M.R.O. 1—77,606—8-6-57.

(1) Number of pages 30

(2) Date of repair 3/-8-2020

(3) Initials of the Referencer

MADRAS RECORD OFFICE.

Government of Madras.

Financial DEPARTMENT.

G.O. No. 279	Press / Mis.
149-150	149-150
Dated 11-2-	18 15.

15/15

Not to be folded or roughly handled

Secretariat—Establishment.

Read the following:—

No. 602.

No. 149. MEMORANDUM.

Military Department—Establishment.

In deference to the views of Government, as expressed in the memorandum submitted by the Financial Department on the proposed re-organization of the Military Department, the undersigned submits a revised scale of establishment for his office, showing a reduction of twenty Clerks at an eventual annual saving of Rupees 9,768.

2. The staff of Examiners has been struck out, and it is proposed to transfer their work, in accordance with the practice in the other departments, to the Press Establishment, either as soon as the Press can arrange to take it up, or whenever the transfer can be made without increasing present expenditure.

	RS.
One Clerk	120
One ,, ...	80
Two Clerks	70
Total ...	270

3. As originally recommended, it is proposed to reduce the establishment to the new scale as vacancies occur, and without prejudice to the present substantive receipts of individuals. But if Government decide to carry the measure out at once, the necessary steps will be taken to give effect thereto.

4. The Secretary in the Military Department is unable to recommend further reduction without prejudice to the efficiency of his establishment, and would here note that the scale now proposed does not provide any margin whatever for casual absence of its members from sickness or other cause, or for other than ordinary work. The absence of Assistants and Clerks on privilege leave might throw the work into arrears, if their places were not supplied; and on such occasions, it is possible, substitutes on deputation allowance may have to be employed, if further reductions are made.

FORT ST. GEORGE,
4th February 1875.

(Signed) A. C. SILVER, Colonel,
Secy. to Govt., Mily. Dept.

To the Acting Chief Secretary to Government, Fort St. George.

Present and Proposed Scales of Establishment for the Office of the Secretary to Government, Military Department.

Present Scale.				Proposed Scale.			
No.	Designation.	Salaries.	Total.	No.	Designation.	Salaries.	Total.
		Rs.	Rs.			Rs.	Rs.
1	Assistant	600		1	Assistant...	600	
1	Do. ... ... Personal allowance.	300 / 50		1	Do.	300	
1	Do.	150		1	Head Clerk	200	
1	Do.	100		1	Clerk	175	
1	Registrar	300		1	Do.	150	
1	Deputy Registrar	150		1	Do.	135	
1	Clerk...	140		1	Do.	125	
1	Do....	120		1	Do.	100	
1	Do....	100		1	Do.	90	
1	Do.	85		1	Do.	80	
1	Do....	80		1	Do.	60	
1	Do....	70		1	Do.	50	
5	Do.	60		1	Do.	40	
1	Do. at Rs. 50 each ...	250				30	
9	Do.	45		14			2,135
3	Do. at Rs. 40 each ...	380					
2	Copyists, at ,, 35 ,, ...	105			*Estate Department.*		
4	Do. at ,, 30 ,, ...	60		1	Clerk	90	
1	Copyist	20		1	Do.	30	
38			3,245				120
	Miscellaneous Department.				*Reference Department.*		
2	Moochies, at Rs. 14 and 10.	24		1	Clerk	70	
1	Duffadar	12		1	Do.	50	
6	Peons, at Rs. 8 each ...	48		1	Attender	15	
7	Do. at ,, 7 ,, ...	49		1	Do.	12	
3	Do. at ,, 6 ,, ...	18		2	Lascars, at Rs. 8 and 7 ...	15	
			151				172
	Total		3,396		*Miscellaneous Department.*		
	Total of Proposed Scale		2,582	2	Moochies, at Rs. 12 and 10.	22	
	Monthly Saving		814	1	Duffadar	12	
	Annual Saving		9,768	1	Peon	9	
				7	Peons, at Rs. 8 each ...	56	
				8	Do. at ,, 7 ,, ...	56	
							155
					Total		2,582

Fort St. George,
4th February 1875.

(Signed) A. C. SILVER, Colonel,
Secy. to Govt., Mily. Dept.

No. 150. Order thereon, 11th February 1875, No. 299.

His Excellency the Governor in Council is of opinion that the "Clerical Work" in the Military Department being much less in amount and requiring less skill than the Chief Secretary's Department the scale of establishment proposed by Colonel Silver is still too large.

2. The number of Clerks in the Current Branch may with propriety be reduced to twelve; and the number of Peons from sixteen to twelve, there being now no Under Secretary. This will give a further saving of Rupees 98* per mensem or Rupees 1,176 per annum.

	Rs.
* Two Clerks	70
Four Peons	28
Total ...	98

3. The examining work should be transferred at once to the Press Department, and the services of the Examiners dispensed with.

4. The Establishment should be immediately (not later *i.e.* than 1st proximo) reduced as above directed.

5. Adverting to Colonel Silver's concluding remarks, His Excellency the Governor in Council observes that the absence of an Assistant or one or two Clerks need not throw the work of an office into arrears, if the men employed in the office have been well chosen and trained for the work.

(True Extract.)

Acting Chief Secretary.

To the Military Department.
,, Accountant-General.
,, Supervisor of the Government Press.

Exd. J. Wright.

Govt. of India 1875

FINANCIAL.

To

THE MILITARY DEPARTMENT.

&c, &c,

Dated February, 11th.

Read.

G.O., 11th February 1875, No. 299.

FEBRUARY.

Nos. 149-150.

Government Secretariat.—Orders issued f
certain further reductions being carried out in th
Military Department of the Secretariat.

Military Departt.

Memorandum.

In compliance with the order of Government, Public Department, No. 1161 A, dated 23rd October 1874, the Secretary in the Military Department has the honn to propose the annexed reduced scale of establishment for his office, to have effect from the 1st December 1874. The present scale is also shewn.

2. An annual saving of Rupees 3900 will result from the measure, and on the retirement of the present Second Assistant, who enjoys a personal allowance of Rupees 50 in addition to pay, and is already eligible to retiring pension, there will be a further decrease of charge to the amount of Rupees 600 per annum, bringing up the yearly saving to Rupees 4,500.

3. Six Clerks who are too slow from age, or otherwise unfit,

for

for employment on the reduced establishment have been called upon to apply for retiring pensions for which they are all eligible, having completed upwards of 30 years' service.

4. One man of upwards of 53 years of age and 25 years' service, whom the undersigned considers unfit for further employment, will be recommended for an invalid or compensation pension (Rs. 25) as may be found necessary.

5. Beyond these changes, it is proposed to reduce the establishment to the new scale as vacancies occur, and without prejudice to the present substantive receipts of individuals. Immediate reduction would necessitate the transfer of three men to the non-effective list, on pensions amounting to Rupees 174 per mensem, and the discharge of two others on compensation gratuities aggregating Rupees 405. The retention of the supernumeraries until absorbed would cost only Rupees 173 monthly.

Two for en:	
pension:	Rs.
viz.	170
One " infirm	4
	Rs. 174

6. The undersigned respectfully requests that the reduction now proposed, in obedience to the orders of Government, may, if approved, be sanctioned only as a tentative measure. Every effort will be made to carry on the work with the smaller establishment; but, as some experience is necessary to determine the sufficiency or otherwise of the new scale, a trial of it for twelve months seems desirable before the present grant of Rupees 3396 per mensem is finally reduced. A report would accordingly be made in December 1875.

Fort Saint George
24th November 1874

W. Millett
Secretary to Government.

To
The Financial Department,
with one enclosure.

Present

Present and proposed scales of establishment for the office of the Secretary to Government, Military Department.

Present scale		Salaries	Total	Proposed scale		Salaries	Total
1 Assistant		600		1 Assistant		600	
1 do		300		1 do		300	
	Personal allowance	50			Personal allce	50	
1 do		150		1 Head Clerk		200	
1 do		100		1 Clerk		175	
1 Registrar		300		1 do		150	
1 Dr. do		150		1 do		135	
1 Clerk.		140		1 do		120	
1 do		120		1 do		110	
1 do		100		1 do		100	Cost
1 do		85		1 do		90	
1 do		80		1 do		80	
1 do		70		2 do	@ Rs 70	140	
1 do		60		2 do	@ Rs 60	120	
5 do	@ Rs 50	250		2 do	@ Rs 55	110	
1 do		45		2 do	@ Rs 50	100	
9 do	@ Rs 40	360		2 do	@ Rs 45	90	
3 Copyists	@ Rs 35	105		2 do	@ Rs 40	80	
2 do	@ Rs 30	60		3 do	@ Rs 35	105	2852
4 do	@ Rs 25	100		3 Attendens	@ Rs 15, 12 + 10	37	
1 do		20		3 Lancers	2 @ Rs 8, and 1 @ Rs 7	23	
2 Moochies	@ Rs 14 + 10	24		2 Moochies	@ Rs 12 and 10	22	
1 Duffadar		12		1 Duffadar		12	
6 Peons	@ Rs 8	48		12 do		10	
7 do	@ Rs 7	49		7 Peons	@ Rs 8	56	
3 do	@ Rs 6	18		8 do	@ Rs 7	56	
	Total Rs	3396			Total Rs	3071	
Total of Proposed Scale	"	3071					
Monthly saving	"	325					
Annual do	"	3900					
Prospective additional do by lapse of personal allce & 2 Asst. Rs 50 × 12.	"	600					
Total Rupees		4500					

Secretary to Govt

In G.O. d/23d Oct. 1874
No 1161 - A the Govt sanctioned of establishments
a reduced scale for the
Chief Secretary's Office
the reductions having been
effected under the orders
of Govt

In the same order it
was directed that there should
be a similar revision in the
Military and Revenue Dept.
the revised scales being
based on that sanctioned
for the Chief Secretary's Office
and submitted for the orders
of Govt in the Financial
Dept.

A memorandum of
proposals was accordingly
submitted by the Military Secy
to the Financial Dept on the
26th March last and is now
submitted for orders as it
appears to have been decided
at last Council that in
the case of the Revenue

The figures
given at the
end of this memo
seem to show
a scale of
establt in the
Military Dept
which (even
when reduced
as proposed) is
very large compar
with that of
the Secretary
and I should

Dept. it was unnecessary that the order sanctioning the revised scale should issue from the Financial Dept. as previously directed.

A few remarks seem called for with reference to the proposals from the Military Dept.

It was directed that the revised scale should [illegible] based on that adopted for the Chief Secretary's Dept. and careful consideration of the amount of work in each department. - There is nothing in the Memorandum to shew how far this direction has been attended to. It is difficult to form an accurate comparison of the amount of work in each but ~~the~~ a comparative statement is annexed shewing the number of proceedings issued ~~and~~ in each Dept. and the ~~proposed~~ revised establishments sanctioned and proposed.

The Record, Revenue, Petition and Legislative Depts as well as the ~~Legislative~~ Library establishments are excluded from consideration as there is nothing analagous on the Military side.

		Military Dept.	Chief Secty Dept
Proceedings issued	1871	4426	5786
	1872	4261	6263
	1873	4440	6833
	1874	3996	6888

up to 25th Sept

~~Revised~~ There would thus appear to be more work in the Chief Secretary's Dept. - The revised scale of establishments however is considerably larger in the Military Dept. - thus

Military Dept.	2	assistants
	24	clerks
	26	costing Rs 34260 per annum
Clerks 22860		
Chief Secty's Dept	2	assistants
	15	clerks (including keepers
additional Local Fund Estabt attached to Fin. Dept	1	assistant
	2	clerks
Clerks 18240	20	costing Rs 31440

H. 17/12

Refer to them why this is the case. I shd have supposed current that the work was much [illegible] Dept. Poster

14th Nov 1874

12.

We had letter
discussion
in Council with
Col Kilvert. The
Military Debt
Commission
Staff Corps.

Dos.

Paper - Col Colls
appears to assume
Govt

Military Department.
Establishment. No 602.

Memorandum.

In deference to the views of Government as expressed in the memorandum submitted by the Financial Department on the proposed reorganization of the Military Department, the undersigned submits a revised scale of establishment for his office, showing a reduction of 20 clerks at an eventual annual saving of Rupees 9,768.-

The staff of examiners has been struck out - and it is proposed to transfer their work

1 Clerk	120	
1 — do	80	
2 Clerks	70	
	Rs. 270.	

work, in accordance with the practice in the other departments, to the Press Establishment, either as soon as the Press can arrange to take it up- or whenever the transfer can be made without increasing present expenditure.

As originally recommended, it is proposed to reduce the establishment to the new scale as vacancies occur- and without prejudice to the present substantive receipts of individuals. But if Government decide to carry the measure out at once- the necessary steps will be taken to give effect thereto.

The Secretary in the Military Department is unable to recommend further reduction without prejudice to the efficiency of his establishment- and would here note that the scale now proposed does not provide any margin whatever for casual absence of its members from sickness or other cause- or for other than ordinary work- The absence of Assistants and Clerks on privilege leave might throw the work into arrears- if their places were not supplied- and on such occasions, it is possible, subordinates on deputation allowance may have to be employed, if further reductions are made.-

Fort Saint George
4th February 1875.

Secretary to Government.

To
The Financial Department
With 4 Enclosures

Present

2

Present and proposed scales of establishment for the office of the Secretary to Government, Military Department.

Present scale

No.		Salaries	Total
1	Assistant	600	
1	do	300	
	Personal allowance	50	
1	do	150	
1	do	100	
1	Registrar	300	
1	Dy. do	150	
1	Clerk	140	
1	do	120	
1	do	100	
1	do	85	
1	do	80	
1	do	70	
1	do	60	
5	do @ Rs 50	250	
1	do	45	
9	do @ " 40	360	
3	Copyists " " 35	105	
2	do " " 30	60	
4	do " " 25	100	
1	Typist	20.	
38			3,245

Miscellaneous Departt.

2	Moochies @ Rs 14 & 10	24	
1	Duffadar	12	
6	Peons @ " 8	48	
7	do " " 7	49	
3	do " " 6	18	
			151

Total Rupees 3,396

Total of proposed scale Rupees 2,582

Monthly Saving Rs. 814

Annual Saving Rupees 9,768.

Proposed scale

No.		Salaries	Total
1	Assistant	600	
1	do	300	
1	Head Clerk	200	
1	Clerk	175	
1	do	150	
1	do	135	
1	do	125	
1	do	100	
1	do	90	
1	do	80	
1	do	60	
1	do	50	
1	do	40	
1	do	30	
14			2135

Estate Department.

1	Clerk	90	
1	do	30	
			120

Reference Department

1	Clerk	70	
1	do	50	
1	Attender	15	
1	do	12	
1	do	10	
2	Lascars @ Rs 8 & 7	15	
			172

Miscellaneous Departt.

2	Moochies @ Rs 12 & 10	22	
1	Duffadar	12	
1	Peon	9	
7	Peons @ Rs 8	56	
8	do " " 7	56	
			155

Total Rupees 2,582.

Fort Saint George,
4th February 1875.

Secretary to Government.

23

Establishment. Military.

Financial Department

25

Sent the following Memorandum from the Secy to Government Military Department.
No. 602. dy 4. February/75.

Note - by direction - 11 February/75
No. 299.

As observed by His Excellency the Governor in Council,

the "Clerical work" in the Military Department, being much less in amount and requiring less skill than the Chief Secretary's Department - Therefore the scale of Establishment proposed by Colonel Silver is still too large -

2. The numbers of Clerks in the Current branch, may with propriety be reduced from 16 to 12; and the number of Peons from 16 to 12. This will give a further saving of Rs. 98 per mensem or Rs. 1,176 per

1st - Note he had 36 Clerks - he proposed 24 - ours being 17 only - We have remonstrated

2d - now proposes Clerks viz 16 against 17 of ours - but submit the work will not in that proportion in amount & importance!

Mulji cost	our cost
17,680.	18,240.

91

x 2 Clerks Rs. 70
4 Peons Rs. 28.

per annum.

3. The Examining work should be transferred at once to the Press Departt, and the services of the Examiners dispensed with.

4. The Establishment should be immediately reduced as above directed / vacancies never occur in a Department where it is known that such vacancies will not be filled up.

5. Advertising

6. The absence of an Assistant, or of one or two Clerks need not throw the work of an office into arrears, if the men employed in the office have been well chosen and trained for the work.

F.H.

(not later, i.e. than 1st Jan 70)

b. C.R. Silvers concluding remarks, H.E. and observes that

to his Military Department
" Accountant and Secretary
" Superviser Govt Printg
with Memo & Statt.
Dcon. 13/2.

Copd. 11/2/75.

Govt. of {1875} Madras.

Financial

To

Rev Military Dept.

Dated 11 } Feby 1875, No. 294.
Recd.

Nos. 149. 80.

Govt Secretariat. Orders
issued for certain further
reductions being carried
out in the Military Dept.
of the Govt Secretariat