Scott. II-27—104,006—4-11-46.

Edn (1950) Department.

(1) (20) 1950

Ms SERIES.

G.O. NO. 3198 Edn

Closed

Dated 1 — 12 — 1950

[Despatch Abstract.]

Stationery Office - Selection post
Revision of pay - Proposal negativ

Back Papers.

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

Further Papers.

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

From: Sri V.V. Subramanian, I.C.S., Superintendent of Stationery, Madras at Guindy, Madras 15.

To
The Secretary to Government,
Education Department,
M a d r a s.

No. A.1.13227/50 dated 18th July 1950.

ASSISTANT SECRETARY 21 JUL 1950 20386 EDUCATION DEPARTMENT

Sir,

Sub: Establishment--Government Stationery Office, Madras--Selection posts--Revision of scales of pay--proposals-submitted.

The Stationery Office including stationery Stores is composed of three sections ~~each~~ under the immediate supervision of three section heads viz., (1) Manager, (ii) Head Accountant and (iii) Store Keeper. All these posts are of selection category requiring special qualifications viz. a pass in the Accounts Test for subordinate officers, Part I and in the Departmental Test in Stamp and Stationery Manuals. It is obvious that these posts should be manned by rising and efficient men with some ambition. The clerks in the Madras Collector's office with which the Stationery office is combined for purposes of administration, qualify in the Revenue Test and in the Revenue Inspector's course, aspiring for promotion as Deputy Tahsildar and Tahsildar in the regular line. The clerks in the Stationery Office do not seem to enthuse about passing the departmental test (Stamp and Stationery Manual) but are on the other hand keen on passing the Revenue Test and getting into the regular Revenue line. Except one clerk none else in the Stationery Office is at present qualified in the Departmental Test with the result that when vacancies of Head Accountant and Storekeeper arose recently there was no qualified and efficient clerk for being posted. Unqualified men had to be appointed to the posts temporarily. There are qualified men waiting for inclusion in the lists of Deputy Tahsildar, but none for the posts of Head Accountant or Storekeeper. Those qualified for inclusion in the Deputy Tahsildar's list cannot be regarded as qualified for Head Accountant or Storekeeper's post in view of the above qualifications prescribed for the posts. The inference therefore is that the emoluments attached to these posts are not attractive and the following facts will show that they are neither reasonable ~~xx~~ nor commensurate with the responsible functions involved. The scales of pay of all the three posts therefore require revision.

The Stationery Office is a central office catering to the needs of all offices in the State including Heads of Departments, Co-operative institutions and Local Boards, etc. It carries on correspondence with them in respect of stationery, typewriters, duplicators and clothing intended for inferior staff. Recently, this office has been made the Central Agency for the distribution of khadi cloth required for other uses in all departments of Government and Local Bodies.

The scale of pay of the Manager of this office is fixed at Rs,140-5-190 only, the lowest scale in the group of scales of pay recommended by the Cabinet Salaries Committee for posts involving similar degree of responsibility in other offices. It will be seen from G.O. 78 Finance dated 6-2-1947, in which a general revision of scales of pay was ordered, that the following Managers for whom merely the Accounts Test alone is prescribed as the qualification are allowed a higher scale of salary.

Designation.	Qualification.	Scale of pay.
Manager, Government Press.	Account Test.	Rs.190-10-240.
do Director of Industries & Commerce.	do	dO
do Director of Fisheries	do	do
do Commissioner of Labour	do	do

The Manager of the Stationery Office must take his rank with these officers, if not higher, and it is submitted that the grouping of this post with posts involving inferior degree of responsibility and qualification, as found in G.O. 78 Dated 6-2-1947 is not correct.

The Government in accepting my proposal and ordering the Assistant Superintendent of Stationery to be stationed at Guindy in their order No. Ms.3651 Edn. dated 6th December 1949 have recognised the fact that the work in the Stationery Office has increased considerably and requires the attention of a whole time officer. That it is so, is also borne out by these comparative figures furnished below:

Items regarding to Stationery Office.	1933-34	1944-45	1949-50
1. Value of stocks handled	7 lakhs	20 lakhs	44 lakhs
2. Total No. of indents dealt with apart from Balance slips and Issue slips	1,100	1,350	2,540
3. Staff (ministerial)		29	35 + 2 (special staff)
4. Peons, counters and attenders	8	10	16
5. Warehousemen	nil (as clerks were attending to packing)	10	16
6. Carpenters, Lascars, Coolies and Drivers	17	60	126

It is nearly seven months now since the Assistant Superintendent has been working exclusively at Guindy in pursuance of the above G.O. and I notice that there is really work for more than one officer. But most of his time is taken up by correspondence of a routine nature and if he gets proper assistance from the Manager occupying a position of greater responsibility than at present, then it should be possible for allotting some routine work of the Assistant Superintendent of Stationery to be carried out by the Manager, enabling the Assistant Superintendent to bestow his attention on the more important items of work like frequent surprise check of the godowns, stock sections, packers' work, carpenters' work and the work of the lorry and booking staff. At present the Assistant Superintendent is pinned down to his seat because of the heavy desk work and the above items are not receiving adequate attention at his hands. The above items require special and close check in the interests of economy and to prevent wastage, pilferage etc., particularly as the general turn-over is nearly half a crore per annum. It is, therefore, desirable and essential that the time of the Assistant Superintendent (in full charge of the whole office), should not be wasted by unimportant or routine items of work.

The working of the Stationery Office itself is not on the same formal lines as it used to be. I have brought to the notice of Government on more than an occasion that there is a tendency on the part of all officers including Heads of Departments to ask for the maximum and full quantities of stationery as per the scale in the Stationery Manual, on the ground of an all-round increased work. In my letter No. D.Dis.23317/50 dated 26-6-50 I have cited many instances of excessive demands, particularly of costly articles such as stencil paper, manifolding paper, ribbon for typewriter, ink for duplicator and writing paper. Officers seem to ignore the rules in the Stationery Manual and have been applying for stationery without sending the indent in the printed form, furnishing the essential details such as average consumption of the previous three years, strength of office, etc. It has, therefore, become necessary for the Assistant Superintendent to scrutinise a fair percentage of the indents himself before passing them and to insist upon satisfactory proof in support of the claims made. To prevent delay and irregularities in office in complying with the indents and in

procuring stationery articles and stocking them and to see that the general efficiency of the office is kept up, the Assistant Superintendent of Stationery has also to frequently check the several special registers maintained in each of the correspondence Accounts and Stores branches of the Stationery Office, besides checking the Personal Registers maintained by each clerk in these sections. In these matters, the Section Heads have to share a good part of the responsibility by checking all these registers in alternate weeks with the Assistant Superintendent of Stationery, in fact more thoroughly concerning their respective sections than what may be expected by the Assistant Superintendent himself.

The Manager is the Chief Ministerial Head of the Stationery Office, and it should be manned by an officer of requisite calibre. The present scale of pay Rs.140-5-190 attached to the post is so low that even a Deputy Tahsildar, the lowest grade officer available in the Collector's Office, cannot be appointed to this post. There is, therefore, a strong case for revising the scale of pay of the Manager, to make it uniform with the other Managers' posts in the city offices.

Prior to the general revision in 1947, the scales of pay of Storekeeper and Head Accountant of this office were identical viz. Rs.70-5/2-85-7½/2-100. The scale of pay of Upper Division clerks then was Rs.55-5/2-70. Thus, the scales of pay of the Storekeeper and Head Accountant were clearly at a higher level than that of a Upper Division clerk , the minimum of the scale of pay of the Storekeeper and Head Accountant being the maximum of the scale of pay of a Upper Division clerk. In the revised scales of pay, all the posts in the old scales of pay, of Rs.55/5/2-70-7½/2-100, and Rs.70-5/2-85-7½/2-100 were merged in the revised single scale of pay of Rs.80-3-95-5-125. This has not conferred any material advantage to the Head Accountant. It will be seen that in the revised scale of pay of Accountant and Upper Division clerk, the difference is only in the upper limit which can be reached only after 8 years of service. The Head Accountant of this office, who is the Section Head of the Accounts Section, consisting of two Upper Division clerks and three Lower Division clerks is in the scale of pay of Rs.80-3-95-5-125 only. This is anomalous. The scale of pay is not commensurate with the work and responsibility involved in the post. He has to do original work in that he is responsible for scrutinising and passing all supply and contingent bills which are quite numerous, prepare the Annual Administration report, Budget Proposals, and attend to audit reports. He has also to supervise the work of the clerks who have to attend to important items of work such as establishment, collection of value of stationery and clothing supplied to sale departments and Local Boards, maintenance of ledgers, stationery stock departmental registers, supply of stationery to the offices attached to the Stationery Office Unit and maintenance of records. The work involved for the Head Accountant is really heavy and onerous. But on account of the pay of the Head Accountant being on a par with that of an Upper Division clerk except in the maximum, it has been found difficult during recent years to get suitable men for the post. It is very desirable from an administrative point of view that the scale of pay should be revised so as to be higher than that of an upper division clerk. The scale recommended by the Salaries Committee was 140-5-190 and the Accountants in most of the City Offices are in the scale of pay of Rs.140-5-190. Hence it is desirable that the scale of pay of the Head Accountant of this office be revised suitably.

As regards the Storekeeper of this office, he is in entire charge of the stores worth about thirty five lakhs of rupees. He has to furnish a security of Rs.3,000/-. He has under him two Upper Division clerks and 9 lower division clerks, the entire set of warehousemen, packers, and lascars, carpenters and coolies. The work is undoubtedly onerous and it is only a properly paid officer, who is able to tackle the large labour

staff with courage and grit and command respect, that can efficiently function in that post. He has also to maintain a separate set of accounts for all receipts and issues. The present pay of Rs.100-5-150 is not quite reasonable and is not calculated to attract any one to take up the responsibilities. In this connection, it may be mentioned that the Storekeeper of Public Works Workshops who furnished a security of Rs.2,000/- only is in a higher scale of pay viz. 150-10-250. The work of the Storekeeper of this office is in no way less onerous and hence the scale of pay of this post also warrants substantial upgrading.

Proposals for the revision of scales of pay for these posts were previously submitted but Government were pleased to refix the scale of pay of Storekeeper alone at Rs.100-5-150 in G.O. No. Ms.38 Edn. dated 6-1-1948, and considered that there was no case for revising the scales of pay sanctioned in G.O. No. 78 Finance dated 6-2-1947 for the posts of Manager and Head Accountant. At a time when Government are enforcing all possible methods of saving in expenditure it may appear that the proposals for the revision of scales of pay are not called for. But it is necessary in the very interests of economy that the work relating to the receipt, proper storage and economical distribution of stores worth forty lakhs, is properly done. It is quite necessary that proper men are recruited for supervision and the salaries should be the minimum necessary to attract such men. Unless these posts are held by proper personnel it may not be possible to exercise full control on the entire staff of this office and see that efficiency is maintained. I have experience of the Stationery Office for 1½ years and I have given careful thought to the matter. It is my firm submission that the present salaries are not adequate and that it is impossible to attract proper men on these salaries. Hence I strongly recommend that the following scales of pay may be considered and sanctioned for the three posts as shown below:

Manager	Rs.190-10-240
Storekeeper	Rs.150-5-200
Head Accountant	Rs.140-5-190.

Sd/- V.V. Subramanian,
Superintendent of Stationery.

for Superintendent of Stationery.

Manager 140-5-190 190-10-240
Storekeeper 100-5-150 150-5-200
Head Acct. 80-125: 140-5-190

EDUCATION DEPARTMENT (E).

Sub :- Govt. Stationery Office - Selection posts - Revision of scales of pay -

Ref :- From the Supdt. of Stry No.A.A1,13227/50 dated 18-7-1950.

Memorandum No.20386 E/50 Education Dated 22-9-1950

The Director of Industries and Commerce/Director of Fisheries/Commissioner of Labour/Superintendent, Government Press/ is requested to furnish information urgently regarding the existing strength (clerks, Accountants, Managers and Superintendents) in his office.

To

The Director of Industries and Commerce.
The Director of Fisheries.
The Commissioner of Labour.
The Superintendent, Government Press.

6/

E (d)

7/

D2.No.55869/50

Office of the Commissioner of Labour,
Chepauk, Madras, dated, 3rd Oct.1950.

From

Sri C.G. Reddi,
Commissioner of Labour, Madras.

To

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

ASSISTANT SECRETARY
6 OCT 1950
EDUCATION DEPARTMENT
31036

Sir,

Sub: Government Stationery Office - Selection Posts - Revision of scales of pay - Particulars - Furnished -

Ref: Government Memorandum No.20386-E/50-Education, dated, 22--9--1950.

p-5 cf

"******"

The particulars called for in the Government Memorandum cited are furnished below:

p.t.o.

8

S.N.	Particulars.	Scale of the Post.	Existing strength of the staff.
		Rs.	
1.	Superintendent.	190-10-240.	1
2.	Office Assistants.	140--5-190	7
3.	Upper division clerks.	80-3-95-5-125	16 **
4.	Lower division clerks.	45-3-60-2--90	26 @@
5.	Steno-Typist with special pay for short-hand.	-do- 35/-	1
6.	Typists with special pay for Typewriting.	45-3-60-2--90 10/-	6 @@

NOTE: ** One clerk with special pay for Shorthand Rs.35/- being Camp Clerk to the Commissioner of Labour.

@@ One post of Lower division clerk and one post of Typist sanctioned temporarily for three months for special work relating to the Minimum Wages Act, 1948.

For Commissioner of Labour.

mda/5-X

9

Department of Fisheries.

From
The Director of Fisheries,
Madras.

To
The Secretary to Government,
Education Department, Madras.

L.Dis.15696 A5/50 dated 4-10-50.

ASSISTANT SECRETARY 10 OCT 1950 3167 EDUCATION DEPARTMENT

Sir,

Sub: Government Stationery Office - Selection posts - Revision of scales of pay -

Ref: Government memo. No. 20386 E/50, Education Department, dated 22-9-50.

I furnish below the existing strength of staff in this office.

Superintendents	-	3
Upper Division and Lower Division Clerks	-	19
Typists	-	3

for Director of Fisheries.

cs/7-10.

Industries and Commerce Department.

From
The Director of Industries
and Commerce,
Macays Gardens,Madras.6.

To
The Secretary to Government,
Education Department,
Madras.

32005

L.Dis.5831.E.2/50. dt.7-10-50.

Sub: Establishment - Office of the Director of Industries and Commerce -staff - information - furnished.

Ref: Govt.Memo No.20386 E/50,Education dated 22-9-50.

--

I furnish herewith a statement showing the information called for in the Government Memo cited.

--

U. Venkatarayudu
13.10.50
for Director of Industries & Commerce.

TRS/12/10.
12/10

(6)

STATEMENT.

Section. (1)	Senior Superintendents 190-240 (2)	Junior Superintendents 140-190. (3)	Commercial Accountants 140-190. (4)	Accountants 140-190. (5)	Upper Division Clerks (6)	Lower Division Clerks (7)	Total. (8)	Typists including Stenographers. (9)
A Section	-	1	-	-	2	3	6	
B Section.		1	-	-	3	4	8	
C Section.		3	-	-	6	6	15	
D Section		1	-	-	3	-	4	
E Section.		1	-	-	2	2	5	
F Section.		1	-	-	2	1	4	
K Section.	1	-	-	-	2	1	4	
G Section.		1	-	-	1	3	5	
L Section.		1	-	-	2	4	7	
M Section.		1	-	-	2	2	5	1
P Section.		-	-	-	-	1	1	
Q Section.		1	-	-	-	6	7	11
R Section.			2	-	4(80-125) 1(80-220)	4	11	
S Section.		-	-	-	2	1	3	
U Section.		-	-	1	1	-	2	1
	1	12	2	1	33	38	87	13

13

97
12/10

C.F. 32 (a).

SECRETARY SECRETARIAT 32573 11 OCT 1950 EDUCATION DEPARTMENT

Rec'd on 24th

From (Name) Janab R. [illegible]

Designation Superintendent,

Station Government Press, Madras.

Received ..... Registered .....

To

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

Enclosures :

No. Estt. Gr.II/ 128603-50. dated 10th October 1950.

Sir,

Sub: Strength of staff (Clerks, Accountants, Manager and Superintendents) Particulars - furnished

Ref: Government Memorandum No. 20386 E/50 Edn., dated 22-9-1950.

With reference to Government Memorandum cited above, I submit the detailed particulars regarding the existing strength of staff (Clerks, Accountants, Manager and Superintendents) in this Office:-

Name of Post.	Grade.	No. of Posts Permanent	No. of posts Temporary.
Office Manager	Rs 190-10-240	1	-
Head Clerk	Rs 140-5-190	1	-
Chief Accountant	Rs 140-5-190	1	-
Despatch Manager	Rs 140-5-190	-	1

P.T.O.

Name of Post.	Grade.	No. of Posts Permanent.	No. of Posts Temporary.
Upper Division Clerk	Grade I Rs 80-3-95-5-125	.. 5	-
-do-	-do- II Rs 80-3-95-5-110	.. 8	8
Lower Division Clerk	Rs 45-3-60-2-90	.. 40	12
Superintendent, Publication Depot	Rs 80-3-95-5-125	-	1
Accountant	Rs 80-3-95-5-125	-	2
Storekeeper	Rs 80-3-95-5-125	-	1
Stenographer	(45-3-60-2-90) plus Rs 35/- Special Pay.		1

A.M./12-10.

for SUPERINTENDENT.

14/10/50

From
Shri T.S. Ramachandran, Bar-at-law, I.C.S.,
Superintendent of Stationery,
Guindy, Madras.

To
The Secretary to Government,
Education Department,
MADRAS.

ASSISTANT SECRETARY 36150 9 NOV 1950 EDUCATION DEPARTMENT 36690

No. A.1.13227/50 dated 2-11-50.

Sir,

Sub: ESTABLISHMENT - Government Stationery Office, Madras - Selection of Posts - revision of scales of pay - proposals - submitted.

Ref: This office A.1.13227/50 dated 18-7-50 and Govt.Endt.20386 E/50 -1- dated 16-9-50.

I request to be informed as to when orders of Government may be expected in the matter.

HVS.14/11.

For Superintendent of Stationery.

18

(11)

19 18

Education Dept
E.

Sub :- Stationery Office - Selection posts -
Revision of pay - Proposal negative

Read :- From the Supdt of Stry No. A1.13127/50 dated 18.7.1950
" " 2.11.1950

Order/Ms No 3198 Education Date 1-12-50

The Government ~~decline to~~ consider whether there is no case for ~~accept the proposal of the Supdt of Stry~~ that the Scales of pay of the Manager, Store-keeper and Head Accountant in ~~his office may be revised~~ the Stationery Office!

p-14 cf

p-17 cf

45/1012

p-11 cf

To

The Supdt of Stry
Madras

Cop to S.F

28.11.50

28/11/50

20

GOVERNMENT OF MADRAS.
Education Department.
G.O.Ms.No.3198 Education, dated 1st December 1950.

-:-

Abstract

Stationery Office - selections posts - Revision of pay - Proposal negatived.

-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-

READ:

From the Superintendent of Stationery No.A1.13227/50 dated 18-7-50 and 2-11-1950.

The Government consider that there is no case for revising the scales of pay of the Manager, Store-keeper and Head Accountant in the Stationery Office.

(By order of His Excellency the Governor)

K.M. Unnithan.
Secretary to Government.

To the Superintendent of Stationery, Madras.

Copy to the Stock File.

True Copy/Forwarded/By order.

R.B.1/12.

Superintendent.

(12) 2/12/50

Education (E)

From the Supdt.of Stationery No.A.Al.13227/50 d/18-7-50

Sub: Govt.Stationery Office - Selection posts- Revision of scales of pay.

***

The Supdt of Stationery has submitted proposals for the revision of the pay of the posts of Manager, Store-keeper and Head Accountant in the Stationery office.

2. Soon after the issue of G.O.78 Finance dated 6-2-47 sanctioning the general revision of scales of pay of subordinate services, the Superintendent of Stationery recommended further revision of the scales of pay of the Manager, Store-keeper and the Accountant in the Stationery office as follows:-

	Scale sanctioned in G.O.78 Fin.d-6-2-47	Further revision of scale recommended by the Supdt.of Sty
Manager	140-5-190	190-10-240
Store-keeper	80-3-95-5-125	170-10-220
Head A/c.	80-3-95-5-125	170-10-220.

This deptt. accepted the proposals of the Supdt.of Stationery in respect of the proposed scale of pay for the manager and Head Accountant but proposed a scale of Rs.140-5-190 for the Head Accountant. Finance did not agree to the scales of the Manager and Head Accountant but accepted a scale of Rs.100-5-150 to the Storekeeper. This Deptt. accepted the views of Finance and issued orders accordingly.

3. The Supdt.of Stationery now proposes the following revision of pay of the Manager, Storekeeper and Head Accountant.

	Existing scale of Pay.	Proposed scale of pay.
(a) Manager	140-5-190	190-10-240.

The Supdt. of Stationery states that the scale of the Manager of the Stationery Office is too low as compared with the scale of Manager, Govt.Press Director of Industries and Commerce and Commissioner

of Labour for whom a pass in the Account Test is prescribed viz. Rs. 190-10-240. He has now suggested the proposed scale on a par with the Managers mentioned above as Accountant Test qualification is also prescribed for the Manager Stationery Stores. The work in the Stationery office has increased as seen from the statement on page 2 cf. and for the selection of the right type of person to be of help to the Assistant Supdt. of Stationery who is already over-worked, the proposed scale is necessary.

I agree. Further by not allowing him the higher scale we would be discriminating against him. B

(b) STORE KEEPER: Though under G.O.78 Finance dated 6-2-47, the pay of the post of Store keeper was revised to 80-3-95-5-125 which is also the scale for the Head Accountant of the Stationery Stores, it was subsequently revised to Rs.100-5-150. The Supdt.of Stationery points out that the Storekeeper is in charge of two U.D.clerks and 9 L.D. Clerks, the entire set of Warehousemen, packers and lascars and Carpenters and coolies. He is also in entire charge of the Stores worth about 35 lakhs and has to furnish a security of Rs.3000/- As the work is onerous it is only a properly paid officer who is able to tackle the large labour staff with courage and grit and command respect that can efficiently function in that post. Hence the Supdt.has suggested a scale of Rs.150-5-200.

May be supported B

(c) Head Account:

The present scale of the Head Accountant is Rs.80-3-95-5-125. The Head Accountant is the section head of the Account Section consisting of two U.D.clerks and 3 L.D.clerks and the scale of pay is not commensurate with work and responsibility involved in the post. As the work involved for the Head accountant is really heavy and multifarious the Supdt.of Stationery states that it should be in the scale of 140-5-190.

4. In the circumstances stated, the proposal of the Superintendent of Stationery for the revision of the pay of the Manager, Store keeper and Head Account of Sty. Stores ~~seems necessary~~. may be supported. B

5. The ~~remarks~~ remarks of Finance may be invited U.O.

The Supdt of Sty: has made out

a good case for the proposed revision. The proposal may be supported in this dept.

8/8/50 S. 8.8.50 Fin

(IX)

Edn VO 20386E/80-1

8-8-50.

SECRETARY, FINANCE DEPARTMENT 9 AUG 1950 GOVERNMENT OF MADRAS

Finance (EIII) Deptt

Notes on pp.1-3 above may be perused.

The Superintendent of Stationery has submitted proposals for the revision of pay to the Manager, Store-Keeper and Head Accountant in his office as shown below.

Post	Existing pay Rs.	Pay now proposed for revision. Rs.
Manager	140-5-190	190-10-240
Store-keeper	100-5-150	150-5-200
Head Accountant	80-125	140-5-190

Education have supported the proposal of the Superintendent of Stationery. The extra cost in the proposal works out to Rs 2,100/- roundly p.a.

In March 1947, proposals were submitted by the Superintendent of Stationery for revision of pay of the above posts as shown below.

Post	Scale of pay prior to 1-1-47. Rs.	Scale fixed in G.O.78 Fin. Rs.	Scale suggested for further revision by the Supdt. of Stationery. Rs.
Manager	100-10/2-150	140-5-190	190-10-240
Store-keeper	70-5/2-85-7½/2-100	80-3-95-5-125	170-10-220
Head Acct.	-do-	-do-	170-10-220

Education while examining the above proposals accepted the recommendation of the Superintendent so far as it related to Manager and in regard to the post of Store-keeper they proposed a scale of 170-10-220.

Finance Department then noted that there was no case for any revision of pay for the post of Manager and Head-Accountant and ~~this department~~ suggested that the pay for the post of Store-keeper ~~might~~ be refixed at Rs 100/5/150 and the suggestions of this department were accepted and orders were accordingly issued in G.O.No.38 Education dated 6-1-48. Attention is in this connection invited to the notes of this department on pp.7-9 n.f. of (B).

2. MANAGER The Superintendent of Stationery has stated that the Manager is the Chief Ministerial Head of the Stationery office, and that it should be manned by an officer of requisite calibre. He considers that the present scale of Rs140-190 attached to the post is so low that even a Deputy Tahsildar, the lowest grade officer available in the Collector's office cannot be appointed to the post.

As noted by this department on the last occasion, the scales of pay sanctioned for the various posts in G.O.No.78 Finance dated 6-2-47 have been fixed after a thorough and a de novo ~~examination~~ examination of the responsibilities of the posts. This department has been invariably advising against any upward revision of pay scales in view of the present financial conditions. The Cabinet Salaries Committee, in proposing the revised scales in 1947 definitely set itself against a revision on a basis of percentage increase or on a comparison with other posts carrying similar scales as they would set the vicious circle in motion and perpetuate several existing inequalities. Further, it may be true to some extent that the responsibilities of the various posts may have increased but the scales of pay cannot be tinkered with at every stage.

A comparison is made by the Superintendent of Sty. with the scale of pay of the Managers in the Offices of Govt. Press, Director of Industries and Commerce, Director of Fisheries, and Commissioner of Labour and it is urged that the Manager of the Office of Superintendent of Stationery should be allowed similarly a scale of Rs ~~140-190~~ 190-240.

The clerical staff in the Commissioner of Labour's office was divided in 1950-51 between that office and that of Director

of Harijan Welfare. The present strength of the office of The Commissioner of Labour is not known. A proper comparison can be made only if the existing strength of ministerial staff in this office is known. As regards the other offices referred to by the Superintendent of Stationery, the information available in the Budget for 1949-50 has been compiled and is given at(S). But this is not complete. It is seen that the clerical strength in the office of the Supdt. of Sty. is not so large as that of D.I.&C or of Govt. Press. There seems to be no strong case for revision of pay of the post. If Education wish to persue the proposal, they may kindly obtain information regarding the existing strength (clerks, Accountants, and Managers or Superintendents) in the four offices referred to by the Supdt. of Stationery.

Store-keeper - The Supdt. of Stationery has stated that the store-keeper is in entire charge of the stores worth about Rs 35 lakhs, and that he has to furnish a security of Rs 3,000 and that he has, under him, 2 U.D. clerks, and 9 L.D.clerks besides the entire set of warehousemen, packers and lascars, carpenters and coolies. Education have previously noted that there was no co-relation between the amount of security and the scale of pay of the post.

Taking all the facts into consideration, this Dept. suggested a scale of Rs 100-5-150 for the post of Store-keeper. There seems to be no strong grounds for any further revision.

Head Accountant - It is stated that the Head Accountant who is the section head of the Accounts section consisting of 2 U.D.clerks and 3 L.D.clerks is in the scale of Rs 80-125 only, and that the scale of pay is not commensurate with the work and responsibility involved in the post. This feature is not novel to this office alone. For the supervisory work he will be presumably in receipt of a special pay of Rs 5 and there are also chances for promotion for the incumbents ~~from the posts of Head Accountant.~~

In view of the above, no further revision of pay seems necessary.

The file relates to the revision of pay proposed by the Superintendent of Stationery ~~to~~ the following posts in the Stationery Stores, Guindy:-

Post	Existing pay	Pay proposed by the S/S.
(1) Manager	140-5-190	190-10-240
(2) Store-keeper.	100-5-150	150-5- 200
(3) Head Accountant	80- 125	140-5- 190

2. This deptt. for the reasons stated by the Supdt. of Stationery, summarised on pp 1-2 ante is ~~acceptable~~ agreeable to the revised scales proposed.

3. Finance are not in favour of any of the revised scales proposed by Supdt.of Stationery and accepted by this Deptt. to any of the above posts.

4. As regards the proposed revised scale for the Manager, the Supdt.of Stationery has compared the scales of pay ~~to~~ the Managers in the offices of Govt.Press, Director of Industries and Commerce and Director of Fisheries and Commissioner of Labour. Finance state that there seems no strong case for the revision of pay of the post. They also remark that if Education ~~xxx~~ wish to pursue the proposal, they may kindly obtain information regarding the existing strength (Clerks, Accountants ~~and~~ Managers and Supdts.) in the ~~xxxx~~ four offices ~~reference~~ referred to by the Supdt.of Stationery.

5. As regards the proposed scale for the Store-keeper, Finance are opposed to any revision.

6. In regard to the Accountant they are also against the proposed revision.

7. For orders whether in the circumstances this deptt. will pursue the question of revision of pay of the manager and call for the information as at 'A' above.

The information at A above may first be called for

ASSISTANT SECRETARY 30 AUG 1950 25978. EDUCATION DEPARTMENT

A draft memo is submitted for approval with reference to para 7 on page 6 ante.

Issued as memo No 20386 E/50 dt 22-9-50.
From the Commr of Labour No D2. 55869/50 dt 3-10-50.

Please see the reply from the Commissioner of Labour on page 7 c/f to the Govt memo on page 5 c/f. ~~The Director of Fisheries, Director of Industries & Commerce and S.G.P may be asked to expedite their reply to the Govt memo on page 5 c/f.~~ The draft memo below is for approval

The reply from Commr of Labour may await it

Please see the replies to the Govt memo on page 5 c/f from the Director of Fisheries and the Director of Industries and Commerce on pages 9-13 c/f. The receipt of reply from the S.G.P may be awaited 24.10.1950.

From the S.G.P. No. Ed.H.Gr II/28603-50 dt 10.10.

8

E III

Education
E.

The information regarding the existing Strength (clerks, Accountants and Managers or Superintendents) in the four offices referred to, required by Finance has been called for from the Concerned Heads of Offices and they are tabulated in the Statement at (T). May be sent to Finance U.o.

p-7-16 ✓
p-5 ante

(T)

2.11.50.
3/11/50

4/11/50 Finance

Edn Uo 20386E/50.

4-11-50

ASSISTANT SECRETARY
E III
6 NOV 1950
92053
FINANCE DEPARTMENT

Finance (E III).

(Re Finance note on pp 3-6 above)

The further note of Edn may be perused. In connection with the revision of the scale of pay of the post of Manager in this office, the Superintendent of Stationary compared the scale of pay allowed to Managers in the offices of the Superintendent Govt Press, D.I.&C, Director of Fisheries and the Commissioner of Labour. For purposes of Comparison, this deptt requested Edn to obtain information regarding the existing strength (clerks, Accountants and Managers or Superintendents) in the four offices referred to above. The Edn deptt have obtained this information and have tabulated it at (T). The following statement shows in one view the total strength of ministerial estts in the office of the Superintendent of Stationary and the other offices cited by him for purposes of Comparison.

p 1 cf

1 on p 5 above

(T)

Name of the Office	Total strength of ministerial staff
Office of the Commissioner of Labour	50
do. D.I.&C	87
do Superintendent, Govt Press	81
do Director of Fisheries	2+2
do Superintendent of Stationary	35+2 (Special staff)

Statement at (T)

X 2 cf

From the above statement it may be

9

17

observed that the total strength of ministerial staff in the offices of the Commissioner of Labour, the D.I.&C and the Superintendent Govt Press is greater than that of the Superintendent of Stationery and consequently there will be difference in the volume and the nature of the duties and responsibilities attached to the posts Managers in these offices. A justifiable Comparison Cannot therefore be made between these posts. Further as already pointed out by this deptt, the scales of pay sanctioned for the various posts in G.O. No 78 Fin dt 6.2.47 have been fixed after a thorough and de novo examination of the responsibilities attached to each post. The Cabinet Salaries Committee in proposing the revised scales in 1947, also definitely set itself against a revision on a basis of percentage increase or on a Comparison with other posts carrying similar scales as they would set the vicious circle in motion.

"A"

p 11 above

(Post put up)

p 4 above

In the circumstances explained above, Finance may advise against the revision of the scale of pay of the post of Manager in the Office of the Superintendent of Stationary.

14.11

Sm 10/11/50
M 13/11/50

14-11

Edn.

Fin uo 92053 E III/50

14-11-50.

ASSISTANT SECRETARY
36087
16 NOV 1950
EDUCATION DEPARTMENT

p-4 cf

EDUCATION DEPARTMENT.
E.

The file relates to the revision of pay proposed by the Superintendent of Stationery for the following posts in the Stationery Stores, Guindy :-

Post	Present pay	Pay proposed by the Supdt. of Stry.
(1) Manager	140-5-190	190-10-240
(2) Store-Keeper	100-5-150	150-5--200
(3) Head Accountant	80 —125	140-5--190

2. This department for the reasons stated by the Supdt. of

Supdt. of Stry, summarised on pp 1-2 ante is agreeable to the revised scales proposed.

3. Finance are not in favour of any of the revised scales proposed by the Supdt. of Stationery and accepted by this department to any of the above posts.

4. As regards the proposed revised scale for the Manager, the Supdt. of Stationery has compared the scales of pay to the Managers in the offices of Govt. Press, Director of Industries and Commerce and Director of Fisheries and Commissioner of Labour. Finance state that there seems no strong case for the revision of pay of the post. They also remark, that if Education wish to pursue the proposal, they may ~~kindly~~ obtain information regarding the existing strength (Clerks, Accountants, Managers and Superintendents) in the four offices referred to by the Superintendent of Stationery.

~~5. Finance do not agree to the revision of pay of the Store-keeper and Head Accountant.~~

5. As regards the revision of the pay of Manager, information has been called for, regarding the existing strength of clerks Accountants, and Managers or Superintenents, in the four offices referred to by Finance, above. The followong statment shows in one view the total strength of ministerial establishment in the Offices of the Superintendent of Stationery and the other four offices cited by him for purposes of comparision.

	Name of the Office.	Total strength of ministerial Staff.
1.	Office of the Commr. of Labour ..	50
2.	" Director of Indurstries & Commerce. ..	87
3.	" Superintendent, Govt. Press	81
4.	" Director of Fisheries ..	22
5.	" Supdt. of Stationery ..	35 + 2(Special Staff)

6. Finance state that the total strength of ministerial staff in the office of the Commissioner of Labour, the Director of Industries & Commerce and the Supdt. Govt. Press is greater than that of

p-1&2 ante
p-3-b ante
p-485 ante
A
p-586 ante
p-7-16c
+ A also
4 p 8 ante
Statement at (T)
p-9 ante

8/24/11.

Copy at (N)

p-9 ante

p-984c

The Fin. Dept's view may be accepted

Sd/ 22/11/50

J.P. 21/11/50

CNo. 20386E/50.

~~that~~ that of the Superintendent of Stationery. They also state that the scale of pay of sanctioned for the various posts in G.O.78 Finance dated 6-2-1947, have been fixed after a through and de novo examination of the responsibilities attached to each post and that the Cabinet Salaries Committee in supporting the revised scales in 1947, also definitely set itself against a revision on a basis of percentage increase or on a comparison with other posts carrying similar scales as they would set the vicious circle in motion.

7. It may however be pointed out that the Manager in the Office of the Director of Fisheries who has to manage only 22 clerks against 37 clerks under the Manager in the Office of the Supdt. of Stationery, gets a pay of Rs.190-10-240/-. In view of this and in view of the recommendation of the Superintendent of Stationery, it is for orders whether the scale of pay of Manager may alone be supported. For orders.

8. The file may be circulated to H.M. (E&L) ~~and H.M.(Finance).~~

Sd/ 22/11/50 S.

Hm (E&L)

Hm (Fin)

The trained view may be accepted

Sd/ 25/11

SECRETARY 25 NOV 1950 EDUCATION DEPARTMENT

Commissioner of Labour.

Permanent.		Temporary.	
Superintendent	1(190-240)	Managers	2(140-190)
Clerks	8(80-125)	Office Assistants	15(140-190)
"	10(45-90)	Clerks	15(80-125)
			2(80-110)
			24 3(45-90)

A certain portion of the staff has now been given to Office of the Director of Harijan Welfare from 1950-51 and the staff left in Commissioner of Labour Office is not known).

Office of Director of Fisheries.

Temporary.	
Clerks	6(80-110)
	2(45-90)

Director of Industries and Commerce ~~Office~~.

Permanent		Temporary	
Senior Superintendents	2(190-240)	Senior Superintendents	2(140-190)
Commercial Accountant	1(140-90)	Junior Superintendents	8(140-190)
Clerks	11(80-110)	Clerks	13(80-125)
	19(45-90)	"	2(80-110)
		"	19(45-90)
			27

Government Press

Office Manager	1(190-10-240)
Head Clerk	1(140-190)
Chief Accountant	1(140-190)
Accountant	1(80-125)
Cash Keeper	1(80-125)

Govt. Press (contd.)

Assistant Cash Keeper	45-90
Store Keeper	1(80-125)
	1 (45-90)
Clerks	1(80-125)
	7(80-110)
	14(45-90)
	30

Superintendent of Stationery.

Manager	1(140-190)
Store Keeper	1(100-150)
Head Accountant	1(80-125)
Clerks	10(80-110)
	15(45-90)
	28

Technical staff

Chief Computor 1(150-200)
Head Computors 2(90-150)
Computors 18(45-65)
Gate Sergeant 1(40-70)
Senior Timekeeper 1(40-70)
Junior Timekeeper 2(35-65)
Warehousemen 19(35-65)
Telephone Operator 1(45-90)
45

Statement of staff in other 4 Heads of Departments.

Commissioner of Labour.	1	Superintendent	190-10-240/-
p-8 ✓	7	Office Assistant	140-5-190/-
	16	U.D. clerks	80 — 125/-
	26	L.D. clerks	45 — 95/-
Total	50		
Director of Industries & Commerce.	1	Senior Superintendent	190 - 240/-
	12	Junior Superintendents	140 - 190/-
	2	Commercial Accountant	〃
p-13 ✓	1	Accountant	〃
	33	U.D. clerks	80 — 125/-
	38	L.D. clerks	45 — 90/-
Total	87		
Superintendent, Govt. Press.	1	Office Manager	190-10-240/-
	1	Despatch Manager	140-5-190/-
	1	Chief Accountant	140 — 190/-
	1	Head Clerk	140 — 190/-
	1	Superintendent, Publication Depot	80 — 125/-
p-15 & 16 ✓	2	Accountant	〃
	1	Store Keeper	80 — 125/-
	21	U.D. clerks (I & II Grades)	(I Grade) 80 - 125/- (II Grade) 80 - 110/-
	52	L.D. clerks	45 - 90/-
Total	81		
Director of Fisheries.	3	Superintendents	2 Senior Supdts 190-240/- 1 Junior Supdt 140-190/-
p-9 ✓	19	U.D. & L.D. clerks.	
Total	22		

→ (ascertained by Develop
Estt charges from D I & C
Information not traceable
in the Budget

SB 2.11.50.

31 11 50