

PRESS SERIES.

G.O., No. 1037

Dated 10th December

[Despatch Abstract.]

Approving the Board's Proposal of
declaring certain appointments in the
Divisional & Taluk offices to be - copyist
appointments, and stating that certain
suggestions made by the Board.

Revenue (1897) Department.

10 NOV 97 1997
REF. DESK

From .

The Board of Revenue, ~~and~~ Land
Revenue, Madras.

No. 4209 Misc.

Dated 8th November 1897.

Received 12th

Registered 137

Enclosures

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SUBJECT.

Commg. to the Collrs. of Bellary & South Arcot G.O. declining, with remarks, to sanction the supply of typewriters applied for by them & suggesting that certain appointments in Collectors' & other offices be declared to be copyists' appointments.

BACK PAPERS.

G.O.	No.	Department.	Date.
60	4000		1897
	1600		
	3700		
	4000		
	4000		
	4000		
	4000		
	4000		
	4000		
	4000		

FURTHER PAPERS.

G.O.	No.	Department.	Date.

Proceedings of the Board of Revenue
(Land Revenue)
NO.4209 Misc.Dated 8th November 1897.

Read the following:—

Revenue Department.

Proceedings of the Madras Government.

Read Proceedings of the Board of Revenue (Land Revenue) dated 17th August 1897, No.3078 Mis.

Order thereon No.4993 Mis.dated 25th Sept.1897.

The Board's presumption that the saving required by Government is a financial saving and not merely a reduction in the number of hands, is correct

2. The Government is not prepared with the information before it, to relax the rule in the case of either of the offices - referred to.

3. The Board's suggestion in the concluding portion of para 3 of its Proceedings commends itself to Government.

4. The Board will also consider whether it is not advisable to declare a few appointments in each Collector's office, to be copyists appointments, so that, as examination rules do not apply to them, Collectors may have a wider field of selection and be able to secure the services of really good hands.

(True Extract)

(sd) F.J.Wilson

For Ag.Secretary to Govt.

Resolution.

Communicated to the Collectors of Bellary and South Arcot.

2. With reference to para 4 of the G.O.read above, the Board submits a statement showing the existing scale of pay of clerks on Rs.35 and below in the Collectors' and other offices. The Board

Proceedings of the Board of Revenue
(L & R v n n e)
No. 4303 Misc. Dated 8th November 1897.

Revenue Department.

and the following:

Proceedings of the Madras Government.
Recd Proceedings of the Board of Revenue (Land Revenue)
dated 17th August 1897, No. 3078 Misc.

Order No. 4303 Misc. Dated 27th August 1897.

The Board's proposition that the saving required by Government is a financial saving and not merely a reduction in the number of hands, is correct.

The Government is not prepared with the information before it, to relax the rule in the case of either of the officers -

The Board's suggestion in the concluding portion of para 3 of the proceedings commands itself to Government.

The Board will also consider whether it is not advisable to declare a few appointments as copyists' offices, so that, as examinations are held, a wider field of selection may be opened up to them. Collectors may have a wider field of selection and be able to secure the services of really good hands.

(Type Writer)

(Sd) T. J. Wilson

For Sec. Secretary to Govt.

Communicated to the Collectors of Bellary and Channarayana.

With reference to para 4 of the G.O. read above, the Board submits a statement showing the existing scale of pay of clerks on Rs. 35 and below in the Collectors' and other offices.

	Rs.	Rs.	Rs.	Rs.	Rs.
<u>Collectors' offices.</u>	35.	30.	25.	20.	15.
1. Vernacular Correspondence Section.	1.	2.	3.	1.	7.
2. English Do... Do...	1.	1.	1.	1.	2.
3. Account Section	2.	1.	1.	3.	6.
				or	4.
				or	7.
4. Treasury Department.	-	-	1.	2.	1.
<u>Sub. Collectors' offices</u>	-	-	1.	2.	1.
<u>Head Asstt. Collrs.' offices</u>	-	-	1.	1.	1.
<u>Dy. Collrs.' offices</u>	-	-	-	1.	2.
<u>Taluk Offices</u>	-	-	-	2.	6, 7 or 8.

Note.

- (1) The statement shows the scale -- generally allowed in the various offices.
- (2) Shroffs have been excluded from the statement.

scale of pay such as is now proposed is that copyists on the lower rates of pay would thereby be able to earn their promotion without

having to pass higher examinations or to give up their special line of work. Moreover the Board understands that persons who can use a type-writing machine efficiently and can effect petty repairs to it will not readily accept a low salary outside Madras.

3. The Board is of opinion that candidates for copyists' appointments in Collectors' offices, should, unless they are already pensionable Govt. service, be required to have passed the Handwriting Test together with the Intermediate Test in Type-writing. With reference to G.O. No. 97 Educational, dated 11th February 1897, this is equivalent to declaring that each of the two appointments in question will be treated as a post of copyist and type-writing clerk. There is no near prospect of type-writing machines being introduced into Taluk or Divisional offices, but a provision might nevertheless be made to the effect that in filling up the copyist's place on Rs. 15 in such offices, preference should be

given

Board would suggest that -
two appointments in Collectors' offices, one on Rs. 30 and another on Rs. 20, and one appointment on Rs. 15 in Divisional and in Taluk offices should be declared to be copyists' appointments. It is believed that full work for two copyists can always be found in a Collector's office; and in every office where a type-writing machine is in use it would be convenient to have at least two men who can work the machine. The advantage of a graduated

given to applicants who have passed the Elementary Type-writing —
Test besides the Handwriting Test. This also is in accordance with
G.O.No.366 Educational dated 1st July 1897.

4. To make the scheme practicable, it might be necessary to empower the Commissioner for Government Examinations to admit to the type-writing, as well as to the Handwriting, Test any persons who have not passed public examinations, but who are desirous of being employed as copyists in Government offices.

5. In this connection, the Board recommends that the -- Elementary, as well as the Intermediate, Examination in Type-writing or the latter at least, should include some test of ability to look after type-writing machines and to execute petty repairs. Unless -- type-writing copyists employed in Collector's offices are possessed of this necessary knowledge, the machines have to be sent to -- Madras for every trifling repair and are likely to get permanently out of order before long. It is, therefore, suggested that "care of -- the machine" should be made a part of the Examinations in type-writing.

(True Copy and Extract)

Reed
Secretary.

To

The Collectors of Bellary & South Arcot.

The Secretary to Government, Revenue Dept.

Q.B.

Secretary

In connection with
proposal to supply type-writing
to the Bellary and S. Arcot Collectors
it was stated that there were no copy
properly so called on the permanent
establishments of Collectors. The
Government accordingly requested
the Board, in para 4 of its order
4993 of 23-9-97, to consider whether
it would not be advisable to de
a few appointments in each Collecto
office to be 'Copyists' appointments
so that, as examination rules a
apply to them, Collectors may be
a wider field of selection and be
to secure the services of really good
hands. The existing scale of pay
clerks on Rs 35 and below in the
Collectors' and ^{other} offices is shown below.

	Rs. 35	Rs. 30	Rs. 25	Rs. 20
1. Vernacular correspondence section	2	3	1	
2. English ~ do ~	1	1	1	1
3. Account Section	2	1	1	300 45
4. Treasury Dept. (Accountants)			1	1
Sub-Collectors' offices			1	2
and Asst. Collectors' offices				1
Deputy Collectors' offices				1
Tahsil offices				

1. <u>Correspondence</u>	2.	3.	1.
<u>section</u>			
2. <u>English - do -</u>	1.	1.	1.
3. <u>Account section</u>	2.	1.	1.
4. <u>Treasury Dept</u>			1.
<u>(Accountants)</u>			
<u>Sub. Collectors' offices</u>			1.
<u>ad Asst. Collectors' offices</u>			
<u>Dy Collectors' offices</u>			
<u>Taluk offices</u>			

C. 6/12/97

The Board suggests that two appointments in Collectors' offices - one on Rs 30 and another on Rs 20 - and one appointment on Rs 15 in Divisional and Taluk offices be declared to be copyists' appointments. The Board believes that full work of two copyists can always be found in a Collector's office. Collectors have not been consulted as to the number of hands that will be necessary for copying work in their offices and it is doubtful if two hands will suffice. But the Board's proposals may be sanctioned for the present. If any Collector should require a larger number of appointments to be declared copyists' appointments, the point may then be considered.

The suggestions in paras 3, 4 and 5 of the Board's Proceedings are for consideration in the Educational Department.

dec 97
H. M. 10/12/97

Yes
Jg
9/12/97

Read CN. 9742/97

G.O. (Pres) N. 1037/18th Dec. 1907

The Board's proposals in para 2 of its Res. read above are approved.

2. The suggestions in paras 3 to 5 of the Res. will be considered in the Educational Department.

Jg
10/12/97

Transfers

To the B. of Rev (L.R.)
" " Ed. Dept.

10 Dec 97

Reprint
on 31/12.
40/3

Government {1897} of Madras.
REVENUE.

Recd.

} 1897.

Enclosures

Regd.

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G.O., No. 1037, 10th December 1897.

DECEMBER.

Copyists' Appointments.

Approving the Board's proposals for declaring certain appointments in the Collectors' Divisional and Taluk offices to be —, and stating that certain suggestions made by the Board with regard to the examinations to be passed by such copyists will be considered in the Educational Department.

GOVERNMENT OF MADRAS.

REVENUE DEPARTMENT.

READ—the following Proceedings of the Board of Revenue (Land Revenue), Mis. No. 4209, dated 8th November 1897:—

Read—again the following G.O., Mis. No. 4993, Revenue, dated 23rd September 1897:—

Read—Proceedings of the Board of Revenue (Land Revenue), Mis. No. 3078, dated 17th August 1897.

ABSTRACT.—Submitting, for the orders of Government, letters from the Collectors of Bellary and South Arcot requesting the supply of type-writers to their offices.

Order—Mis. No. 4993, Revenue, dated 23rd September 1897.

The Board's presumption that the saving required by Government is a financial saving and not merely a reduction in the number of hands, is correct.

2. The Government is not prepared with the information before it, to relax the rule in the case of either of the offices referred to.

3. The Board's suggestion in the concluding portion of paragraph 3 of its Proceedings commends itself to Government.

4. The Board will also consider whether it is not advisable to declare a few appointments in each Collector's office to be copyists' appointments, so that, as examination rules do not apply to them, Collectors may have a wider field of selection and be able to secure the services of really good hands.

(True Extract.)

(Signed) F. J. WILSON,
for Ag. Secretary to Government.

Resolution—Mis. No. 4209, dated 8th November 1897.

Communicated to the Collectors of Bellary and South Arcot.

2. With reference to paragraph 4 of the Government Order read above, the Board

	RS.	RS.	RS.	RS.	RS.
	35	30	25	20	15
Collectors' offices	NO.	NO.	NO.	NO.	NO.
1. Vernacular correspondence section	1	2	3	1	7
2. English correspondence section	1	1	1	1	2
3. Account section	2	1	1	8	6
			or	or	
			4	7	
4. Treasury department			1	1	1
Sub-Collectors' offices			1	2	1
Head Assistant Collectors' offices				1	1
Deputy Collectors' offices				1	2
Taluk offices				2	6, 7
				or	8

Note.—(1) The statement shows the scale generally allowed in the various offices.
(2) Shroffs have been excluded from the statement.

machine. The advantage of a graduated scale of pay such as is now proposed is that copyists on the lower rates of pay would thereby be able to earn their promotion without having to pass higher examinations or to give up their special line of work.

submits a statement showing the existing scale of pay of clerks on Rs. 35 and below in the Collectors' and other offices. The Board would suggest that two appointments in Collectors' offices, one on Rs. 30 and another on Rs. 20, and one appointment on Rs. 15 in Divisional and in Taluk offices should be declared to be copyists' appointments. It is believed that full work for two copyists can always be found in a Collector's office; and in every office where a type-writing machine is in use it would be convenient to have at least two men who can work the

Moreover the Board understands that persons who can use a type-writing machine efficiently and can effect petty repairs to it will not readily accept a low salary outside Madras.

3. The Board is of opinion that candidates for copyists' appointments in Collectors' offices should, unless they are already in pensionable Government service, be required to have passed the Handwriting test together with the Intermediate test in Type-writing. With reference to G.O., No. 87, Educational, dated 11th February 1897, this is equivalent to declaring that each of the two appointments in question will be treated as a post of copyist and type-writing clerk. There is no near prospect of type-writing machines being introduced into Taluk or Divisional offices, but a provision might nevertheless be made to the effect that in filling up the copyist's place on Rs. 15 in such offices, preference should be given to applicants who have passed the Elementary Type-writing test besides the Handwriting test. This also is in accordance with G.O., No. 366, Educational, dated 1st July 1897.

4. To make the scheme practicable, it might be necessary to empower the Commissioner for Government Examinations to admit to the Type-writing, as well as to the Handwriting, test any persons who have not passed public examinations, but who are desirous of being employed as copyists in Government offices.

5. In this connection, the Board recommends that the Elementary, as well as the Intermediate, examination in Type-writing or the latter at least, should include some test of ability to look after type-writing machines and to execute petty repairs. Unless type-writing copyists employed in Collectors' offices are possessed of this necessary knowledge, the machines have to be sent to Madras for every trifling repair and are likely to get permanently out of order before long. It is, therefore, suggested that "care of the machine" should be made a part of the examinations in type-writing.

(True Copy and Extract.)

(Signed) R. C. C. CARR,
Secretary.

To the Collectors of Bellary and South Arcot.
" Secretary to Government, Revenue Department.

ORDER—No. 1037, Revenue, dated 10th December 1897.

Miscellaneous.

The Board's proposals in paragraph 2 of its Proceedings read above are approved.

2. The suggestions in paragraphs 3 to 5 of the Proceedings will be considered in the Educational Department.

(True Extract.)

(Signed) G. S. FORBES,
Ag. Secretary to Government.

To the Board of Revenue (Land Revenue).
" Educational Department.

Exd. A. F. Eccleston.

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WEDD AGAIN G.O., No.

WEDD NO.

WEDD NO. 2.

ORDER OF GOVERNMENT

ORDER OF GOVERNMENT

STATEMENT WITH BOLD.

PAPER: NOVEMBER 12, 1914. WEDD NO. 2. BOLD.

WEDD

WEDD NO. 2.

WEDD NO. 2.

WEDD NO. 2.

WEDD NO. 2.