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MADRAS RECORD OFFICE

Government of Madras

Public Works DEPARTMENT

G.O. No.	2600	Press
B.P. No.		Mis. →
Dated	3 - 10 -	18.76 - 195 -

Not to be folded or roughly handled

*Proceedings of the Madras Government, Public Works Department,
3rd October 1876. No. 2,660.*

No. 34. Read the following endorsement of the Consulting Engineer for Railways, dated Madras, 20th September 1876, No. 460 :—

From R. B. ELWIN, Esq., Agent and Manager of the Madras Railway Company, to Major C. J. SMITH, R.E., Consulting Engineer for Railways, dated Madras, 18th September 1876, No. 956.

I HAVE the honor to enclose, for the information of Government, a copy of paragraph 10 of the Secretary's letter, No. 582, dated the 11th August 1876, relative to certain alterations made in the regulations for the grant of furlough, sick and privilege leave. A copy of the rules as altered is also enclosed.

Extract from a letter from the Secretary, Madras Railway Company, No. 582, dated London, the 11th August 1876.

Para. 10. Adverting to paragraphs 53 to 57 of 1,212, and to the memorial submitted therewith signed by the officers of the Engineering, Locomotive, Traffic and Accounts Departments, praying that the Board will be pleased to place them on the same footing as regards Leave Rules as officers in the service of Government, I am directed to inform you that the Board recently received a communication from the Secretary of State, intimating that he consented to certain modifications in the regulations for furlough and sick leave, and they have since been furnished with a copy of the rules embodying the alterations in question, which they are authorized to bring into operation forthwith. I enclose herewith, for your information and guidance, a few copies of the altered rules, of which the Board entirely approve, and which in their opinion sufficiently meet the wishes of the memorialists.

(True Extract.)

(Signed) R. B. ELWIN,
Agent and Manager.

MADRAS RAILWAY COMPANY.

REGULATIONS FOR FURLOUGH, SICK LEAVE, AND PRIVILEGE LEAVE.

I.—Furlough.

THE Agent may grant furlough to any European Officer of the Company who can be conveniently spared according to the following scale :—

A first furlough for a period not exceeding—

12 months	after 7 years' service.
14 do.	8 do.
16 do.	9 do.
18 do.	10 or more do.

A second or subsequent furlough for a period not exceeding—

6 months after 3 years' further service, dating from the expiration of the previous furlough or sick leave.

8	do.	4	do.
10	do.	5	do.
12	do.	6	do.
14	do.	7	do.
16	do.	8	do.
18	do.	9 or more	do.

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2. The period of service upon which furlough may be granted is to be exclusive of time spent on leave of absence of any kind whatever, except privilege leave. No second or subsequent furlough shall be granted till after a further actual service of three years, commencing from the date of the expiration of the previous furlough; and no single furlough shall be granted for a longer period than eighteen months.

3. With the proviso that no furlough pay shall exceed 1,000% per annum, an officer absent on furlough will be allowed half the substantive pay of his appointment, excluding all allowances.

II.—Sick Leave.

4. The Agent may at any time during service grant an officer of the Company leave of absence for any period not exceeding twelve months, on the production of a certificate from the Company's Medical Officer, or other Medical Officer to be approved by the Agent, declaring that he is of opinion that sick leave is necessary for a certain period, and that at the end of such time the officer will probably be fit to resume his duties; provided the Agent is satisfied that the sickness has not been caused by any misconduct of the officer; provided also that nothing in this rule shall be considered as precluding the Board of Directors of the Company from extending the leave of absence of any officer of the Company who may have visited England on a sick certificate, for such further period as to such Board may appear proper, subject to the production of a sick certificate from the Company's Medical Officer in England, containing a declaration similar to that above prescribed.

5. With the proviso that no sick leave pay shall exceed 1,000% per annum, an officer absent on sick certificate will be allowed half the substantive pay of his appointment, excluding all allowances.

III.—Privilege Leave.

6. The Agent may grant leave of absence to an extent not exceeding one month in each year without deduction of pay. He may permit such one month's leave to be cumulative to the extent of three months, but no longer; so that at the end of twenty-two months' continuous service he may grant to the officer, if he think proper, two months together, or at the end of thirty-three months, three months together. But an officer who takes accumulated leave during the last three months of the third year shall not be permitted to take the first month of the next year on account of that year, or any further privilege leave, until an interval of at least eleven months shall have elapsed from the time of his resumption of duty.

IV.—Special Leave.

7. The Agent may grant to any officer of the Company who has served for a period of not less than two years, if he can be conveniently spared, special leave of absence for any period not exceeding six months, on urgent private affairs, but not so as to be joined on to any privilege leave or furlough, and no pay or allowances shall be drawn for the period of such leave.

V.—General Conditions.

8. All leave granted under the foregoing rule shall commence from the date of the officer making over charge of his duties, and terminate on his again taking charge of his duties.

9. All officers visiting England on furlough or sick leave are, immediately after arrival, to report themselves, either personally or by letter, at the head office of the Company in London, and they are not to return to India without having first obtained the permission of the Board.

10. Officers absent on furlough or sick leave may draw their furlough or sick leave pay monthly, as it becomes due, upon condition of their making a declaration, at the commencement of their leave, that it is their intention to return to duty at the expiration thereof, and engaging, in the event of their not returning, to refund the money, should they be called upon to do so.

11. It must be distinctly understood that neither furlough nor privilege leave can be claimed by any officer as a right, and that such leave will be granted only when, in the opinion of the Agent, it can be given without detriment to the service of the Company.

*Proceedings of the Madras Government, Public Works Department,
3rd October 1876. No. 2,660.*

12. A service of not less than three months is necessary between the date of return from three months' accumulated privilege leave and the grant of furlough, or between the date of furlough, or leave on sick certificate, and the grant of privilege leave.

13. The duties of officers on leave under these regulations will be performed, whenever possible, by the existing staff in India. An officer of any grade, acting in place of another officer of a higher grade who may be absent on sick leave or furlough, will be entitled to draw one-half of the combined substantive pay of the two appointments, with the full allowances of whichever of the two appointments has the highest allowances; but this arrangement does not apply to officers acting for others absent on privilege leave.

14. Excepting the case of officers entitled to free passages under their agreements, all travelling expenses of officers going on leave, or returning to their duty, must be defrayed by the officers themselves.

15. All applications for leave must be made officially to the Agent through the head of the department to which the applicant belongs. The applicant must state in his application the dates and other particulars of leave of every description previously obtained by him.

(By order of the Board,)

JULIAN BYRNE,
Secretary.

LONDON,
11th August 1876.

SUBMITTED for the information of Government, with reference to the Proceedings of Government, No. 2,637, dated 13th September 1875.

(Signed) J. H. M. SHAW-STEWART, Lt.-Col., R.E.,
Consulting Engineer for Railways.

No. 35. ORDER THEREON, 3rd October 1876, No. 2,660.

RAILWAY, No. 6.

ORDERED to be recorded.

(True Extract.)

Colonel,

Offg. Under Secy. to Govt., P.W.D.

To the Consulting Engineer for Railways.
„ Examiner of Railway Accounts.

Exd. E. C. Shunker.
Spare Copies

8813-9-75 No 2637
 No. 2660 of 3rd Oct 76
 Ordered to be
 recorded.

P.W.D.
 RAILWAY DEPARTMENT.
 24 SEP 76
 1876
 From No. 10
 The Consulting Engineer
 for Railways,
 To
 The Secretary to Government,
 P. W. Department,
 Fort St. George.
 Dated 20th } September 1876.
 Received }
 No. 1260
 Enclosures. 3

Submitting letter from the
 Subj. forwarding a copy
 of the Revised Rules for
 the grant of Jaulangh
 & Privilege
 Leave to the Officer of
 the Dept. in India
 N. 74/5
 C. 23/10/76
 C. 30-9-76 (B. 3-10-76)
 Date to be 25-9-76.

6. MADRAS RAILWAY.
 AGENT AND MANAGER'S OFFICE.
 Madras, 18th September 1876.

Robt. B. Clavin Esq.
 Agent and Manager.
 Major C. J. Smith Esq.
 Consulting Engineer for Railways.

I have the honour to
 enclose for the information of your
 copy of paragraph 10 of the Secretary's
 letter No 585 dated the 11th August 1876.
 Relating to certain alterations made in
 the Regulations for the grant of
 Jaulangh, Sick and Privilege leave.
 A copy of the Rules as altered
 is also enclosed.

I have the honour to
 be, Sir,
 your most obedient servant
 Robert B. Clavin
 Agent & Manager.

50
Extract from a letter from the Secretary, Madras
Railway Company, No. 582 dated London
the 11th August 1876.

Memorial re Furlough Rules. Modifications sanctioned by Secretary of State. Para: 10. Adverting to paragraphs 53 to 57 of 1212, and to the Memorial submitted therewith, signed by the Officers of the Engineering Locomotive, Traffic and Accounts Departments, praying that the Board will be pleased to place them on the same footing as regards leave rules, as Officers in the service of Government. I am directed to inform you that the Board recently received a communication from the Secretary of State intimating that he consented to certain modifications in the Regulations for Furlough and Sick leave, and they have since been furnished with a copy of the rules embodying the alterations in question, which they are authorised to bring into operation forthwith. I enclose herewith for your information and guidance a few copies of the altered rules, of which the Board entirely approve, and which in their opinion sufficiently meet the wishes of the Memorialists.

1 True Extract,

Wm. G. Brown
Agent and Manager.

MADRAS RAILWAY

11-34-77

The Agent and Manager.

7

The Consulting Engineer

for Railway.

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No. 1470.

Wednesday, July 17th 1866
 W. P. Rice Esq. Boston
 57 N. 7th St. N. York
 Please for the Rev. Mr.
 Burleigh, send a kind
 regards.

6910

Gobt. of 1876; Madras.
PUBLIC WORKS.

To

The Commr^o Eng^g for R^{ly}

Dated

Issued

Recd

Encl.

G. O., 3rd Oct. 1876, No.

2068

Nos. 34/5

Enclosure with 1 Printed
Copy to Railway Officials
at Madras By In
the endorsement of the
for the submission
of Rules for the
of ———— Records

Not in Reg.
21-10-76