M.R.O. 1—77,006—8-6-37.

(1) Number of pages 20

(2) Date of repair 6-11-38

(3) Initials of the Referencer

MADRAS RECORD OFFICE.

Government of Madras.

Financial DEPARTMENT.

G.O. No.	480	Press / Mis.
89-90.		
Dated	23-9-	18 71.

89 - 90 11/12

Not to be folded or roughly handled

Proceedings of the Madras Government, Financial Department,
22nd September 1871.

No. 89. Read the following letter from the Under Secretary to the Government of India, Financial Department, to the Chief Secretary to Government, Fort St. George, dated Simla, 31st August 1871, No. 3211:—

Pensions and Gratuities.

With reference to the Resolution of this Department, No. 2971, dated 23rd August 1871 (Draft Civil Pension Code), I am directed to forward a copy of certain rules intended to facilitate the disposal of claims to pension and gratuity.

2. I am directed to inquire whether, in the opinion of His Excellency the Governor in Council, the scheme proposed in the rules (which would be prefixed to Chapter XII. of the Draft Civil Pension Code) is a practicable one.

Section .—Every non-gazetted servant of Government, with the exception of Police Officers on pay not exceeding Rupees 20, is required to keep a service book in which he is to enter a statement of every step in his official life, procuring attestation of each entry by the immediate head of the office in which he is serving.

Service books to be kept.

If the officer to whom the book refers is himself a head of an office (*e.g.*, a Deputy Postmaster or a Sub-Inspector of Police), the attestation should be made by his immediate superior.

1. The opening page should be divided for entries in the following form :—

(1.)—Name of officer.
(2.)—Caste or race.
(3.)—Residence.
(4.)—Father's name and residence.
(5.)—Age.
(6.)—Exact height by measurement.
(7.)—Personal marks for identification.
(8.)—Date of entry.
(9.)—Signature of officer.
(10.)—Signature (with designation) of the head of the office.

The entries in this form should be renewed at least every five years.

2. The remaining pages should be divided for entries in the following form :—

(1.)—Name of appointment.
(2.)—Whether substantive or acting, and whether permanent or temporary.
(3.)—If acting, here state the substantive appointment.
(4.)—Pay.
(5.)—Acting allowance.
(6.)—Date of commencement of appointment.
(7.)—Signature of officer.
(8.)—Character of officer.
(9.)—Signature (and designation) of immediate head of the office.
(10.)—Date of termination of appointment.
(11.)—Reason of termination (such as promotion, transfer, dismissal, &c.)
(12.)—Signature of immediate head of the office.

The entries in column 8 need not be made, except when there is anything, either good or bad, to be recorded.

3. Leave of every description (except casual), periods of suspension from employment, and other breaks of service should be noted with full detail of their duration by an entry written across the page and attested by the head of the office.

4. Service books in the required form will be issued, as soon as possible, to each person at present in the service of Government, in which he should at once enter all past particulars of

employment in the establishment in which he is at present serving; and the head of the office will attest the entries after verification from his office records. To servants employed at any future time, a book will be furnished by the officer appointing them.

5. The service books will be kept in the office in which each officer is serving, being transferred with him from office to office. They may be given up to the officers to whom they refer if they resign or are discharged without fault, an entry being first made to that effect.

6. The officer to whom each book refers is himself charged with the duty of seeing that it is properly kept up; and, if it is not properly kept up, difficulties may arise as to verification of service should the officer afterwards apply for pension.

No. 90. To the Secretary to the Government of India, Financial Department, dated Ootacamund, 22nd September 1871, No. 480.

In reply to your letter, dated 31st August 1871, No. 3211, forwarding copy of certain rules intended to facilitate the disposal of claims to pension and gratuity, and requesting an expression of opinion as to the practicability of the scheme, I am directed to say that His Excellency the Governor in Council does not see that the practical good which would result would at all counterbalance the trouble and risk involved, as to keeping the service books properly filled up, as to their completeness, and as to their correctness.

2. The introduction of such books would not supersede the necessity of verifying the continuity of applicants' services by reference to pay-bills and annual registers of establishments; and their utmost practical use would be to furnish indications where the necessary verifying records would be found. The memory of the applicant is at present usually found sufficient for this in cases of servants who prefer claims for pension or gratuity, in which cases only anything of the kind is needed. The service books would have to be kept up for all servants, many of whom may never acquire any such claim. The trouble of keeping up the books would be considerable, and the duty would be so apt to remain unfulfilled, whether from their escaping the notice of Heads of Offices, or from ignorance of servants (especially inferior servants), that, as records, the books would often be untrustworthy.

3. Further, I am to point out that facilities for forgery and fraud would exist which are not afforded under the present arrangements. Pay-bills are always preserved, and can alone furnish a contemporary record of continuity of service. The number of such documents, which should be falsified in order to support a claim for pension, is the strongest possible security against fraudulent claim. Under the proposed rules, the books are not even always to remain in the custody of Government Officers. When made over to the persons to whom they relate, there would be great temptation to tamper with them, especially in the case of servants discharged on reduction of establishment or invalided and re-entertained, but whose previous service might affect their future pensionary claims.

(Signed) R. S. ELLIS,
Chief Secretary.

Exd. J. Wright.

1871.

FINANCIAL DEPARTMENT.

From

The Chief Secretary to Government,

Fort St. George,

To

The Secretary to the Govt. of India,

Financial Department.

Dated 22nd September 1871.

Recd. No. 480.

Enclosure.

SEPTEMBER.
Nos. 89-90.

Communicating the views of this Government on the practicability of the scheme proposed by the Government of India for facilitating the disposal of claims to pension and gratuity

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C.

OFFICE OF CONTROLLER OF MILITARY ACCOUNTS,
Fort Saint George, 15th September 1871.

No. 2

From
The Controller of Military Accounts,
Fort St. George,

To *The Chief Secretary to Government*
Fort St. George

Sir,

In obedience to the order of Government dated 6th September 1871 No. 431. Financial Department, I have the honor to submit a Memorandum of observations on the provisions of the Draft Civil Pension Code, which

come under the cognizance of this
Department.

I have the honor to be
Sir,
Your Obedient Servant.

T. Gilliam Lieut Col
Controller of Military Accounts

Financial Dept.

From

The Controller of Military Accounts,

Fort St. George,

To

The Chief Secretary to Govt.
Fort St. George.

No.

Dated 15. September 1871.

Received 18. —"— 〃

Enclosure. 1

No 537 Endorsement.

Submits a Memorandum of Observations on the Draft Civil Pension Code.

Rec. 11/9

Memorandum of Remarks on the Draft Civil Pension Code received with Proceedings of Government Financial Department, dated 6th September 1871 - No. 1131.

Chapter 2 Section 4.

Clause 3 Non-Commissioned officers in the Public Works Department when advanced to the Engineers Establishment are obliged to take their discharge and their whole departmental Service then qualifies. —

How is the case of a Warrant Officer to be disposed of?

Chapter 3 Section 12.

Service on an Establishment paid from a Contract allowance with detailed distribution of which Government does not interfere does not qualify. —

Does Service under Government qualify for Pension?

Government of India in their letter dated 27th June 1871 No. 814, recorded in Proceedings of Government 8th July 1871 No. 2197 state that the Native Servants of the Powder Manufactory are not allowed Pensions. See G.O.G. 20th April 1860 No. 179 it was ruled that the Pension of 1/3. of pay after 20 years and 1/2

after

Chapter 6 Section 37

Workmen in the Gun Powder Manufactory, when permanently disabled by sickness or old age,

are

are classed as Sufferer-

Chapter 15 Section 83.

A Local Government may permit transfer of payment from one Treasury in India to another-

after 30 years may be granted: what period of Service will hereafter be required for Pension? How are the cases of European and East Indian Employees to be dealt with?

Is this rule applicable to transfers from one Treasury to another in the same Presidency? Attention is invited to the Course prescribed in the letter of the Comptroller General of Accounts dated 9th April 1870 No. 181 regarding in Proceedings of the Government Pension Department 7th May 1870 No. 2014-

Chapter 18 Section 92

Clause 2. But in the case of Commissioned Officers and in the case of pensioned heirs of Native Non-Commissioned Officers &c, their

pension

Under instructions from the Secretary of State, it is laid down in Para 3 of G.G. 25th August 1868 No. 330 that an Officer, who having retired on a Pension is subsequently employed in the Public Service may be permitted to draw Pension in addition to the

Salary

pension will, during their employment merge in their Salaries-

Salary of the Officer- 1C

As regards heirs the pension merges in the Salary, if the latter equals or exceeds pay of deceased- Vide Proceedings 96 Page 256 Pay Code-

J. Cecil Lee Lieut Col

Controller of Military Accounts-

Rec'd 27/9/71

1 13

Financial Department.

No. 4805

To

The Secretary to Government
of India,
Financial Department.

Sir,

In reply to your letter dated 31st August 1871, No. 3,211, forwarding copy of certain rules intended to facilitate the disposal of claims to pension and gratuity, and requesting an expression of opinion as to the practicability of the scheme, I am directed to say that His Excellency the Governor in Council does not see that the practical good which would result would at all counterbalance the trouble and risk involved; as to keeping the service books properly filled up; — as to their completeness

Rec'd 1/11 No 5337

completeness and as to their correctness.

2. The introduction of such books would not supersede the necessity of verifying the continuity of applicants' services by reference to pay bills and annual registers of establishments; and their utmost practical use would be to furnish indications where the necessary verifying records would be found. The memory of the applicant is at present usually found sufficient for this, in cases of servants who prefer claims for pension or gratuity, in which cases only anything of the kind is needed. The service books would have to be kept up for all servants,

many

many of whom may never acquire any such claim. The trouble of keeping up the books would be considerable, and the duty would be so apt to remain unfulfilled, whether from their escaping the notice of ~~the~~ heads of offices, or from ignorance ~~on the~~ of servants (especially inferior servants) that the they books as records would often be untrustworthy.

3. Further I am to point out that facilities for forgery and fraud would exist which are not afforded under the present arrangements. Pay bills are always preserved, and can alone furnish a contemporary record of continuity of service. The number of such documents which

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Under the proposed rules,
the books are not even
always to remain in the
custody of Govt Officers.
When made over to the
persons to whom they
relate, there would be great
temptation to tamper with
them, especially in the case
of servants discharged on
reduction of establishment
or invalided, and re-enter-
-tained, but whose pre
-vious service might af-
-fect their future pen
-sionary claims.

Ootacamund.
22d Septr. 1871

187 , Department.

No.

To
The Secretary to the
Government of
Department

Dated 187

13-5/14

4-3-30 IV

1871.

Financial DEPARTMENT.

From
The Chief Secretary to Government,
Fort Saint George,

To
The Secretary to the Govt. of India,
Financial Department.

Dated Sept. 22. 1871.

Read.

No. 480.
Enclosure.

Nos. 89. 90.

Comm.g the views of this Govt. as the practicability of the Scheme proposed by the Govt. of India for facilitating the disposal of claims to pension and gratuity.