Public Works (1898) Department.

✓

G.O., No. 2110 W

DATED 18 August '98

20/6/98

[Despatch Abstract.]

Establishment : Sanctioning certain additional for the P.W. Stores & Workshops Divisions and abolishing the appointment of the engraver on [illegible] the latter Division.

80/X

B

Indexed.

BACK PAPERS.

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

FURTHER PAPERS.

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

GENERAL.
ESTABLISHMENT.

Government (1898) of Madras.
PUBLIC WORKS.

Recd.	1898.	*Enclosures*
Regd.		*Spare copies*

G.O., No. 2110 W., 18th August 1898.

AUGUST.

Establishment

Sanctioning certain additional — for the Public Works Stores and Workshops divisions and abolishing the appointment of an engraver on Rs. 30 in the latter division.

GOVERNMENT OF MADRAS.

PUBLIC WORKS DEPARTMENT.

General.
Establishment,

Read—the following papers :—

From H. A. MOSS, Esq., General Superintendent, Public Works Stores and Workshops, to the Superintending Engineer, V Circle, dated Madras, 3rd May 1898.

I have the honour to forward, herewith, a proposition statement for additional establishment required for the Public Works Workshops and Stores divisions, and request that you will kindly obtain the sanction of Government to the entertainment of the extra staff.

2. That there has been a great increase of work in the Stores division will be seen from the comparative statement appended, which shows the number of letters, advices, bills, vouchers, &c., received, issued, &c., during each of the four years 1894–95 to 1897–98.

3. The increase of work in the Public Works Workshops division can best be judged by the expenditure for the same period as noted in the statement.

4. In order to cope with this great increase of work, I feel that the increase of establishment now applied for is absolutely necessary if work is to be at all efficiently conducted.

5. Some of the difficulties experienced are: serious delays of papers, loss of records and over-straining of the staff. Owing to the large amount of work always in hand, it has frequently been impossible for the staff to avail themselves of the ordinary gazetted holidays. Great difficulty has also been experienced during the temporary absences owing to sickness or other causes.

6. I would therefore particularly request that you will kindly strongly urge on Government the great necessity that now exists for the additional staff applied for. I would further request that very early orders may be issued on this application.

No. 408 W.

Copy submitted to the Chief Engineer, Public Works Department, through the Examiner, Public Works Accounts, with the strong recommendation that the additional clerical establishment applied for may be sanctioned.

2. If the four additional clerks applied for cannot be sanctioned, one clerk on Rs. 20 to 30, at least, may be sanctioned for the Public Works Stores division, in lieu of the engraver, whose services are not now required in the Public Works Workshops division.

23rd June 1898.

(Signed) A. W. SMART, Col., R.E.,
Offg. Supg. Engr., V Circle.

Enclosures.

Statement of Proposition for Revision of Establishment.

Order sanctioning present establishment, Government of Madras in the Public Works Department.		Office to which the proposition refers.	Nature of changes.														Proposition.					
			Present scale.							Proposed scale.							Permanent.		Temporary.			
					Pay.							Pay.					Increase per month.	Decrease per month.	Increase per month.		Decrease per month.	
No.	Date.		No.	Designation.	Minimum.	Increment.	Maximum.	Average or fixed.*	Total cost.	No.	Designation.	Minimum.	Increment.	Maximum.	Average or fixed.*	Total cost.	Amount.	Amount.	Period.	Amount.	Period.	Amount.
					RS.	RS.	RS.	RS.	RS.			RS.	RS.	RS.	RS.	RS.	RS.	RS.	MOS.	RS		
		Public Works Stores division.	1	Clerk	120	8	160	150	150	1	Clerk	120	8	160	150	150	..	..	..	..	..	..
			1	Do.	60	4	80	75	75	1	Do.	60	4	80	75	75	..	..	..	..	..	..
			1	Do.	30	2	40	37½	37½	1	Do.	30	2	40	37½	37½	..	..	..	..	..	..
			1	Do.	20	2	30	27½	27½	3	Clerks	20	2	30	27½	82½	55	..	..	..	..	..
1729 W.	14th July 1881.									1	Clerk	15	1	20	18¾	18¾	18¾	..	..	..	..	..
2524 W.	11th Sept. 1889.		1	Peon	..	..	..	8	8	1	Peon	..	..	..	8	8	..	..	..	..	..	..
			2	Peons, each	..	..	..	7	14	2	Peons, each	..	..	..	7	14	..	..	..	..	..	..
			2	Do.	..	..	..	6½	13	2	Do.	..	..	..	6½	13	..	..	..	..	..	..
			12	Do.	..	..	..	6	72	12	Do.	..	..	..	6	72	..	..	..	..	..	..
				Total ..	..	..	..	..	397		Total ..	..	..	..	..	470¾	73¾	..	..	..	..	..
922 W.	21st March 1883.	Public Works Workshops.	1	Clerk	60	4	80	75	75	1	Clerk	60	4	80	75	75	..	..	..	..	..	..
Do.	Do.		1	Do.	50	2	60	57½	57½	1	Do.	50	2	60	57½	57½	..	..	..	..	..	..
Do.	Do.		1	Do.	40	2	50	47½	47½	1	Do.	40	2	50	47½	47½	..	..	..	..	..	..
Do.	Do.		1	Do.	20	2	30	27½	27½	1	Do.	20	2	30	27½	27½	..	..	..	..	..	..
Do.	Do.		4	Clerks	15	2	20	18¾	75	5	Clerks	15	1	20	18¾	93¾	18¾	..	..	..	..	..
Do.	Do.		1	Clerk	10	1	15	13¾	13¾	1	Clerk	10	1	15	13¾	13¾	..	..	..	..	..	..
Do.	Do.		1	Draftsman	50	4	70	65	65	1	Draftsman	50	4	70	65	65	..	..	..	..	..	..
Do.	Do.		1	Foreman, Instrument Department.	80	8	120	110	110	1	Foreman, Instrument Department.	80	8	120	110	110	..	..	..	..	..	..
991 W.	29th April 1895.		1	Engraver	..	..	..	30	30	1	Engraver †	..	..	..	..	..	..	30	..	..	..	..
2066 W.	30th July 1883.		2	Attenders, each ..	..	..	..	10	20	2	Attenders, each ..	..	..	..	10	20	..	..	..	..	..	..
922 W.	31st March 1883.		2	Office boys, each ..	..	..	..	4	8	2	Office boys, each ..	..	..	..	4	8	..	..	..	..	..	..
Do.	Do.		1	Gate-keeper	..	..	..	10	10	1	Gate-keeper	..	..	..	10	10	..	..	..	..	..	..
Do.	Do.		4	Peons, each	..	..	..	7	28	4	Peons, each	..	..	..	7	28	..	..	..	..	..	..
Do.	Do.																					
				Total ..	..	..	..	..	567¼		Total ..	..	..	..	..	556	18¾	30	..	..	..	..
										1	Draftsman ‡		..	..	50	50	50	..	..	..	..	..
											Total ..	..	..	..	..	606	68¾	30	..	..	..	..
											Temporary.											
										1	Draftsman §	..	..	..	50	50	..	..	12	50	..	..

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* In the case of appointments on progressive pay, the average should be calculated according to the rules in the Pay and Acting Allowance Code.

† The services of the engraver are not required as the work is done on contract when required.

‡ Owing to the work in the Workshops having increased very much, the services of an extra draftsman are of the utmost necessity in order to cope with the increase.

§ *Vide* remarks above. A large number of drawings are being made in the shops, and as there are arrears, a temporary man is required to work them off.

Certified that the entries under the head "Present scale" have been duly verified by me.

(Signed) E. A. DENNYS,
Examiner, Public Works Accounts.

Public Works Stores Division.

Item No.	Books.	April 1894 to March 1895.	April 1895 to March 1896.	April 1896 to March 1897.	April 1897 to March 1898.
1	Cash-book vouchers	306	312	561	732
2	Adjustment Book entries	389	472	631	771
3	Bills	35	63	70	75
4	Advices	196	276	391	520
5	Public Works Workshop indents	962	1,385	1,541	1,720
6	Letters received	704	888	1,675	2,180
7	Letters issued	1,058	1,215	2,063	2,261

Public Works Workshops Division.

Item No.	Books.	April 1894 to March 1895.	April 1895 to March 1896.	April 1896 to March 1897.	April 1897 to March 1898.
1	Cash-book vouchers	814	920	1,215	1,760
2	Adjustment Book entries	162	179	160	170
3	Requisitions	748	836	956	971
4	Bills	921	912	1,129	1,251
5	Letters received	3,096	2,642	3,186	3,186
6	Letters despatched	1,599	1,306	1,420	1,207
7	Value of work done	RS. 91,615	RS. 1,31,910	RS. 1,83,258	RS. 2,75,046

From the Superintending Engineer, V Circle, dated 15th July 1898, No. 466 W.
" Examiner, Public Works Accounts, " 28th " " " 920 A./E.

ORDER—No. 2110 W., dated 18th August 1898.

With his letter, dated 3rd May 1898, received with the endorsement from the Superintending Engineer, V Circle, No. 408 W., dated 23rd June 1898, the General Superintendent, Public Works Stores and Workshops, submits statements showing how the work in the Stores and the Workshops has increased during the last two years, and applies for sanction to the entertainment of the following additional establishment in order to cope with the increased work :—

Permanent.—2 Clerks on Rs. 20 to 30 each, and 1 Clerk on Rs. 15 to 20 per mensem for the Stores division.

1 Clerk on Rs. 15 to 20, and 1 Draftsman on Rs. 50 per mensem for the Workshops division.

Temporary.—1 Draftsman on Rs. 50 per mensem for 12 months to clear off arrears in the Workshops.

2. The Superintending Engineer strongly recommends that the whole of the above establishment be sanctioned; and if this cannot be done, suggests that at least 1 clerk on Rs. 20 to 30 for the Stores division and 1 draftsman on Rs. 50 for the Workshops division be sanctioned, the appointment of an engraver on Rs. 30 whose services in the latter division are not required being abolished.

3. The great increase both in work and correspondence during 1897–98 appears to be of a temporary nature being chiefly due to famine-relief operations and is not likely to continue to the same extent. The minor proposal of the Superintending Engineer to appoint a clerk on Rs. 20 to 30 for the Stores division and a draftsman on Rs. 50 for the Workshops division is therefore sanctioned—the former on the permanent and the latter on the temporary establishment—for a period of one year. The appointment of an engraver on Rs. 30 in the Workshops division, which has not been filled since 6th April 1895, when the last incumbent retired, is abolished.

4. This sanction has been registered as Provincial No. 52 W. of 1898–99, and classified as Establishment.

(True Extract.)

Under Secretary to Government.

To the Superintending Engineer, V Circle.
" Examiner, Public Works Accounts.

Exd. T. K. Narayana Aiyangar.

P.W. **DEPARTMENT.**

Papers to be read in Proceedings :—

Again G.O., dated 189 , No.

Again G.O., dated 189 , No.

Print with encls

Current No.		of 1898, dated	23rd June	, from the S.E.V Circle.	408
Quote ,,	,, 5965	,, 1898, ,,	15th July	, ,, -DO- ~~410~~	466
Quote ,,	,, 6339	,, 1898, ,,	28th July	, , Exar. P. W. Accts.	920 $\frac{A}{6}$

Genl establt

ORDER.

No 2110 W d/ 18·8·98

With his letter dated 3rd May 1898, received with the endorsement from the Superintending Engineer V Circle No. 408 W dated 23rd June 1898 the General Superintendent P.W. Stores and Workshops submits statements showing how the work in the Stores and the Workshops has increased during the last two years, and applies for sanction to the -- entertainment of the following additional establishment in order to -- cope with the increased work.

Permanent.

2 clerks on Rs. 20 to 30 each and 1 clerk on Rs. 15 to 20 per mensem for the Stores Division.

1 clerk on Rs. 15 to 20 and 1 draftsman on Rs. 50 per mensem for the Workshops Division.

Temporary.

1 draftsman on Rs. 50 per mensem for

P. W. 4.
500—24-3-98.

12 months to clear off arrears in the Workshops.

2. The Superintending Engineer strongly recommends that the whole of the above establishment be sanctioned, and if this cannot be done, suggests that at least 1 clerk on Rs.20 to 30 for the Stores Dn and 1 draftsman on Rs.50 for the Workshops Division be sanctioned, the appointment of an engraver on Rs.30 whose services in the latter Division are not required being -- abolished.

3. The great increase both in work and correspondence during 1897-98 appears to be of a temporary nature being chiefly due to Famine Relief operations and is not likely to continue ~~any longer~~ to the same extent. The minor proposal of the Superintending Engineer to appoint a clerk on Rs.20 to 30 for the Stores Division and a draftsman on Rs.50 for the Workshops Division is therefore sanctioned, the former on the permanent and the latter on the temporary establishment for a period of one year. The appointment of an engraver on Rs.30 in the Workshops Division, which has not been filled since 6 th April 1895, when the last incumbent retired, is abolished.

4. This sanction has been registered as Provincial No. 52 W of 1898-99 and classified as Establishment.

10-8-98

The Superintending Engineer V Circle
,, Examiner, P.W. Accounts.

B/

8. 17/8/98

C. No. 5965 & 6339

HIS EXCELLENCY THE GOVERNOR.
~~THE HON'BLE SIR HENRY BLISS, K.C.I.E.~~
~~THE HON'BLE MR. GROSE, C.I.E.~~

SUBJECT. Additional establishment for the P.W. Stores and Workshops divisions

FOR ORDERS.

The General Superintendent, P.W. Stores and Workshops, submits, for sanction of Government, a proposition statement in which he proposes to dispense with an engraver on Rs 30, whose services are not required, and applies for the following permanent and temporary hands in addition to the establishment working under him. -

Permanent.

(a) 3 clerks for the Stores, 2 on Rs 20-30 each and 1 on Rs 15-20 per mensem.

(b) 1 clerk on Rs 15-20 and 1 draftsman on Rs 50 per mensem, for the Workshops.

Temporary.

(c) 1 draftsman on Rs 50 per mensem for 12 months required to clear off arrears in the Workshops.

The above proposals result in a net increase of Rs 112½ per mensem under Permanent,

and

HC

P. W. 43.
500-24-3-93.

6.8.98 9.8.98

been [illegible]

and Rs600 under Temporary establishments respectively

2 It will be seen from the Comparative statement given below, that there has been a great increase of work both in the Stores and the Workshops

1	1894-5 2	1895-6 3	1896-7 4	Average of Columns 2, 3 & 4. 5	1897-98 6	Excess per-centage of col: 6 over col 5. 7
The total of letters, bills, advices, vouchers &c received, issued &c in the stores	3.650	4.611	6.932	5.064	8.259	63
Value of work done in the shops	Rs91.615	Rs1.31.910	Rs1.83.258	Rs1.35.594	Rs2.75.046	.+. 103

.+. more than doubled.

The General Superintendent strongly feels that, in order to cope with this great increase of work, the establishment applied for is absolutely necessary, if work is to be efficiently conducted. It is reported that the establishment being insufficient, there have been serious delays of papers, loss of records and overstraining of the staff. The General Superintendent adds that it has frequently been impossible for the staff to avail themselves of the ordinary gazetted holidays, and that great difficulty is experienced during the temporary absence of men owing to sickness or other causes.

The

The application is strongly s[illegible] by Colonel Smart, the Supt.g Eng who submits an alternative proposal that, if the whole establishment applied for cannot be sanctioned, one clerk on Rs20-30 for the Stores in lieu of the engraver on Rs30, and 1 draftsman on Rs50 for the Workshops, may at least be sanctioned.

ACK
4-8-98.

CM

P.K.S.

W

The statements submitted with this application shew how greatly the work in Stores & Workshops has increased during the last two years, & I have recd complaints from outside of the difficulty in getting replies from the Gen. Supd. to the communications made to him. This increase is largely due to the fact that Mr. Moss, the present Genl Supd., is an excellent mechanic, & the quality of the work turned

[illegible] ad- been [illegible]

under his orders has
greatly improved, that officers
the Dept are giving much
ger orders to the shops
formerly. But I think
the chief cause of the increase
both in work & correspondence,
as the late famine, & that
t may, therefore, be con-
sidered as to a great extent
temporary until it is proved
to be permanent. I therefore
recommend for sanction the
minor proposal of the Supdg
Engr. to appoint one Clerk
on Rs 20-30 for the Stores
in lieu of the engraver on Rs 30,
who has not been employed
since 1895, & one ~~Dr~~ draftsman
on Rs 50 for the workshops,
the former on the permanent &
the latter on the temporary estab-
lishment.

6-8-98

This is appd.

A.H.
8.8.98

Dir.

Note for orders on the subject of the extra estabt. applied for for the P.W. Stores & Workshops, submitted.

It is very possible that the great increase of work & correspondence in 1897-98 was due to famine relief operations, & that the figures will not be maintained in 1898-99 – I am not sure whether this should be mentioned in the note.

CM
4/8/98

W

I don't think the increase of work is due to the late famine, which could hardly, beyond the issuing of famine tools, have improved much adelectrical drain [illegible] Workshops.

2. The Office work of the P.W. Workshops ~~have~~ has, to my knowledge, been very backward for some 5 or 6 years past.

A.C.K.
4-8-98.

P.S. I see the figures support the inference that increase of work may have been due to the famine, & may be more or less temporary. But I think that it is also due to the fact that, since Mr Moss has been at the Workshops, Ex. Engrs. get things made up there ~~there~~ much more than formerly.

A.C.K.

See recommendation — I am trying to make the 55 years rule as absolute as possible. See notes in other estabt. file. The S.E. [illegible] make a formal report about any men considered unfit bodily [illegible]

6.8.98

Superintending
5TH CIRCLE.
Chepák, Madras,
........................189 .

My dear Russell,

Please see enclosed letter of Moss'. Have you power if I apply to allow me to put on (till you have gone into the whole question of establishment reqd for the Shops) temporarily an extra clerk or

draftsman. They are
badly wanted.
The man dispersal is
likely to take months.
I will come & see you
at Office on 1st. — mean-
-while you can consider
what is possible to be
done immediately.
= Can you not get the
55 year limit made
absolute? — it is a crying
evil. The doctors pass men who
may be physically sound after 55
but who are not up to their work
and are easily tired in brain especially — this is
a point the doctor never considers.

Yours sincerely

Presidency E.
Madras, 28. 7. 188

My dear Smart

Could you not manage to get me the extra establishment I asked for? The office work is falling behind & I don't know what to do about it. It is seldom that we can close the office much before six in the evening. Even

ome of the clerks
ave to take work home.
My office is by no means
the lightest to work &
yet it seems to be the
asylum for all the useless
old crocks in the
presidency. I don't see
why I shd. have so many
useless old men as the
asst. storekeeper, the
workshop hd. clerk, Lutchman
Row, the workshop draughtsman
& one or two others. Other
divisions ought to take
their fair share of these
useless sticks
some more younger &
more active men.
The office work is getting
heavier and getting hopelessly
behindhand. When one
man gets ill there is no
one to take his place.
The clerk who keeps the
correspondence register in
the workshop office is
always ill & the register
is never properly up to date
& the papers get mislaid
& lost. The man is ill &
absent now. The man who
keeps the Stores register is not
so bad but he is as deaf as a

Presidency L.

Madras,

hought I was going get rid of Lutchman Row but you have caused his transfer.

It is not for want of punishment that the office is not up to the mark. I fine the clerks frequently & have done so more than I have ever had occasion to do in any office I have hitherto had charge of. It is of no use. Were they more capable men than they are they would have difficulty in keeping level with the work. I must have more men soon.

I shd. like another draughtsman for the workshop. Indeed I need two for now that I am having estimates made for every work there is too much work for one man. I hope you will be able to do something for me in this matter.

That big grindstone is running better than ever in its new bearings. The bearings are the same as before but the rollers are new – delta metal ones cupped according to our patent.

ed today it ran
m. This is the best result I have had yet & I ma
safely it is as good if not bett
than has ever been obtained from any roller bearings yet made. This too is under very adve
circumstances for the workmanship is not of the best & the bearings are exposed to grit & dirt. They have gone on gradually improving with use. This is a peculiarity of our bearings & in this respect they differ from every other kind which always deteriorate & are best only at first. The old rollers I have used on the shutter gearing only keeping a few to show the result of a year's work on them.

Yours sincerely,
H. Moss

S. A. W

I think an application for Extra establishment for P.W. Workshops. Madras came in from S.E. & Circle some time back. Was sent up for sanct

2. Please see accompanying D.O's. & inform me

(a) whether an extra clerk & draftsman can be sanctioned now as being urgent?

(b) How the waters now in the Workshops can be got rid of?

(c) whether anything can be done to make S.E's years rule absolute in the case of the Workshops?

APK
1.8.98.

DW

(1). The S.E.'s letter applying for additional estabt. (came No 6339) was received on the 29th July, & has not now been passed on me from the records.

In Current No 5965. the S.E. asks that the proposition statement may be returned to him for amendment –

Current No 5965 was sent to this office direct & was received on 16 July –

The prop: Statement came through the Examiner, & was thus received a fortnight later.

If the latter is now returned officially to the S.E. there will be a further two or three days delay in getting the papers ready for submission to Govt.

The papers might perhaps be sent over to the S.E's office by a clerk so that the necessary amendment might be made without official communications passing [illegible] between the two offices –

(2) (a) – The employment of an extra clerk & draftsman will require the sanction of Govt. Pending consideration of the whole question, the D.O.s might be sent to Wood, & W asked to wire authority (after obtaining A.E's sanction) to appoint the clerk & draftsman temporarily. More than this apparently cannot be done. If Col. Smart, as Supdg Engr, chooses to take the responsibility of appointing the men in anticipation of the sanction of Govt, that is his own business, but D.W. has no

power to give him authority to appoint.

(b) If the useless men are over 55 years of age, they can be compulsorily retired. If not, there is no way of getting rid of them, except by dismissal, which will involve forfeiture of all claim to pension. It may be possible to improve the office by exchanging one or two of the men with others from divisional offices in the Circle.

(C) Please see Art. 503 C.S. Regns, regarding retirement at the age of 55. The rule cannot be made absolute without the sanction of the Secy of State.

If a man continues to be fully efficient, there is no necessity to retire him at the age of 55. But the rule can be made practically absolute in the case of useless men.

There is nothing in the rules which requires the head of an office to send a 55 years subordinate before a doctor ~~before~~ prior to retiring him. All that is necessary is for the head of the office to show that the subordinate is no longer able to discharge his duties efficiently.

Under Art. 506 C.S. Regns, the Govt. may delegate power to heads of Departments to declare a subordinate inefficient & to compel him to retire. In the P.O. Dept, such power has been delegated to the Chief Engrs. – the

Genl Supdt. has only to say, in the annual 55 years' statements, that such & such men, who have attained 55 years, are inefficient – the Chief Engr., on this can at once order the retirement of these men, without reference to a doctor.

C
1-8-98

S.&W.

Please see above remarks, and revise the Proposition Statement & return it at an early date.

2. If you follow the course above sketched out, you will be able to retire men at 55, & retain men at any age with the approval of the Chief Engr.

A.K
D.W

The proposition statement for establishment is returned corrected. It is hoped that it may receive early attention.

3/8/98

Public Works (1898) Department

CURRENT No. 6339
& 5965

2110 W

Order

From The Examiner, P. W. Accts, Madras

No. 920 A/2

Dated 28 July 1898
Received
Registered } 25.7.98
Enclosures 4
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SUBJECT.

Proposition statt. for additional establt. for Stores & Workshops — Forwards with remarks thereon —

O. L. S. 267

BACK PAPERS.

No.	Date.
25 24 W	11-9-39

FURTHER PAPERS.

No.	Date.

Public Works (1898) Department.

CURRENT No. 5965

Order

From The Supg Engineer
5th Circle.

No. 466 W.

Dated 15th July 1898.

Received 16-7-98

Enclosures

Spare copies

SUBJECT.

Requests to return the
proposition Statement
for extra Establishment
for the Presidency Workshops
Submitted with this Office
No. 408 W of 23rd June 1898-
if not already disposed of

0.25 267

BACK PAPERS.

No.	Date.

FURTHER PAPERS.

No.	Date.

No. 266 W

SUPERINTENDING ENGINEER'S OFFICE,
V CIRCLE, MADRAS,
Chepâk, 15th July 1898.

From

Colonel A. W. Smart R.E.
Offg: SUPERINTENDING ENGINEER,
V CIRCLE,

To

THE Chief Engineer,
P. W. D.
Madras

Enclosures

C No. 6339

SIR,

I have the honour to request that you will return me the proposition statement for extra establishment for the Presidency Workshops, submitted with this Office no: 408 W of 23-6-98, if not already disposed of, in order that I may enter therein an extra draftsman as I find that one is very urgently required as the drawing department is at present very weak.

I have the honour to be,
Sir,
Your Most Obedt. Servant.
A W Smart Colonel R.E.
Offg: Supdg: Engineer, V Circle

Statement sent unofficially to S.E. V circle, & returned corrected
[illegible]
18/98

200–12-1-98.

No. 384 P.W.

GENERAL.
ESTABLISHMENT.

Govt. of {1883} Madras.

PUBLIC WORKS.

Dated March, 21*st*.

Recd. *Encl.*

G.O., 21st March 1883, No. 922 W.

MARCH.

Nos. 164-165.

Establishment for the Public Works Workshops, Madras.

The scale proposed by the General Superintendent in lieu of the present one, sanctioned.

No. 165.

Order—dated 21st March 1883, No. 922 W., Public Works.

The scale of establishment proposed by the General Superintendent, Public Works Workshops, is sanctioned, with effect from the 1st April 1883, and subject to review after six months from that date.

2. This sanction has been registered as Provincial No. 65 W. of 1882-83 and classified as Establishment.

(True Extract.)

(Signed) R. H. SANKEY, Colonel, R.E.,
Secretary to Govt., P.W.D.

To the General Superintendent, Public Works Workshops.
" Examiner, Public Works Accounts.

Exd. J. Henricus.
Spare Copies

Enclosure.

Statement showing the proposed changes in the Office Establishment of the Presidency Public Works Workshops.

Present Scale.			Proposed Scale.					Increase.		Decrease.		Ground of Proposition.	Remarks by Local Government.	Orders of the Government of India.	
No.	Designation.	Amount of Salaries.	No.	Designation.	Gradation. Class.	Gradation. Grade.	Amount of Salaries.	No.	Amount of Salaries.	No.	Amount of Salaries.			Remarks in the Public Works Department.	Remarks and orders in the Financial Department.
		RS. A. P.					RS. A. P.		RS. A. P.		RS. A. P.				
1	Head Clerk and Cashier ..	70 0 0	1	Head Clerk and Cashier ..	III	II	70 0 0	..	..	..	..	The sanction for the contingent establishment expires on 31st March; but until the Workshop has been reduced to a very small establishment, the clerks, &c., formerly borne as "Contingent" will be necessary with the exceptions shown.			
1	Storekeeper	60 0 0	1	Clerk	III	III	55 0 0	..	..	..	5 0 0				
1	Clerk	50 0 0	1	Do.	IV	I	45 0 0	..	..	..	5 0 0				
1	Do.	25 0 0	1	Do.	IV	III	25 0 0	..	..	..	..				
3	Clerks, at Rs. 20 ..	60 0 0	3	Clerks, at Rs. 17-8-0 each	V	I	52 8 0	..	..	..	7 8 0				
1	Clerk	15 0 0	1	Clerk	V	I	17 8 0	..	2 8 0	..	..				
1	Estimator	60 0 0	1	Estimator	Draft.	I	60 0 0	..	..	..	..				
1	Gatekeeper	10 0 0	1	Gatekeeper	..	..	10 0 0	..	..	..	..				
4	Peons, at Rs. 7	28 0 0	4	Peons, at Rs. 7	..	..	28 0 0	..	..	..	..				
2	Lascars	14 0 0	..	....	..	..	..	..	..	..	14 0 0				
	Contingent Establishment.														
1	Assistant Estimator ..	35 0 0	1	Assistant Estimator ..	Draft.	II	42 8 0	..	7 8 0	..	..				
2	Clerks, at Rs. 25 ..	50 0 0	..	....	..	..	..	..	..	..	50 0 0				
1	Clerk	20 0 0	..	....	..	..	..	..	..	..	20 0 0				
2	Clerks, at Rs. 15 ..	30 0 0	1	Clerk	V	II	12 8 0	..	..	..	17 8 0				
2	Attenders, at Rs. 10 ..	20 0 0	2	Attenders, at Rs. 10 ..	..	..	20 0 0	..	..	..	..				
2	Boys, at Rs. 4	8 0 0	2	Boys, at Rs. 4	..	..	8 0 0	..	..	..	..				
	Total ..	555 0 0		Total ..			446 0 0		10 0 0		119 0 0				

Madras,
17th March 1883.

(Signed) W. L. C. BADDELEY, Lieutenant, R.E.,
General Supt., P. W. Workshops.

21st March 1883, No. 922 ., Public Works.

GOVERNMENT OF MADRAS.

PUBLIC WORKS DEPARTMENT.

General Establishment.

No. 164.

Read—the following letter from Lieutenant W. L. C. BADDELEY, R.E., General Superintendent, Public Works Workshops, to the Deputy Chief Engineer, Public Works Department, dated Madras, 17th March 1883, No. 2724 W :—

With reference to G.O., No. 856 W., of 31st March 1882, I have the honor to submit a list of establishment for the Public Works Workshop in lieu of the present permanent and contingent establishments.

2. The total shows a saving of Rs. 109 per mensem, and, so far as the Workshop requirements permit, it has been drawn up to correspond with the rules now in force for the office establishments of the Public Works Department. If my proposals are approved, I beg that sanction may be granted from 1st April 1883.

No. 384 P.W.

NOTES.

Reference to P. W. D. Code.

Chapter I, Para. 30.

1. All proposals for changes in the scales of permanent establishments must be accompanied by a statement in Part I of this form when the changes relate to the engineer or upper subordinate establishments and in other cases by a statement in Part II of this form.

2 The column headed "present scale" should invariably show the existing *sanctioned* scale (not the strength of the establishment as it actually stands at the time), and should be verified by the Examiner before the statements are forwarded to the sanctioning authority.

EXAMINER,
P. W. ACCOUNTS.
24 JUN. 1898
No.......................

P. W. D. Form No. 113.
500—20-1-96.

MADRAS PRESIDENCY.

Part II.

Tabular Statement to accompany proposals for changes in establishments.

P. W. D. Form No. 113. 3 MADRAS PRESIDENCY. P. W. D. Form No. 113.

Part II. Part II.

Statement of proposition for revision of establishment.

Order sanctioning present establishment. Govt. of Madras in the P. W. D. No.	Date.	Office to which the proposition refers	Present scale. No.	Designation.	Pay. Minimum.	Increment.	Maximum.	Average or fixed.*	Total cost.
					Rs.	Rs.	Rs	Rs.	Rs.
1729 W of 14-7-81 2524 W of 11-9-89		← Public Works Stores Dn →	1	Clerk	120	8	160	150	150
			1	do	60	4	80	75	75
			1	do	30	2	40	37½	37½
			1	do	20	2	30	27½	27½
			1	Peon	-	-	-	8	8
			2	Peons	-	-	-	7 each	14
			2	do	-	-	-	6½ each	13
			12	do	-	-	-	6 each	72
								Total	397
9221 W	21/3/83	← Public Works Workshops →	1	Clerk	60	4	80	75	75
	do		1	do	50	2	60	57½	57½
	do		1	do	40	2	50	47½	47½
	do		1	do	20	2	30	27½	27½
	do		4	Clerks	15	2	20	18¾	75
	do		1	Clerk	10	1	15	13¾	13¾
	do		1	Draftsman	50	4	70	65	65
9914 W	29/4/95		1	Foreman, Instt. Deptt.	80 ~~80~~	8 ~~8~~	120	~~110~~ 110	~~110~~ 110
				C.6. ~~Total~~ ..	..	..	..	..	471½ ~~471¼~~

Changes. Proposed scale. No.	Designation.	Pay. Minimum.	Increment.	Maximum.	Average or fixed.*	Total cost.	Proposition. Permanent. Increase per month. Amount.	Decrease per month. Amount.	Temporary. Increase per month. Period.	Amount.	Decrease per month. Period.	Amount.	Remarks.
		Rs.	Rs.	Rs	Rs.	Rs.	Rs.	Rs.	Mon.	Rs.	Mon.	Rs.	
1	Clerk	120	8	160	150	150							
1	do	60	4	80	75	75							
1	do	30	2	40	37½	37½							
3	Clerks	20	2	30	27½	82½	55						2 clerks = 20-2-30
1	Clerk	15	1	20	18¾	18¾	18¾						1 clerk 15-1-20
1	Peon	-	-	-	8	8							
2	Peons	-	-	-	7 each	14							
2	do	-	-	-	6½ each	13							
12	do	-	-	-	6 each	72							
	Total	-	-	-	-	470¾	73¾						
1	Clerk	60	4	80	75	75							
1	do	50	2	60	57½	57½							
1	do	40	2	50	47½	47½							
1	do	20	2	30	27½	27½							
5	Clerks	15	1	20	18¾	93¾	18¾						1 clerk 15-1-20
1	do	10	1	15	13¾	13¾							
1	Draftsman	50	4	70	65	65							
1	Foreman, Instt. Deptt.	80	8	120	110	110							
	C. 6					490	18¾						

* In the case of appointments on progressive pay, the "average" should be calculated according to the rules in the Pay and Acting allowance code.

Certified that the entries under the head "present scale" have been duly verified by me.

E. A. Dl[illegible]

Examiner, P. W. Accounts,

26/7/98

Madras

the ——— 189 .

CNº 5963 W

(Signed) H. Moss

~~Executive Engineer~~,
General Supdt. P.W. Stores & Workshops Division.

Dated the June 1898

Colonel R.E
Offg: Supdg: Engineer V Circle.

P. W. D. Form No. 113. 3

Part II.

MADRAS PRESIDENCY.

P. W. D. Form No. 113.

Part II.

Statement of proposition for revision of establishment.

NATURE OF CHANGES.

Order sanctioning present establishment. Govt. of Madras in the P. W. D. No.	Date.	Office to which the proposition refers	Present scale. No.	Designation.	Pay. Minimum.	Increment.	Maximum.	Average or fixed.*	Total cost.
					Rs.	Rs.	Rs	Rs.	Rs.
		P. W. Workshops (contd.)		B. F.					471 1/4
20664 W	of 30/7/83		1	Engraver	-	-	"	30	30
7322 W	of 31/3/83		2	Attenders	-	-	"	10 each	20
do			2	Office boys	-	-	-	4 each	8
do			1	Gate-keeper	-	-	-	10	10
do			4	Peons	-	-	-	7 each	28
								Total.	567 1/4

92210

99140

Proposed scale. No.	Designation.	Pay. Mini-mum.	Incre-ment.	Maxi-mum.	Aver-age or fixed.*	Total cost.	Proposition. Permanent. Increase per month. Amount.	Decrease per month. Amount.	Temporary. Increase per month. Period.	Amount.	Decrease per month. Period.	Amount.	Remarks.
		Rs.	Rs.	Rs	Rs.	Rs.	Rs.	Rs.	Mon.	Rs	Mon.	Rs.	
	B. F.					490	18 3/4						The services of the engraver are not required as the work is done on contract when required.
1	Engraver	-	-	-	-	-	-	30					
2	Attenders	-	-	-	10 each	20							
2	Office boys	-	-	-	4 each	8							
1	Gate-keeper	-	-	-	10	10							
4	Peons	-	-	-	7 each	28							
					~~Total~~	556	18 3/4	30					
1	Draftsman	-	-	-	50	50	50						Owing to the work in the Workshops having increased very much, the services of an extra draftsman are of the utmost necessity in order to cope with the increase.
					Total	606	68 3/4	30	"				
	Temporary												
1	Draftsman	-	-	-	50	50	-	-	12	600	-	-	Vide remarks above. A large no. of drawings are being made in the shops and as these are arrears a temporary man is required to work them off.
	TOTAL ..	..	..	..	..	..	..	..	..	..	..	..	

* In the case of appointments on progressive pay, the "average" should be calculated according to the rules in the Pay and Acting allowance code.

Certified that the entries under the head "present scale" have been duly verified by me.

E. A. Dlung

Examiner, P. W. Accounts,

Madras

9/26/7/98 26

____ 189

(Signed) H. Moss

~~Executive Engineer,~~ General Supdt. P. W. Stores & Workshops Division.

Dated the June 1898

Colonel R.E.

Offg: Supdg: Engineer V Circle.

Pr 5.3
6339/58

X

P. W. Workshops Division.

Item No.	Books.	April 1894 to March 1895	April 1895 to March 1896	April 1896 to March 1897	April 1897 to March 1898	Remarks.
1.	Cash-book vouchers.	814	920	1215	1760	
2.	Adjustment Book entries.	162	179	160	170	
3.	Requisitions	748	836	956	971	
4.	Bills	921	912	1129	1251	
5.	Letters received	3096	2642	3186	3186	
6	Letters despatched.	1599	1306	1420	1207	
7.	Value of work done	Rs. 91,615	Rs. 1,31,960	1,83,258	2,75,046	

Madras
3rd May 1898

H. Gross
General-Superintendent,
Public Works Workshops
6.5.98

SUPERINTENDING ENGINEER'S OFFICE
No. 1162 M.S.
1898
CIRCLE, P.W.D., MADRAS.

EXAMINER,
P. W. ACCOUNTS.
24 JUN. 1898
No.........................

0622
6335/SS

P. W. Stores Division

Item No.	Books.	April 1894 to March 1895	April 1895 to March 1896	April 1896 to March 1897	April 1897 to March 1898	Remarks.
1.	Cash book vouchers	306	312	561	732	
2.	Adjustment book entries.	389	472	631	771	
3.	Bills.	35	63	70	75	
4	Advices.	196	276	391	520	
5.	P. W. Workshop Indents.	962	1,385	1,541	1,720	
6.	Letters received.	704	888	1,675	2,180	
7.	Letters issued.	1,058	1,215	2,063	2,261	
		3650	4611	6932	8259	

Madras,
3rd May 1898

H. Gross
General Superintendent,
Public Works Stores.
4.5.98

EXAMINER,
P. W. ACCOUNTS.
24 JUN. 1898
No.

6335/98

From. H. A. Moss Esquire, General Superintendent
P. W. Stores and Workshops, to the Superintending Engineer V Circle, dated Madras
3rd May 1898.

I have the honour to forward herewith a proposition statement for additional establishment required for the P. W. Workshop and Stores Divisions and request that you will kindly obtain the sanction of Government to the entertainment of the extra staff.

2. That there has been a great increase of work in the Stores Division will be seen from the comparative statement appended which shows the number of letters, advices, bills vouchers &c. received, issued &c. during each of the four years 1894-95 to 97-98.

3. The increase of work in the P. W. Workshops division can best be judged by the expenditure for the same period as noted in the statement.

4. In order to cope with this great increase of work, I feel that the increase of establishment now applied for is absolutely necessary if work is to be at all efficiently

Conducted

conducted.

5. Some of the difficulties experienced are serious delays of papers, loss of records and overstraining of the staff. Owing to the large amount of work always in hand it has frequently been impossible for the staff to avail themselves of the ordinary gazetted holidays. Great difficulty has also been experienced during the temporary absences owing to sickness or other causes.

6. I would therefore particularly request that you will kindly strongly urge on Government the great necessity that now exists for the additional staff applied for. I would further request that very early orders may be issued on this application.

No. 408 W

Copy submitted to the Chief Engineer P.W.D., through the Examiner P.W. Accounts, with the strong recommendation that the additional clerical establishment applied for may be sanctioned.

Encl 3
1 Proposition Statement
2 Comparative Statements Showing increase of work.

If

7. If the four additional clerks applied for cannot be sanctioned, one clerk on Rs 20 to 30, at least, may be sanctioned for the P.W. Stores Division, in lieu of the engraver, whose services are not now required in the P.W. Workshops Division:

Colonel R.E.
Offg: Supdg: Engineer,
I Circle.

23/24 June 1898.

EXAMINER
P. W. ACCOUNTS.
24 JUN. 1898
No.............

35/5339
4370

blic Works (1898) Department.

CURRENT No.

EXAMINER,
P. W. ACCOUNTS.
24 JUN. 1898
No. 1231A

Order

No. 9 , $\frac{A}{2}$ dated 28 July 1898.

To.
W.

Present scale duly certified to.

2. The post of ~~the~~ Engraver on Rs.30 has not been filled since 6th.April 1895 when the last man retired.

W/28.7.98

C.
W
27/7/98

From The Supdg Engineer
5th Circle

No. 408 W

Dated $\frac{23}{24}$ June 1898

Received

Enclosures 3

Spare copies

SUBJECT.

Additional Establish-
-ment Required for
Workshops & Stores Divn
Forwarding Proposition
Statement &c.

BACK PAPERS.

No.	Date.

FURTHER PAP

No.	Date.