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M.R.O. 1—32,400—22-11-20.

MADRAS RECORD OFFICE.

Government of Madras.

Pension DEPARTMENT.

G.O. No. 1067 Press/Mis.

Dated 22nd November 1883.

Not to be folded or roughly handled

8th March 1883, No. 116, Educational.

GOVERNMENT OF MADRAS.

EDUCATIONAL DEPARTMENT.

Read—the following paper :—

From H. B. GRIGG, Esq., M.A., Director of Public Instruction, to the Chief Secretary to Government, dated Madras, 29th January 1883, No. 486.

	RS.
1 Superintendent	350
Tamil Department.	
1 Tamil and English Assistant	100
1 Tamil Assistant, Practising School	50
1 Tamil Pandit	25
Telugu Department.	
1 Telugu and English Assistant	40
1 Telugu Assistant, Practising School	40
1 Telugu Pandit	25
1 Sewing Mistress	25
1 Clerk	7
1 Peon	7
3 Conductor, Sweeper, and Scavenger	18
Contingencies	18
House-rent	100
Scholarships (30 at Rs. 9 on average)	270
Total	1,075

The scale of establishment of the Government Female Normal School sanctioned in 1873 is noted in the margin. This contemplated the maintenance of three Practising Schools, an English, a Telugu, and a Tamil. The salaries fixed were not based on a progressive scale, nor are they suitable to the attainments of the principal assistant teachers. This scale was so unsuited to the requirements of the school that it has never been fully in force; the existing establishment is entered in the margin. The Inspectress of Girls' Schools, therefore, recommends that advantage be taken of the new start the school will now take under the Superintendent recently arrived from England, to reorganise the staff, so that the prospects of the Mistresses may be placed on a more satisfactory footing than they are at present, and the school better

	RS.
1 Superintendent	350
Tamil Department.	
1 Tamil and English Assistant	100
1 Tamil Assistant, Practising School	40
1 Tamil Pandit	25
Telugu Department.	
1 Telugu and English Assistant	30
1 Telugu Assistant, Practising School	30
1 Telugu Pandit	25
1 Sewing Mistress	20
1 Clerk	7
1 Peon	7
3 Conductor, Sweeper, and Scavenger	14
Contingencies	18
House-rent	100
Scholarships (average)	270
Total	1,036

adapted to the work it has to do. On her recommendation, I have secured the consent of the National Indian Association to the Tamil and Telugu Classes of the Maharaja of Vizianagrum's Central School, which occupies a building exactly opposite the building in which the Government Normal School is now located, being used for practising the pupils of the Normal School in teaching. The classes will be sent to the Normal School, so as to avoid the inconvenience of the Superintendent of the Normal School having to leave the Normal School during practising work. This arrangement renders it possible to dispense with one Mistress, a Tamil Assistant, and I trust in time it will also be practicable to dispense with the Telugu Assistant; but until a Native Assistant Superintendent is obtained having a good knowledge of Telugu as well as Tamil, this will not be practicable, in the interests of the Telugu Normal pupils. The scale for which I now request sanction is as follows :—

	Minimum.				Maximum.				Annual Increment.
	RS.	RS.	A.	P.	RS.	RS.	A.	P.	RS.
Superintendent	300 +	50	0	0	300 +	50	0	0	..
Assistant Superintendent..		100	0	0		150	0	0	10
Head Mistress, Practising School		45	0	0		70	0	0	5
Telugu Assistant		25	0	0		40	0	0	3
Drawing Mistress		20	0	0		35	0	0	3
Sewing Mistress or Teachers of calisthenics		15	0	0		20	0	0	1
Tamil Pandit		20	0	0		25	0	0	1
Telugu ,, ...		20	0	0		25	0	0	1
Clerk		7	0	0		7	0	0	..
Peon		7	0	0		7	0	0	..
Waterwoman		5	0	0		5	0	0	..
Sweeper		4	0	0		4	0	0	..
Contingencies		18	0	0		18	0	0	..
Rent		75	0	0		75	0	0	..
Prizes		6	14	8		6	14	8	..
Total ..		717	14	8		837	14	8	..

The minimum cost is 90 rupees below the present sanctioned scale, but as I have provided for annual increments on the salaries of all teachers extending over five years, the average cost is the same as that now sanctioned Rs. 805, *plus* 270 rupees for scholarships. I have provided for a Drawing Mistress. The absence of such provision is a defect in the existing scale. I have also provided for a Sewing Mistress or for a teacher of calisthenics. Mrs. Brander however considers that it may be possible before long to dispense with the services of this teacher. Should this happen, I would substitute a teacher of calisthenics in her place, as it is I think desirable that mistresses should be trained in such exercises.

2. I beg to request sanction for this scheme with effect from the 1st February, and in the case of the Drawing Mistress with retrospective effect from the date of her entertainment. I also request that the following existing teachers may not have their salaries reduced to the minimum :—

		RS.
Telugu Assistant ..	P. Ranganayiki	30
Sewing Mistress ..	Mrs. D'Silva	20
Tamil Pandit ..	S. Valliyambala Pillai	25
Telugu ,, ..	M. Buchayya Pantalu	25

3. If the above scale be sanctioned, Miss Shanmukham's services must be dispensed with temporarily, but I hope to provide a private engagement for her until a suitable vacancy occurs in Government service.

ORDER—dated 8th March 1883, No. 116, Educational.

The Director's proposals are approved and sanctioned from the date of this present order; the Government noting with satisfaction that Miss Shanmukham's interests are not likely to suffer (paragraph 3).

(True Extract.)

C. G. MASTER,
Chief Secretary.

o the Director of Public Instruction.
Accountant-General.

Exd. J. Wright.

Govt. of {1883} Madras.

EDUCATIONAL.

Issued

Recd.

G.O., 8th Ma 1883, N 116.

MARCH.

Government Female Normal School.

Approving and sanctioning the proposals of the Director of Public Instruction for the revision of the establishment of the —.

3

APPLICATION FOR {PENSION. GRATUITY.

1. Name of Applicant. Elizabeth D'Silva

2. Father's Name. George Oliver

3. Race, Sect and Caste. East Indian

4. Residence showing Village and Pergunnah. Madras

5. Present or last employment, including name of establishment. Sewing Mistress Govt. Female Normal School.

6. Date of beginning of service. 20th January 1875

7. Date of ending of service. 30th April 1883

		Y.	M.	D.	
8. Length of service, including interruptions.	.. ..	~~7~~ 8	~~4~~ 3	~~12~~ 11	(E.H.R)
of which superior	.. ..	~~7~~ 8	~~4~~ 3	~~12~~ 11	(E.H.R)
inferior	.. ..	"	"	"	
non-qualifying and interruptions	.. ..	"	"	"	

9. Class of { pension / gratuity } applied for, and cause of application.* Gratuity owing to the reduction of Establt.

10. [Average] emoluments or pay. Rupees. 20 " "

11. Proposed pension. Nil.

12. Proposed gratuity. Rs. 140 " "

13. Date from which ~~pension~~ gratuity due to ~~commence~~. ~~30th Nil~~ 1st May 1883

14. Place of payment. Madras.

15. Date of Applicant's birth by Christian era.† 28th July 1840

16. Height. Five feet & half inch.

17. Marks. Small Eyes & Broad face. Stout and dark. Careless in dress and walk. A raised mole above the right eye-brow and another on her left cheek. Slightly lame.

18. Date. 10 May 1883

* If the application is for a compensation pension or gratuity, the nature of the change of establishment which has given rise to the claim should be fully stated.

† (If not known exactly, must be stated on the best information or estimate.)

B. Fogg

E. Carr

SIGNATURE OF HEAD OF OFFICE.

Director of Public Instruction.

88/99

HISTORY OF THE SERVICE (SHOWING INTERRUPTION) OF Elizabeth D'Silva Sewing Mistress Govt. Female Normal School

Establishment.	Appointment.	Pay.			Acting Allowance.	Date of beginning.	Date of ending.	Period reckoned as service.			Period not reckoned as service.			Remarks.	How verified.	Remarks by Accountant-General.
		RS.	A.	P.	RS.			Y.	M.	D.	Y.	M.	D.			
Govt. Female Normal School	Sewing Mistress	20	"	"	"	20th Jany/75	30th April/83	8 ~~7~~	3 ~~4~~	11. (S.F.R.) ~~12~~	"	"	"		Service Book	Verified from the records of the Government Female Normal School, Madras. The verification has been confirmed by reference to the Annual returns on record in this office.
		Total period of superior / inferior service						~~7~~ 8	~~4~~ 3	~~12~~ 11 (S.F.R.)	"	"	"			

REM S BY HEAD OF OFFICE.

1. As to character and past conduct of Applicant.	Regular in attendance, & faithful in the discharge of Duty
2. Explanation of any suspension or degradation.	None.
3. Regarding any gratuity or pension already received by Applicant. See Chapter XX.	None.
4. Explanation under Section 59, Rule 1, so far as the Head of the Office can give it.	The Needlework is taught by the Normal Students in the Practising Department, & by the Superintendent in the Normal Dept.
5. Any other remarks.	I consider that,
6. Specific opinion of Head of Office whether the service claimed is established and should be admitted or not. (See Rule 6 under Section 84.)	Claim is established, & should be admitted. E. Carr.

SIGNATURE.

H. B. Gr
Director of Public Instruction

2 P

CERTIFICATE AND REPORT OF ACCOUNTANT-GENERAL.

No $\frac{A\,D/}{307}$ Submitted to Government. On enquiry, the Director of Public Instruction in his letter No. 7085 dated 13th October 1883, states that the applicant as a Sewing Mistress devoted her whole time to the service of Government and that the duties performed by her were such as are ordinarily performed by superior servant. Should Government having the above in view, be pleased to decide that the applicant's appointment is pensionable as a superior servant qualifying service in superior grades will be duly proved for 8 years 3 months and 11 days. No compensation Gratuity however is admissible to her as the abolition of the applicant's appointment does not appear to have resulted in any saving to Government as contemplated by rule 6 section 100 of the Civil Pension Code. The Director states that the applicant's services were dispensed with to make room for an Instructor in Calisthenics sanctioned by Government in their Order No. 116 dated 8th March/83 Educational. (Vide also the views of the Government of India as expressed in their letter No. 1099 dated 12th March 1881.

Fort Saint George,
Accountant Genl's Office,
2d November 1883.

To
The Under Secretary to Government
Pension Department.

W. Donald
Offg Dy Accountant General
for Accountant General

R/ 6 - 11 - 83.

NOTE FOR THE SECRETARY.

I submit that if the Sewing mistress' service be held to be pensionable she can still get nothing, if the Acct. Genl's statement that "no saving ~~there~~ appears to have ~~been no saving~~ resulted from the abolition of her appt." be accepted. Hence it was suggested that the Director might be given a chance of proving a saving. Shall an order go out to this effect. 3 P

C. O. 22/11 "No saving having resulted from the abolition of the applicant's appt. no retiring allowance is admissible." 20/11/83

To the Director of Public Instr. & ~~[illegible]~~ [illegible]

OCS 20/11

Pension 1883 Acct
No. 1277

APPLICATION FOR { ~~PENSION OR~~ GRATUITY—

Date of application. 10-4 Aug 1883

Name of applicant. Mrs E. Wilkins

Last appointment. Sewing Mistress Govt. Female [illegible]

With an order

R 13/11
W 20/11

191

To be returned with reply

No. A. D. K. / 85

PUBLIC INSTRUCTION
6 SEP 83
MADRAS

5

PENSION DEPARTMENT,
VERIFICATION BRANCH.

Fort Saint George,
Accountant General's Office,
3rd September 1883.

From

THE ACCOUNTANT GENERAL,
MADRAS,

To

THE Director of Public Instruction
Madras

SIR,

WITH reference to ~~your~~ the application for ~~pension~~ gratuity on behalf of Mrs. J. Silva late Sewing Mistress of the Government Female Normal School Madras received with your No 5531 dated 11th August 1883 I have the honor to inform you that the final disposal of the application is delayed for want of Nos. 2-9-17-35 and 36.

2. I particularly request that the required information may be supplied without delay, this letter being retransmitted for submission to Government along with the other papers connected with the case.

I have the honor to be,
Sir,
Your obedient Servant,
M. V. Clive
Assistant ~~to the~~ Accountant General,
for Accountant General.

---

1. House or country name of the applicant and that of his father.

× 2. Insertion in the column headed "How verified," on the second page of the application herewith returned, the class of records from which the applicant's services have been verified.

3. Explanation of apparent breaks and degradation opposite to No. 2 on the 3rd page of the application herewith returned.

4. Insertion in detail in the service book herewith returned of the several kinds of leave of absence other than privilege or casual leave enjoyed by the applicant.

5. Insertion in the service book herewith returned of the reason of termination of service on and for attestation of the entries thus made by the Head of the Office.

6. Insertion of the certificate opposite to No. 5 on the third page of the application that the applicant is inefficient owing to age or infirmity.

7. Signature of the Applicant / Head of the Office in the appropriate columns of the accompanying service book.

8. Transmission of the true copy of the correspondence in connection with the applicant's

and of a Last Pay Certificate. / Service Book.

× 9. Explanation of the cause of delay of nearly 3½ months / ~~years~~ in the submission of the application.

10. Explanation why the applicant was retained in service up to when the medical certificate declaring him to be unfit for further service was dated the

11. Explanation why the applicant was removed from the service before his incapacity for further service was duly established by a certificate.

12. Explanation why the medical certificate is post-dated to the extent of days / months, the applicant having ceased to do duty on

13. Information as to whether the applicant applied for his pension / gratuity during his lifetime; if so, when he applied and when he died.

14. Information as to the name of the applicant's heir entitled to receive the gratuity or the amount of arrears of pension due to him.

15. Revision of the affidavit and contemporary evidence. The evidence should contain information on the following points:—

(a.) Whether the applicant was in *permanent* employ of Government.

(b.) Whether there were any breaks in the continuity of his service and whether he was at any time absent on leave other than privilege; if so, the nature of such breaks and the duration of such leave of absence should, as far as possible, be specified.

16. Information as to whether the appointment of   in which the applicant is stated to have been acting from   to   was *fully vacant*, and whether any person, save the applicant, counted service in it during that period.

✕ 17. Information as to whether any endeavours were taken to provide a suitable appointment for the applicant. The amount of saving effected to Government by the abolition of his appointment in the Revision of Establishment should be stated. Vide rules 1 and 6 Section 100 of the Civil Pension Code.

18. Insertion of the several rates of acting allowance separately from pay.

19. A few more personal marks to facilitate identification.

20. Certificate to the effect that the applicant appeared before a Medical Officer in view to his being examined as to whether he has or has not the normal prospects of life, *vide* Rule 3, Section 99 of the Civil Pension Code.

21. Specific report as to the nature of the investigation made and the conclusion arrived at by the Head of the Office in respect of the portion of service not verifiable from office records.

22. Information as to whether the applicant's detachment on temporary duty from   to   was on the understanding that when the temporary duty should cease, he would revert to his substantive appointment. Copy of any departmental order on the subject should also be forwarded.

23. Information as to why the applicant's name does not appear in the $\frac{\text{Annual Return}}{\text{Audit Register}}$ for   on record in this Office.

24. Exhibition in detail of the dates, months and years of applicant's various appointments, promotions, &c., on the 2nd page of the application.

25. Translation into English of the Vernacular entries in the service book.

26. Information as to the substantive application held by the applicant at the time he was entering as

27. Information as to whether on re-employment the applicant refunded the gratuity received by him; if so, please mention the date of such refund.

28. Pension application with erasures cannot be accepted. Forward fresh application.

29. Transmission of an abstract statement duly certified showing the nature of records, which are relied upon for verification of the service claimed from

30. Explanation as to whether the applicant voluntarily accepted the post of   in his own interest, or his services were transferred in the interests of the public service by competent authority. In the latter case please forward a copy of such authority.

31. Explanation as to whether the applicant was transferred to Foreign Service in   in the manner laid down in the C. P. Code, if so, please furnish a copy of the order of Government transferring his services under   as   and state the amount of contribution he has paid during this period.

32. The service of the applicant from   to   does not appear in the records of this Office. State whether he held any other appointment and from what fund he was paid, or explain the cause of the ommission of his name.

33. Reconciliation or explanation of the discrepancy between the dates of termination of the applicant's service as shown in the appliction and in the Last Pay Certificate.

34. The age of the applicant is under 55 years. Ask the Examining Medical Officer to give detailed reasons for invaliding him and furnish your own special explanation of the grounds on which it is proposed to invalid him.

✕ 35. Information as to whether the applicant devoted her whole time to the Service of Government and whether the duties performed by her as Sewing Mistress are such as are ordinarily performed by a Superior Servant. If there be any, please quote a precedent.

36 Leave of absence of every description except Privilege and Casual should be shown distinctly in the 2nd page of the application and the period of such absence deducted from the total period of qualifying Service.

Ln No 1437

3116 P

OFFICE OF THE DIRECTOR OF
PUBLIC INSTRUCTION,
Madras, 13th October 1883.

No. 7085

From

H. B. GRIGG, ESQ., M.A.,
DIRECTOR OF PUBLIC INSTRUCTION,
Madras.

To

The Accountant General,
Madras.

SIR,

With reference to your letter No $\frac{\text{A.D.L.}}{85}$ dated 3rd September 1883, I have the honor to state as follows:—

(2). The applicants' services have been verified from the Acquittance Roll.

(9.) The delay is due to the application having been returned for correction.

(17) The applicants' services were dispensed with on the reorganization of the School to make room for an instructor in Calisthenics, and there is at present no suitable appointment for

for her.

(35) Mrs. D'Silva devoted her whole time to the Service of Government, and the duties performed by her were such as are ordinarily performed by a Superior Servant.

(36) The applicant availed herself of no other leave than Privilege or Casual leave.

I have the honor to be,
Sir,
Your most obdt. Servant,
L. H. Py
Director of Public Instn.

ACCOUNTANT GENERAL'S OFFICE
15 OCT 83
MADRAS

Name of Officer.	Caste or Race.	Residence.	Father's Name.	Father's Residence.	Date of birth.	Age. Years	Age. Ms.	Age. Days.	Exact Height. Feet.	Exact Height. In.	Personal marks for identification.	Date of Entry.	Signature of Officer.	Signature and designation of the head of the Office.
Elizabeth D'Silva	East Indian	98 Popham's Broadway	George Oliver	Deceased	28th July 1840	Thirty - six	Two	Twenty - seven	Five	(1/2) half.	Small eyes, broad face ~~Stout~~, Dark. Careless in dress and walk - A raised mole above the right eye-brow - & another on her left cheek - Slightly lame	~~2d January 1875~~ 28th October 1876	Elizabeth D'Silva	Catherine Spence Superintendent Government Female Normal School

THE ENTRIES IN THESE COLUMNS ARE TO BE REATTESTED EVERY FIVE YEARS ; EACH ATTESTATION SHOULD BE CAREFULLY RULED OFF THE DATE MAY BE CLEARLY SHOWN.

1 Name of appointment.	2 Nature, *i.e.*, whether substantive or acting, permanent or temporary.	3 Substantive appointment, if the new appointment be acting only.	4 Pay.	5 Acting allowance.	6 Date of appointment.	7 Signature of Officer.
Sewing Mistress in the Govt. Female Normal School	Permanent		Rs20		20th January 1875	Elisabetta Silva

Leave for 11 days from 22nd April 1881 to 2nd May 1881 - On Private Affairs.

1883.

Public Instruction,

MADRAS.

To

THE Accountant General
Madras.

DESPATCHED
13 OCT 1883

Dated
Despatched
Received

Dated

No. 7085.

ENCLOSURE.

Subject.

Furnishing certain information in connection with the gratuity application of Mrs. D'Silva of the Government Female Normal School.

In No. 1237

8 Character of Officer. *No entry need be made in this Column except when there is any thing either good or bad to be recorded. Suspensions should be noted here when the order of suspension is passed.*	9 Signature & designation of immediate head of the Office.	10 Date of termination of appointment.	11 Reason of termination *e.g., transfer, promotion, return of permanent incumbent.*	12 Signature and designation of immediate head of the Office.
		30th April 1883	Reduction of Establishment	S.H.K. Rajagopal Ag. Superintendent. Catherine Spence Superintendent Govt Female Normal Schl

1	2	3	4	5	6	7
Name of appointment.	Nature, *i.e.*, whether substantive or acting, permanent or temporary.	Substantive appointment, if the new appointment be acting only.	Pay.	Acting allowance.	Date of appointment.	Signature of Officer.

8 Character of Officer. *No entry need be made in this Column except when there is any thing either good or bad to be recorded. Suspensions should be noted here when the order of suspension is passed.*	9 Signature & designation of immediate head of the Office.	10 Date of termination of appointment.	11 Reason of termination *e.g., transfer, promotion, return of permanent incumbent.*	12 Signature and designation of immediate head of the Office.

1	2	3	4	5	6	7
Name of appointment.	Nature, *i.e.*, whether substantive or acting, permanent or temporary.	Substantive appointment, if the new appointment be acting only.	Pay.	Acting allowance.	Date of appointment.	Signature of Officer.

8 Character of Officer. *No entry need be made in this Column except when there is any thing either good or bad to be recorded. Suspensions should be noted here when the order of suspension is passed.*	9 Signature & designation of immediate head of the Office.	10 Date of termination of appointment.	11 Reason of termination *e.g., transfer, promotion, return of permanent incumbent.*	12 Signature and designation of immediate head of the Office.

SERVICE BOOK

OF

Name.		Elisabeth D'Silva
Caste or Race.		East Indian
Residence.		98. Rophaun's Broadway
FATHER'S.	Name.	George Olivier
	Residence.	Deceased.
Date of birth.		28th July 1840.

In Nº 1257

Re 2659

OFFICE OF THE DIRECTOR OF
PUBLIC INSTRUCTION,
Madras, 11th August 1883.

No. 5531.

From

H. B. GRIGG, ESQ., M.A.,
DIRECTOR OF PUBLIC INSTRUCTION,
Madras.

To

The Chief Secretary to Government
(through the Accountant General
Fort St. George.)

SIR,

I have the honor to submit for sanction an application for gratuity on behalf of Mrs D'Silva late Sewing Mistress of the Government Female Normal School, Madras.

2. The Services of the Sewing Mistress were dispensed with in view to the appointment of a teacher in Calisthenics as stated in the concluding portion of para 1 of my letter recorded in Government Order dated 8' March 1883 No 116, Educational.

I have the honor to be
Sir
Your most obdt Servant

Director of Public Instruction

Exd.
11-8

S OFFICE
14 AUG 83
MADRAS

1883.

Educational Department.

No. 1276.

From

THE DIRECTOR OF PUBLIC INSTRUCTION,
Madras,

To

THE CHIEF SECRETARY TO GOVERNMENT,
Fort Saint George.

(through the Accountant General)

DESPATCHED
13 AUG 1883.

No. 5531

Dated 11th } August
Despatched }
Received 6-11-83 }

No.

ENCLOSURES. 2

Subject.

Submitting an application for gratuity on behalf of Mrs. D'Silva late Sewing Mistress of the Government Female Normal School

R to 20

✓

PRESS.

Press Departmen

G.O. dated 22nd Novr/83.

No. 1067

Desp. 28—11—83

First copy sent to Press.

Returned for signature.

Despatched in print.

[Despatch Abstract.]

Retiring allowance

Declining to g
any retiring allowan
to Mrs. E. De Silva lat
Sewing Mistress Govt. Fem
Normal School ~~no consequen~~ on account of no
saving having been effected by
~~of~~ the abolition of her appointm

Press
Take care of the
slip within 22/11.

20(