

Edm (1940) Department.

Ms. SERIES.

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Super

G.O. NO. 429 Edm

Dated

11-2-50.

(12)

[Despatch Abstract.]

Grant. Press - P. A. to the S. G. P. - Revision
of scale of pay - orders passed.

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 R. Siddique, Esq., Superintendent, Government Press, Madras. To The Secretary to Government, Education & Public Health Deptt., Fort St. George, Madras. No. 26-Mis., dated 16-5-1949.

Sir, Sub: Revision of pay of the Personal Assistant to the Superintendent, Government Press - Ref: G.O.No. 78 Finance, dated 6th February 1947.

I have to state that in G.O.No. 78, Finance, dated 6th February 1947 Government issued orders revising the scale of the Subordinate Government servants. In the same order the minimum of the Gazetted Officers have also been revised to fit in with the revised scales sanctioned for the corresponding subordinate service.

The existing scale of Personal Assistant to the Superintendent, Government Press has been omitted in Schedule I of G.O.No. 78, Finance, dated 6th February 1947. Generally the Personal Assistant to the Superintendent, Government Press is promoted from the post of Office Manager of the Government Press. The existing scale of the Office Manager is Rs 175-15/2-220 and the existing scale of the Personal Assistant to the Superintendent, Government Press is Rs 250-15/2-280-20/2-300. Now that the scale of pay of the Office Manager, Government Press has been revised to Rs 190-10-240, it is in conformity with the principles laid down in para 1 of G.O.No. 78, Finance, dated 6th February 1947 that the existing scale of the Personal Assistant should be suitably raised to fit in with the revised scale of pay of the Office Manager. This has been done in the case of the Office Manager of Surgeon-General's Office. The existing scale of Office Manager, Surgeon-General's Office is identical with the existing scale of Personal Assistant to the Superintendent, Government Press and the scale of pay of Manager, Surgeon-General's Office has been revised to Rs 275-25/2-350 vide Schedule I of G.O.No. 78, Finance, dated 6th February 1947. In the circumstances stated, I request that the pay of the Personal Assistant to the Superintendent, Government Press may be similarly raised to Rs 275-25/2-350 with effect from 1-1-1947.

R. Siddique
16.5.49
Superintendent.

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A on p 324

with a comparison
with the
K on p 4

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The Enpolt Govt. Press
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JD
17/10/49

OSM
18/10/49

18/4

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EPH
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Sub: Govt. Press- Revision of scale of pay of
Personal Assistant to the S.G.P.

Ref: From the S.G.P. No 26 Mns D 16.5.49.

Memo. No. 38076 C/49 Edm d 19.10.49.

The S.G.P. is informed that
such factors as the duties and responsibilities
attached to a post, the qualifications prescribed
for it, the age and method of recruitment to it
and the prospects of promotion in it ^{should only} ~~can only~~
be taken into consideration when contemplating
revision of an existing scale of pay. He is therefore
requested to examine the case of ^{his} P.A. to the S.G.P.
on merits apart from consideration of pay of
Managers, Surgeon General's office and to submit
his report to Govt. at an early date.

Office of the
Superintendent, Government Press,
Madras.

From

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

To

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

No.26-Mis., Dated 18th November 1949.

Sir,

Sub: Government Press - Revision of scale of pay
of the Personal Assistant to the Superintendent,
Government Press.

In my letter No.26-Mis., dated 16th May 1949, I proposed revision of the pay of my Personal Assistant on the consideration of the pay of Manager, Surgeon General's Office. Both the posts belong to the same service in the Madras General Service. Now that Government have called for fresh factors in Memorandum No.38076-C2/49 Edn., dated 19th October 1949, I am giving them below for favourable consideration and orders.

Duties and responsibilities attached to the post of
Personal Assistant to the Superintendent, Government Press.

He is in direct charge of the Ministerial establishment of the Government Press. Subjects relating to appointment, promotion, pension, Gratuity, etc. are all dealt with by him so far as establishment side is concerned. The establishment of the Government Press is over 2,000 men and the number of cases that pass through him are numerous. Of late labour has become assertive and claims better conditions of treatment as regards wages, etc. To deal such a big labour organization my Personal Assistant has to assist me to a great deal. My time is mostly spent on the technical side so as not to have a fall in productive work. During the year additional machinery has been received involving outlay of large capital. Added to this, printing of Electoral Rolls which is an important work has also been taken up. I have therefore to devote more of my time to technical side and my Personal Assistant has to shoulder non-technical administrative side of the work. I have also proposed separately to delegate to him some of my work.

ACCOUNTS: All Establishment bills including Supplemental bills, arrears due to revision of salaries including menial establishments, Day Extra, Good Conduct Allowance bills are all scrutinized and signed by him. Cheques for these amounts are signed and amounts of these cheques are drawn by him. The total monthly establishment bills excluding overtime, etc., amount to over a lakh rupees. He has to arrange and supervise simultaneous disbursement of salaries to all the employees on the 1st working day of each month.

CONTINGENT BILLS: Bills for supplies made and printing work done are initially passed by me and contingent bills are issued by my Personal Assistant. Contingent bills and advices to various Treasury Officers are also issued under his signature. Number of contingent bills total nearly 1,670 a year and advices equal the same number.

PURCHASE: Tenders for purchases of printing materials which are received confidentially in sealed covers are dealt with by me confidentially with his assistance. He is responsible for

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for suggesting proposals to Government for approval of tenders and drawing up of agreements from the selected contractors.

RECEIPTS: Subscriptions are received for the issues of priced periodicals such as Fort St. George Gazette, etc. Notices from private parties for publication of change of name, enrolment notices, loss of currency notes and other notices under the Indian Companies Act, etc. are published on pre-payment of cost. Remittances for these items are received and my Personal Assistant has to check and sign the Cash Book and Register of Valuables and arrange for all such remittances to Reserve Bank in time.

MISCELLANEOUS: He is held responsible for the submission of the Government Press Administration Report with all its cost statements and Audit Report on the inspection of Government Press Accounts by the Outside Department of the Accountant General, Madras. Budget re-appropriation statements and replies to references from Government as well as from the Accountant General on the appropriation accounts are examined before they are finally approved by me. In addition to duties mentioned above, he has to deal with cases coming from the Government Branch Press, Pudukottai. Since the merger of Pudukottai with the Madras Government the service conditions of the State employees have to be settled and this is an additional work thrown now.

QUALIFICATIONS PRESCRIBED FOR THE POST, AGE AND METHOD OF RECRUITMENT: Appointment to the post is made in accordance with rules laid down in the Statutory Rules (vide Rules under General Service Class XIX of Madras Services Manual, Volume II). It will be seen therefrom that appointment is generally made by promotion from the Ministerial establishment of the Government Press and only persons possessing practical knowledge and experience of accounting of the Government Press are promoted to the post.

PROSPECTS OF PROMOTION: Promotions to the post occur only after a long years of service in the Ministerial establishment in the Government Press. Rarely the Personal Assistant has scope for promotion elsewhere and the person serving as Personal Assistant will have to retire on the same post.

In conclusion, I may state that my Personal Assistant has heavy and onerous responsible duties to discharge. The work of the Press has increased considerably in proportion to the increase of work in the Ministerial establishment. I have also proposed to delegate some more of my work in my letter No. Accts 64/49-50 dated 12th October 1949 for reasons stated therein. Taking all these factors into consideration, it would be fair and just that his pay should be raised in commensurate with his duties. I am therefore to recommend that Government may be pleased to consider the proposal favourably and issue early orders.

R. S. S. S.
19.11.49
Superintendent.

Sub: Govt. Press. P.A. to the S.G.P. Revision of

scale of pay.

Ref: From the S.G.P. No. 26 M/s 8 16.5.49.

Memo. No. 38076 C2/49-3Edm 8 3.1.1950

The existing scale of pay of the P.A. to the S.G.P. is Rs 250-15/2-290-20/2-300. The S.G.P. has now brought to the notice of Govt. that in G.O. 78 Pm 8 6.2.47 the scale of pay of the Manager, Surgeon General's Office was revised to 275-25/2-350 from the scale 250-15/2-280-20/2-300 (which was analogous to the scale of pay of the P.A.) and has requested that the scale of his P.A. may also be revised accordingly.

The Cabinet Salaries Committee considered that such factors as the duties and responsibilities attached to a post, the qualifications prescribed for it, the age and method of recruitment to it and the prospects of promotion should only be considered when contemplating revision of an

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existing scale of pay instead of comparison with similar posts in other offices. The S.G.P. was requested to submit his report on the above lines.

A copy of the letter no. 26 M.S. 18.11.49 is enclosed.

The S.O. is requested to examine the case of the P.A. to the S.G.P. on merits apart from consideration of the pay of Manager, Surgeon-General's Office, whether the revised scale of Rs 275-25/2-350 may be granted to the P.A. to the S.G.P. An early reply is requested.

p. 5 of.

offer his remarks on the proposal for revision of the scale of pay attached to the P.A.'s post.

22/1/49
22/1/49

22/1/49

23/12

The Collector of Madras
Special Officer for
reorganization of
Govt. Press
5-1-49

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From
Sri V.V. Subramaniam, I.C.S.,
Collector of Madras and
Special Officer for
Re-organization of Government
Press, Madras.

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

No. Rc.4/50-S.O., dated 25th January 1950.

26 JAN 1950

Sir,

Sub: Government Press - Personal Assistant to the Superintendent, Government Press - Revision of scale of pay - Report submitted.
Ref: Government Memorandum No. 38076 C2/40-3, Education, dated 3-1-1950.

6614 p. 7

I submit that there is no comparison between the posts of Personal Assistant to the Superintendent, Government Press and the Manager, Surgeon-General's Office. I cannot say that the Office of the Superintendent, Government Press is in proper condition. The latest instance is the failure of the Press to complete within the specified period, the work of revision of scales of pay, for which temporary staff was sanctioned in G.O.No. 3227, Edn., dated 22-10-1949. There has been much delay in this matter and this has led to discontent among the men. The Superintendent, Government Press is now applying to the Government for an extension of the period of the Special staff. I submit that till the Officers in the Press put their shoulder to the wheel and give of their best, Government should not even start examining the question of making a special revision of pay in respect of any post. I submit that the Superintendent, Government Press may be asked to raise the question if necessary, after one or two years, and the request may be negatived now.

my prop

A

V.V. Subramaniam
25.1.50

Special Officer for
the Re-organization of Government
Press, Madras.

2/1/50

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(1)

EPH/C2

Sub: Govt. Press. P.A. to the S.G.P. - Revision
of Scale of pay - ~~proposals not approved~~ Order passed.
Ref: From the S.G.P. No. 26 Mts & 16.5.49.
" " " " 26 Mts & 18.11.49.
" " Spt. officer for reorganisation
of the Govt. Press No. Rc 4/50 & 25.1.50.

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Order JMs. No. 429 Edm & 11.2.50

The Govt. see no justification
at present to revise the ~~present~~ ^{pay of} scale of the Personal
Assistant to the Superintendent Govt. Press Madoas,
~~for the present~~. The S.G.P. is requested to raise the
question, if necessary, after one or two years.

To
The Supt. Govt. Press
Copy to Spt. Officer
for Reorganisation of
Govt. Press
Govt. Press Madoas
etc

Sus
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31.1.50

1-2-50

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Fr H S. G. P. No. 25 M^{C2}
 of 16.5.49

Review of pay of the Personal
 Asst. to the S.G.P.

7-14-2802352 (K) 9-Go 235 2nd of
 15.2.49, the pay of the Personal
 Asst. to the S.G.P. was
 raised to Rs 250-15/2-290-28/2
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on the analogy of the scale of
 managers of A class of this eg.
 S. G. P. office. The S.G.P.
 now p. brief to the holder of
 Govt. that the scale of the
 Manager S. G. P. office was raised
 to Rs 275-25/2-350 with
 in G.O. 78 Fin. of 6.2.49
 with effect from 1-1-49. I
 request that the pay of the
 Personal Asst. may be revised
 accordingly. For order whether
 the S. G. P. proposal may
 be accepted. The p. may be
 sent to Fin. no. for records.

JP
 30.5.49

MS/149 S. 1/1/Fin
 26/

E.P.H. U.O. 38076 C2/497
 1.6.49.



Finance (E.III) Dept.
 The post of Personal Asst. to the S.G.P. was
 created, with effect from 1-1-1941, in G.O. No. 2301
 Education, dated 3-12-1940. The scale of pay then
 fixed, for the post, was Rs 200-15/2-230-20/2-250.
 Subsequently, in G.O. No. 704 Education, dated 12-5-'42.

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the scale of pay of the post was raised to Rs 230-15/2-260-20/2-280. The then Finance Deputy Secretary (Mr.J.P.L. Shenoy) remarked:-

"The post is no longer that of a Manager, but being a 'B' class office, the P.A.'s status may be equated to that of a Manager of an 'A' class office and a scale of Rs 230-15/2-260-20/2-280 may be agreed to".

In January 1944, as a result of the issue of G.O. No.3411 Public (Ser.), dated 24-11-43, restoring the pre-1938 scales of pay, the S.G.P. again approached the Govt. with a proposal to raise the scale of pay of his P.A. to Rs 275-25/2-350.

However, E.&P.H. held that there was no case for giving the P.A. anything more than the pre-1938 scale for the post of a Manager of an 'A' class office, viz., Rs 250-15/2-280-20/2-300.

Finance agreed to this and orders were accordingly issued in G.O.No.235 Education, dated 15-2-1944. The P.A. to the S.G.P. draws pay in this scale at present.

The S.G.P. has now proposed that as the scale of pay of the S.G.'s office, which is an 'A' class office, has been fixed at Rs 275-25/2-350, in G.O.No.78 Finance, dated 6-2-47, the scale of pay of his P.A. also may be raised to that level, with effect from 1-1-1947.

It is submitted that, in view of the remarks of a previous Deputy Secretary, Finance, extracted at A above, Finance may agree to the proposal of the S.G.P. However, there appears to be no strong reason for making a departure, from the policy of the Govt. not to give arrears of pay in cases of this kind.

1. I doubt the validity of the proposed revision based on an equation which was formulated as far back as 1942. Does the equation still hold good?

2. Has the Cabinet Salaries Committee discontinued revision based on comparison with other posts? Please examine if there is any intrinsic justification for the proposal?

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Resubmitted.

2. 'B' on p.2 above - As pointed out by the Deputy Secretary, the 'equation' referred to was actually formulated as far back as 1942. But, when the scale of pay of the Personal Assistant's post was subsequently revised in G.O.No.235, Education, dated 15-2-44, from Rs 230-280 to Rs 250-300, this equation has been taken as the basis - vide M on p.23 of the above mentioned G.O.

Though the duties and responsibilities of the post appear to have been for a long time assumed to be of the same nature as that of the Manager of the Surgeon-General's office, which is a gazetted post, nowhere has it been definitely stated to be so, by the S.G.P.

Therefore, Finance may perhaps take the view that the equation does not hold good now.

3. 'C' on p.2 above - Attention is invited to para.7 of the Govt. Press Note at flag G and to portion B of the note on p.1 N.F. of Finance letter No102032 E.III, dated 1-4-1949. It is not clear where exactly the Cabinet Salaries Committee expressed themselves against a revision of scale of pay based on comparison with other posts. Anyhow, it seems that, by implication, it may be taken that the Committee was opposed to revision based on comparison with other posts. Thus, the present position is that "such factors as the duties and responsibilities attached to a post, the qualifications prescribed for it, the age and method of recruitment to it and the prospects of promotion in it" only should be considered, when contemplating revision of an existing scale of pay.

In the present case, it is reported that the pay of the Personal Asst. to the S.G.P. was omitted in Schedule I of G.O.No.78 Finance, dated 6-2-47. The reason for this has not been stated. However, conceding the necessity to revise the scale of pay of the post, the criteria on which such a revision should be based are those mentioned at A above.

A

It is for orders whether E.&P.H. may be requested to call for the necessary details and then to send the file to this Dept., with their recommendation.

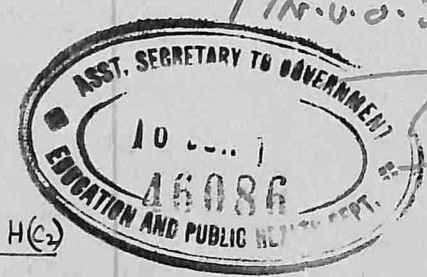
Par 13.6.49

E & P.H. may be requested to examine, comments & report from the way of the Manager, S.G.P. office, whether the proposal in this case is justified.

1576/49

E & P.H.

E.P.H.(2)



~~A draft memo. to S.G.P. is sent for approval.~~

With reference to K above it is for order whether the report of the Gen. Examin. Committee to examine the working of Gov. Prep may be awaited.

JD 23.6.49

1576/49 3

Pay wait for the report

25/6

The report has been received & it is being examined. May amount a decision on the Committee's recommendation. Has the committee made any specific recommendations in this matter. If not why should this be held up?

JD 13.10.49

15/10/49

Order of A.S. confirmed. Serial no. 5
With reference to the K on p.4 ante, a draft memo. to the S.G.P. is sent for approval.

JD 17.10.49

1576/49

3/2/18

It is by the S.G.P. No 26 M is 8 18. 11.49.

Please see the Finance Dept. remarks at K on p.4 ante. The existing scale of the post & P.A. to the S.G.P. is Rs 250.15/- 280.20/2-300. The S.G.P. requests that his P.A. may be granted a scale of Rs 275.25/2.30 with effect from 1.1.47, the date of the general revision of scale of pay.

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Finance Dept. rules out of consideration the revision of the pay of a post on a comparison with a similar post. They desire that the question of the revision of the pay of the P.A. to the S.G.P. should be based on merits and on such factors as the duties & responsibilities attached to a post, the qualifications prescribed for it, the age & method of recruitment to it & the prospects of promotion in it. The S.G.P. who was asked to justify the

6/ necessity for this proposed increase of pay, he submitted his grounds for the necessity for the increase of pay to his P.A. on p. 5.6 of the circumstances.

Further, it is stated therein, that there seems to be a strong case for the revision of pay of the P.A. to the S.G.P. from Rs 250-300 to Rs 275-350. Besides the onerous duties which the P.A. has to perform, further it is proposed to delegate more powers to the P.A. & relieve the S.G.P. to that extent. This has been separately submitted.

4/ Further, it may be requested to reconsider the question of revision of the pay of the P.A. to S.G.P. in the light of facts now brought to notice. The file may be sent to Finance.

5/ Judged from the details of work assigned to the P.A. to the S.G.P. and other relevant factors, the S.G.P.'s proposal to revise the scale of pay from Rs 250-300 to Rs 275-350 may be supported. The revision may take effect from 1-1-50 and not from 1-1-47 as suggested by the S.G.P.

7-12-49 S
This can be paid till the S.O. is appointed, when a reference can be made to him. In the present I, feel the S.G.P. is only trying

No decision on this

para 2 to 7 on p. 5.6 of para 8 and 9 on p. 6 of

2 on p. 1 of

to give a pay to the present incumbent, after reference to what is received by other P.A.s. There is no reference to the official previous service or legitimate expectations.

EPH/C2
The Special Officer for reorganisation of the Govt. has since been appointed. A draft memo. to the Spl. officer is subd. below for approval.

This may be issued on 3-1-50 to date on which the Collector has proposed to take up the additional duties as S.O.
21.12.49
22.1.50
23/12/49

b7UF (Issued as memo. No. 38076C/49-3 Edm & 25-1-50)
b9UF (From the S.O. No. R.C. 4/50 & 25-1-50).
EPH/C2

Please see the letter from the S.O. on p. 9 of. In the circumstances stated therein this dept may agree with S.O. at A on p. 9 of. A draft order is subd. for approval.

1-2-50
S/O 2/ Fin

Shri (S.H.)
(Pre Finance note on pp 1-4 above)
The reference from the Special Officer for reorganisation of the Government Press, Madras, at p. 9 of. may be perused. Finance may agree with and accept the draft order below the view of S.P.H. at X above. The file may be returned to S.P.H. Dept.



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6.2.50
S.P.H. No. 38076C/49-4
2.2.50



11/12/50
E.P.H.

EXP-H 244 (2)

May issue.

1/2/50

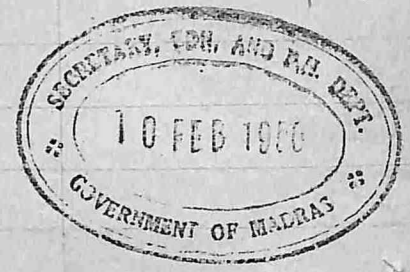
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W. N. (S. L.)

W. N.
W. N.



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