

Public Department

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dated 4-5-1880

GOVERNMENT OF MADRAS.

PUBLIC DEPARTMENT.

17th March 1880, No. 421.

Travelling Allowances, &c.

Read the following paper :—

No. 39. *Proceedings of the Government of India in the Department of Finance, dated Fort William, 1st March 1880, No. 1079.*

Leave, Allowances, Pensions, Gratuities—Travelling Allowances.

Read—

Report by the Committee of Secretaries, No. 40, dated 15th September 1879, containing proposals for the revision of the rules regarding allowances to public officers required to accompany the headquarters of the Government of India to and from Simla.

RESOLUTION.—The Governor-General in Council is pleased to decide that from the year 1880 the following allowances shall be granted to officers of all grades, not being inferior servants, who are required to accompany the headquarters of the Government of India to and from Simla :—

I.—TRAVELLING ALLOWANCE.

- (a) To every Covenanted Civil Servant or Commissioned Military Officer and every other officer whose salary is not less than Rs. 400 a month,—three annas a mile by railway, and eight annas a mile by road, subject to a certificate either that the officer has travelled by railway, first class, or that he has spent for the transit of himself, his family, and his personal baggage the whole amount claimed.
- (b) To every other officer,—one-and-a-half annas a mile by railway, and four annas a mile by road (subject to no certificate).

No allowances will be made for the journey of an officer's family; but during the year 1880 an officer whose family is now at Simla may bring it to Calcutta, charging travelling allowances in accordance with Rules 3, 4, 5, 6, and 8 of the Simla Allowance Rules, Fourth Edition.

II.—SIMLA ALLOWANCE.

- (a) A Simla allowance of one-third of his salary beginning on the day of his departure from Calcutta and ending on the day of his return thereto, inclusive, to every Clerk; provided that—
 - i. no Simla allowance shall be (a) more than fifty rupees a month, or (b) less than twenty rupees a month, unless the recipient's salary is less than twenty rupees a month, in which case he may draw an allowance equal to his salary;
 - ii. no Simla allowance shall be drawn for more than seven days for the journey from Calcutta to Simla, or *vice versa*;
 - iii. a Clerk who inhabits quarters provided by the Government without paying rent shall receive, as Simla allowance, only one-sixth of his salary within a minimum of Rs. 10 (or of half his salary if it be less than Rs. 20) and a maximum of Rs. 25.
 - iv. Clause iii applies to every Clerk at whose disposal quarters are placed, even though he does not occupy them, unless he is specially excused from occupying them.
- (b) But until the end of season 1883 the Simla allowance of a Clerk now in the service of Government residing in Simla with his wife or with the bulk of his family shall be one-half, or, if he inhabits public quarters without paying rent, one-fourth of his salary, instead of one-third and one-sixth respectively; provided that no such Clerk shall draw more than seventy-five rupees, or, if he inhabits public quarters without paying rent, thirty-seven-and-a-half rupees a month.

[NOTE.—Provision i (b) and ii apply to these Clerks.]

2. Travelling Allowances under Rules 3, 4, 5, 6, and 8 of the Simla allowance rules, fourth edition, may be drawn by any officer now in the service on the journey to Simla this year.

3. All other allowances-admissible under the rules now superseded may be drawn by any officer now in the service during the year 1880. Thereafter no allowance not authorized by the new rules will be admissible.

4. Officers employed in any Government Press Establishment at Simla are not affected by these rules, except that the Superintendent, Central Branch Press, receives travelling allowance on the scale in Section I, and any other Superintendent, Examiners, Foremen (Section-holders), and Clerks, if their pay is not less than Rs. 100 a month, receive a fixed travelling allowance of Rs. 125 for each journey.

5. The travelling and other allowances of inferior servants will continue to be regulated by the rules which at present apply to them.

6. In consequence of these orders, the Governor-General in Council directs the issue of a fresh (fifth) edition of the Simla allowance rules, which, excepting as herein provided, will operate from the beginning of the season 1880.

7. His Excellency in Council further directs that, in supersession of all rules now in force on the subject, the rules now laid down for the officers of the Government of India be, from the year 1880, applied, *mutatis mutandis*, to officers who are required to accompany the several Local Governments to hill stations or other sanatoria, including Poona, and that all Local Rules be revised accordingly.

Ordered that this Resolution be communicated to —

the several Departments of the Government of India :
 the Private Secretary to the Viceroy :
 the Military Secretary to the Viceroy :
 the Sanitary Commissioner with the Government of India :
 the Press Commissioner with the Government of India :
 the Meteorological Reporter to the Government of India :
 the Accountant-General, Public Works Department :
 the Accountant-General, Military Department :
 the Consulting Naval Officer to the Government of India :
 the Consulting Engineer for State Railways :
 the Inspector-General of Ordnance, Bengal :
 the Commissary-General, Bengal :
 the several Local Governments :
 the Comptroller-General :
 the several Accountants-General :
 the several Deputy Accountants-General in independent charge :
 the Superintendent of Government Printing :
 the Superintendent of the Government Branch Central Press at Simla.

(Signed) S. JACOB,
Offg. Under Secy. to Govt. of India.

No. 40. ORDER THEREON, 17th March 1880, No. 421.

Ordered that the travelling allowance and other allowances admissible in this Presidency under existing rules be drawn for the year 1880 ; thereafter according to the rules which will be recast.

(True Extract.)

R. DAVIDSON,
Chief Secretary.

To the Accountant-General.
 „ Revenue Department.
 „ Military Department.
 „ Public Works Department.
 „ Private Secretary to His Grace the Governor.

Edw. J. W. Fischer

Obbl. of 1880) *Styabrus*.

PUBLIC.

To THE ACCOUNTANT-GENERAL.

By *Styabrus* Ac.

Printed March 1880.

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G.O. 174 H. 1880, No. 421.

MARCH
Nos. 39-40.

Traveling Allowances, &c.—The travelling and other allowances admissible in this Presidency under existing rules to be drawn for the year 1880, hereafter according to the rules which will be revised.

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GOVERNMENT OF MADRAS.
PUBLIC DEPARTMENT.

4th May 1880, No. 649.

Travelling Allowances.

Read again—

G.O., dated 17th March 1880, No. 421.

No. 4. ORDER THEREON, 4th May 1880, No. 649.

Resolved that the fifth edition of the Rules regarding allowances to Public Officers required to accompany the Head-quarters of the Government of India to and from Simla be modified as necessary to adapt them to this Presidency as regards Public Officers required to accompany the Government to and from Ootacamund.

(True Extract.)

R. DAVIDSON,
Chief Secretary.

To the Revenue Department.
„ Military Department.
„ Public Works Department.
„ Private Secretary to His Grace the Governor.
„ Accountant-General.

Rules regarding Allowances to Public Officers required to accompany the Head-quarters of the Government of Madras to and from Ootacamund.

I.—PRELIMINARY.

[NOTES.—(1) The words "Pay" and "Salary" in these Rules mean "Monthly Pay" and "Monthly Salary;" they do not include remuneration for the performance of a special duty.

(2) These Rules do not apply to officers diverging from the direct route in attendance on His Excellency the Governor on tour. The bill of an officer, entitled on such occasions to charge his actual travelling expenses, will be passed on the certificate contained in Appendix A, Rule 2.]

1. Allowances are made to the following officers and their establishments :—

Ordinary and Additional* Members of Council; Chief Secretary, Revenue Secretary, Military Secretary, Public Works Department Secretary, Under Secretaries and Assistant Secretary Legislative Department.

[NOTE.—Arrangements should be carefully made to avoid moving to Ootacamund larger establishments than are absolutely necessary. As few inferior servants as possible should be taken backwards and forwards, as it is cheaper to engage such, for the season only, at Ootacamund.]

2. An officer residing at Ootacamund may draw his salary and the allowances admissible under these rules either at Ootacamund or at Madras, or partly at Ootacamund and partly at Madras. An officer residing at Madras may draw part or the whole of his salary at Ootacamund, in anticipation of the removal thither of the Government.

No allowances will be made for the journey of an officer's family.

II.—TRAVELLING ALLOWANCE.

3. Officers are divided into four Classes—

First.—Covenanted Civil Servants, Commissioned Military Officers, and any other Officer whose salary is not less than Rs. 400.

Second.—All other officers except inferior servants.

Third.—Inferior servants, such as Jamadars and Daftaries, whose salary is not less than Rs. 10.

Fourth.—Other inferior servants.

4. Officers are entitled to the following travelling allowances for each journey with the Government of Madras to or from Ootacamund :—An officer of the First Class, three annas a mile by Railway, and 8 annas a mile by road; Second Class, $1\frac{1}{2}$ annas a mile by Railway, and 4 annas a mile by road; Third Class Rs. 10†; Fourth Class Rs. 7.†

[NOTE.—The distance between Ootacamund and Madras is—

By Railway		327 miles.
„ Road		32 „

The charge on account of travelling expenses each way between Ootacamund and Madras is therefore—

		RS.	A.	P.
For a First-class officer..		77	5	0
„ Second-class officer		38	10	6

5. An officer of the Third or Fourth Class ordered, for public reasons, to travel by a train containing no third-class accommodation, may draw, under the countersignature of the Assistant or Chief Clerk of his office, in addition to his fixed allowance, the difference between second class and third class fare for the distance so travelled.

* Additional Members do not accompany the Government of Madras to Ootacamund, unless at His Excellency the Governor's special invitation, and when there is some specific work for them to do.

† An Ordinary Member of Council may distribute among the staff of messengers in his service, at his discretion, the aggregate amount due to them on account of travelling allowance.

6. A certificate, in one or other of the following forms, must be attached to the bill for travelling allowances of an officer of the First Class :—

(1) *I certify that I travelled on this journey by the first-class ;*

or

(2) *I certify that I paid for myself, my family, my servants, and my personal luggage, not less than the amount here charged.*

No such certificate is required from an officer of any other class.

7. If an officer entitled to travelling allowances under Rule 4 proceeds to Ootacamund from any place other than Madras, or from Ootacamund to any place other than Madras, his travelling expenses may be charged at the rate of three annas a mile by Rail, and eight annas by Road, for a First-class officer ; half those rates for a Second-class officer ; one-seventh those rates for a Third-class officer ; and one-eighth those rates for a Fourth-class officer.

8. An officer who is absent on privilege leave when the Head-quarters of the Government of Madras are moved to or from Ootacamund, or who takes privilege leave during the move, and is permitted to rejoin his appointment at Ootacamund or Madras, as the case may be, may, if his *locum tenens* has not received travelling allowance, draw after his return to duty, the travelling allowance which he would have received if he had accompanied the Government on its removal.

III.—OOTACAMUND ALLOWANCE.

9. One-third is added, as "Ootacamund Allowance," to the salary of every clerk* and inferior servant from the day of his departure from Madras to the day of his return thereto, inclusive : Provided that—

i. The Ootacamund allowance of a clerk shall not be (a) more than Rs. 50 a-month, or (b) less than Rs. 20 a-month, saving that it must not exceed the salary of the recipient.

ii. The Ootacamund allowance shall not be drawn for more than three days for each journey.

iii. A clerk, for whom public quarters are provided rent-free, shall receive only half the Ootacamund allowance to which he would otherwise be entitled, the maximum and minimum being, in his case, also reduced by one-half.

iv. Clause iii applies to every clerk at whose disposal quarters are placed, even though he does not occupy them ; unless he is especially excused from occupying them.

10. (a) A clerk on privilege leave, if permitted to rejoin office, on the expiry of his leave, at Madras or Ootacamund, as the case may be, simultaneously with, or after, the arrival there of his office, may draw his Ootacamund allowance during his journey.

(b) If a clerk obtains privilege leave while in Ootacamund, and rejoins his office there, he may, if no Ootacamund allowance is paid to a substitute, draw his Ootacamund allowance for the period of his absence.

11. No officer engaged, in Ootacamund or elsewhere than in Madras, for temporary duty at Ootacamund, is entitled to a Ootacamund allowance ; but a section-writer or temporary clerk engaged in Madras may draw the Ootacamund allowance, unless his remuneration is fixed upon the understanding that he shall not draw it.

IV.—SPECIAL ALLOWANCES TO INFERIOR SERVANTS.

12. An inferior servant, whose salary does not exceed Rs. 12, draws while actually at Ootacamund, besides his Ootacamund allowance, an allowance of Re. 1 a-month.

* "Clerk" includes all officers of the second class in Rule 3 ; also such officers of the first class as belong to the ministerial establishment.

13. (a) A messenger who is not in personal attendance on a Member of Council, Secretary, Deputy Secretary, Under Secretary or Assistant Secretary, receives a suit of country woollen cloth, costing not more than Rs. 7½ yearly, or Rs. 15 every second year.

(b) Every inferior servant receives, once a year, either a blanket costing not more than Rs. 2½, or an allowance of Rs. 2½.

V.—ADVANCES OF PAY, &c.

14. Advances to officers proceeding to or from Ootacamund are regulated as follows:—

(a) The advance of the salary or travelling allowance of a gazetted officer requires the written sanction of the Government in the department to which he belongs.

(b) The salary and Ootacamund allowance of a clerk or inferior servant for the month in which he leaves Madras or Ootacamund, as the case may be, and his travelling allowance may be advanced by, or on the counter-signature of, the Head of the Office.

15. Advances of salary and Ootacamund allowance must be adjusted on the next pay bill, and advances of travelling allowance by bills within one week after the officer's arrival at his destination. Meanwhile, they will be held under Advances Recoverable.

APPENDIX A.

Allowances to Public Officers in attendance on the Governor on Tour.

Resolution by the Government of India, Financial Department, dated 9th October 1872, No. 3448.

Public Officers, in attendance on His Excellency the Governor on tour, draw allowances in accordance with the following Rules:—

I.—TRAVELLING ALLOWANCE.

Secretaries, Under Secretaries, Assistant Secretaries, and Clerks—

Actual travelling expenses during the tour, including the cost of conveyance of their servants, the transport of their personal luggage, and their accommodation in hotels or rest-houses (not of table expenses or refreshments).

Inferior Servants—

Actual travelling expenses during the tour, including the cost of conveyance of their personal luggage.

2. The Accountant-General will pass bills for travelling allowances, without requiring any details, on a certificate as follows:—

I certify that I have actually paid the amount of this bill, and that it does not include any charge for the freight of any stores or goods other than my personal luggage, or any charge for refreshments or table expenses.

II.—TOUR ALLOWANCE.

	RS.
Secretary	250 a-month.
Under Secretary	150 "
Assistant Secretary	100 "
Clerks—on salaries of less than Rs. 100—Full salary : provided the sum of the salary and allowance does not exceed Rs. 150 a-month ;	
or salaries of Rs. 100 to less than Rs. 200—Half salary : provided the sum of the salary and allowance does not exceed Rs. 266-10-8 a-month ;	
on salaries of Rs. 200 and upwards—One-third of salary, to a maximum of Rs. 200 a-month.	
Inferior Servants—One-third of salary.	

3. The tour allowances will be drawn for the entire period of the tour.
4. If, in any special case, these allowances for the clerks and inferior servants are insufficient, special additions may be allowed, with the sanction of the Department of Finance.

III.—DEPUTATION ALLOWANCE.

With the sanction of the Department of Finance, Deputation allowance to a clerk officiating as Registrar or Chief Clerk in the office on tour, and to others in the office establishment who may have been detached to perform extra work, may be given according to circumstances.

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Obdt. of 118803 3740725.

PUBLIC.

To
THE REVENUE DEPARTMENT,
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Printed May, 1880.

Issued

Recd.

G.O. 4th May 1880, No. 649.

MAY.
Nos. 3-4.

Travelling Allowances.—The fifth edition of the Rules regarding Simla allowances adopted with certain modifications in this Presidency as regards officers required to accompany the Government to and from Ootacamund.

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C. L. M. H. 31

Mr.

There are the
humblest of the
which have been

than the
11/12/70

16/5/70

Public Department

Note for order

Mr. H. L. Brown, Jr.,
I think - it keeps a
Finance question.

2. For his year the old
Rules are allowed to
prevail - as is not to
knock us down,
all at once.

2. 24/4/0.

The fifth edition
of the Simla allowance by
Rules having been received
they are herewith cir-
culated with such slight
alterations as are needed
to adapt them to the
Presidency.

2. It will be seen
that in the item of travel-
ling allowance there is,
consequent on the difference
in mileage, a difference
between Simla and Madras
rates of Rs 174-9-0,
for the 1st class, Rs
87-4-6 for the second
class.

class, Rs 26 for the third,
and Rs 23 for the fourth
class.

3. The effect of the
new rules will most
certainly be to drive
clerks and peons to
incur expenses over and
above their allowances,
and get into debt.

4. Peons received
under existing rules
not less than Rs 5,
and this they said was
barely sufficient for their
support on the hill
under the proposed new
rules, a Peon on Rs 9
with receive only Rs 4,
on Rs 8. Rs 3-10-8,
on Rs 7. Rs 3-5-4, and
on Rs 6. Rs 3.

When taken into
account the
mounting cost
of the road
+ the cost of the road

11/11/11

* In school, the
amount of the
donation is
from the school
to the school
20/11/11
to the school
to the school

Note

The pay of the
clerks proceeding with
the Public Dept. this
year is as follows:

	Pay	are the of pay	will remain under the rule
1. Rs 225		75%	40%
1. Rs 130		43%	33%
1. Rs 100		33%	20
1. Rs 60		20	20
1. Rs 45		15	20
1. Rs 30		10	20

5. There is no ⁶⁴¹ ~~2~~ ⁹
consideration whatever shown
as regards properly paid
clerks as to how they are
to provide themselves
(a) with houses at ~~Madras~~
and Potacammund respectively
as they will be obliged
hereafter to leave their
families at one or other
place permanently.

(b) with warm clothing.

(c) with funds for the
payment of batta and
warm clothing for their
servants, and live besides
in an expensive place like
Potacammund.

6. It is notorious
that clerks can live far
more cheaply in Madras
than they can on the hills,
but

Handwritten text at the top of the page, mostly illegible due to fading and ink bleed-through.

Handwritten text in the middle of the page, possibly a signature or a name.

Wm. J. D. Webb

9/4/1869

c3/4
p9/4

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Department.
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PROCEEDINGS of the MADRAS GOVERNMENT.

again
READ the following

8 17 March 1880, No. 421.

No 649

Sin la

Govt. of {1880} Madras.

To

Dated

Recd.

1880. No.

Nos.

4-8-05

26-11-05

8-2-18

8/2/18

28-7-22 B. 11

Govt. of {1880} Madras.

Public

G. O. 4 May 1880, No. 649

Nos. 3-4

Travelling allowances

The fifth edition of the
rules regarding similar
allowances adopted
with certain modifications
in this Presidency as
regards officers required
to accompany the force
to and from Antenne