. (Education may consider whether this will not be sufficient.

Subject to the above remarks the draft may be amended as indicated in pencil and the file passed on to Finance.

Pub(Ser)wo 5086/50-1 10-X-50

d/ 10/10/50

10/X/50

ASA 10.10.50

CS/ 10/10 Fin

ADDITIONAL DEPUTY SECRETARY 86366 10 OCT 1950 FINANCE DEPARTMENT

Fin: 83

(Previous Finance note on pages 16-17 above)

Please see the orders in circulation on p.23 and the further notes from p.24 above.

It has since been decided that a post of Joint Supdt - Special Officer may be created for 1 year in the first instance in the Govt Press & that for the post an Asst Secy (Sri C.P. Gopalan Nayar Asst Secy) may be appointed. As originally decided the post will carry also a special pay of Rs100 pm. While previously it was the intention to keep the post of PA to Supt on Rs 250-300 in abeyance

30

during the period for which the Jt Supdt is created. Edn has said that the post of PA to SCP is necessary to assist the new officer & that the question ~~of~~ whether one of the posts of Asst Supdts, Govt Press may be kept in abeyance may be taken up separately. This means that the extra cost of the proposal will be Rs 9260 pa on the basis of pay proposed for the Joint Supdt, viz pay of A.S. with a special pay of Rs 100 pm, ~~leaving aside for the present~~ without taking into account the savings on account of one of the posts of Asst Supdts Govt Press (Rs 200-30/2-440), as it cannot be definitely said now that it will be finally decided to keep one post of Asst Supdt in abeyance.

P 25 above

meaning of p 27 above

l c p 7 above

The case should be circulated to H M (E&L) ~~Edn~~, H M Fin and H.C.M, as the extra cost is over Rs 5000 pa recg. H M (E+L) & H C M have already seen the case. Edn may kindly circulate the case to H M Fin also before issue of orders (There is much difference in cost between the proposal as originally agreed to by H M Fin on p 14 above & as now finally decided).

Para 2 (B)(ii) of Govt note in 4/9/10 [illegible] 30-6 [illegible]

page 23 above

M

Fro
12/X/50

Subject to the above remarks, the draft order may be accepted.

Fro
12/X/50

Edn. (E)

12.10.50

Edn

Fin u.o 86366 E III/50-1
12.10.50.

The points raised in the Pub (Ser) note above have been discussed with the Secy. It is considered that in view of the urgency of the case, orders should be issued now making a temporary appointment to the new post, the points raised in the Pub (Ser), namely concurrence of the Comm ..., conditions of service

pages 28-29 ante

Public informally consulted on this & they have no objn.

31

service of the (3) post being dealt with in due course.

The draft order below may issue, as now altered.

The case may be circulated to HM (Fin), as suggested by Fin.

x Done

13.10.50

AS.

I learned that this P. note is seen by the Public services also. Seen in a blue pad.

14/10

Dept (Ser)

Fin.

(Last seen at pp 28-29 ante): The further notes & the draft below may be perused & the file passed on to Fin.

14/10/50

14/X

Fin DCF

Seen in Fin

Fro
14/X/50. Edn.

(E)

G.O. 4438 Press
7.12.49

The file relates to the appointment of Joint Supdt., Special Officer, Govt. Press, for a period of one year temporarily. As a result of the recommendation of the Govt. Press Enquiry Committee, Sri V.V. Subramanian, I.C.S., was appointed as Special Officer in addition to his duties as Collector on a special pay of Rs.250/- p.m. for a period of 6 months to implement

No.14528/50-E

the recommendation of the expert committee. ~~Mmmm~~ As much work remains to be done and in order to continue the work of the Spl. Officer and to help the S.G.P., in the discharge of his duties, H.M.(E.& L.) and H.C.M. have decided to appoint a Joint Supdt. Special Officer in the Govt. Press and to appoint to the post Sri C.P. Gopalan Nair, Asst. Secretary, Development Dept., for a period of one year with a special pay of Rs.100/- per mensem in addition to his grade pay. As the extra cost involved is over Rs.5,000/- per annum, Finance suggest that the proposal has to be circulated to H.M.(Finance) also.

7 23 ari

9
14/10

M a-1-30 ari

The file may now be circulated to H.M.(Fin.)

x x x

J.D.
14.10.50

(After the issue of orders making a temporary appt. as in the Draft order below, the points mentioned in the Public (Ser) note on pages 28-29 ante will be dealt with.)

XX

14.10.50

H.M. (Fin)

14.10 (H.M.(Fin)

Mr. V.V.S was in addl. duty and was paid Rs 250 spl pay. Why is an Asst-Secretary paid spl pay? Is it more arduous than his present work?

15.X

Bot.
51C

(P.T.O

C.No 14528 E/50

(32)

3
17/10.

H.M's Finance's query on the previous page -

In the minutes on page 14 ante it was originally proposed to allow the Special Officer to be newly appointed a special pay of Rs 250, but HCM wanted it to be reduced to Rs 100/-

x The Officer to whom the offer was made did not accept it -

N

It is submitted that the work of the Special Officer will be more arduous than that of an Assistant Secretary. Hence a special pay of Rs 100/- is proposed -

The Case may be Circulated to H.M. (E & L) & H.M. (Fin)

16.10.50

H.M. E&L
H.M. (Fin)

H.C.M.

The Special pay for Mr. Subbarayan accepted by H.M.(Fin) was Rs 250/- For the nature of the work this amount is too small.

17.10

H.M. (E L)

H.M. (Fin)

24.X

SECRETARY
16 OCT 1950
EDUCATION DEPARTMENT

SECRETARY
24 OCT 1950
EDUCATION DEPARTMENT

p13CF

(Issued as G.O. Ms. No 2899 Edn dated 25.10.50)

The order below may now issue.

Have to mark at xx on p.32

25.10.50

List of persons who are in the
Check list for 1949.

S. No.	Name.	Post now held.	Pay.
1.	Sri. C. G. Venkataraman.	P.A. to the Cdr. of North Arcot.	Rs 450/.
2.	" K. Subba Rao.	Joint Secy. Civil Supplies Bd of Rev.	Rs 450/. Spl. Pay Rs 100/.
3.	" A. M. Savarinathan	P.A. to the Cdr of Tiruchirapalli.	Rs 400/.
4.	" V. Venkatarayadu.	P.A. to the Director of Industries.	Rs 400/.
5	" G. E. Muthiramlanti.	Dy. Director of Harijan Welfare.	Rs 600.

(Except No 2 above others do not get any Spl. Pay)

36

(34)

37

List of Asst. Secretaries in the Sectt.
drawing more than Rs 500/.

S. No	Name.	Pay.	Dept in which working
1.	Sri. A. E. Abraham	Rs 550/.	Public.
2	" L. S. Ranganayee	Rs 550/	Revenue.
3	" V. Simhadri.	Rs 550/.	Revenue.
4	" M. Ganesha Rao	Rs 550/.	Home.
5	" S. Balakrishna Menon	Rs 550/.	Education.
6.	" R. Krishnamurthi Ayyar	Rs 550/.	L. A. D.
7.	" S. G. Appa Rao.	Rs 700/.	Dev.
8	" Y. Sivarama Menon	Rs 625/	"
9	" C. J. Venkataramana Rao.	Rs 550/.	"
10.	" T.V. Natesa Mudr.	Rs 550/	P. W. D.
11.	" D. Amalorpavanathan	Rs 550/.	P. W. D.
12	" N. Adiseshan	Rs 550/.	Food & Agri.

38

39

(35)

Education Dept.(E).

C.No. 17767E/50.

Sub:- Govt. Press - Report of the Special Officer for the Reorganisation of the Govt. Press.

----

pp1-4 CF

Ref:- From the Spl. Officer, C.No.28/50-S.O. dated 28-6-50.

----

p.91 CF Ⓢ

In G.O.3533, Edn., dated 17-11-49, the Govt. issued orders on the recommendation of the Expert Committee appointed to examine the working of the Govt. Press. Mr. V.V. Subramanian, I.C.S., Collector of Madras, was appointed as Spl. Officer in the Govt. Press to implement the recommendations of the Committee.

p7 NF Ⓢ

2. The original G.O. with the notes was sent to the Special Officer for taking action against the persons who were responsible for the irregularities pointed out by the Committee.

pp1-4 CF

3. The S.O., Mr. V.V. Subramanian, submitted a report on the action taken by him before laying down his office as Spl. Officer in the Govt. Press. The report is on pp.1-4 c.f. The S.O. did much no~~t~~ doubt, during the short time at his disposal, ~~for~~ the improvement~~s~~ ~~of~~ in the condition~~s~~ of the Press, as ~~would~~ will be evident from pp.1-4 of the report. But several things are yet to be done for a satisfactory reorganisation of the Press and to work it on efficient lines. Sri V.V. Subramanian has himself admitted that the time ~~is~~ was too short for him to complete his work and suggested that another officer might be appointed to continue the work begun by him. The Govt. have accordingly appointed for one year a Joint Superintendent Special Officer, Sri C.P. Gopalan Nair, Asst.Secretary, Development Department, with a special pay of Rs.100/- per mensem to continue the work of the previous Special Officer. He will be taking charge of his office in a ~~day~~ week. ~~or two.~~ The original of G.O.No.3533, Education, dated 17-11-49 may be sent to him for taking further action on the recommendations of the Expert Committee and the Govt. orders thereon, and also the report of the Special Officer on pp.1-4 c.f. For orders.

Separate letter. [illegible]

Ⓢ

This does not seem to be necessary.

31-10-50

30-10-50

[The Special Officer

Officer's report in the c.f. is a narrative of what has been done to improve the Press. It also ~~indicates~~ contains a indication of the lines ~~on which~~ of the future action on the part of the new Special Officer.

A Copy of the report of the Spl. Officer (paras 1 & 2 on pages 1-4, only) may be made available to Sri Gopalan Nayar for his information & guidance.]

1.11.50 S.

Thro' the Supdt

D.
2/11

Has he taken charge?

D
2/11.

Not yet please. He may take at least one week, if not a little longer, for him to be relieved.

2.11.50 S.

Let him take charge

D
3/11

(PTO

The S.O has taken charge. A copy p.2 ante is for orders. It is also for consideration whether ~~it~~ the notes may be sent up to the Joint Supdt.

24.11.50 S.

Is this S.O. — ~~the~~ excerpt [illegible] paras 3 & 4.

D
25/11

Put draft
25/11

A draft ~~memo is put up for approval~~ [illegible]

28/11/50

S.O.
30.11.50

2.12.50 S.

D
4.12