

Memorandum on the Indian Postal Service.

CHAPTER I.—SYSTEM OF ADMINISTRATION.

In tracing the development and the present constitution of the postal Service subsequent to the date of the inquiry of the Public Service Commission of 1886-1887, it is necessary to bear in mind that the history of the department has been one of continual expansion. Details of this expansion will be found in the statements which are appended to this Memorandum.

2. The Postal Service has been subjected to frequent revision in order that it might be able to cope with the growing work of the Department. The more important reorganizations are detailed in the succeeding chapter of the Memorandum.

3. For the purposes of postal administration the whole of India and Burma is divided into 8 circles each of which is under the control of a Post Master General. The Circles are as follows :—

- | | |
|------------------------------|----------------------------------|
| 1. Bombay | ... 5. United Provinces. |
| 2. Madras | ... 6. Burma. |
| 3. Bengal | ... 7. Eastern Bengal and Assam. |
| 4. Punjab and N. W. Frontier | ... 8. Central. |

The Post Masters General of the Bombay, Madras, Bengal, United Provinces and Punjab Circles are assisted in their duties by Deputy Post Masters General ; and to the offices of all Post Masters General, Personal Assistants are attached who are officers of the grade of Superintendent drawing Local Allowances at Rs. 100.

Each Circle is divided into Divisions in the charge of Superintendents who, with the help of Inspectors subordinate to them, are responsible for the supervision, inspection and control of work in the Post Offices.

Post Offices are in charge of Head Postmasters (assisted where necessary by Deputy and Assistant Postmasters), Sub-Postmasters or Branch Postmasters, according to their importance. The top grades of the Postmasters' Service consist of 5 posts held by the Postmasters of the three Presidency towns and of the towns of Rangoon and Lahore ; these 5 officers receive various rates of pay from Rs. 600—40—800 in the case of the Lahore and Rangoon officers to Rs. 1,000—40—1200 in the case of the Postmasters of Calcutta and Bombay. Each of these

officers corresponds directly with the Post Master General to whom he is subordinate, and he is independent of the Superintendent of the Division within which his charge may happen to fall.

The whole of the Indian Postal system thus organised is under the control of the Director General whose Direction staff consists of two Deputy Directors General and four Assistant Directors General. Cases are disposed of in the Direction by Assistant or Deputy Directors General, or by the Director General himself, according to their importance. The more important cases are submitted by the Assistant Directors General through the Deputy Director General in charge to the Director General, the procedure being much the same as that by which a case passes from an Under Secretary through the Secretary to Government in a Civil Secretariat.

4. The system of administration outlined above will probably undergo some modification if the amalgamation of the Post Office and Telegraph Departments, at present under consideration, is carried out. A purely experimental amalgamation has been effected since July 1st in two Circles, the Bombay and Central Circles.

CHAPTER II.—GROWTH AND CONSTITUTION OF THE SERVICE.

The Post Office differs from other Departments of major importance in that it maintains no distinction between an Imperial and a Provincial Service, although the Superior and Subordinate Services are differentiated. On the assumption that the Commission will not desire to deal with ranks below Superintendents, or Postmasters on Rs. 400—20—500, the Department may be classified under the following heads:—

- I. Director General.
- II. Deputy Directors General.
- III. Assistant Directors General.
- IV. Post Masters General.
- V. Deputy Post Masters General including Inspectors General, Railway Mail Service and Sorting.
- VI. Post Masters of the Presidency Towns of Calcutta, Madras and Bombay and of the towns of Rangoon and Lahore; Superintendent of the Postal Workshop and Press at Aligarh.
- VII. Superintendents of Post Offices.
- VIII. Postmasters (down to the Rs. 400—20—500 grade).

I. The appointment of the Director General of the Post Office of India was created in 1853 with a pay of Rs. 3,000 per mensem. In view of the fact that this salary was less than that of a Divisional Commissioner in Bombay and barely equal to that of similar revenue officers in other Provinces, and on the further ground that the pay was not sufficiently attractive to induce competent Civilians to enter the Postal Department, it was subsequently fixed at a rate of Rs. 3,000 to be increased after five years' tenure to Rs. 3,100—100—3,500; *vide* despatch No. 28 of the 12th February 1903 to the Secretary of State for India (copy enclosed) the proposals in which received Lord George Hamilton's approval. The post still carries this salary.

II. The senior officers of the Direction subordinate to the Director General are entitled Deputy Directors General; subordinate to them again are Assistant Directors General. There was originally one post of Deputy Director General on Rs. 1,750—2,000, subsequently merged in the top grade of Post Masters General. Increase of work however necessitated the creation of a second similar appointment and it was decided as a result of the Director General's letter No. 211 S-Ap. of the 11th July 1906 (copy enclosed) to include the second post in the second grade of Post Masters General. The Director General is now empowered to select both Deputy Directors General from any of the officers of these two grades; both appointments carry a local allowance of Rs. 200.

III. In 1888 there were three Assistant Directors General, one on Rs. 1,000—80—1,400, one on Rs. 750—50—1,000 and one on Rs. 700. In the same year these three appointments were abolished, additions being made to the corresponding grades of Deputy Post Masters General. This arrangement was however revised as a consequence of despatch No. 182 of the 24th June 1890 to the Secretary of State, a copy of which is enclosed. Subsequently, for the reasons given in Mr. Kisch's letter, No. 48-A. P., dated the 4th February 1904 (copy attached) the pay of the appointment of 1st Assistant Director General was increased to Rs. 1,200—40—1,400, that of the appointments of 2nd and 3rd Assistant Directors were fixed at Rs. 1,000 and a 4th Assistant Director on Rs. 800 was sanctioned. These are the salaries at present attached to the posts. Each Assistant Director General also draws a local allowance of Rs. 150.

IV. *Post Masters General.*—A copy of the Director General's letter No. 12 T.-Ap., dated the 21st July 1906 is

attached which shows the policy of the Government of India in the administration of the Department by Circles. This letter may be read in illustration of the figures given in Statement A. In 1906 India was divided into six major and 5 minor circles, the major Circles being those of (1) Bengal, (2) Burma, (3) Bombay, (4) Madras, (5) Punjab and the North-West Frontier Province, and (6) the United Provinces; and the minor Circles being those of (1) Eastern Bengal, (2) Assam, (3) the Central Provinces, (4) Rajputana and (5) Sind and Baluchistan. Each major Circle was administered by a Post Master General and each minor circle by a Deputy Post Master General. As a result of the Director General's reference, the two minor circles of Eastern Bengal and Assam were combined to form one major circle, and an appointment of Post Master General was created for the administration of the new circle. At the same time, as explained in II above, a second post of Deputy Director General was created, and the two new posts were allotted one to the first grade of Post Masters General on Rs. 1,750—2,000 and the other to the 2nd grade on Rs. 1,500—1,750. In 1907, the Sind and Baluchistan minor circle was abolished, Sind being transferred to the Bombay Circle and Baluchistan to the Punjab Circle. In 1908 the two minor circles of Rajputana and the Central Provinces were amalgamated to form one major circle known as the Central Circle; one new appointment of Post Master General necessary to administer this new circle was created by the addition of a post to the 2nd grade of Post Masters General on Rs. 1,500—1,750. In 1895, for the reasons given in Lord Elgin's despatch No. 285, dated the 9th October, a copy of which is enclosed, one of the appointments of Post Master General in the 1st grade on Rs. 1,750—2,000 was raised to Rs. 2,250—2,500. The alteration was made with a view to obviate the reversion of members of the Indian Civil Service who were blocked from promotion to the single post of Director General, and whose experience as Post Masters General would be lost if they preferred to revert to the higher paid posts of Collector or District Judge to which Civilians of the same standing in the general line would be eligible. It is therefore recognised that, except in special circumstances, this post will be held by a Civilian. As a result of these changes, the cadre of Post Masters General now

stands as follows :—

	Rs.
1st grade ... 4 appointments on	1,750—50—2,000
One of these officers is however entitled to a higher rate of pay, namely ... 2,250—2,500	
2nd " ... 6 appointments on	1,500—50—1,750

V. Deputy Post Masters General.—The cadre of Deputy Post Masters General has naturally been affected by the increased work and responsibility of the Department. These officers were originally called Chief Inspectors, and their duties were the administration of the minor circles; in this capacity they had practically all the powers of Post Masters General. In 1904 there were seven appointments of Deputy Post Master General, *vis* :—

	Rs.
1 on ...	1,000—80—1,400
3 on ...	750—50—1,000
3 on ...	700

In submitting his proposal at the end of that year for the conversion of the minor circle of Burma into a major circle, the Director-General expressed the opinion that Rs. 700 was not an adequate rate of pay for the head of a Postal Circle. The question of the rate of salary allowed to Deputy Post Masters General was again taken up in 1906 when the Secretary of State sanctioned the following increased rates of pay :—

	Rs.
1st grade ...	1,200—1,400
2nd " ...	1,000
3rd " ...	800

In 1906, when the two minor circles of Eastern Bengal and Assam were combined to form one major circle, the two posts of Deputy Post Masters General thus set free were retained, the officers being attached as Deputies to the Post Masters General of the Punjab and Bengal. In 1907 the Deputy Post Master General of Sind and Baluchistan was transferred, on the abolition of his Circle, to Madras and employed as Deputy to the Post Master General of that Circle. In 1908 the two Deputy Post Masters General who had till then the charge of the two minor circles of Rajputana and the Central Provinces were similarly transferred to the Bombay and the United Provinces Circles.

The Railway Mail Service which was formerly under an Inspector General was reorganised in 1907, when the Secretary of State accepted the proposals contained in

Finance Department Despatch No. 43, dated the 7th February 1907, a copy of which is enclosed. The final scheme decided upon for the administration of this Service was a division of the whole of India excluding Burma into four circles, each of which was to be in charge of a controlling officer designated Inspector General, Railway Mail Service and Sorting. These four officers were graded with the Deputy Post Masters General with the result that the cadre now stands as follows :—

	Rs.
2 posts in the 1st grade ...	1,200—40—1,400
4 " " 2nd " ...	1,000
3 " " 3rd " ...	800

VI.—Presidency Postmasters and the Postmasters of Rangoon and Lahore.— These five posts stand apart from the ordinary cadre of Postmasters on account of the onerous and responsible work which they involve. In 1907 the pay of these posts was revised, and the following statement shows the salary allowed (a) before and (b) since the reorganisation :—

	(a) Rs.	(b) Rs.
Calcutta ...	600—50—1,000	1,000—40—1,200
Bombay ...	600—50—1,000	1,000—40—1,200
Madras ...	600—50—900	800—40—1,000
Rangoon ...	450—25—600	600—40—800
Lahore ...	400—20—500	600—40—800

The appointment of a whole time Superintendent for the Postal Workshop Press at Aligarh was sanctioned in 1881 and in 1905 in view of increased outturn the pay of the post was raised from Rs. 400—20—500 to Rs. 600—20—700. It has been held since 1907 by a practical printer appointed from outside the ranks of the Service.

VII. Superintendents of Post Offices.— In 1903, there were 120 Superintendents graded as follows :—

	Rs.
22 on	400—20—500.
32 on	300—20—400
33 on	250.
33 on	200.

It was found necessary to strengthen the cadre in view of the expansion of postal work, and twelve Superintendents were accordingly added to supplement the staff employed in inspecting and controlling the various circles; six officers were added to fill certain special appointments, and twelve

more were added to constitute a reserve from which leave vacancies, deputation and temporary appointments were to be filled. At the same time the opportunity was taken to improve the prospects of these officers by the addition of a superior grade on Rs. 500—20—600. After this re-organization the cadre stood as follows :—

		Rs.
5 officers on	...	500—20—600
28 " "	...	400—20—500
42 " "	...	300—20—400
45 " "	...	250
30 " "	...	200

It was decided at the same time that future entrants to the Service should be declared ineligible to receive Exchange Compensation Allowance. Subsequently additions were made to the cadre in order that the Service might be competent to meet the growing demands of the Department. The General Gradation List now stands as follows :—

		Rs.
11 officers on	...	500—20—600
33 " "	...	400—20—500
48 " "	...	300—20—400
48 " "	...	250
32 " "	...	200

There are also 15 Probationary Superintendents on Rs. 80, Rs. 100, and Rs. 150, who are in training and about half of whom are usually officiating as Superintendents.

It may be noted that in 1909, the Director General submitted proposals for the re-organization of the service of Superintendents on a time-scale basis. The following reasons were urged in support of the proposals :—

- (a) it would ensure regularity and certainty of promotion to a higher maximum pay ;
- (b) it would restore to their proper positions officers who had suffered from the accidents of promotion ;
- (c) it would prevent the serious block in promotion which was anticipated as a result of the large additions to the cadre which were made in 1904 ;
- (d) it would obviate the discussions which naturally arise as to the grading of new appointments

which are added with comparative frequency to the cadre ;

(e) it would save the Director General's office the trouble of making acting and permanent grade promotions, and the Audit Office the labour of calculating acting allowances when due; and

(f) it was proposed as a feature of the time scale to raise the highest appointment of the grade to Rs. 700 from which promotion would flow naturally to the lowest posts of Deputy Post Masters General and Assistant Directors General on Rs. 800.

For financial reasons, however, the scheme has been held in abeyance.

VII. *Postmasters*.—The grading of Postmasters other than those of the Presidency Towns and of Rangoon and Lahore was revised in 1907, partly because it was found that the rates of pay offered were in many cases inadequate and that the prospects of the Service as a whole were not sufficiently attractive, partly because the number of the existing grades was too large and the combination of fixed and incremental pay was unsatisfactory. The following statement shows the grading of Head Postmasters as a whole; Column (A) shows the grading prior to the reorganization of 1907; Column (B) the grading sanctioned in 1907; and Column (C) the existing grades, the improvements in which are mainly due to increases calculated to compensate for the loss of the discount formerly allowed to these officers on the sale of stamps at their offices:—

(A)

(B)

(C)

Head Postmasters.

Grading prior to the reorganization of 1907.		Grading sanctioned in 1907.		Existing grades on the 31st March 1912.	
1	400—20—500	5	500—20—600	5	500—20—600
4	300—20—400	8	400—20—500	11	400—20—500
1	300—10—350	9	300—20—400	19	300—20—400
3	300	27	200—20—300	41	200—20—300
7	250—10—300	35	150—10—200	48	150—10—200
1	250	65	100—10—150	59	100—10—150
9	200—10—250	48	100	91	100
3	200	197		266	
16	150—10—200				
1	150—10—200				
20	150				
1	140				
46	100—8—140				
2	120				
34	100				
46	80				
2	70				
197					

Postmasters are practically all officers who have been promoted from the ranks. A few were originally outsiders appointed on probation but this system of appointment is not usually followed now. Occasionally the Presidency Postmasterships are given to Superintendents.

Column (c) includes, besides head postmasters, a certain number of deputy and assistant postmasters.

CHAPTER III.—GENERAL CONDITIONS
OF SERVICE IN THE INDIAN POST
OFFICE.

The general principles governing service in the Department may be noticed briefly under the following heads:—

- I. The powers and duties of Postal officers ;
- II. Methods of recruitment ; and
- III. Employment of non-Europeans.

I. Detailed rules regarding the powers and duties of Postal officers, the conditions governing their appointment and the grant of leave, pensions and gratuities, will be found in Chapters I-X of Volume III of the Post Office Manual, a copy of which is submitted with this Memorandum. The powers of the Director General and of Post Masters General were considered in 1909 when a large number of delegations were effected. These delegations are summarised in three letters of the Department of Commerce and Industry; No. 5540, dated the 12th June 1908; No. 10171, dated the 6th November 1908; and No. 11749, dated the 28th December 1908, copies of which are attached. A copy of despatch No. 57, dated the 11th March 1909, is also enclosed; in this despatch further delegations to the Director General were recommended to the Secretary of State, and subsequently received his sanction. The duties of Deputy and Assistant Directors General have been summarised in Sir Arthur Fanshawe's Memorandum which forms enclosure A to the Director General's letter, No. 211 S-Ap., dated the 11th July 1906, copies of which are attached. The duties of Post Masters General and Superintendents are detailed in Chapters I and II of Volume III of the Post Office Manual. The duties of Postal Superintendents have thus been defined by the Director General:—

“The officers immediately under the heads of local circles are called Superintendents, and they are the officers who, with a staff of Inspectors at their command, have to carry out the inspection of our post offices, to conduct the local audit of their accounts, to supervise and control their work, to investigate offences and complaints, to carry on correspondence with the public, to enquire into fresh demands and to propose new offices and new

lines and additional postal facilities."

II. The Public Services Commission of 1886-87 proposed *inter alia* "that in order to enable natives to compete on equal terms with Europeans and Eurasians for employment in the Postal Department, a certain number of appointments carrying salaries of from Rs. 80 to Rs. 100 a month should be filled by competition, the successful candidates being selected after careful training for the duties of Superintendents." This suggestion had the full support of the then Director General of the Post Office, Sir F. R. Hogg, who reported as follows:—

"The best plan for carrying out this change will be the creation, as suggested by the Post Master General of Bengal, of a certain number of probationerships who, when qualified by a sufficient amount of training, will be eligible to act in any appointment. As recommended by Mr. Kisch, a special rule should be passed permitting a probationer to draw his own pay when acting in a lower paid appointment. No person should ever be allowed to officiate in the appointment of probationer, and a probationership should only be filled up when the post is permanently vacated by the substantive appointment of one of the probationers to a post on the same pay or on higher pay. Every third vacancy in the grades of Inspectors and Superintendents should, when qualified men are available, be given to an officer who has entered the department in a lower appointment and has not passed the competitive examination. The object of this last rule is to provide some chances of promotion for those already in the department who have shown themselves to be practically fit for advancement to the superior grades. Officers in the Postal Department should be permitted to compete for these probationers' appointments, provided that they fulfil the prescribed conditions as respects age and

in other ways, and if the heads of the postal circles concerned allow them to appear. The successful candidates for these probationerships should be required to pass the departmental examination prescribed for Superintendents before they can be appointed to that grade."

The system now in force is that the staff of Indian Superintendents other than those who rise from the ranks is now mainly recruited from graduates who are usually of the same class as candidates for the various Provincial Executive Services. With reference to the European staff, the Director General suggested in 1903 that the Secretary of State might be moved to offer these appointments to candidates at one of the examinations held in England for Indian Services. This proposal was, however, subsequently dropped, as it was realised that candidates thus nominated would probably find a grievance in the fact that they were called upon to serve under conditions similar to those governing the service of officers appointed in this country. The domiciled Europeans and Eurasians usually enter as clerks and work their way up to posts of Superintendent. In this respect they are on exactly the same footing as Indians not directly appointed to that rank. Occasionally, however, non-domiciled Europeans are directly appointed to the post of Superintendents and in such cases they are selected from candidates who offer themselves for these appointments.

The present method of recruitment for posts of Superintendent is thus effected in two ways, namely :—

- (i) by appointing men as Superintendents direct after a short service on probation or after showing their fitness for the appointment by service as probationary Superintendents; and
- (ii) by promoting men from the subordinate ranks of the department.

The average age at which the men constituting the former class are appointed as Superintendents is 25 years or slightly less, while that at which the men forming the latter class attain the position of Superintendent is on an average 35 years. There are 4 appointments of Assistant Directors General, 9 of Deputy Post Masters General, including Inspectors General of Railway Mail Service and Sorting, and 10 appointments of Post Masters General. Of the last named

appointments, 4 are held at present by officers who do not belong to the Indian Civil Service, and, assuming that this number is maintained in future, there may be said to be 17 appointments, ranging from Rs. 800 to Rs. 2,000, above the rank of Superintendent that are open to Superintendents. Adding this figure to 172 (the existing number of Superintendents) it will be seen that the service consists of 189 men, who take up these appointments, some at the age of about 25 and others at the age of about 35. The calculation excludes however the posts of Presidency Postmaster to which Superintendents are occasionally appointed.

The proposal that three of the seven highest appointments in the Department should be filled by the promotion of Departmental officers not belonging to the Indian Civil Service, subject to the reservation that Departmental officers fit for promotion are available, was accepted as a result of the inquiries of the Public Services Commission of 1886-87, and this principle has been observed ever since. In reporting on the Commission's recommendation, the Government of India observed as follows :—

“ The greatest importance is attached
 “ to this reservation, as in view
 “ of past experience and of the
 “ nature of the arrangements
 “ under which it is proposed to
 “ recruit for the lower supervis-
 “ ing appointments, it is consid-
 “ ered by no means improbable
 “ that there may sometimes be no
 “ Deputy Post Master General or
 “ other officer in the Department
 “ below the rank of Post Master
 “ General fit for promotion to
 “ that rank. Indeed the develop-
 “ ment of the Post Office and
 “ the number of points at which
 “ it is now being connected with
 “ other branches of the Adminis-
 “ tration render it perhaps less
 “ likely than formerly that an
 “ officer trained solely in the
 “ Department will make a tho-
 “ roughly efficient Post Master
 “ General.”

The number of Superior appointments in the Department has now risen to eleven, namely, 1 Director General, 4 Post Masters General of the 1st Grade, and 6 Post-Masters General of the 2nd grade. The ten appointments of Post Masters General are at present held by four departmental officers and six members of the Indian Civil Service. It will thus be seen that the Director General has exceeded the minimum of the three appointments in the

superior grades of the Service to which departmental officers are to be promoted. Ordinarily not more than four departmental officers are to be found with the qualifications necessary for occupants of these posts for which administrative capacity of a high order is essential. Statement H shows the number of departmental officers who held officiating and substantive appointments in these grades during each of the last five years.

III. Statement G shows the number of appointments at present held by Indians and non-Indians; it brings up to date the information on this subject which was placed at the disposal of the Commission of 1886-87. In 1879, it was laid down that "for the future no person other than a Native of India shall be appointed to an office carrying a salary of Rs. 200 a month or upwards without the previous sanction of the Governor General in Council in each case." The rule is reproduced as No. 474 in Volume III of the Post Office Manual. In 1898, for the reasons given in the Director General's letter No. 6-C., dated the 25th April (a copy of which is enclosed) the number of non-domiciled Europeans whom the Director General was empowered to appoint was 12, or 10 per cent of the total strength of 118. This limit was subsequently increased to 17 when the total strength was raised to 172, the proportion of 10 per cent being retained. Subject to this limitation, it will be seen that the Department is as a whole manned almost entirely by non-Europeans and the proportion of Indians to Europeans tends to increase rather than to diminish. In this connection reference is invited to the following observations of the present Director General in connection with a resolution moved by the Hon'ble Mr. Gokhale in the Council meeting of 8th March 1911:—

"With reference to the special complaint made by the Hon'ble Mr. Gokhale that the number of Indians in the highest paid ranks is too small, perhaps some figures will help to explain how this has come about. In 1891 we had 140 men in the higher administrative ranks, *i.e.*, from the Superintendents upwards to Post Masters General. Out of these including five Indian Civilians, we had 28 non-domiciled Europeans, being 20 per cent of the total. On the 1st January 1911, we had 214 men in the higher administrative ranks. Out of

these we had, including 7 Indian Civilians, only 24 non-domiciled Europeans against 28 twenty years before, being a percentage of only 11 against 20; while we had 109 Indians as against 37 in 1891 being a percentage of 51 against 28. The Hon'ble Member and I may both hope that, as the largely increased numbers of Indians reach seniority in the Department, and we have a large number of them to select from for the higher appointments, more will be so appointed, and I for one shall always be glad to see that their claims are not overlooked in any way."

A

Statement showing the major and minor postal circles at the end of the official years 1885-86, 1890-91, 1895-96, 1900-01, 1905-06 and 1910-11.

1885-86. POSTAL CIRCLES.		1890-91. POSTAL CIRCLES.		1895-96. POSTAL CIRCLES.		1900-01. POSTAL CIRCLES.		1905-06. POSTAL CIRCLES.		1910-11. POSTAL CIRCLES.	
Major.	Minor.	Major.	Minor.	Major.	Minor.	Major.	Minor.	Major.	Minor.	Major.	Minor.
1. Bengal ...	1. Burma ...	1. Bengal ...	1. Burma ...	1. Bengal ...	1. Burma ...	1. Bengal ...	1. Burma ...	1. Bengal ...	1. Central Provinces	1. Bengal ...	Nil.
2. Bombay ...	2. Central Provinces.	2. Bombay ...	2. Central Provinces.	2. Bombay ...	2. Central Provinces.	2. Bombay ...	2. Central Provinces and Berar.	2. Bombay ...	2. Rajputana ...	2. Bombay
3. Madras ...	3. Oudh ...	3. Madras ...	3. Oudh ...	3. Madras	3. Rajputana	3. Madras ...	3. Rajputana	3. Madras ...	3. Sind and Baluchistan.	3. Madras
4. North-Western Provinces.	4. Rajputana	4. North-Western Provinces.	4. Rajputana	4. North-Western Provinces and Oudh.	4. Assam ...	4. North-Western Provinces and Oudh.	4. Assam ...	4. United Provinces.	4. Eastern Bengal	4. United Provinces.	...
5. Punjab ...	5. Assam ...	5. Punjab ...	5. Assam ...	5. Punjab ...	5. Bihar ...	5. Punjab.	5. Bihar ...	5. Punjab ...	5. Assam ...	5. Punjab and North Western Provinces.	...
...	6. Bihar	6. Bihar	6. Eastern Bengal.	...	6. Eastern Bengal.	6. Burma	6. Burma
...	7. Eastern Bengal.	...	7. Eastern Bengal.	...	7. Sind and Baluchistan.	...	7. Sind and Baluchistan.	7. Eastern Bengal and Assam.	...
...	8. Central India	...	8. Sind	8. Central Circle	...
...	9. Sind

B

Statement showing the total number of post offices existing at the close of each quinquennium, with the total number of articles carried (a) by the letter post and (b) as parcels, and the distances over which the mails were conveyed (a) by railway and (b) by steamer service.

YEAR.	Post Offices Number at the close of the year.	Number of articles carried by the letter mail. In millions.	Number of articles carried by the parcel mail. In millions.	Distances over which the mails were conveyed by Railway. Miles. In thousands.	Distances over which the mails were conveyed by Steamer Services. Miles. In thousands.
1885-1886	6,849	237	1'4	11	11
1890-1891	9,419	316	1'9	16	12
1895-1896	11,061	411	2'5	18	15
1900-1901	12,970	529	2'6	22	15
1905-1906	16,775	29	4'9	27	19
1910-1911	18,813	938	6'8	32	19

C

Statement showing the total amount of transactions by means of money orders (a) in India and (b) with Native States and countries outside India.

Year.	Inland orders.	Foreign-including Native States Orders.
	Amount. In lakhs.	Amount. In lakhs.
	Rs.	Rs.
1885-1886	938*	38
1890-1891	1,567	94
1895-1896	2,062	126
1900-1901	2,627	218
1905-1906	3,314	311
1910-1911	4,185	415

*This figure includes the money order transactions with Native States in India.

Statement showing the total transactions of the Post Office Savings Bank during the years 1885-86, 1890-91, 1895-96, 1900-01, 1905-06, and 1910-11.

Year,	Number of Accounts,	Opening balance in lakhs,	Closing balance in lakhs,
		Rs.	Rs.
1885-86	155,000	134	225
1890-91	408,544	586	634
1895-96	653,892	840	904
1900-01	816,651	664	1,004
1905-06	1,115,758	1,340	1,399
1910-11	1,430,451	1,586	1,691

E

Statement showing the operations of Life Insurance, Endowment Assurance and Monthly allowances during the years stated below.

Year.	LIFE INSURANCE.			ENDOWMENT ASSURANCE.			MONTHLY ALLOWANCE.		
	Number of lives insured during the year.	Amount received in premia (including fines and medical fees).	Amount of claims met.	Number of lives insured during the year.	Amount received in premia (including fines and medical fees).	Amount of claims met.	Number of subscribers during the year.	Amount of subscriptions received.	Claims of monthly allowances met.
		Rs.	Rs.		Rs.	Rs.		Rs.	Rs.
1885-86	70	6,953	51	99	17,355	4,321	1	40	468
1890-91	64	17,511	8,000	104	40,661	7,559	11,000	1,062	60
1895-96	68	29,497	10,138	127	77,717	32,941	1	379	1,182
1900-01	178	1,52,008	9,746	689	2,00,286	88,996	17	22,884	4,247
1905-06	249	1,71,468	76,049	1,430	5,32,179	1,36,059	11	7,823	10,269
1910-11	316	2,15,426	1,69,347*	1,385	9,38,845	3,89,640*	6	3,211	8,050*

*These figures include the cost of the establishment maintained for the insurance.

F

Statement showing the total (a) receipts and (b) charges shown in the Post Office accounts during the years 1885-86, 1890-91, 1895-96, 1900-01, 1905-06 and 1910-11.

Year.	Receipts.	Charges.	Amount of profit.
	In lakhs.	In lakhs.	In lakhs.
	Rs.	Rs.	Rs.
1885-86 ...	111	104	7
1890-91 ...	139	117	22
1895-96 ...	170	133	37
1900-01 ...	202	155	47
1905-06 ...	247	207	40
1910-11 ...	299	284	15

N.B.—Certain debits are excluded, such as payments under postal arrangements with the Lords of the Treasury, leave allowances paid out of India, pensions, etc.; as well as the value of certain services rendered such as the administration of the Savings Bank by the postal staff, the share of marine subsidies which should have been borne by the Military Political and other Departments, etc. Please see in this connection paragraph 47 of the annual report for 1911-12.

STATEMENT G.

Statement showing the organisation and constitution of the Post Office as they stood on the 1st September 1912.

1	2	3	4							
Total number of Gazetted Appointments, or of appointments not being purely clerical, on salaries of Rs. 100 and upwards.	Distribution of Gazetted Appointments and the other appointments mentioned in column 1 amongst classes and grades.	Rates of pay.	NUMBER OF APPOINTMENTS IN EACH CLASS OR GRADE NOW HELD BY							
			Europeans not domiciled in India.	Europeans domiciled in India.	Eurasians.	Natives of India.				
						(a) Hindus.	(b) Mahomedans.	(c) Others.	(d) Total.	
1	Director-General of Posts and Telegraphs	Rs. 3,000—3,500	1
10	Postmasters-General	1 1st grade	2,250—2,500	1
		3 " "	1,750—2,000	2	1
		6 2nd "	1,500—1,750	5	1
4	Assistant Directors-General	1	1,200—1,400	...	1
		2	1,000	...	2
		1	800	1
9	Deputy Postmasters-General (including Inspectors-General, Railway Mail Service and Sorting).	2 1st grade	1,200—1,400	...	2
		4 2nd "	1,000	1	3
		3 3rd "	800	1	2
3	Presidency Postmasters	2	1,000—1,200	1	1
		1	800—1,000	...	1
1	Superintendent, Postal Press and Workshop, Aligarh	600—700	1
172	Superintendents of Post Offices and Railway Mail Service.	11 1st grade	500—600	1	6	1	2	1	...	3
		33 2nd "	400—500	2	13	1	13	2	2	17
		48 3rd "	300—400	3	13	1	19	7	5	31
		48 4th "	250	4	15	1	19	7	2	28
		32 5th "	200	4	7	...	9	9	3	21
24	Assistant Superintendents, Railway Mail Service	10 1st grade	150	...	1	1	8	8
		8 2nd "	125	...	2	...	6	6

10	Probationary Superintendents	1 ... 9 ...	150 100	1 2	1 2	1 5
163	Inspectors (including Supernumerary Inspectors of Sorting and City Inspectors who are graded with Inspectors in charge of Sub-Divisions.)	10 ... 153...	100-150 100	6 5	3 15	1 19	10 144 (1 vacant.)
462	Postmasters (including Deputy, Assistant and Sub-postmasters and Managers of Money Order and Savings Bank Departments).	2 ... 5 ... 11 ... 19 ... 41 ... 71 ... 99 ... 214...	600-800 500-600 400-500 300-400 200-300 150-200 100-150 100	...	1 2 6 7 9 13 7 5	1 2 3 2 10 7 6 9	1 1 1 2 6 10 14 23	...
13	Superintendents and Head Assistants of Director-General's office and Circle offices.	1 ... 8 ... 4 ...	400-500 200-300 150-200	1 4 3	1 4 3
8	Managers, Dead Letter Offices	1 ... 7 ...	300-400 200-300	...	1 1
8	Managers, Stock Depôts	3 ... 2 ... 3 ...	150-200 100-150 100	1 ...	1	1 2 1	1 2 2
3	Assistant Mail Officers, Sea Post Office	1 ... 2 ...	200-250 150-200	1 2
1	Assistant Superintendent, Postal Press, Aligarh	...	200-250	1
3	Superintendents of Stables in Presidency offices	1 ... 2 ...	200-300 150	1	2
895	Total	34	133	59	490	82	93	665

23

33

STATEMENT H.

Statement showing from 1st January 1907 the number of departmental officers who held officiating and substantive appointments as Post Master General or Director General.

Permanent Post Master General.		Officiating Post Master General.		Maximum number of appointments held during the period.	Minimum number of appointments held during the year.	
		Y. M. D.		Y. M. D.		
1907	<p>Mr. E. A. Doran from 1st January 1907 to 31st December 1907.</p> <p>Mr. C. J. Lalkaka from 1st January 1907 to 30th January 1907.</p> <p>Mr. C. J. Lalkaka from 1st April 1907 to 31st December 1907.</p> <p><i>(on privilege leave from 31st January 1907 to 31st March 1907).</i></p> <p>Mr. W. F. Cockell from 1st January 1907 to 4th February 1907.</p> <p>Mr. W. F. Cockell from 1st March 1907 to 31st December 1907.</p> <p><i>(on privilege leave from 5th February 1907 to 28th February 1907).</i></p>	<p>1 0 0</p> <p>0 0 30</p> <p>0 9 0</p> <p>0 11 4</p> <p>...</p>	<p>Mr. E. R. Jardine from 5th February 1907 to 28th February 1907.</p> <p>Mr. E. R. Jardine from 1st March 1907 to 5th July 1907.</p> <p style="text-align: center;">.....</p> <p style="text-align: center;">.....</p> <p style="text-align: center;">.....</p>	<p>0 0 24</p> <p>0 4 5</p>	<p>From 1st April 1907 to 5th July 1907 there were 3 permanent and 1 officiating.</p>	3 permanent.
1908	<p>Mr. E. A. Doran from (a) 1st January 1908 to 3rd October 1908.</p> <p>Mr. E. A. Doran from 11th November 1908 to 31st December 1908.</p> <p>Mr. W. F. Cockell from 1st January 1908 to 31st December 1908.</p> <p>Mr. C. J. Lalkaka from 1st January 1908 to 12th February 1908.</p> <p>Mr. E. R. Jardine from 13th February 1908 to 31st December 1908.</p> <p><i>(a) Olig. D. G. from 4th October 1908 to 10th November 1908.</i></p>	<p>0 9 3</p> <p>0 1 21</p> <p>1 0 0</p> <p>0 1 12</p> <p>0 10 19</p>	<p>Mr. I. G. J. Hamilton from 10th February 1908 to 31st December 1908.</p> <p>Mr. H. C. Sheridan from 1st March 1908 to 31st December 1908.</p> <p>Mr. C. J. H. Hogg from 1st October 1908 to 16th October 1908.</p> <p>Mr. C. J. H. Hogg from 4th December 1908 to 31st December 1908.</p> <p>Mr. P. J. Gorman from 17th October 1908 to 13th November 1908.</p>	<p>0 10 22</p> <p>0 10 0</p> <p>0 0 16</p> <p>0 0 28</p> <p>0 0 28</p>	<p>From 1st October 1908 to 13th November 1908, and from 4th December 1908 to 31st December 1908 there were 3 permanent and 3 officiating.</p>	3 permanent.

1909	<p>Mr. E. A. Doran from 1st January 1909 to 9th May 1909. <i>(on combined leave from 10th May 1909 to 11th February 1910).</i></p> <p>Mr. E. R. Jardine from 1st January 1909 to 31st December 1909.</p> <p>Mr. W. F. Cockell from 1st January 1909 to 31st December 1909.</p> <p>Mr. H. C. Sheridan on leave from 1st April 1909 <i>(On combined leave from 1st April 1909 to 31st March 1910).</i></p>	<p>0 4 9</p> <p>1 0 0</p> <p>1 0 0</p> <p>0 0 0</p>	<p>Mr. C. J. H. Hogg from 1st January 1909 to 31st December 1909.</p> <p>Mr. H. C. Sheridan from 1st January 1909 to 31st March 1909.</p> <p>Mr. I. G. J. Hamilton from 1st January 1909 to 16th March 1909.</p> <p>Mr. I. G. J. Hamilton from 2nd April 1909 to 31st December 1909.</p> <p>Mr. W. T. van Someren from 10th May 1909 to 31st December 1909.</p> <p>Mr. G. W. Schoneman from 5th June 1909 to 16th July 1909.</p>	<p>1 0 0</p> <p>0 3 0</p> <p>0 2 16</p> <p>0 8 30</p> <p>0 7 22</p> <p>0 1 12</p>	<p>From 5th June 1909 to 16th July 1909 there were 4 permanent (2 on leave) and 4 officiating.</p>	<p>3 permanent and 3 officiating.</p>
1910	<p>Mr. E. A. Doran from 12th February 1910 to 31st December 1910.</p> <p>Mr. W. F. Cockell from 1st January 1910 to 31st March 1910.</p> <p>Mr. E. R. Jardine from 1st January 1910 to 31st December 1910.</p> <p>Mr. H. C. Sheridan from 1st April 1910 to 31st December 1910.</p> <p>Mr. I. G. J. Hamilton from 1st April 1910 to 16th December 1910.</p> <p>Mr. C. J. H. Hogg from 17th December 1910 to 31st December 1910.</p>	<p>0 10 20</p> <p>0 3 0</p> <p>1 0 0</p> <p>0 9 0</p> <p>0 8 16</p> <p>0 0 15</p>	<p>Mr. C. J. H. Hogg from 1st January 1910 to 7th April 1910.</p> <p>Mr. W. T. van Someren from 1st January 1910 to 24th February 1910.</p> <p>Mr. I. G. J. Hamilton from 1st January 1910 to 31st March 1910.</p> <p>Mr. C. C. Sheridan from 14th May 1910 to 7th December 1910.</p> <p>Mr. H. F. P. Tulloch from 8th April 1910 to 23rd November 1910.</p>	<p>0 3 7</p> <p>0 1 24</p> <p>0 3 0</p> <p>0 6 24</p> <p>0 7 16</p>	<p>From 14th May 1910 to 23rd November 1910 there were 4 permanent and 2 officiating.</p>	<p>3 permanent (1 on leave) and 3 officiating.</p>
1911	<p>Mr. E. A. Doran from 1st January 1911 to 31st December 1911.</p> <p>Mr. E. R. Jardine from 1st January 1911 to 4th May 1911. <i>(On combined leave from 5th May 1911).</i></p> <p>Mr. H. C. Sheridan from 1st January 1911 to 31st December 1911.</p> <p>Mr. C. J. H. Hogg from 1st January 1911 to 31st December 1911.</p>	<p>1 0 0</p> <p>0 4 4</p> <p>1 0 0</p> <p>1 0 0</p>	<p><i>Nil.</i></p>	<p>...</p>	<p>From 1st January 1911 to 31st December 1911, there were 4 permanent (1 on leave from 5th May 1911).</p>	<p>4 permanent.</p>

STATEMENT H—concl'd.

Statement showing from 1st January 1907 the number of departmental officers who held officiating and substantive appointments as Post Master General or Director General—concl'd.

Permanent Post Master General.			Officiating Post Master General.		Maximum number of appointments held during the period.	Minimum number of appointments held during the year.	
		Y. M. D.		Y. M. D.			
1912	Mr. E. A. Doran from 1st January 1912 to	Mr. H. F. P. Tulloch from 9th March 1912 to	...	From 9th March 1912 and up to date there are 4 permanent (1 on leave) and 3 officiating also 1 officiating from Telegraph Branch from 1st April 1912.	4 permanent (1 on leave).
	Mr. E. R. Jardine (on leave)	Mr. C. C. Sheridan from 5th January 1912 to	...		
	Mr. H. C. Sheridan from 1st January 1912 to	Mr. G. W. Schoneman from 22nd March 1912 to	...		
	Mr. C. J. H. Hogg from 1st January 1912 to	Mr. W. Sutherland (a Telegraph Officer) from 1st April 1912 to (On Special duty from 13th February 1912 to 31st March 1912).	...		

Up to the 28th February 1907	...	8 appointments, <i>vis.</i> , 1 Director General, 3 Post Masters General, 1st grade, and 4 Post Masters General, 2nd grade.
From 1st March 1907 to 30th April 1907	...	9 " <i>vis.</i> , 1 Director General, 3 Post Masters General, 1st grade, and 5 Post Masters General, 2nd grade.
From 1st May 1907 to 31st March 1909	...	10 " <i>vis.</i> , 1 Director General, 4 Post Masters General, 1st grade, and 5 Post Masters General, 2nd grade.
From 1st April 1909	...	11 " <i>vis.</i> , 1 Director General, 4 Post Masters General, 1st grade, and 6 Post Masters General, 2nd grade.

List of enclosures.

1. Despatch to the Secretary of State No. 28, dated the 12th February 1903.
2. Letter from the Director General of the Post Office of India, No. 211-S. Ap., dated the 11th July 1906 and enclosures.
3. Despatch to the Secretary of State No. 182, dated the 24th June 1890.
4. Letter from the Director General of the Post Office of India, No. 12-T. Ap., dated the 21st July 1906.
5. Despatch to the Secretary of State No. 285, dated the 9th October 1895.
6. Despatch to the Secretary of State No. 43, dated the 7th February 1907.
7. Letter to the Director General of the Post Office of India, No. 5540, dated the 12th June 1908.
8. Letter to the Director General of the Post Office of India, No. 10171, dated the 6th November 1908.
9. Letter to the Director General of the Post Office of India, No. 11749, dated the 28th December 1908.
10. Despatch to the Secretary of State No. 57, dated the 11th March 1909.
11. Letter from the Director General of the Post Office of India, No. 6-C., dated the 25th April 1898.
12. Letter from the Director General of the Post Office of India, No. 48-Ap., dated the 4th February 1904.

One copy of the Post Office Manual, Volume III, one copy of the Gradation List of Postal Officers corrected up to the 1st July 1912, one copy of the Post Office Annual Report for 1911-12 and a statement showing the distribution of work in the office of the Director General of Posts and Telegraphs (postal side) are enclosed.

No. 28 OF 1903.

GOVERNMENT OF INDIA.

FINANCE AND COMMERCE DEPARTMENT.

SALARIES, ESTABLISHMENTS, etc.Post Office.

To

THE RIGHT HON'BLE LORD GEORGE FRANCIS HAMILTON, G.C.S.I.,

*His Majesty's Secretary of State for India.**Calcutta, the 12th February 1903.*

MY LORD,

WE have the honour to address Your Lordship on the subject of the pay of the appointment of the Director General of the Post Office of India.

2. This appointment, with a pay of Rs. 3,000 a month, was created under the orders conveyed in the despatch from the Court of Directors, No. 74, dated the 9th November 1853. While the pay has remained stationary for about half a

* "Financial and Commercial Statistics of British India" (6th issue), Chapter (XI).

century, a reference to the published statistics* will show that the work of the

Department and the scope of its operations have been vastly extended and increased. Comparing the figures of 1854-55 with those of 1900-01, it will be seen that the revenue of the Department has risen from 32 lakhs to 198 lakhs, and the expenditure from 27 lakhs to 160; the mileage of mail lines open for traffic has risen from 30,595 to 131,621, the number of post offices from 645 to 12,970, and the number of articles carried from 29½ millions to 532¼ millions. During the same period the Post Office has been entrusted with a large variety of entirely new classes of public business, including money orders, Savings Banks, some classes of telegrams, the sale of non-postal stamps and quinine, life-insurance, the payment of military pensions and of land revenue orders, and the transmission of goods by the value-payable system.

3. During this period the attractiveness of the appointment has been diminished by the heavy fall in the value of the rupee and the rise in the cost of living in India, and more especially at the head-quarters of Government. The salary of the post is less than that of a Divisional Commissioner in Bombay, and barely equal to that of similar Revenue Officers in other Provinces. The appointment, though not actually reserved for the Indian Civil Service, is included in the list of superior appointments under the Government of India for which the Civil Service is recruited, and in practice it has always been held substantively by a member of the Indian Civil Service. We require for the efficient administration of such an extensive and important Department as the Post Office of India an officer possessing qualifications considerably above the average, and in order to ensure that the services of such an officer will always be available for the appointment, it is necessary to make the pay sufficiently attractive to induce competent Civilians to enter the Postal Department and make a career for themselves in it. This is the more necessary, because an officer who attains the post of Director General ordinarily remains in it for the remainder of his service, and has little prospect of reaching the higher prizes which are open to members of the Indian Civil Service. This is not only ir

accordance with past practice, and almost inevitable in present conditions, but also in our judgment desirable in itself in the best interests of the postal service.

4. We are strongly of opinion that, whether judged by the standard of the growth and importance of the Department or the responsibility of the post, there are few appointments in India in which such good grounds exist for an increase of pay as in the case of the Director General of the Post Office. We recommend that after five years' service (including periods of officiating service) the pay of the Director General should be increased to Rs. 3,100 and should thereafter rise by annual increments of Rs. 100 to Rs. 3,500 per mensem, the maximum being reached in the 10th year from the date on which an officer is first appointed to the post, either substantively or in an officiating capacity. If this proposal meets with Your Lordship's approval, we recommend that Sir Arthur Fanshawe, who has administered the Department with unquestionable ability and success for a period of more than 13 years, may be allowed to draw the maximum of Rs. 3,500 a month from the date of the receipt of Your Lordship's sanction. We further propose that in the case of Mr. H. M. Kisch, the present officiating incumbent of the post, the pay may be taken at once as Rs. 3,000—100—3,500, and that the periods for which he has already acted as Director General (aggregating about three years in all) may be allowed to count towards increments of pay.

We have the honour to be,

MY LORD,

Your Lordship's most obedient, humble Servants,

(Signed) CURZON.

„ KITCHENER.

„ T. RALEIGH.

„ E. F. G. LAW.

„ E. R. ELLES.

„ A. T. ARUNDEL.

„ DENZIL IBBETSON.

No. 211S-Ap., dated Simla, the 11th July 1906.

From—C. STEWART-WILSON, Esq., I.C.S., Officiating Director General of the Post Office of India,

To—The Secretary to the Government of India, Department of Commerce and Industry.

I HAVE the honour to address Government on the subject of the appointment of a second Deputy Director General. The subject had for some considerable time been under the consideration of Sir Arthur Fanshawe, and it was only want of time that prevented him from submitting the case before he proceeded on leave. He has, however, left me a short memorandum of which, as suggested by himself, I forward a copy, in which he urges the necessity for the creation of this appointment. I feel that Government will attach much weight to this expression of opinion, and that it is only necessary for me to support the general reasons which he has given by a few facts and figures.

Marked A.

2. To this letter is attached a statement showing the growth of the Post Office during the past ten years. The number of post offices has increased from 9,588 to 16,000, of combined offices from 1,200 to 1,900, the units of mail matter from 414 to 679 millions, the number of money orders from 10 to 18 millions, and of savings bank accounts from 650,000 to over a million, and during the last three years the rate of increase generally as measured by the growth of gross revenue, has been maintained at a higher level than at any time during the past 18 years. I have also had a

Marked B.

statement prepared showing the amount of postal business in each year when an addition to the staff of the Direction was made. Naturally this constant development in the Post Office has involved addition to the work of the Director-General's office, which it would have been impossible to cope with without much larger increases to the staff than have actually been made, if systematic efforts had not been directed towards the decentralisation of work, as far as possible. In point of fact, the decentralisation of postal administration has now been carried very much further in India than in the United Kingdom or in any European country, and I am unable at present to recommend that any further important steps in this direction should be taken. As Government are aware, besides the Director General and Deputy Director General, there are four higher officers attached to my office known at present as Assistant Directors General, and three postal superintendents at present known as Personal Assistants. These appointments were created gradually as shown below:—

- 1st Assistant Director General in 1878.
- 2nd Assistant Director General in 1880.
- 3rd Assistant Director General in 1893.
- 4th Assistant Director General in 1905.
- 1st Personal Assistant in 1890.
- 2nd Personal Assistant in 1890.
- 3rd Personal Assistant in 1905.

As work grew beyond the powers of the existing staff of officers, further aid was asked for and given.

3. The character of the work dealt with by the Deputy Director General is apparent from the memorandum of distribution of office work enclosed with this letter. This will show that he is expected to dispose of a very large number of cases finally and to note on practically every matter of importance which has to be submitted to the Director General for orders. The Deputy Director General ought also to do a good deal in the way of drafting important letters in accordance with the Director General's orders, but this is a duty to which unfortunately he cannot possibly give proper attention under present circumstances.

Marked D.

4. To afford an idea of the number of cases which pass through his hands, I have ascertained from the book of office letters received that in 1905 nearly 11,000 letters dealing with establishment cases were submitted to the Deputy Director General for orders, over 2,800 dealing with appointment cases and over 2,250 with account cases. Cases of other classes cannot be accurately distinguished, for it is impossible to say how many of them are dealt with in part or altogether by officers other than the Deputy Director General, but his share of the letters classified under other heads may be taken to amount roughly to 6,000 in the year. Thus, at least, 22,050 cases went to the Deputy Director General during the year. I say at least, because in many instances the receipt of a single letter necessitates two or more references. By way of testing these figures, I have had a detailed record made of the cases actually disposed of by the Deputy Director General in ten consecutive working days. The number is 782 being an average per working day of about 80 cases. Many of these cases require the most careful consideration, and it is essential that the Director General should have the advice and assistance of his Deputy in dealing with them. Under the existing conditions, it is quite impossible for the Deputy to give anything like a fair proportion of his time to important subjects and the Director General has, therefore, to do without assistance which he has every right to expect.

5. I was Deputy Director General myself in 1894, and again in 1897 and 1898, and I know how heavy the duties were then. Since that time there has been a great increase of work till the present impossible position has been reached, which is becoming worse every year.

6. I may add that when on deputation recently to the United Kingdom, France, Germany, Austria, Hungary, Holland, and Belgium, nothing struck me more than the large number of responsible officers of the higher grades in the controlling offices as compared with the very small number of such officers who administer the Indian Post Office. I have no wish to work up blindly to the proportion of higher officers in these countries, but think it right to emphasise the fact that, even with this proposed addition, the officers of the Indian Postal Direction will still be comparatively very few. It can hardly be said that a staff of two Deputies and four Assistants is excessive in a Postal Direction which has to look after the postal interests of well over one-sixth of the human race.

7. I request, therefore, that Government will be pleased to address the Secretary of State to sanction the appointment of another Deputy Director General with a local allowance of Rs. 200 a month. As in the case of the present Deputy Director General, the holder of the appointment should be a Post Master General and an addition of one should be made to the 2nd grade of Post Masters General on Rs. 1,500--50--1,750.

8. A proposition statement, in duplicate, duly verified by the Comptroller, Post Office, will follow.

A.

Memorandum by Sir Arthur Fanshawe.

It was my intention to have addressed Government on the subject of creating a second appointment of Deputy Director General for which, in my opinion, a very strong case can be made out. The matter, however, had to be kept in abeyance until the question of amalgamating the Telegraph Department with the Post Office had been settled, and since the decision in that case has been announced, it has not been possible for me to make my own formal recommendation to Government. I think it right, however, to place on record an expression of my views on the subject, as this may be of some service to my successor.

2. The Deputy Director General occupies the position of a Secretary or Chief Secretary towards the Director General. All establishment and appointment cases, and certain other cases, are sent to him direct, or through one of the Personal Assistants, by the office, and he submits to the Director General

such cases as may require his orders. Moreover, the cases dealt with by the different Assistant Directors General are submitted through him, though in the case of the work done by the Assistant Director General in charge of the Foreign Post, the Deputy Director General does not as a rule express any opinion. Appeal cases are sent direct to the Director General through his own Personal Assistant.

3. The number of establishment cases in a year is enormous, and a large part of the Deputy Director General's time is given up to dealing with these cases and to seeing that the necessary financial control is maintained over the Heads of the different circles. Standards as to work and rates of pay have been generally laid down, and it is only the more important cases, that have to be sent on to the Director General. The volume of this work, however, has now grown so large that it by itself constitutes a severe tax on the Deputy Director General, while apart from this, numerous cases of every kind connected with Indian Postal Administration have to be attended to.

4. The work itself, whether judged by its volume or character, is much more than any one officer can deal with efficiently. Both in Mr. Doran and Mr. Maxwell, I have had Deputies possessed of great powers of work and very strong constitutions, who were able to bear the strain of continuous long hours, but both of them felt that they were unable to do justice to the work or to themselves, and the burden has now become one that cannot fairly be imposed on any single officer. Figures will show that the Deputy Director General has a very long tale of cases to get through daily, as many other officers working in the different Secretariats of the Government of India have.

I am not now, however, relying on figures at present. I wish to say from my own practical experience of many years that the work which devolves on the Deputy Director General cannot properly be dealt with by a single officer.

5. Moreover, according to present arrangements—and I do not see how any change short of appointing a second Deputy Director General can be made—the Director General is unable to obtain from the Deputy Director General the class of assistance which he ought to receive from an officer in the Deputy Director General's position. Important cases are constantly coming up for disposal, cases of organisation and fixing rates of pay on broad lines, cases of Railway policy, cases instituting and defending suits, and cases of the application of rules and the working of systems, which require the best thought and the greatest care that can be given to them. It is impossible, however, for the Deputy Director General to find the necessary time for considering these cases as fully and as thoroughly as he ought to, and the result, as I have said, is that the Director General in dealing with the higher and more responsible work of the Department cannot obtain from the Deputy Director General the full measure of assistance which in these cases above all he ought to be able to receive.

6. The same thing is equally true of another class of cases in which the Director General ought to be able to look for special assistance to the officer in the position of Deputy Director General. Apart from the unofficial noting which occupies a large part of the time and attention of the Director General, an inordinately large correspondence is carried on with Government by the Director General's office. Now the work of drafting letters to Government on important matters and of preparing recommendations and proposals would ordinarily devolve largely on the Deputy Director General, who is in the position of a Chief Secretary, but, owing to the great pressure on his time, he practically does nothing in this direction, and for many years past every letter or reference to Government has been written by the Director General himself. This, however, imposes too great a tax on the Director General, as he requires time for thought and for the examination of many postal questions which he finds it extremely difficult to find.

7. I may add that in many instances I have been prevented from asking the Deputy Director General to have statistics collected and special questions, not perhaps of immediate importance, examined, because I have known how hard-worked he is. It is essential, however, that with a Department which is growing as rapidly as the Post Office of India, the Director General should be able to

look ahead, should be able to take up enquiries, and be more and more master of the situations with which he will have to deal.

8. These are the general grounds summarily expressed which have led me to the conclusion, that nothing can make the Director General's Office really efficient and capable of disposing of the increasing volume of work in the way in which it should be disposed of, except the appointment of a second Deputy Director General of a Post Master General's standing. I have always looked for thoroughness because I know how essential this quality is in the office of the Head of a Department which has to maintain uniformity in system throughout India, and I am confident that the Director General cannot maintain the standard which I have tried to set up, unless a second Deputy is sanctioned.

Statement showing the increase in Postal staff, the business of the Post Office, and in the number of divisional charges, etc., since 1895-96.

Direction.	1895-96.	1904-05.	REMARKS.
1. Strength of Director General's office, (clerical establishment) ...	77	106	
2. No. of communications received ...	25,524	36,275	
3. No. of ditto issued ...	20,378	26,614	
<i>Post Office in General.</i>			
I.—Strength of Imperial postal establishment in Postal Circles ...	17,622	28,020	
II.—Number of Superintendents ...	118	150	12 new appointments proposed to Government.
III.—Number of Post Offices ...	9,588	16,033	
IV.—Number of Postal and Telegraph Offices ...	1,208	1,917	
V.—Number of Railway Mail Service sections ...	234	328	
VI.—Number of Railway Mail Service Mail Offices ...	92	147	
VII.—Units of mail matter ...	413,870,240	678,920,431	
VIII.—Number of Money Orders ...	10,342,355	18,300,528	
IX.—Number of Savings Bank Accounts	653,892	1,058,813	
X.—Mileage of lines ...	85,323	148,805	

C.

Statement showing the growth of the Post Office from the date of appointment of the Deputy Director General up to the appointment of the 4th Assistant Director General.

	Deputy Director General, 1867-68.	1st Assistant Director General, 1877-78.	2nd Assistant Director General, 1879-80.	3rd Assistant Director General, 1892-93.	4th Assistant Director General, 1904-05.	REMARKS.
DIRECTION.						
1. Strength of Director General's office (Clerical Establishment.)	9	17	19	70	106	
2. Number of communications received	8,469	13,591	13,381	20,603	36,275	
3. Ditto ditto issued	8,064	10,355	12,332	21,756	26,614	
POST OFFICE IN GENERAL.						
I.—Strength of Imperial Post Establishment in Postal Circles (a).	2,941	6,850	7,591	16,154	28,020	
II.—Number of Superintendents	72 (b)	83	90	116	150	12 new appointments proposed to Government.
III.—Number of Post Offices	2,389	4,107	4,409	8,832	16,033	
IV.—Number of Postal and Telegraph offices	845	1,917	
V.—Number of Railway Mail Service sections	190	328	
VI.—Number of Railway Mail Service mail offices	77	147	
VII.—Units of mail matters	69,154,847	128,826,080	142,977,644	351,971,221	678,920,431	
VIII.—Number of money orders	1,627,483 (c)	8,325,457	18,300,528	
IX.—Number of Savings Bank Accounts	520,967	1,058,813	
X.—Mileage of lines	49,671½	57,963	57,418	80,472	148,805	

(a) Includes postmasters, extraneous agents, clerks and signallers and clerks of combined offices, and excludes postmen, village postmen, road establishments and messengers and other servants of combined offices.
 (b) In 1871. (c) For 1880-81.

DISTRIBUTION OF WORK AMONG THE OFFICERS OF THE OFFICE OF THE
DIRECTOR GENERAL OF THE POST OFFICE, CORRECTED UP TO 1ST
MAY 1906.

*Classes of cases to be submitted to the Director General by the Deputy Director
General.*

1. Correction lists to postal publications which promulgate changes not already communicated by Circular or General Order: also those about which there is any doubt.
2. Draft paragraphs for Director General's Annual Report.
3. All cases of indebtedness of postal officials.
4. When the Director General is at Calcutta, all applications for closing office on holidays.
5. All cases received unofficially from the Government in any of its Departments.
6. Administration Reports, Census Reports, and other books of a similar nature received from other Departments, except periodicals received through the Superintendent of Stationery.
6. All drafts containing censure or praise addressed to high officials of the Department and communications received to which exception as to tone and tenor can be taken.
8. Fair copies of all drafts containing censure or praise.
9. All cases in which the Head of a Circle is to be overruled.
10. All cases involving a difference of opinion between the Head of a Circle and the public.
11. All cases in which proposals made to other Departments are not accepted exactly as made.
12. All questions involving policy or principle.
13. Confidential and secret papers excluding Reports on Native Papers.
14. Requisitions for field post offices and reports on the operations of field post offices.
15. Annual reports of Heads of Circles.
16. Drafts of all circulars and general orders, except of general orders of a formal kind.
17. Cases in which numerous reminders have been issued without eliciting a reply.
18. Recommendations for honorary distinctions and titles.
19. Applications for reward, compensation, honorarium, and for advances for building purposes.
20. All proposals involving any change in the form or get up of standard postal publications or forms.
21. Post Office Act cases.
22. Matters affecting the peons on the Director General's staff.
23. Intimation of opening and closing of the Commerce and Industry Department for the Calcutta and Simla seasons.
24. All drafts to the Government of India in any of its branches except those of the most routine character.

25. Proposals for adopting official designations not generally recognised in post office establishments.

26. Applications for new mail cart establishments, costing more than Rs. 50 a month, and for increases in rents to or above Rs. 50.

27. All cases in which letters from the Government of India in any of its branches are received.

28. Grade promotions (permanent) of Superintendents of Post Offices, Railway Mail Service Superintendents and mail officers of the Sea Post Office.

29. Cases of acting grade promotions of Superintendents need not be submitted to the Director General when the senior men are recommended and the recommendations are accepted by the Deputy Director General and there are no orders of Director General barring the acting promotions.

30. All cases of appointment, leave and transfer of officers whose maximum pay is not less than Rs. 200, unless Heads of Circles recommend the senior men and the recommendations are accepted by the Deputy Director General. Cases relating to the permanent appointment of managers of Dead Letter offices and deputy and assistant postmasters of Presidency offices should be submitted to the Director General.

31. Death reports of officers not members of the Civil Service of India and pensioners.

32. Important changes in railway time-tables, important questions relating to haulage, permanent van accommodation, additions and alterations to standard plans, railway charges of an unusual character and new railways opened to traffic.

33. Register of special trains run in each month.

34. Budget Estimates for cost of special train services, and progressive statements of receipts and charges received from the Comptroller.

35. Purchase of books not ordinarily allowed.

36. Permission to Superintendent Aligarh Workshop, to travel and countersignature of his travelling allowance bills when the Director General is not on tour.

37. Unnecessary travelling or prolonged absence from head-quarters of heads of minor circles.

38. Questions of unusual or excessive charges in travelling allowance bills of heads of circles.

39. Use of over-printed stamps by Native States.

40. Questions relating to postal unity, or postal arrangements as regards Native States and establishing Imperial post offices and lines and letter-boxes outside railway limits in these states.

41. Introduction of special classes of business in any circle; such as rent or revenue money orders, salt revenue, payment of military pensions, sale of forest licenses, judicial stamps, etc.

42. Important contracts and questions of subsidy to steamer companies for inland mail services.

43. Abstract of half-yearly enumeration and Dead Letter Office returns.

44. Cases involving any addition to, or a departure from a procedure prescribed in the Post Office Manual or other postal publication.

45. Cases involving an important change in the account work of a branch of the Department.

46. Applications for special and local allowances.

47. Applications for transfer of charges under Budget heads when the annual grant is exceeded and a special application to Government is necessary.

48. Retention in, or compulsory retirement from, the service of officers who have attained the age of 55, except when the maximum pay is below Rs. 200 and Deputy Director General is in accord with the head of the circle.

49. Transfer of sanctioned pay from one place or appointment to another and making it personal *e.g.*, when an officer temporarily transferred to a hill station carries his pay to that place.

50. Transfer of postal officials to foreign service.

51. Unusual applications (*i.e.*, not provided for by Government Orders) for the grant of warm clothing to inferior servants.

52. Application for the institution of legal proceedings from postal officers in vindication of their public (official) conduct.

53. Exchange compensation allowance question.

54. Appointments of Europeans not being natives of India in the Department.

55. Proposal for increase to the clerical establishment of a post office, when the Deputy Director General and the Head of the Circle are finally not in accord and amount involved exceeds Rs. 100 a month provided that every new appointment of over Rs. 50 must be sanctioned by Director General.

56. Increase to the probationary staff of circles, when the increase is not according to the fixed formula prescribed by the Director General.

57. Proposals requiring the sanction of Government.

58. Proposals for the creation of the appointments of inspectors and assistant superintendents.

59. Proposals for the appointment of additional clerks for superintendents.

60. Proposals for the employment of poddars.

61. Proposals for raising of any pay to over Rs. 50.

62. Proposals for sanction to charges debitable to other Departments.

63. Proposals for opening post offices for merely administrative purposes.

64. Proposals involving increased haulage charges exceeding Rs. 100 per month.

65. Proposals for sanction to charges (exceeding Rs. 200), on account of articles of European manufacture.

66. Proposals for sanctioning charges for which there is no precedent.

67. Proposals for sanction to exceptional charges exceeding Rs. 500.

CASES DEALT WITH BY DEPUTY DIRECTOR GENERAL.

Received direct from the office.

Annual Administration Report—Paragraphs relating to—

1. Charge of the Post Office.
2. Correspondence and parcels—Inland.
3. Cost of printing.
4. District Post.
5. Financial results.
6. Military pension.
7. Notice of postal officials.

8. Passenger services.
9. Post offices, letter boxes and village postmen.
10. Post Office staff.
11. Postal lines.
12. Principal events—Island Post.
13. Value-payable system.

Annual Administration Reports of heads of Circles.

Accounts.

Budget allotments and expenditure, advances and bills (except in respect of Railways).

Camps of exercise.

Compulsory retirements and extensions of service.

Confidential Reports.

Death Reports of European officers.

Departmental irregularities in connection with subjects dealt with by the Deputy Director General direct.

District Post.

Divisional charges of Superintendents and Inspectors.

Examinations.

Extra Departmental Agents.

Financial questions.

Gradation List.

Gazetting of officers.

Honorary titles.

Honorariums.

Indebtedness of officers.

Infectious diseases.

Landed property held by Post Office servants.

Monsoon charges.

Office,—Discipline and all matters relating to the—

Paid probationers.

Probationary Superintendents.

Unadjusted charges, objections and retrenchments by Comptroller relating to subjects dealt with by Deputy Director General direct.

Women,—employment of—.

Received from 1st Personal Assistant.

Allowances and compensation (except exchange compensation).

Expeditions and expenditure debitable to the Military Department.

Field Service, including the Field Service Manual (Postal).

Passenger service.

Postal Guide.—Section relating to—Passenger service.

Received from 2nd Personal Assistant.

Nil.

Received from 3rd Personal Assistant.

- Aligarh Workshop and Press.
- Annual Report—Paragraph relating to Dead Letter Offices.
- Applications for appointments in the Department.
- Appointment cases.
- Articles of European manufacture.
- Complaints and references relating to post offices.
- Contingent charges.
- Date reports of sanctions to revision of Post office establishment.
- Dead Letter Offices.
- Departmental irregularities in connection with subjects dealt with by Deputy Director General.
- Enumeration returns.
- Establishment cases.
- Hot weather establishments.
- Medical fees.
- Post Master General's circulars relating to matters dealt with by Deputy Director General.
- Stationery.
- Statistical returns other than those dealt with by other officers.
- Telegraph Message Code.
- Unadjusted charges, objections and retrenchments by Comptroller relating to subjects dealt with by Deputy Director General and submitted through 3rd Personal Assistant.

Received from 1st Assistant Director General.

All cases (other than those relating to matters submitted direct to Director General)—

- I. in which it is proposed to overrule the head of a circle ;
 - II. involving a principle or affecting the declared policy of the Department ;
 - III. not included in this list ;
 - IV. involving a difference of opinion between the Directorate and head of a circle or the public ;
 - V. in which proposals made to other Departments are not accepted exactly as made ;
 - VI. in which suggestions are made for change of a Manual rule or procedure (or for a new article of stock) before circulation to heads of circles for opinion ;
 - VII. the drafts of all Circulars and General Orders except those of a formal kind ;
 - VIII. the drafts of correction lists to all standard publications which promulgate changes not previously communicated by Circular or General Order or about which there is any doubt.
- Budget allotments and expenditure, advances and bills in respect of Railways.

Date of birth or age. Important cases regarding—

Railway Mail Service establishments.

Railway accommodation and haulage and interest charges.

Secret papers.

Received from 2nd Assistant Director General.

All cases (other than those relating to matters submitted direct to Director General)—

- I. in which it is proposed to overrule the head of a circle ;
- II. involving a principle or affecting the declared policy of the Department ;
- III. not included in this list ;
- IV. involving a difference of opinion between the Directorate and head of a circle or the public ;
- V. in which proposals made to other departments are not accepted exactly as made ;
- VI. in which suggestions are made for change of a Manual rule or procedure (or for a new article of stock) before circulation to heads of circles for opinion ;
- VII. the drafts of all circulars and general orders except general orders of a formal kind ;
- VIII. the drafts of correction lists to all standard publications which promulgate changes not previously communicated by Circular or General Order or about which there is any doubt.

Complaints against departmental officials (important ones).

Important cases regarding—

- I. Losses and frauds.
- II. Native States.
- III. Public complaints (Inland Post).

Secret papers.

Telegraph matters relating to combined offices and receiving offices.

Received from 3rd Assistant Director General.

All cases (other than those relating to matters submitted direct to Director General)—

- I. in which it is proposed to overrule the head of a circle ;
- II. involving a principle or affecting the declared policy of the Department ;
- III. not included in this list ;
- IV. involving a difference of opinion between the Directorate and head of a circle or the public ;
- V. in which proposals made to other departments are not accepted exactly as made ;
- VI. in which suggestions are made for change of a Manual rule or procedure (or for a new article of stock), before circulation to heads of circles for opinion ;
- VII. the drafts of all Circulars and General Orders, except those of a formal kind ;

VIII. the drafts of correction lists to all standard Postal publications which promulgate changes not previously communicated by Circular or General Order, or about which there is any doubt.

Secret papers.

Received from 4th Assistant Director General.

All cases (other than those relating to matters submitted direct to Director-General)—

- I. in which it is proposed to overrule the head of a circle ;
- II. involving a principle or affecting the declared policy of the Department ;
- III. not included in this list ;
- IV. involving a difference of opinion between the Directorate and the head of a circle or the public ;
- V. in which proposals made to other departments are not accepted exactly as made ;
- VI. in which suggestions are made for change of a manual rule or procedure (or for a new article of stock) before circulation to heads of circles for opinion ;
- VII. the drafts of all circulars and general orders except those of a formal kind ;
- VIII. the drafts of correction lists to all standard publications which promulgate changes not previously communicated by a circular or general order, or about which there is any doubt.

Annual report. Paragraphs relating to—

- I. Insurance business.
- II. Money Order—Inland.

Office Stamps collection cases.

Postal Guide. Sections relating to—

1. General (except clauses relating to postage stamps).
2. Inland Post.
3. Inland Money Order.
4. Official correspondence.
5. Savings Bank.

Technical cases and questions, *i.e.*, all cases and questions relating to Post Office rules and procedure excluding such as specially relate to branches under other officers. The following subjects are included :—

- I. Insurance of postal article.
- II. Money Orders—Inland.
- III. Post Office Act.
- IV. Registered news papers.
- V. Savings Bank.
- VI. Value-payable system.

CASES DEALT WITH BY 1ST ASSISTANT DIRECTOR GENERAL.

Received from the Office.

Annual report. Paragraphs relating to—

- I. Postage stamps.
- II. Quinine.
- III. Salt Revenue.

Budget allotments and expenditure, advances and bills in respect of railways.

Civil Service Regulations relating to matters dealt with by 1st Assistant Director General.

Date of birth or age—Questions relating to—

Departmental irregularities in connection with cases dealt with by 1st Assistant Director General.

Interception of mails and letters.

Military pension.

Pensions and Gratuities.

Postal Guides. Section relating to ... (1) Postal stamps and
(2) List of post offices.

Postage stamps ... All questions relating to postage stamps except those relating to official collection.

Post Master General's circulars relating to matters dealt with by 1st Assistant Director General.

Press matters

Publications ... (1) Printing and distribution of postal publications, circulars, general orders, correction slips.
(2) Supply of Government and other publications.

Quinine.

Railway cases.

Railway Mail Service cases.

Salt Revenue.

Security bonds of postal servants.

Service books and service rolls.

Special bags of high officials.

Unadjusted charges, objections and retrenchments by Comptroller relating to subjects dealt with by 1st Assistant Director General.

Received from 1st Personal Assistant.

Nil.

Received from 2nd Personal Assistant.

Nil.

Received from 3rd Personal Assistant.

Nil.

Cases to be submitted to Director General direct by 1st Assistant Director General.

Annual Report. Paragraphs relating to—

I. Postage stamps.

II. Quinine.

III. Salt Revenue.

Correspondence with Government except correspondence regarding cases which are submitted to the Deputy Director General.

- I. All letters received from the Government of India in any of its branches before action (if any) is taken on them.
- II. All letters addressed to the Government of India in any of its branches before issue unless specially excepted.
- III. All unofficial references from the Government of India in any of its branches.

Pensions and Gratuities—Cases—

- I. in which there is a conflict of opinion between the Comptroller and the head of a circle or in which the Assistant Director General is in any doubt or difficulty;
- II. of all gazetted officers;
- III. in which there is any question or proposal to reduce the pension under Article 470 (b) of the Civil Service Regulations;
- IV. which have been inordinately delayed or in which explanation of the delay seems unsatisfactory;
- V. in which it is proposed to call for further proof of service, notwithstanding that the head of a circle is of opinion that service for the pension or gratuity recommended has been established and the Comptroller certifies that the amount of service has been duly approved.

Publications. Important questions regarding—

Stamps cases (other than routine cases).

Cases to be submitted to the Deputy Director General by 1st Assistant Director General.

All cases (other than those relating to matters submitted direct to Director General)—

- I. in which it is proposed to overrule the head of a circle;
- II. involving a principle or affecting the declared policy of the Department;
- III. not included in this list;
- IV. involving a difference of opinion between the Directorate and the head of a circle or the public;
- V. in which proposals made to other Departments are not accepted exactly as made;
- VI. in which suggestions are made for change of a Manual rule or procedure (or for a new article of stock) before circulation to heads of circles for opinion;
- VII. the drafts of all circulars and general orders except those of a formal kind;
- VIII. the drafts of correction lists to all standard publications which promulgate changes not previously communicated by a circular or general order, or about which there is any doubt.

Budget allotments and expenditure, advances and bills in respect of Railways.

Date of birth or age.—Important cases regarding—

Railway Mail Service establishments.

Railway accommodation and haulage and interest charges.

Secret papers.

CASES DEALT WITH BY 2ND ASSISTANT DIRECTOR GENERAL.

Received from the office.

Annual Report—Paragraphs relating to—

- I. Casualties.
- II. Complaints.
- III. Highway robberies of the mail.
- IV. Offences by servants of the Post Office.
- V. Offences by other persons.
- VI. Post Office Guarantee Fund.
- VII. Postal Insurance Fund.
- VIII. Postal telegraph offices.
- IX. Telegraph receiving offices.
- X. Traffic statistics of combined offices.

Buildings—(including leases, Minor Works grant, and budget grant for departmental works and repairs).

Casualties and accidents.

Complaint against departmental officers.

Departmental irregularities in connection with subjects dealt with by 2nd Assistant Director General.

Life Insurance.

Losses and Frauds—(including highway robberies, thefts, misappropriation of Government money and claims for compensation).

Native States—(including conventions and supply of over-printed stamps, postal unity, franking and supply of service stamps).

Post Master Generals' circulars relating to matters dealt with by 2nd Assistant Director General.

Postal Guide—Sections relating to (1) exchange with Native States, (2) telegrams, and (3) Telegraph Department.

Post Office Guarantee Fund.

Public complaints relating to inland post.

Report on selections from Native Papers.

Service Books of office clerks.

Steamer service (river).

Telegraph matters relating to combined offices and receiving offices.

Unadjusted charges, objections and retrenchments by Comptroller relating to subjects dealt with by 2nd Assistant Director General.

Received from 1st Personal Assistant.

Nil.

Received from 2nd Personal Assistant.

Nil.

Received from 3rd Personal Assistant.

Nil.

Cases to be submitted to Director General direct by 2nd Assistant Director General.

Annual Report.—Paragraphs relating to—

- I. Casualties.
- II. Complaints.
- III. Highway robberies of the mail.
- IV. Offences by servants of the Post Office.
- V. Offences by other persons.
- VI. Post Office Guarantee Fund.
- VII. Postal Insurance Fund.
- VIII. Postal telegraph offices.
- IX. Telegraph receiving offices.
- X. Traffic statistics of combined offices.

Correspondence with Government except correspondence regarding cases which are submitted to the Deputy Director General.

- I. All letters received from the Government of India in any of its branches, before action is taken on them.
- II. All letters addressed to the Government of India in any of its branches before issue, unless specially excepted.
- III. All unofficial references from the Government of India in any of its branches.

Important cases on questions regarding—

- I. Buildings.
- II. Life Insurance.
- III. Post Office Guarantee Fund.
- IV. Steamer service (river).

Telegraph—

- I. Applications to Director-General of Telegraphs for quarters for signallers attached to combined offices.
- II. Every case in which a proposal for a combined office establishment, or the revision of a combined office establishment is questioned or criticised by the Telegraph Department before any action is taken on the question or criticism.

Cases to be submitted to Deputy Director General.

All cases (other than those relating to matters submitted direct to Director General)—

- I. in which it is proposed to overrule the head of a circle ;
- II. involving a principle or affecting the declared policy of the Department ;
- III. not included in this list ;
- IV. involving a difference of opinion between the Directorate and the head of a circle or the public ;

- V. in which proposals made to other Departments are not accepted exactly as made ;
- VI. in which suggestions are made for change of a Manual rule or procedure (or for a new article of stock) before circulation to heads of circles for opinion ;
- VII. the drafts of all circulars and General Orders except General Orders of a formal kind ;
- VIII. the drafts of correction lists to all standard publications which promulgate changes not previously communicated by Circulars or General Order or about which there is any doubt,

Complaint against departmental officials (important ones).

Important cases regarding—

- I. Losses and Frauds.
- II. Native States.
- III. Public complaints (Inland Post).

Secret papers.

Telegraph matters relating to combined offices and receiving offices.

CASES DEALT WITH BY 3RD ASSISTANT DIRECTOR GENERAL.

Received from the Office.

Annual Report. Paragraphs relating to—

- I. British Postal Orders.
- II. Foreign correspondence.
- III. Foreign money orders.
- IV. Foreign parcels.
- V. Principal events (Foreign Posts).
- VI. Working of P. and O. Contract.
- VII. Schedule of principal steamer services.

Foreign Posts.

Postal Guide. Sections relating to (1) British Postal orders.
 (2) Foreign Posts.
 (3) Foreign Parcel Post.
 (4) Foreign Money Orders.

Post Master General's circulars relating to matters dealt with by 3rd Assistant Director General.

Public complaints relating to matters dealt with by 3rd Assistant Director General. Steamer services (Ocean).

Unadjusted charges, objections and retrenchments by Comptroller relating to subjects dealt with by 3rd Assistant Director General.

Received from 1st Personal Assistant.

Nil.

Received from 2nd Personal Assistant.

Foreign Post cases (as marked by the officer in charge of Foreign Post Branch).

Received from 3rd Personal Assistant.

Nil.

Cases to be submitted to Director-General direct by 3rd Assistant Director General.

Annual Report. Paragraphs relating to—

- I. British Postal Orders.
- II. Correspondence and parcels—Foreign.
- III. Money Orders—Foreign.
- IV. Principal events—Foreign Post.
- V. Schedule of principal steamer services.
- VI. Working of the P. and O. Contract.

Books received from the Universal Postal Union.

Correspondence with Government, except correspondence regarding cases which are submitted to the Deputy Director General.

- I. All letters received from the Government of India in any of its branches before action (if any) is taken on them.
- II. All letters addressed to the Government of India in any of its branches before issue, unless specially excepted.
- III. All unofficial references from the Government of India in any of its branches.

Foreign Post. Important cases including—

All communications with Foreign and Colonial Postal Administrations and the General Post Office, London, which are not of a routine nature, but drafts prepared in accordance with orders already passed by Director General on cases that have been seen by him need not be submitted for approval unless an express order to this effect should be passed in the case.

Public complaints relating to matters dealt with by 3rd Assistant Director General (Important ones).

Steamers (Ocean).

NOTE.—Circulars and Postal notices of a routine nature relating to Foreign Post are issued by the 3rd Assistant Director General on his own responsibility.

Cases to be submitted to Deputy Director General by 3rd Assistant Director General.

All cases (other than those relating to matters submitted direct to Director-General)—

- I. in which it is proposed to overrule the head of a circle;
- II. involving a principle or affecting the declared policy of the department;
- III. not included in this list;
- IV. involving a difference of opinion between the Directorate and head of a circle or the public;
- V. in which proposals made to other departments are not accepted exactly as made;
- VI. in which suggestions are made for changes of a Manual rule or procedure or for a new article of stock before circulation to heads of circles for opinion;
- VII. the drafts of all Circulars and General Orders, except General Orders of a formal kind;

VIII. the drafts of correction lists to all standard Postal publications which promulgate changes not previously communicated by Circular or General Order or about which there is any doubt.

Secret papers.

CASES DEALT WITH BY 4TH ASSISTANT DIRECTOR GENERAL.

Received from the office.

Office stamp collection cases.

Received from 1st Personal Assistant.

Nil.

Received from 2nd Personal Assistant.

Annual Report. Paragraphs relating to—

1. Insurance business.
2. Money Order—Inland.
3. Savings Bank.

Departmental irregularities in connection with cases dealt with by 4th Assistant Director General.

Postal Guide. Sections relating to—

1. General (except clauses relating to Postage stamps).
2. Inland Post.
3. Inland Money Order.
4. Official correspondence.
5. Savings Bank.

Post Master General's Circulars relating to matters dealt with by 4th Assistant Director General.

Technical cases and questions, *i. e.*, all cases and questions relating to Post Office rules and procedure, excluding such as specially relate to branches under other officers. The following subjects are included:—

1. Insurance of postal articles.
2. Money Orders—Inland.
3. Post Office Act.
4. Registered Newspapers.
5. Savings Bank.

Unadjusted charges, objections and retrenchments by the Comptroller relating to subjects dealt with by 4th Assistant Director General.

Received from 3rd Personal Assistant.

Value payable system.

Cases to be submitted to the Director-General direct (by 4th Assistant Director General).

Annual Report. Paragraph relating to—

Savings Bank.

Correspondence with Government except correspondence regarding cases which are submitted to the Deputy Director General.

- I. All letters received from the Government of India, in any of its branches before action (if any) is taken on them.

- II. All letters addressed to the Government of India, in any of its branches before issue, unless specially excepted.
- III. All unofficial references from the Government of India in any of its branches.

Cases to be submitted to Deputy Director General.

All cases (other than those relating to matters submitted direct to Director General)—

- I. in which it is proposed to overrule the head of a circle ;
- II. involving a principle or affecting the declared policy of the Department ;
- III. not included in this list ;
- IV. involving a difference of opinion between the Directorate and head of a circle or the public ;
- V. in which proposals made to other Departments are not accepted exactly as made ;
- VI. in which suggestions are made for change of a Manual rule or procedure (or for a new article of stock) before circulation to heads of circles for opinion ;
- VII. the drafts of all Circulars and General Orders except those of a formal kind ;
- VIII. the drafts of correction lists to all standard publications which promulgate changes not previously communicated by Circular or General Order, or about which there is any doubt.

Annual report. Paragraphs relating to—

I. Insurance.

II. Money Order—Inland.

Postal Guide. Sections relating to—

- 1. General (except clauses relating to postal stamps).
- 2. Inland Post.
- 3. Inland Money Order.
- 4. Official correspondence.
- 5. Savings Bank.

Technical cases and questions, *i.e.*, all cases and questions relating to Post Office procedure excluding such as specially relate to branches under other officers. The following subjects are included :—

- 1. Insurance of postal articles.
- 2. Money Order—Inland.
- 3. Post Office Act.
- 4. Registered Newspapers.
- 5. Savings Bank.
- 6. Value-payable system.

CASES DEALT WITH BY 1ST PERSONAL ASSISTANT.

For submission to Director General direct.

Appeals.

Exchange compensation.

NOTE.—Any cases made over to him by Director General.

For submission to Deputy Director General direct.

Allowances and compensation (except exchange compensation).
 Expeditions and expenditure debitable to the Military Department.
 Field Service, including the Field Service Manual (Postal).
 Passenger service.
 Postal Guide. Section relating to--Passenger service.

For submission to 1st Assistant Director General.

Nil.

For submission to 2nd Assistant Director General.

Nil.

For submission to 3rd Assistant Director General.

Nil.

For submission to 4th Assistant Director General.

Nil.

CASES DEALT WITH BY 2ND PERSONAL ASSISTANT.

For submission to Director General direct.

Nil.

For submission to Deputy Director General.

Nil.

For submission to 1st Assistant Director General.

Nil.

For submission to 2nd Assistant Director General.

Nil.

For submission to 3rd Assistant Director General.

Foreign post cases (as marked by the officer in charge of Foreign Post Branch).

For submission to 4th Assistant Director General.

Annual Report--Paragraphs relating to--

- I. Insurance business.
- II. Money Order--Inland.
- III. Savings Bank.

Departmental irregularities in connection with subjects dealt with by 3rd Assistant Director General submitted through 2nd Personal Assistant.

Postal Guide. Sections relating to--

1. General (except clauses relating to postage stamps).
2. Inland Post.

3. Inland Money Order.
4. Official correspondence.
5. Savings Bank.

Post Masters Generals' circulars relating to matters dealt with by 4th Assistant Director General submitted through 2nd Personal Assistant.

Unadjusted charges, objections and retrenchments by Comptroller relating to subjects dealt with by Deputy Director General submitted through 3rd Personal Assistant.

NOTE—Third Personal Assistant passes formal sanctions and routine drafts in Establishment cases. He also signs fair copies of letters in connection with Post Office Establishments.

For submission to 1st Assistant Director General.

Nil.

For submission to 2nd Assistant Director General.

Nil.

For submission to 3rd Assistant Director General.

Nil.

For submission to 4th Assistant Director General.

Value-payable system.

Technical cases and questions, *i.e.*, all cases and questions relating to Post Office rules and procedure excluding such as specially relate to branches under other officers. The following subjects are included :—

- I. Insurance of postal articles.
- II. Money Orders—Inland.
- III. Post Office Act.
- IV. Registered newspapers.
- V. Savings Bank.

Unadjusted charges, objections and retrenchments by the Comptroller relating to subjects dealt with by 4th Assistant Director General.

CASES DEALT WITH BY 3RD PERSONAL ASSISTANT.

For submission to Director General direct.

Nil.

For submission to Deputy Director General.

Aligarh Workshop and Press.

Annual Report—Paragraph relating to Dead Letter Office.

Applications for appointments in the Department.

Appointment cases.

Articles of European manufacture.

Complaints and references relating to Post Offices.

Contingent charges.

- Date reports of sanctions to revision of post office establishments.
- Dead Letter Offices.
- Departmental irregularities in connection with subjects dealt with by Deputy Director General.
- Enumeration returns.
- Establishment cases.
- Hot Weather establishment.
- Medical fees.
- Post Masters Generals' circulars relating to matters dealt with by Deputy Director General.
- Stationery.
- Statistical returns other than those dealt with by other officers.
- Telegraphic Message Code.

NO. 182 OF 1890.

GOVERNMENT OF INDIA.

FINANCE AND COMMERCE DEPARTMENT.

SALARIES, ESTABLISHMENTS, ETC.

Post Office.

To

THE RIGHT HONOURABLE VISCOUNT CROSS, G.C.B.,

*Her Majesty's Secretary of State for India.**Simla, the 24th June 1890.*

MY LORD,

WE have the honour to forward correspondence regarding certain changes proposed in the superior appointments of the Post Office of India.

2. The proposals are—

- (a) that the orders of June 1888, of which a copy was forwarded to Your Lordship with our despatch No. 166, dated the 30th June 1888, grading the appointments of Assistant Directors General, be revised, and the appointments of Assistant Directors General again made separate appointments attached to the Office of the Director General;
- (b) that an appointment of Inspector General, Railway Mail Service, on Rs. 1,000—1,400 be created, one of the present appointments of Deputy Post Master General on Rs. 700 being abolished;
- (c) that a house-rent allowance of Rs. 125 a month be sanctioned for the Deputy Director General;
- (d) that two of the 3rd grade appointments of Deputy Post Master General on Rs. 700 be converted into 2nd grade appointments on Rs. 750—1,000.

In the following paragraphs each of these proposals is dealt with in succession :—

3. (a) The present system of grading the Assistant Directors General as Deputy Post Masters General was adopted in 1888 as calculated to afford greater freedom of selection, and was sanctioned by Your Lordship in Despatch No. 216 (Financial), dated the 23rd August 1888. Before 1888 these appointments were special to the Director General's Office, and promotion was given in the office. An Assistant Director General, therefore, on coming into the office had the prospect of obtaining special promotion if he did well: he had also the advantage of coming annually to Simla. Now, however, both these privileges have been taken away and the advantage anticipated at the time when the grading of the Assistant Directors General with Deputy Post Masters General was proposed is not in fact realised. It was thought that the change would enable the Director General to bring into his office any of the Deputy Post Masters General who might be most suited for the appointment; but, as matters now stand, no Deputy Post Masters General will willingly accept the appointment of Assistant Director General. The house-rent allowance of Rs. 125 a month without any prospect of special promotion is not a sufficient attraction to induce a Deputy Post Master General to give up the independence, the changes of climate, and the travelling which he can command when in charge of a circle, and to live in

Calcutta all the year round. The Director General requests, therefore, that the appointments be again made special to his office. This proposal involves no increase of expenditure.

4 (b) Prior to 1888 the pay of the appointment of Inspector-General, Railway Mail Service, or First Assistant Director General, was Rs. 1,000—1,400. In 1888 this appointment was placed on the list of Deputy Post Masters General, and, under the orders of that year, Mr. Hynes, who had been sent to Burma as Deputy Post Master General, was promoted to the substantive pay of Rs. 1,000—1,400, which had before been held by the Inspector-General, Railway Mail Service, and the officer performing the duties of that appointment in the Director General's office was allowed only the pay of Rs. 700 a month originally attached to the Deputy Post Master General, British Burma, before the annexation of Upper Burma. The Director General urges that his office has been unduly weakened by this arrangement, and asks that the appointment on Rs. 1,000—1,400 be again created as a separate appointment for the Inspector-General of the Railway Mail Service, one of the present appointments of Deputy Post Masters General on Rs. 700 being abolished. We fully accept the Director General's recommendation in this matter, and consider that it is necessary, in the interest of the efficient working of the Post Office, to attach to the appointment of Inspector-General, Railway Mail Service, a pay of Rs. 1,000—1,400, as well as to retain an appointment on the same pay in the list of the Deputy Post Masters General. The increase of expenditure involved is Rs. 566 $\frac{2}{3}$ a month. The necessity for this increase is really due to the annexation of Upper Burma, experience having shown that it is inexpedient any longer to attempt to provide for the needs of that Province by reduction in the cost of the Railway Mail Service.

5. (c) The appointment of Deputy Director General is now graded as a Post Master General's appointment, but without any allowance for house-rent. So long as the Deputy Director General was allowed to come annually to Simla, the fact that he did not receive such an allowance during the months he was in Calcutta was not a matter of much moment; but now that he has been deprived of the advantage of coming to Simla, the Director General considers it reasonable that he should be placed as regards allowances in the same position as the Post Master General Bengal. The Director General, therefore, recommends that a house-rent allowance of Rs. 125 a month may be attached to the appointment. This proposal also we support; it involves an increased expenditure of Rs. 125 a month.

6. (d) The proposal to improve the prospects of Deputy Post Masters General is not a new one. A proposal similar to it was first made to Government in 1882, when it was negatived on the score of expense. The Director General in bringing it forward now urges—

(a) that most of the officers who rise to be Deputy Post Masters General remain for a number of years in that position, as promotion to higher appointments is very exceptional, so much so that some senior officers in the 3rd grade have been drawing Rs. 700 for the last twelve years;

(b) that the work and responsibility have increased in a very marked degree of late years owing to the constant extension of the business of the Department, the new schemes which are continually being taken up, and the more thorough administration of the Post Office.

We think that it is very desirable to improve the position of the Deputy Post Masters General, and consider that the grading proposed by the Director General, as shown in paragraph 5 of his letter of the 14th May, is reasonable, and that the promotion which it will open to these officers will not be more rapid than is expedient. The increase of expenditure involved is Rs. 433 $\frac{1}{3}$ a month. The increase in work and responsibility of the appointments and the increasing receipts of the Post Office alike justify this moderate increase of expenditure on the salaries of Deputy Post Masters General. The Director General will endeavour to effect savings elsewhere of an equivalent amount.

7. The present proposals involve an additional expenditure of Rs. 1,125 a month, or Rs. 13,500 a year, as shown in the proposition statement attached to the Director General's letter No. 132-C., dated the 27th May 1890. We think that this increase of expenditure is justified by the increased work of the Department and by the financial result of the operations of the Post Office, as shown in the last annual Report forwarded to Your Lordship with our Despatch No. 61, dated the 4th March 1890; and we strongly recommend the Director General's proposals for Your Lordship's favourable consideration.

We have the honour to be,

MY LORD,

Your Lordship's most obedient, humble Servants,

(Signed) LANSDOWNE.

„ F. S. ROBERTS.

„ G. CHESNEY.

„ A. R. SCOBLE.

„ C. A. ELLIOTT.

„ P. P. HUTCHINS.

„ D. BARBOUR.

Schedule of papers.

Letter from the Director General of the Post Office, No. 69-C., dated the 12th May 1890, and enclosure.

Letter from the Director General of the Post Office, No. 81-C., dated the 14th May 1890.

Letter from the Director General of the Post Office, No. 132-C., dated the 27th May 1890, and enclosure.

No. 69-C., dated 12th May 1890.

From—A. U. FANSHAWE, Esq., I.C.S., Director General of the Post Office of India,
To—The Secretary to the Government of India, Finance and Commerce Department.

I have the honour to submit, for the favour of sanction, the following proposals regarding the directorate of the Post Office and a separate appointment of an Inspector-General of the Railway Mail Service.

2. My first recommendation has reference to the appointment of Deputy Director General. This appointment, as already stated, is now graded as a Post Master General's appointment, but without any allowance. So long as the Deputy Director General was allowed to go annually to Simla, the absence of an allowance during the months he was in Calcutta was not a matter of such moment; but now that under late orders he has been deprived of the advantage of going to Simla, it is only reasonable that he should be placed as regards allowances in the same position as the Post Master General, Bengal. I have therefore to recommend that a house-rent allowance of Rs. 125 should be attached to the appointment.

3. My second proposal has reference to the grading of the Assistant Directors General. Before 1888 the appointments of Assistant Directors General, one of which carried the pay of Rs. 750—1,000 and the other of Rs. 700, were special to the directorate, and promotion was given in the office, and up to the present year the assistants were always allowed to come to Simla. An officer, therefore, coming into the directorate had his prospect of obtaining special promotion if he did well, and also the advantage of a Simla climate. The privilege, however of coming to Simla has now been taken away, and in 1888, at the suggestion of Government, the appointments of Assistant Directors General were graded in one list with those of Deputy Post Masters General, so that special promotion in the office has also gone. It was thought that the change would enable the Director General to bring into his office any Deputy Post Master General who might be suited for an appointment in the directorate, but, as matters now stand, no Deputy Post Master General will willingly accept the appointment of Assistant Director General. He has to give up the independence, the travelling, and the changes of climate which he can command when in charge of a postal circle for harder work and a residence throughout the year in Calcutta, and the house-rent of Rs. 125 attached to the appointment is no compensation for this. I consider it, therefore, to be necessary that the appointments should again be made special to the office.

4. My third proposal has reference to the creation of a separate appointment of Inspector-General, Railway Mail Service, on a pay of Rs. 1,000—1,400, and to the abolition of one of the present appointments of Deputy Post Masters General on Rs. 700. Previously to 1888 there was an appointment of Assistant Director General on Rs. 1,000—1,400, which was held by the Inspector-General of the Railway Mail Service, and this appointment, under the orders of 1888, is now graded as that of Deputy Post Master General of the 1st grade. This appointment is at present held by Mr. Hynes, who was Assistant Director General in my office, but had to be sent to Burma in 1887 to take charge of the administration of posts in that Province. With the annexation of Upper Burma the postal charge of that Province had become exceedingly onerous, and there was none of the Deputy Post Masters General at the time possessing the necessary qualifications for an exceptionally difficult task. The pay Rs. 1,000—1,400 is not at all too high for the officer who is responsible for the postal administration of Burma, and in fact the importance of the work justifies the appointment

being raised to a Post Master Generalship. The needs of Burma, however, have been provided for at the expense of my office, and it is impossible to carry on the administration of the Department from the top, including the proper management of the Railway Mail Service, with the present arrangements. I therefore ask that what was the first Assistant Director Generalship should now be recreated as a separate appointment on Rs. 1,000--1,400 for the Inspector-General of the Railway Mail Service.

5. The proposals may be summarised as follows:—

- (1) that a house-rent allowance of Rs. 125 a month should be sanctioned for the Deputy Director General ;
- (2) that the orders grading the appointments of Assistant Directors General with those of Deputy Post Master General should be reversed and the appointments of Assistant Director General again made separate appointments attached to my office ;
- (3) that a separate appointment of Inspector-General, Railway Mail Service, on Rs. 1,000—1,400 should be created, one of the present appointments of Deputy Post Masters General on Rs. 700 being abolished.

Order sanctioning present establishment, Government of India, Finance and Commerce Department.		NATURE OF CHARGE.							PROPOSITION.		Grounds of Proposition.
		PRESENT SCALE.			PROPOSED SCALE.				PERMANENT.		
									Increase per month.	Decrease per month.	
No.	Date	No.	Designation,	Pay.	No.	Designation,	Pay.	Amount.	Amount.		
			POSTMASTERS GENERAL.	Rs.		POSTMASTERS-GENERAL.	Rs.	Rs.	Rs.		
3138	20th September 1888	2	1st grade Post Masters General, Rs. 1,750-2,000	3,833½	2	1st grade Post Masters General, Rs. 1,750-2,000	3,833½		
4110	6th August 1887	...	House-rent to Post Master General, Bengal	200	...	House-rent to Post Master General, Bengal	200		
		4	2nd grade Post Masters General, Rs. 1,500-1,750	6,666½	4	2nd grade Post Masters General, Rs. 1,500-1,750	6,666½		
		...	House-rent to Post Master General, Bombay	125	...	House-rent to Post Master General, Bombay	125		
		House-rent to Deputy Director General	125	125	...		
		6		10,895	6		10,050	125	...		
			DEPUTY POSTMASTER-GENERAL.			DEPUTY POST MASTER GENERAL.					
3128	20th September 1888	1	1st grade Deputy Post Master General Rs. 1,000-1,400	1,266½	1	1st grade Deputy Post Master General, Rs. 1,000-1,400	1,266½		
394	1st January 1889	...	Special allowance for Mr. G. J. Hynes	200	...	Special allowance for Mr. G. J. Hynes	200		
3105	18th September 1888	...	Local Allowance of Deputy Post Master General, Burma	100	...	Local allowance of Deputy Post Master General, Burma	100		
3158	20th September 1888	2	2nd grade Deputy Post Masters General, Rs. 750-1,000	1,833½	2	2nd grade Deputy Post Master General, Rs. 750-1,000	916½	...	916½		
430	6th August 1887	...	House-rent to 1st Assistant Director General	125	...	Personal allowance to a Deputy Post Master General	50		
4178	2nd December 1879	...	Personal allowance to a Deputy Post Master General	50		
3156	20th September 1888	3	3rd grade Deputy Post Master General, Rs. 700	6,300	7	3rd grade Deputy Post Masters General, Rs. 700	6,900	...	1,400		
4210	6th August 1887	...	House-rent to 3rd Assistant Director General	125	125		
80	7th January 1881	...	Local allowance to 2nd Assistant Director General	100	100		
		12		10,400	9		7,433½	...	3,665½		
						RAILWAY MAIL SERVICES.					
		1	Inspector-General, Railway Mail Service, Rs. 1,000-1,400	1,266½	1	Inspector-General, Railway Mail Service, Rs. 1,000-1,400	1,266½	1,266½	...		
		...	House-rent	125	...	House-rent	125	125	...		
				10,100							
			DIRECTORATE.			DIRECTORATE.					
		1	Assistant Director General, Rs. 750-1,000	916½	1	Assistant Director General, Rs. 750-1,000	916½	916½	...		
		...	House-rent	125	...	House-rent	125	125	...		
		2	Assistant Director General	700	...	Assistant Director General	700	700	...		
		...	Local allowance	100	...	Local allowance	100	100	...		
		3		3,233½			3,233½	3,233½	...		
						GRAND TOTAL	31,616½	3,358½	3,666½		
					18	Net increase		Rs. 691½			

vide forwarding letter No. 69 C., dated 12th May 1890.

Present scale verified and found correct.

J. W. H. SANDELL,

Comptroller Post Office

CALCUTTA;

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Major and Minor Heads of accounts under which the proposed expenditure will fall.	Sanctioned grants for Major and Minor Heads.	Recorded outlay against those grants by latest available accounts.	Proposed reductions in sanctioned grants from which the expenditure will be met.	Explanation if no reappropriation is considered possible. In such cases the urgency and necessity for the outlay must also be explained.
<i>Major Head.</i>	<i>Major Head.</i>	} Nil ...	Rs. A. P.	
15—Post Office ...	Rs. 1,17,94,000		6,916 10 8	
<i>Minor Head.</i>	<i>Minor Head.</i>	}		
Presidency and District Post ...	Rs. 78,36,800			

Note.—It is proposed to meet the increased charge by reducing the grant under Director General's powers of sanction, the appropriation against which up to the 30th April 1890 is Rs. 41,541.

No. 81-C., dated 14th May 1890.

From—A. U. FANSHAWE, Esq., I.C.S., Director General of the Post Office of India,

To—The Secretary to the Government of India, Finance and Commerce Department.

If the proposals submitted to Government in my letter No. 69-C., dated the 12th May 1890, should receive the sanction of the Secretary of State, the grading of the appointments of Deputy Post Masters General in the ordinary line will stand as under :—

	Rs.	Rs.
<i>1st grade—</i>		
1 appointment on	1,000—1,400	
<i>2nd grade—</i>		
1 appointment on	750—1,000	
<i>3rd grade—</i>		
7 appointments on	700	

2. The separate postal circles named in the margin, which are in charge of

Burma
Central Provinces.
Oudh.
Rajputana.

Assam.
Pehar.
Eastern Bengal.
Central India.
Sind.

Deputy Post Masters General, were created at various dates between 1861 and 1881 in accordance with the exigencies of the administration of the Department. In the first instance, the pay of one or two of the

earlier appointments was fixed at Rs. 600, but this was afterwards raised to Rs. 700; and, as matters really stand, this rate of pay has been for some years practically the only grade of pay of Deputy Post Masters General. The appointment on Rs. 1,000—1,400 shown as the 1st grade Deputy Post Master Generalship was originally sanctioned for the First Assistant Director General who was sent to hold charge of the Burma Circle, because an officer with special qualifications was required, and has not hitherto been open to the Deputy Post Master General; while the appointment shown as the 2nd grade appointment on Rs. 750—1,000 was created as a personal appointment for Mr. Faichnie, the present Deputy Post Master General, Central Provinces, and has been held by him ever since its creation.

3. Most of the officers who rise to be Deputy Post Master General must expect to remain for a number of years in that position, as promotion to higher appointments can only be very exceptional, and the four senior officers in the Rs. 700 grade have been drawing the same pay for the last twelve years.

4. The work and responsibility necessarily vary in the different minor circles, but everywhere they have increased in a very marked degree of late years owing to the constant extension of the business of the Department, the new schemes which are continually being taken up, and the more thorough administration of the Post Office. The necessities of Burma since the annexation of the upper part of the Province have been provided for, as pointed out in my letter No. 11033, dated the 3rd March 1890, at the expense of the Director General's Office, though this is now to be remedied; the charge of Baluchistan has been added to the Sind Circle without any demand for an increase of pay for the officer who administers the posts; and the management of the postal circles of the Central Provinces and Berar and of Behar has now become a task of some importance.

5. A recommendation for the increase of pay of the Deputy Post Masters General was submitted to Government by my predecessor as far back as 1882; but at that time it was not found possible to accept the proposals. I believe, however, that Government will now consider that a very sufficient case has been made out for providing some fair prospects of promotion in the grades of Deputy Post Masters General for a class of Government officials who are responsible for a large part of the administration of the Post Office in this country. As already pointed out, the 1st grade of Rs. 1,000—1,400 will be in future open to Deputy Post Master General in the ordinary course of promotion, and what I now propose is that two of the 3rd grade appointments on Rs. 700 should be raised to appointments on Rs. 750—1,000. There would then be nine appointments of Deputy Post Masters General graded as follows, and this would provide a reasonable flow of promotion:

1st grade—

1 appointment.

2nd grade—

3 appointments.

3rd grade—

5 appointments.

6. I am unable to show an immediate saving to meet the proposed increase of establishment, but I will undertake to provide the necessary saving should Government be pleased to recommend these proposals for the sanction of the Secretary of State.

7. The necessary proposition statement, with the present scale of establishment verified by Comptroller, will be submitted separately.

No. 132-C., dated 27th May 1890.

From—A. U. FANSHAWE, Esq., I.C.S., Director General of the Post Office of India,

To—The Secretary to the Government of India, Finance and Commerce Department.

With reference to this office letter No. 81-C., dated 14th May 1890, I have the honour to submit the necessary proposition statement with the present scale verified by the Comptroller, Post Office.

2. The statement shows a net increase of Rs. 1,125, but the proposals contained in this office letter No. 69-C., dated 12th May 1890, involving a net increase of Rs. 691 $\frac{2}{3}$, have for obvious reasons had to be included in it, so that the proposal to which the statement properly relates will involve a net increase of Rs. 433 $\frac{1}{3}$.

Major and Minor Heads of accounts under which the proposed expenditure will fall.	Sanctioned grants for Major and Minor Heads.	Recorded outlay against those grants by latest available accounts.	Proposed reductions in sanctioned grants from which the expenditure will be met.	Explanation if no reappropriation is considered possible. In such cases the urgency and necessity for the outlay must also be explained.
<p><i>Major Head.</i></p> <p>15—Post Office ...</p> <p><i>Minor Head.</i></p> <p>Presidency and District Post ...</p>	<p><i>Major Head.</i></p> <p>Rs.</p> <p>1,17,94,000</p> <p><i>Minor Head.</i></p> <p>Rs.</p> <p>78,36,800</p>	<p>No accounts for 1890-91 are yet made up.</p>	<p>Rs.</p> <p>10,125</p>	

Note.—It is proposed to meet the increased charge by reducing the grant under Director General's power of sanction, the appropriation against which up to the 17th May 1890 amounts to Rs. 53,830.

Statement of Proposition for revision of Establishment.

ORDER SANCTIONING PRESENT ESTABLISHMENT. GOVERNMENT OF INDIA, FINANCE AND COMMERCE DEPARTMENT.		NATURE OF CHARGE.					PROPOSITION.			Grounds of Proposition.
		PRESENT SCALE.			PROPOSED SCALE.		PERMANENT.			
		No.	Date.	Designation.	Pay.	No.	Designation.	Pay.	Increase per month.	
				Rs.				Rs.	Rs.	
4210	6th August 1887	1	Director General of the Post Office	3,000	1	Director General of the Post Office	3,000	
			GRADED AS DEPUTY POST MASTER GENERAL.		1	Assistant Director General, Rs. 750-50-1,000	916½	916½	
			House-rent	125		House-rent	125	
			GRADED AS DEPUTY POST MASTER GENERAL.		1	Assistant Director General	700	700	
86	7th January 1881		Local allowance	100		Local allowance	100	
							4,841½	1,616½	
			POST MASTERS GENERAL.							
3158	30th September 1888	2	1st grade Post Masters General, Rs. 1,750-50-3,000	3,831½	2	1st grade Post Masters General, Rs. 1,750-50-3,000	3,831½	
4210	6th August 1887		House-rent †	200		House-rent to Post Master General, Bengal	200	
3158	30th September 1888	4	2nd grade Post Masters General, Rs. 1,500-50-1,750	6,666½	4	2nd grade Post Masters General, Rs. 1,500-50-1,750	6,666½	
4210	6th August 1887		House-rent	125		House-rent to Post Master General, Bombay	125	
			GRADED AS DEPUTY POST MASTER GENERAL.			House-rent to Deputy Director General	125	125	
4210	6th August 1887		House-rent	125		RAILWAY MAIL SERVICE.	10,950	125	
						Inspector-General, Rs. 1,000-80-1,400	1,266½	1,266½	
						House-rent to Inspector-General	125	
			DEPUTY POST MASTERS GENERAL.				1,301½	1,266½	
3158	30th September 1888	1	1st grade Deputy Post Master General, Rs. 1,000-80-1,400	1,266½	1	1st grade Deputy Post Master General, Rs. 1,000-80-1,400	1,266½	
384	15th January 1889		Special allowance to Mr. G. J. Hynes, Deputy Post Master General, Burma.	200		Special allowance to Mr. G. J. Hynes, Deputy Post Master General, Burma.	200	
3103	18th September 1888		Local allowance*	100		Local allowance* to Deputy Post Master General, Burma	100	
3158	30th September 1888	2	2nd grade Deputy Post Masters General, Rs. 750-50-1,000	1,831½	3	2nd grade Deputy Post Masters General, Rs. 750-50-1,000	2,730	916½	
478	2nd December 1879		Personal allowance to Mr. A. G. Faichnie, Deputy Post Master General, Central Provinces.	50		Personal allowance to Mr. A. G. Faichnie, Deputy Post Master General, Central Provinces.	50	
3158	30th September 1888	9	3rd grade Deputy Post Masters General, Rs. 700 each	6,300	5	3rd grade Deputy Post Masters General, Rs. 700 each	3,500	2,800	
						GRAND TOTAL	25,050	3,915	2,800	
		19	GRAND TOTAL	23,925	19	Net increase		Rs. 1,125		

vide this office letter No. 69-C., dated 12th May 1890, and No. 81-C., dated 14th May 1890.

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* Subject to the condition that the allowance shall not operate to raise the aggregate salary and allowance of future Deputy Post Masters General, Burma, to a sum exceeding Rs. 900 a month.
† To be reduced to Rs. 125 in the case of future incumbents.

Present scale verified and found correct.

CALCUTTA;
The 23rd May 1890.

J. W. H. SANDELL,
Comptroller, Post Office.

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No. 12-T—Ap., dated Camp Udaipur, the 21st July 1906.

From—C. STEWART-WILSON, Esq., I.C.S., Officiating Director General of the Post Office of India,

To—The Secretary to the Government of India, Department of Commerce and Industry.

I have the honour to address Government on the question of amalgamating the two "minor" postal circles of Eastern Bengal and Assam and forming in their place one "major" circle comprising the whole of the new province.

2. This change has been strongly urged on me by the Lieutenant-Governor and I heartily endorse his wishes in the matter. To him it is most unsatisfactory to have to deal for postal purposes with two officers who are working quite independently of one another. To me as Head of the Post Office it is most unsatisfactory to feel that the Lieutenant-Governor is not being assisted by us as he should be. It is still more unsatisfactory to note that the postal affairs of the province are being administered on the lower lines which seem to be inseparable from a "minor" circle administration.

3. The minor circle system had full justification when it was introduced. It commenced in 1861 when Pegu was separated from the Bengal postal circle as it was found that the Post Master General, Bengal, could not control it properly owing to its great distance from Calcutta and owing to the difficulty of communication between the two places—the steamer ran only once a fortnight. As Pegu was far too small to justify the creation of a separate Post Master General, a "Chief Inspector" (the name has since been changed to Deputy Post Master General) was appointed to hold independent charge.

4. The circumstances of Pegu were quite peculiar and it was not till 1866 that further extension of the system was decided upon. At that time the postal affairs of the Central Provinces were being administered by no less than four Post Masters General, namely those of Bengal, North-Western Provinces, Bombay and Madras. None of these officers could exercise any proper control over the post offices in the province under him owing to the almost entire absence of railway communication. A "Chief Inspector" in independent charge was accordingly appointed for the Central Provinces in 1865. Sind was the next minor circle formed in 1869, while between 1871 and 1879 Oudh, Rajputana, Assam, Bihar, Eastern Bengal and Central India were all broken off and made minor postal circles. In the year 1879 the further creation of minor circles fortunately stopped.

5. As railways were opened and communications improved, the advantages of cutting off what had been more or less inaccessible portions of the country and giving them independent postal administrations under senior postal superintendents began to vanish, while the disadvantages of divided control became apparent. It began to be clear to the public, to the Local Governments, and specially to the Director General that the administration of these minor circles was almost always on far lower lines than in the circles controlled by Post Masters General, while the unwillingness of the Deputy Post Masters General to undertake responsibility rendered the control of the minor circles by the Director General comparatively far more difficult and troublesome than that of major circles. A beginning was made in 1893 to get rid of minor circles and in that year, Oudh was amalgamated with the North-Western Provinces Circle, Central India was abolished in 1894, and Bihar in 1905, while Burma was made a major circle in 1905.

6. I may say that Sir Arthur Fanshawe fully realised how mischievous this survival of the minor circles was and that he intended to use an occasion like this to get rid of some of them. The fact that these minor circles are a survival from quite different times is made clear from the following figures. In 1866 there were 3,563 miles of railways open in India. Even in 1879 there were only 8,494 miles, while last year the open mileage had gone up to 28,295.

7. If the present proposal is sanctioned the number of minor postal circles in India will be reduced to 3 only, and I hope soon to be able to come up to Government with proposals to deal with these three also.

8. It is, however, necessary to justify my proposal to make the two amalgamated circles into a Post Master General's charge. Statement A attached to this letter compares the six major and the three minor circles at present existing with the combined minor circles of Eastern Bengal and Assam. It will at once be seen that the proposed new circle is in every way of far greater importance than any of the three minor circles or indeed than any two of them. As regards area it is smaller than any of the existing major circles, though not greatly smaller than either Bengal or Bombay, while its population is larger than that of either Burma or Bombay, and nearly as large as that of Punjab. In the matter of postal revenue and expenditure it does not compare well with the five larger major circles though it is ahead of Burma in this respect. Eastern Bengal and Assam is a rural province and has so far no large city like Calcutta in Bengal; Rangoon in Burma; Allahabad, Lucknow, Cawnpore, Agra and Benares in the United Provinces; Lahore, Delhi, Amritsar, Peshawar and Rawal Pindi in the Punjab; etc. But Dacca and Chittagong are sure to grow in population and wealth under the new régime, and we may expect a very rapid expansion of postal work on this account. In the matter of the number of post offices and the length of mail lines, Eastern Bengal and Assam compares well with several of the existing major circles. As to the amount of postal articles given out for delivery the remarks above as to its postal revenue apply. As regards money order work, it will be seen that Eastern Bengal and Assam did more than any circle except Bengal where Calcutta accounts for a large percentage of the total. On the whole, therefore, there is more justification for making Eastern Bengal and Assam a major circle than could possibly be urged in the case of Burma, and the control of its postal affairs would be quite beyond the powers of a Deputy Post Master General.

9. Statement B shows the progress made in the combined minor circles in the last 19 years and proves how quickly postal business has developed in this part of the country. With better postal administration and the growth of trade and commerce this development will, as remarked above, no doubt be still more rapid.

10. It is not proposed to abolish the two appointments of Deputy Post Master General which will be set free if this proposal is accepted. These appointments are urgently required for use in the manner indicated by their designation. It has for many years been felt that, while the administration of a Post Master General may with advantage be over a large area, the growth of postal work makes it impossible for him to control the details of administration as he could in the old days. Some help has been given to Post Masters General in the shape of postal superintendents attached to their offices and called Personal Assistants, but a Personal Assistant is not and cannot be a responsible administrative officer and his standing in comparison with other superintendents of the circle makes it most undesirable to use him otherwise than as a superior clerk. What is required for the Post Masters General of the larger circles is an officer who can work as a junior colleague to whom the less important though necessary details of administration can be delegated, so that the head of the circle may have some time to do justice to the broader administrative work. I have myself been for some years Post Master General of the two most troublesome circles in India, namely, Bengal and the Punjab. Though I work quickly, I found that it took me 8 or 9 hours a day to get through office work. When it is remembered that it is most essential that a Post Master General should be constantly on tour, the strain on the officer in charge of such circle may be imagined, and it will readily be realised how often important work has to be neglected or treated summarily owing simply to want of time.

11. It is precisely officers like the existing Deputy Post Masters General who are required for this purpose. They are men specially selected from among the best of our postal superintendents, their knowledge of postal procedure has been gained by many years of practice, and, as long as they are supervised, they have some power of administration. I propose, therefore, to make a beginning by attaching the two Deputy Post Masters General set at liberty, one to Bengal and one to Punjab, to work as Deputies to the Post Masters General of these circles. It will not be long before we see how this experiment works

and I shall then be able to address Government as to its extension, for the necessity of a Deputy Post Master General in Madras, Bombay and the United Provinces is also pressing.

12. In my letter No. 211S-Ap., dated the 11th July 1906, I proposed an addition of one to the 2nd grade of Post Master General making three in the 1st grade and five in the 2nd grade. I have the honour, therefore, to ask that the appointment now proposed may be added to the 1st grade of Post Masters General.

13. A proposition statement in duplicate is appended.

A.

Names of Circles.	Area (in square miles).	Population.	Postal revenue.	Postal expenditure.	Number of Post Offices.	Number of Railway Mail Service Sections and Offices.	Number of combined Post and Telegraph Offices.	Length of mail lines.	Sanctioned number of Superintendents including Personal Assistants and reserve Superintendents.	Number of postal articles (excluding money orders) given out for delivery.	Amount of money orders issued.
			Rs.	Rs.							Rs.
Bengal	133,316	51,141,032	42,23,896	45,34,596	2,346	27	271	14,736	19	121,042,838	6,37,95,733
Bombay	143,934	24,010,678	47,95,529	32,50,313	2,424	17	252	20,640	18	133,576,182	3,34,43,181
Burma	236,738	10,490,624	15,84,924	9,73,679	394	22	117	12,310	11	27,017,535	3,94,19,891
Madras	281,079	55,681,509	45,54,586	26,52,675	3,410	2	426	21,222	19	132,448,801	4,23,28,202
Punjab and North-West Frontier Province	219,967	33,943,634	35,76,398	27,61,597	3,103	83	247	19,772	20	102,627,244	3,09,65,401
United Provinces	161,886	54,469,274	31,86,405	21,63,824	1,975	...	189	11,689	16	89,524,558	4,24,10,867
Eastern Bengal and Assam	108,767	31,528,443	18,52,483	15,56,203	1,667	42	271	12,665	16	49,041,791	4,57,11,295
Central Provinces	126,622	13,635,965	10,45,397	8,56,261	1,026	8	106	9,454	6	28,999,067	1,89,39,804
Rajputana	205,992	12,461,512	6,60,476	6,58,519	492	...	70	5,748	4	22,560,389	91,19,909
Sind and Baluchistan	123,244	4,184,402	6,93,823	2,84,335	292	...	52	3,119	2	15,244,590	70,24,213

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B.

Statement showing comparatively (1) the number of letters, newspapers and packets given out for delivery, (2) the number of parcels posted (3) money orders issued, etc., in the Eastern Bengal and Assam postal circles during 1886-87 and 1905-06.

	1886-87.	1905-06.
	No.	No.
Letters and Postcards	10,287,445	40,830,595
Newspapers	1,503,956	3,813,207
Book and Pattern Packets	299,040	2,742,453
Parcels	94,197	215,106
Number of inland money orders issued	378,315	2,734,483
	Rs.	Rs.
Value " " " "	96,59,676	4,57,11,295
	No.	No.
Number of Post Offices at the end of year	581	1,667
„ Letter boxes „ „ „	854	3,464
Railway mileage over which mails were carried	73	1,360
Steamer lines	955	1,176
Other lines	3,118	10,129
	Rs.	Rs.
Postal revenue	5,52,049	18,52,483
„ expenditure	5,45,690	15,56,203

Statement of proposition for revision of establishment.

ORDER SANCTIONING PRESENT ESTABLISHMENT, GOVERNMENT OF INDIA, DEPARTMENT OF FINANCE.		Office to which the proposition refers.	NATURE OF CHARGE.										PROPOSITION.	
			PRESENT SCALE.					PROPOSED SCALE.					PERMANENT.	
			No.	Designation.	Pay.			Average cost.	No.	Designation.	Pay.			Average cost.
Minimum.	Increment.	Maximum.			Minimum.	Increment.	Maximum.				Amount.	Amount.		
No.	Date.		Rs.	Rs.	Rs.	Rs. A. P.		Rs.	Rs.	Rs.	Rs. A. P.	Rs. A. P.	Rs. A. P.	
			POST MASTER-GENERAL. Rs. 1,750—2,000.*					POST MASTER GENERAL. Rs. 1,750—2,000.*						
3		Post Masters General (1st grade). Rs. 1,500—1,750.	5,250	...	6,000	5,750 0 0	4	Post Masters General (1st grade). Rs. 1,500—1,750.	7,000	...	8,000	7,666 10 8	1,916 10 8	...
4		Post Masters General (2nd grade).	6,000	...	7,000	6,666 10 8	5	Post Masters General (2nd grade).	7,500	...	8,750	8,333 5 4	1,666 10 8	...
7		TOTAL ...	11,250	...	13,000	12,416 10 8	9	TOTAL ...	14,500	...	16,750	16,000 0 0	3,583 5 4	...
		LOCAL ALLOWANCE OR HOUSE RENT ATTACHED TO SOME OF THE ABOVE APPOINTMENTS.	Local allow- ance.		Local allow- ance.	Local allow- ance.		LOCAL ALLOWANCE OR HOUSE RENT ATTACHED TO SOME OF THE ABOVE APPOINTMENTS.	Local allow- ance.		Local allow- ance.	Local allow- ance.		
		1 Post Master General working as Deputy Director General.	200	...	200	200	2	Post Masters General working as Deputy Director-General.	400	...	400	400	200 0 0	...
		1 Post Master General, Bombay.	House rent.		House rent.	House rent.	1	Post Master General, Bombay.	House rent.		House rent.	House rent.	House rent.	...
		1 Post Master General, Bengal.	125	...	125	125	1	Post Master General, Bengal.	125	...	125	125
		TOTAL ...	450	...	450	450	...	TOTAL ...	650	...	650	650	200 0 0	...

Finance and Commerce Department No. 1186-EX.

24-2-05

Office to which the proposition refers.

No.

Designation.

Minimum.

Increment.

Maximum.

Average cost.

No.

Designation.

Minimum.

Increment.

Maximum.

Average cost.

Amount.

Amount.

* The pay of one of these appointments when held by a member of the Indian Civil Service is Rs. 2,250—2,500. The entries in the column present scale have been checked and found correct.

A. H. ANTHONY,
Comptroller, Post Offices.

No. 285, dated 9th October 1895.

From—The Government of India,

To—The Secretary of State for India.

We have the honour to submit, for Your Lordship's consideration, a proposal to raise the status of one of the two appointments of Post Masters General of the 1st grade now existing in the Postal Department.

2. The higher offices of the Postal Department are seven in number, *viz* :—

	Rs.
Director General on	3,000
Two Post Masters General, 1st grade, on ...	1,750—2,000
Four ditto, 2nd do. on ...	1,500—1,750

Of these offices, five are now held by members of the Indian Civil Service. The present rates of pay of the Post Master General were sanctioned in Sir Stafford Northcote's Despatch No. 425, dated 30th November 1867; and to the number of higher administrative appointments then existing only one addition has been made, of a Post Master General, 2nd grade, to provide for the appointment of a Deputy Director General.

3. The amount of work undertaken by the Department has enormously increased since that time both in scope and in magnitude. The importance of the higher offices is very great, but the work is in a remarkable degree *sui generis*. An officer of the Postal Department is not ordinarily qualified by experience for an administrative appointment outside the Department, and the prospects which a Post Master General has of promotion beyond the salary of Rs. 2,000 are, therefore, scanty and casual. We may mention in this connection that at present five out of the six Post Masters General are on the maximum pay of their grade, and are therefore in at least the sixth year of service in the grade. The peculiar nature of the duties and the intimate acquaintance with technical details which is involved in their performance render it important that experience acquired should not be thrown away by the return of an officer of standing to the regular line, and it is also very necessary that there should be at least one Post Master General in the Department qualified to take the place of the Director General should that officer at any time take leave or retire.

4. We consider it very desirable for these reasons that an appointment of higher pay than Rs. 2,000 should exist in the Department, in which a senior Post Master General may be content to remain and take his chance of succeeding to the Director Generalship. We cannot, without a serious loss of efficiency, appoint an outsider, even for a time, still less as a permanency, as Director General, but we cannot, at the same time, keep an officer of standing in the Department if Rs. 2,000 is the highest pay we can allow him.

5. Mr. Fanshawe has been Director General since May 1889, and unless he gets some other appointment or voluntarily retires he will hold the appointment till 1906. The two 1st grade Post Masters General are Mr. H. M. Kisch who has nearly 22 years' and Mr. H. Farrer who has nearly 20 years' standing in the Civil Service. It is, for reasons explained above, an absolute necessity that one of these gentlemen should be retained in the Department, but both in their ordinary line of service might reasonably expect at least a District Collectorship or District Judgeship. We would consider the loss of either a serious misfortune, and the loss of both might lead to very serious results to the large and minutely organised Department to which they belong. As a remedy against this, we recommend for Your Lordship's sanction a proposal to add to the Department an appointment of Post Master General of the 1st grade on Rs. 2,250—2,500, in lieu of one of the two now existing on Rs. 1,750—2,000. The appointment will be filled by selection, and the principal object of its

creation will be to retain in the Department an officer fit to officiate for and to succeed the Director General.

We have, etc.,

ELGIN.

G. S. WHITE.

A. E. MILLER.

H. BRACKENBURY.

J. WESTLAND.

A. MACKENZIE.

A. C. TREVOR.

NO. 43 OF 1907.

GOVERNMENT OF INDIA.

FINANCE DEPARTMENT.

SALARIES, ESTABLISHMENTS, ETC.

Post Office.

To

THE RIGHT HON'BLE JOHN MORLEY, O.M.,

His Majesty's Secretary of State for India.

Calcutta, the 7th February 1907.

SIR,

With reference to paragraph 5 of your despatch No. 12 (Financial), dated the 2nd February 1906, we have the honour to forward a copy of a letter No. 385-S. Ap., dated the 1st November 1906, received from the Director General of the Post Office of India, in which he submits proposals for the reorganisation of the Railway Mail Service.

2. Mr. Stewart-Wilson recommends—

- (1) That the Railway Mail Service all over India, with the exception of Burma, be centralised.
- (2) That the scope of this branch of the postal service be extended by entrusting to it, as far as possible, all the non-local sorting.
- (3) That the whole of India, excluding Burma, be divided into four circles, each in the charge of a controlling officer with the designation of Inspector General of Sorting.
- (4) That these officers be graded with Deputy Post Masters General, and that for this purpose one appointment be added to each of the three existing grades, the appointment of Inspector General of the Railway Mail Service being abolished, and the designation of the Deputy Inspector General, Railway Mail Service, being altered to that of Inspector General of Sorting.
- (5) That each Inspector General of Sorting be provided with a Personal Assistant to carry on the routine work of the office while the Inspector General is absent on tour. Three Personal Assistants will be available from the office of the present Inspector General, so that only one additional appointment will be necessary. This will be provided by the transfer from the reserve to the administrative staff of one of the twelve superintendents added to the cadre of the Post Office under the sanction conveyed in your despatch No. 107 (Financial), dated the 28th September 1906. The usual local allowance of Rs. 100 a month will be attached to the appointment.
- (6) That, in order to permit of temporary arrangements being made for carrying on the work satisfactorily, the appointment of a second Deputy Inspector General on Rs. 800 per mensem, and a Superintendent on Rs. 200, with a local allowance of Rs. 100 *per mensem*, be sanctioned from the earliest practicable date until June next, when the present Inspector General will retire, and the new scheme can be introduced in its entirety.

3. Mr. Stewart-Wilson's proposals are the result of careful personal enquiries into the existing state of affairs; he has followed closely the results of the changes recently made in the organization of the Railway Mail Service; and he is satisfied that the present arrangements are inadequate, and insufficiently elastic to permit of expansion to meet the rapidly growing demands made upon that service. All the postal authorities in India are agreed as to the desirability of centralisation; and this decision will in itself necessitate the employment of at least one additional supervising officer, as the figures in paragraph 13 of the Director General's letter show. Further, the additional work which the Director General now considers it necessary to impose on the Railway Mail Service, and to which he attaches great importance from a postal point of view, will also involve the maintenance of a stronger

• Forwarded with Financial despatch No. 401 supervising staff. The Director General dated 17th December 1905. carefully considered the report* of the Committee which assembled in March 1904 to deal with the question of the future organization of the Railway Mail Service before he framed his present scheme. He is aware that his recommendations go further than the Committee then considered necessary; but he is of opinion, as a result of close personal attention to the matter, that experience has proved that the Committee's recommendations are now inadequate, and that they do not offer a satisfactory or final solution of the question, in view of the large expansion of the work of the Railway Mail Service which has since taken place, and of the necessity for further additions to the duties of that branch of the postal service. We agree with the Director General, and strongly recommend his proposals for your acceptance. They involve an additional permanent expenditure of Rs. 26,000 a year, including the pay of the superintendent whom it is proposed to transfer from the reserve.

4. As we do not consider ourselves empowered to create temporary appointments to provide for the performance of duties of a permanent nature in anticipation of your sanction to the permanent arrangements for the performance of such duties, we submit the proposals contained in the last paragraph of the Director General's letter for your previous sanction. We shall be glad if your orders regarding them can be communicated to us by telegraph.

We have the honour to be,

SIR,

Your most obedient, humble Servants,

(Signed) MINTO.

„ KITCHENER.
 „ DENZIL IBBETSON.
 „ H. E. RICHARDS.
 „ E. N. BAKER.
 „ C. H. SCOTT.
 „ H. ADAMSON.
 „ J. F. FINLAY.

Schedule of papers.

1. Letter from the Director General of the Post Office of India, No. 385-S, Ap., dated 1st November 1906.
2. Proposition statement.

No. 3855-Ap., dated 1st November 1906.

From—C. STEWART-WILSON, Esq., I.C.S., Director General of the Post Office of India,

To—The Secretary to the Government of India, Department of Commerce and Industry.

I have the honour to place before Government certain proposals designed to improve postal sorting in India and to enable what is now called the Railway Mail Service to do this all important branch of Post Office work efficiently, while providing it with an organisation capable of keeping pace with the rapid growth of postal work in this country.

2. This branch of the postal service was first created in 1870 as the "Frontier Travelling Post Office" in charge of an officer called "Superintendent" on Rs. 600 a month. In 1877 his title was altered to "Chief Superintendent, Travelling Post Office," and his pay fixed at Rs. 750 rising to Rs. 1,000 a month. From 1880, he has been paid Rs. 1,000 rising to Rs. 1,400 and has been designated "Inspector General of the Railway Mail Service" but worked also as an Assistant Director General in the direction till 1890. For the last sixteen years there has been no change in the organisation of the service except that in 1905, in consequence of the recommendations of the Committee referred to below, the Inspector General was given a Deputy to assist him. In the meantime, however, the work of the Inspector General had been curtailed by the withdrawal of Burma (1877-78), Punjab (1899), Assam (1885), Eastern Bengal (1896), Kathiawar (1892), and (from time to time) of several unimportant and isolated lines in various parts of India from his sphere of administration, so that he now controls sorting over only about two-thirds of the Railway Mail Service mileage in India, excluding Burma. In other words the continuance of the old organisation was possible only by the use of Procrustean methods.

3. The use of such methods can be justified only by success, and cannot be defended in the case of the Indian Railway Mail Service, for it has been felt for years past by all responsible postal officers that this branch of the Department has not been giving the assistance which it ought to give in the development of the Post Office. It will readily be understood that this has caused much anxiety, as the main duty of the Post Office is to carry correspondence expeditiously and correctly, and in order to do this, it must necessarily possess an efficient sorting service.

4. The chief defect which has been urged against the present system is that it does not permit of constant and close co-operation between its controlling officer and the heads of postal circles and railways; of sufficient control over the local Railway Mail Service Superintendents; or of proper care in the preparation of sorting lists; while the Inspector General has his time so occupied in the impossible effort to keep up to his work in these directions that he has no leisure to think out or try new methods, so that sorting work is still done on old fashioned and inferior lines.

5. The circumstances of Burma make the separation of its Railway Mail Service from the rest of India almost necessary, but the most that can be said in favour of separation in the case of the Punjab, Eastern Bengal and Assam is that the very evident disadvantages arising from it have at least been considerably less than those which would have ensued had the control continued in the hands of the Inspector General. Some years ago the evils arising from defective control had become so patent that the Post Masters General of Madras and Bombay asked urgently that the Railway Mail Service in their Circles should be transferred to themselves, though experience had shown that this was at best a very partial remedy for the evil. These proposals were not sanctioned, but every year the complaints from heads of postal circles against the existing system grow louder. In March 1904, Sir Arthur Fanshawe assembled a Committee at Allahabad under the presidency of Mr. Kisch to discuss what should be the future organisation of the Railway Mail Service.

6. The proceedings of this committee were forwarded to Government with my predecessor's letter No. 2195-Ap., dated 8th September 1905. Its conclusions may be briefly summarised as follows:—

It is not desirable to decentralise the Railway Mail Service on the lines followed in the Punjab. The Railway Mail Service all over India, with the exception of Burma, should be centralised, though it would be open to the Inspector General to ask Heads of Circles to undertake the working of isolated and branch sorting or transit sections of purely local importance.

The Railway Mail Service should remain under the charge of a single Inspector General who shall be given the pay and status of a Post Master General, and should be assisted by a Deputy Inspector General.

A time will come when this organisation will no longer suffice and the Railway Mail Service administration will then have to be divided among two or more Inspectors General with the pay and status of Deputy Post Masters General, working under the control of a Railway Mail Service Branch in the Direction.

7. Acting on the recommendations of this Committee, in September 1905, Sir Arthur Fanshawe asked the sanction of Government to the creation of a new appointment of Deputy Inspector General. The delay in making this application was due to the fact that Sir Arthur had grave doubts whether it was wise merely to patch up the old organisation rather than devise a new one suited to present conditions. On mature consideration, he thought it right that the recommendations of the Committee should be tried, especially as something had to be done at once and the appointment of a Deputy to the Inspector General could not but improve matters to some extent.

8. The assistance given by the Deputy Inspector General came none too soon and within a year several very necessary reforms have been carried out with the help of this officer. At the same time, the duty of seeing personally that the greatest possible use was made of this new appointment and the fairest trial given to the recommendations of Mr. Kisch's Committee has given me an opportunity, which few others have enjoyed, of examining the work which is done by the Railway Mail Service and the way in which it is done; as also of considering what it should do and how it should be done. In carrying out this task, I had the advantage of having personally administered the Railway Mail Service in the Punjab for several years and of being constantly in touch with Mr. Sheridan, Deputy Inspector General, whose close knowledge of Railway Mail Service work, eagerness to improve matters, and ingenuity in devising efficient improvements, have been of the greatest value. The result has been that I have been forced to the conclusion that the present organisation is unsuited to modern requirements and that it requires, not the patching suggested by Mr. Kisch's Committee, but complete overhauling. I also consider that it is now necessary to extend the sphere of work of this important branch of the postal service by entrusting, as far as possible, not merely such postal articles as happen to require train transit, but all the non-local sorting of India, to its control.

9. A year's experience has shown clearly that, even without discounting the extraordinary expansion of postal work which every year brings, and without the much needed re-incorporation of Punjab, Eastern Bengal and Assam, the Railway Mail Service, with its present duties, cannot be properly controlled by the existing single Inspector General even when he is assisted by an unusually able Deputy. At the same time much of the sorting work which is now being done in post offices all over India by inexpert sorters, working on sorting lists compiled in the offices of Heads of Circles where little but local information is available, is indifferently done; while much unnecessary handling of articles, entailing not only unnecessary expense to the Department but danger of loss to the public cannot be avoided. Most of this sorting, except such as concerns articles posted for more or less local delivery ought to be arranged for by officers expert in making sorting arrangements and possessed of the fullest knowledge of, and command over, all sorting facilities between the place where an article is posted and its destination; and it ought to be carried out by men whose profession it is to sort.

It is, however, quite out of the question to think of adding anything to the burden of the Inspector General, and nothing substantial in this direction can be done till the administration is entirely re-organised.

10. A few figures will perhaps assist in making out my case.

In 1870, when this service was first started, there appears to have been less than 20,000 miles of Railway Mail Service sections. In 1890 there were about 63,000 miles. Last year there were, exclusive of Burma, no less than 1,40,000 miles, of which 108,000 were under the Inspector General.

It is not possible to say exactly what proportion of postal articles is handled by the Railway Mail Service, but that proportion certainly increases as new railways are built. It is therefore interesting to note that in 1870-71 the Indian Post Office dealt with about 86 millions of articles, in 1890-91 with about 332 millions, and last year with about 763 millions.

These figures not only give some idea of the enormous growth of the work falling on the Railway Mail Service, but serve as an indication of the way in which it is increasing every year.

11. I now proceed to my proposals for an organisation of the sorting branch of the Post Office which will not only get rid of the existing defects, but will possess sufficient elasticity to provide for the inevitable expansion of the future.

12. It is essential to provide more controlling officers, not only because the work is already far beyond the powers of a single Inspector General assisted by a Deputy, but because intimate relations are necessary between the officers who control sorting and the heads of the postal circles and Railways concerned, and because these officers must be in a position to acquire local knowledge and must keep in close relations with their Superintendents, Assistant Superintendents and sorters. It is not, in my opinion, essential that they should work as Deputies to a central authority, nor does it appear to me to be necessary, at present at least, that a special officer should be appointed to the Direction merely to assist the Director General in the supervision of the work done by them. They may quite well work independently, just as the heads of postal circles do, while uniformity of administration can be secured and the Director General's supervision exercised with the help of the second Deputy Director General for whom I have already applied for other reasons.

13. While the Inspector General and his Deputy now control about 108,000 Railway Mail Service miles, I have pointed out that the total Railway Mail Service mileage of India was 140,000 at the end of 1905-06, and there can be no doubt that this figure will approximate to 150,000 before this year is out. It is also proposed to add considerably to the work which is done by the Railway Mail Service at present. This being so, I am of opinion that four controlling officers are absolutely required to administer this branch of the service properly.

14. Each of these four officers would have charge of one of four circles, to be called the Northern, Southern, Eastern and Western Sorting Circles, with the designation of "Inspector General of Sorting, _____ Circle." Their head-quarters should be at or near Umballa, Madras, Calcutta and Bombay, and it will have to be arranged as far as possible, that each railway system falls in its entirety under the jurisdiction of one Inspector General and that the control of through sorting services is not split up between them. I propose to retain the title of "Inspector General," as it is necessary that these officers should be given such standing as will enable them to correspond on a footing of equality with Railway Agents and Managers.

15. As for pay, these officers should be graded with Deputy Post Masters General, and for this purpose an addition of one appointment to each of the existing three grades should be made, while abolishing the appointment of Inspector General of the Railway Mail Service and changing the designation of the Deputy Inspector General of the Railway Mail Service to Inspector General of Sorting. There would then be two officers in the first grade, four in the second and three in the third grade of Deputy Post Masters General.

16. Each Inspector General of Sorting will require one Personal Assistant to carry on routine office work during his absence on tour and for other purposes. Three personal Assistants will be available from the office of the present Inspector General, so that the addition of one superintendent for this purpose with the usual local allowance of Rs. 100 will be sufficient. This officer will be drawn from the reserve of superintendents recently sanctioned by the Secretary of State.

17. I append a proposition statement embodying these proposals and showing their cost for which provision will be made in the budget for 1907-08.

Enclosure 2,

18. It will, as Government is aware, not be possible to introduce the new scheme in its entirety till Mr. O'Brien retires in June next, but it is necessary in the public interest that something in the direction indicated should be done from the earliest date possible. I should, therefore, be grateful if Government will kindly sanction the appointment of a second Deputy Inspector General on Rs. 800 together with a superintendent with a local allowance of Rs. 100 to work as his Personal Assistant *temporarily* from the earliest practicable date till the date of Mr. O'Brien's retirement or till the sanction of the Secretary of State to the complete scheme is received, if it is not received before that date. This will enable me to proceed vigorously with the more pressing reforms and to prepare for the introduction of the new scheme in its entirety as soon as it is sanctioned.

Statement of Proposition for revision of Establishment.

Order sanctioning present establishment, Government of India.		Office to which the proposition refers.	NATURE OF CHARGE.										PROPOSITION.			
			PRESENT SCALE.					PROPOSED SCALE.					PERMANENT.			
			Number.	Date.	Number.	Designation.	Pay.			Average cost.	Number.	Designation.	Pay.			Average cost.
Maximum.	Increment.	Minimum.					Minimum.	Increment.	Maximum.				Amount.	Amount.		
Finance and Commerce Department, No. 4455.	16th September 1890.	}	1	Inspector General, Railway Mail Service. Rs. 1,000—1,400.	Rs. 1,000	Rs. 80	Rs. 1,400	Rs. 1,266½	...	Nil	Rs. 1,266½	...
Finance Department, No. 5369-Ex.	24th September 1906.		1	Deputy Post Master General, 1st grade. Rs. 1,200—1,400.	1,200	40	1,400	1,333½	2†	Deputy Post Masters General, 1st grade. Rs. 1,200—1,400.	2,400	...	2,800	2,266½	1,333½	...
Commerce and Industry, No. 7630-108.	28th September 1906.		3	Deputy Post Masters General, 2nd grade. Rs. 1,000.	3,000	...	3,000	3,000	4†	Deputy Post Masters General, (2nd grade). Rs. 1,000.	4,000	...	4,000	4,000	1,000	...
			2‡	Deputy Post Masters General, 3rd grade. Rs. 800.	1,600	...	1,600	1,600	3‡	Deputy Post Master General, (3rd grade). Rs. 800.	2,400	...	2,400	2,400	800	...
			7	§Local allowances.	6,800	...	7,400	7,200	9	§Local allowances.	8,800	...	9,200	9,066½	3,133½	1,266½
Finance and Commerce Department, No. 1611-Ex.	11th March 1904.		}	1st	Personal Assistant to Inspector General, Railway Mail Service.	100	Personal Assistant to Inspector General of Sorting, Northern Circle.	100
Finance and Commerce Department, No. 8027-S. R.	21st December 1904.			2nd	ditto	100	Personal Assistant to Inspector General of Sorting, Southern Circle.	100
				3rd	ditto	100	Personal Assistant to Inspector General of Sorting, Eastern Circle.	100
						300						Personal Assistant to Inspector General of Sorting, Western Circle.	100	100
											Total	400	100

*Includes one Deputy Inspector General, Railway Mail Service.
†Includes one Inspector General of Sorting.

‡Includes two Inspectors General of Sorting.
§Drawn in addition to grade pay as Superintendent.

The entries in the Column "Present Scale" have been checked and found correct.

A. H. ANTHONY,
Comptroller, Post Office.

No. 5540—3, dated Simla, the 12th June 1908.

From—G. RAINY, Esq., I.C.S., Under Secretary to the Government of India,
Department of Commerce and Industry,

To—The Director General of the Post Office of India.

I am directed to acknowledge the receipt of your letter No. 25S.-Es., dated the 18th April 1908, with which was submitted a revised "Schedule of proposals for decentralization" in the Post Office of India.

2. The Government of India have decided to accept the suggestion contained under the heading "Appointments, promotions and transfers," *viz.*, that the Director General should be empowered (a) to promote Deputy Post Masters General (including Inspectors-General, Railway Mail Service and Sorting), Assistant Directors General, and Presidency Post Masters from one grade to another except when it is proposed to supersede an officer, and (b) to grant leave to these classes of officers. All cases in which the supersession of such officers is involved, and all first appointments, permanent and officiating, in the case of the officers enumerated above, should continue to be referred to the Government of India.

3. The orders of the Government of India in respect of the remaining recommendations for the devolution of authority in the Post Office will be communicated to you hereafter.

No. 10171—3, dated Simla, the 6th November 1908.

From—G. RAINY, Esq., I.C.S., Under Secretary to the Government of India,
Department of Commerce and Industry,

To—The Director General of the Post Office of India.

In continuation of my letter No. 5540—3, dated the 12th June 1908, I am directed to convey the sanction of the Government of India to the delegation to the Director General of the Post Office of the following powers—

- (a) Power to sanction house-rent up to Rs. 300 a month, and also to reduce or abolish an existing house-rent charge not exceeding that amount.
- (b) Power to sanction temporary house-rent up to a limit of Rs. 300 a month for a period not exceeding two years in any one case.
- (c) Power to write off, against profit and loss, losses of cash and stamps due to robbery, accident, etc., up to a limit of Rs. 1,000 in each case.
- (d) Power of a Local Government to sanction expenditure under Article 278-A, of the Civil Account Code, Volume I.

2. The Government of India have also decided that the following powers should be delegated to Post Masters General, *viz.* :—

- (a) Power to sanction the continuance of experimental offices up to a period not exceeding two years.
- (b) Power to make an experimental office permanent, provided that it fulfils the conditions of self-support.
- (c) Power to sanction a contingent allowance for any post office up to a limit of Rs. 10 a month in each case.
- (d) Power to sanction rewards to postal servants for specially honest or courageous service as charges against the Post Office Guarantee Fund, provided that the amount of the reward does not exceed Rs. 30 in any one case, and that the total amount sanctioned during any year does not exceed the limit fixed by the Director General.
- (e) Power to write off, against profit and loss, or against the Post Office Guarantee Fund, losses of cash and stamps due to robbery,

accident, etc., or caused by the neglect or misconduct of a postal official, up to a limit of Rs. 50 in each case.

- (f) Power to sanction re-appropriations from one main head to another of the Budget allotment for fluctuating charges, so long as the total Budget allotment sanctioned by the Director General is not exceeded.
- (g) Power to sanction compensation up to Rs. 25 in respect of any inland registered postal article which may be lost or damaged while in the custody of the Post Office, subject to the conditions laid down in the Indian Postal Guide.
- (h) Power to appoint, promote, and grant leave to all officers (other than Superintendents of the 5th grade), the pay or maximum pay of whose appointments does not exceed Rs. 200.
- (i) Power to sanction uniform or warm clothing to postmen and inferior servants appointed to newly created posts at places where the men holding the existing appointments of the same class have been supplied with uniform or warm clothing with the sanction of the Director General, provided that the rate of charge fixed by the Director General is observed.
- (j) Power to sanction compensation for dearness of food in accordance with the rules laid down in Article 72 of the Civil Account Code, Volume I.
- (k) Power to grant full pay for three months to a postman, mail carrier or mail coachman under exceptional circumstances, as, for example, if he is wounded by robbers or mauled by a wild animal, and also to dispense with the condition requiring attendance at a hospital or dispensary.

The delegations of powers to Post Masters General under heads (a), (b) and (c) are granted subject to the condition that the Budget allotment which may be placed at their disposal by the Director General to cover such charges is not exceeded.

3. The orders of the Government of India in respect of the remaining recommendations for the devolution of authority in the Post Office will be communicated to you hereafter.

No. 11749-3, dated Calcutta, the 28th December 1908.

From—G. RAINY, Esq., I.C.S., Under Secretary to the Government of India,
Department of Commerce and Industry,

To—The Director General of the Post Office of India.

In continuation of my letter No. 10171-3, dated the 6th November 1908, I am directed to convey the sanction of the Government of India to the delegation to the Director General of the Post Office of power to sanction contract allowances for the carriage of mails up to a limit of Rs. 25,000 a year in each case.

2. The Government of India have also decided that the following powers should be delegated to Post Masters General, *vis* :—

- (a) Power to sanction house-rent for a post office building up to a limit of Rs. 50 a month, and also to reduce or abolish an existing house-rent charge not exceeding that amount.
- (b) Power to sanction contract allowances for the carriage of mails up to a limit of Rs. 100 a month in each case.
- (c) Power to re-employ a postal pensioner in a temporary appointment, subject to the conditions of Article 524 of the Civil Service Regulations, and provided the pensioner is a non-gazetted officer in receipt of a pension not exceeding Rs. 100 a month.

The delegations of powers to Post Masters General under heads (a) and (b) are granted subject to the condition that the Budget allotment which may be placed at their disposal by the Director General of the Post Office to cover such charges is not exceeded.

3. The Government of India regret that they are unable to accept the following recommendations :—

- (a) That the Director General of the Post Office of India should have power to transfer a Superintendent of Post Offices from the reserve to the administrative staff of a postal circle.
- (b) That Post Masters General should have power to authorise the Deputy Comptroller, Post Office, to investigate claims to arrears of pay, etc., which have lain in abeyance for a period exceeding two years.

4. The orders of the Government of India in respect of the remaining recommendations for the devolution of authority in the Post Office will be communicated to you hereafter.

No. 57 OF 1909.

GOVERNMENT OF INDIA.

FINANCE DEPARTMENT.

SALARIES, ESTABLISHMENTS, ETC.Post Office.

To

THE RIGHT HONOURABLE VISCOUNT MORLEY

OF BLACKBURN, O.M.,

*His Majesty's Secretary of State for India.**Calcutta, the 11th March 1909.*

MY LORD,

FOR some time we have had under our consideration the desirability of entrusting the heads of Provincial circles in the Post Office with larger powers than they now possess. The continuous growth of postal business in India necessarily increases the volume of work thrown on the Director General and his assistants at head-quarters, and it has been found necessary from time to time to strengthen his office staff, which now includes besides the Director General himself, 10 gazetted officers and 131 clerks. In our opinion it has become essential to lighten his burden by delegating to his subordinates further power to dispose of cases on their own authority. We have at the same time considered how far the powers of the Director General himself might be increased, and the number of unimportant references to Government diminished. In respect of certain minor matters we have already issued orders, but the more important questions, which are connected with the grant of sanction to increases of establishment, have still to be dealt with. We now submit our proposals for the delegation of larger powers in this respect for Your Lordship's sanction.

2. Under existing orders the Director General is empowered to sanction additions to the permanent establishments of the Department, and to revise the pay of such establishments subject to the following limitations:—

- (1) The total sanctions given in any one year must not increase the expenditure in that year by more than Rs. 3,80,000, or in the following year by more than Rs. 7,60,000.
- (2) No appointment may be created the pay of which exceeds Rs. 100 a month including allowances, and the pay of no appointment may be revised if it would thereafter exceed that limit.

In the case of temporary establishment the Director General exercises full powers, provided that the amount of any single charge does not exceed Rs. 100 a month, and that the total expenditure during any year does not exceed Rs. 70,000. No temporary appointment may be continued as such for more than two years, and at the end of that period it must either be made permanent or abolished.

3. The powers at present exercised by Post Masters General in regard to establishment are of the most limited description. The sanction of the Director General is ordinarily necessary to the revision of all permanent establishments,

but a Post Master General may transfer permanent establishment from one office to another, provided that no increase or decrease of expenditure is involved, and that the cost of any single appointment transferred does not exceed Rs. 20 a month. In the case of temporary establishment he may sanction the opening of an experimental post office for a period of six months, provided that the cost (including establishment) can be met from the annual allotment made by the Director General to the circle for such charges, but in all other cases the Director General's sanction is necessary.

4. The system by which the Director General has been entrusted with large powers of dealing with the lower paid establishments has been found to work successfully. In the case of a Department whose employes are numbered by tens of thousands, it would be wholly out of the question for Government to deal individually with all proposals for new expenditure on establishments. From year to year the operations of the Department steadily expand, new offices are opened almost every day, and additional burdens are thrown on the existing offices. The growth of recurring expenditure is, therefore, to a large extent automatic, and in the majority of cases is compensated for by a corresponding increase of revenue. Recognizing this fact the Government of India have reserved the power of dealing with individual appointments only in the case of the higher paid posts, and in the case of the other appointments exercise only a general control. When the annual Administration Report is submitted to Government the returns are scrutinized in order to see whether the growth of revenue has kept pace with the expenditure of the Department, while, in respect of the aggregate expenditure which may be incurred in any one year, the powers of the Director General are subject to strict financial limits. The position of the Post Office is differentiated from that of most other Departments by the fact that every increase of expenditure means an increase of business, which may be expected to bring with it as a set off a corresponding increase of revenue. It follows that much larger powers may reasonably be delegated to Postal officers than can be entrusted to the officers of corresponding rank in other Departments, where every increase of establishment means an addition to the deadweight of expenditure.

5. The considerations which have rendered it expedient for Government to devolve large powers on the Director General apply with equal force as between him and the Post Masters General. The central office is not in a position to scrutinize effectively the circumstances of each local office, and in all minor cases orders are necessarily passed in accordance with the recommendations of the heads of circles. It is in every way desirable that the responsibility for incurring expenditure should rest on the shoulders of those officers with whom the power really lies, and that correspondence which tends to assume a purely routine character should be curtailed. We therefore propose that the Post Masters General should be given a limited power to create new appointments and to revise the pay of existing appointments, and at the same time we consider that the existing limit on the power of the Director General in the case of individual appointments may safely be raised.

6. The change which we recommend in the powers of the Director General is that the limit of Rs. 100 a month should be raised to Rs. 300 a month in the case of both permanent and temporary appointments. He will then be prohibited from creating or abolishing any appointment on a salary exceeding Rs. 300 a month including allowances, from reducing the salary of such an appointment, and from making any addition to the pay and allowances of any officer if they exceed, or would after this addition exceed, Rs. 300 a month. His powers will also be subject to the following limitations:—

- (a) He may not modify the rates of pay of any graded service when these have been fixed by the Government of India or the Secretary of State.
- (b) He may not create a new grade of officers on a salary exceeding Rs. 100 a month including allowances.
- (c) He may not add to or reduce the number of appointments of Superintendents of Post offices in the different grades.

In the case of temporary establishment the limitations on the Director General's powers will be as follows:—

- (a) He may not create any appointment on a salary exceeding Rs. 300 a month including allowances, or raise the salary and allowances of an existing appointment above this amount.
- (b) He may not sanction an establishment temporarily to avoid increasing the charges for fixed establishments, but must sanction an establishment permanently where it is clear from the first that it will be permanently required.
- (c) He may not continue establishment sanctioned temporarily as such for more than two years, by the end of which time it must either be abolished or made permanent.
- (d) He may not make temporary additions to or reductions in the number of appointments of Superintendents of Post offices in any grade.

7. The limit of Rs. 300 a month has been fixed with reference to the rates of pay prevailing in the Post Office. We have not overlooked the fact that the proposed limit is higher than that at present in force in the case of Local Governments, but we hope that in their case the limit will before long be raised considerably. We may add that Rs. 250 a month would not be a satisfactory figure to take, as there are many appointments on rates of pay exceeding Rs. 200 but not exceeding Rs. 300 a month, which rise from the former figure as a minimum to the latter figure as a maximum.

8. In the case of Post Masters General we recommend that the following powers should be delegated to them:—

- (a) Power to create, revise and abolish all superior appointments on Rs. 50 a month or less, where justified by the standards of the Department, provided that the total additions to the cost of any one office or mail line sanctioned in any one year do not exceed Rs. 100 a month.
- (b) Power to create, revise and abolish all inferior establishment, where justified by the standards of the Department. But, wherever such revision of establishment involves an increase or decrease of more than Rs. 100 a month in any one office or runner's line, the case should be referred to the Director General for sanction.
- (c) Power to sanction temporary (including monsoon) establishment charges for a period not exceeding six months, provided that the pay of any one appointment does not exceed Rs. 50 a month, or the expenditure in the case of any one office or mail line in one year does not exceed Rs. 100 a month.

The delegations of powers under heads (a) and (b) will be granted subject to the condition that any appointment to which a special allowance (supplementary to ordinary pay) is attached, and all additional establishment entertained in the Post Master General's Office (including the Dead Letter Office and Stock Depôt) must receive the sanction of the Director General. It will also be laid down that Post Masters General have no power to alter the pay of classes or grades in their province, and that they must not, in exercising any of the powers mentioned above, exceed the budget allotment which may be placed at their disposal by the Director General to cover the charges in question. We may add that the phrase "the standards of the Department" refers to certain rules which have been laid down defining the amount of work which postal officials of the various classes may fairly be called on to perform in a day.

9. The existing limitation by which the increase of expenditure on permanent establishments is restricted to Rs. 3,80,000 in the first year and Rs. 7,60,000 in the following year will in future be applied to all such increases of expenditure whether sanctioned by the Director General himself or by Post Masters General. As the operations of the Department expand it may

be necessary hereafter to raise the annual grant to a higher figure, but the principle will be observed.

10. The delegation of the proposed powers to Post Masters General in addition to those which we have already sanctioned will no doubt result in a substantial diminution of the correspondence of the Director General's office. As soon as the new system has been in operation for a sufficient period to make its effects apparent, we shall ask the Director General to submit a report to us in order that we may decide what reduction is possible in the establishment of his office.

We have the honour to be,

MY LORD,

Your Lordship's most obedient, humble Servants,

(Signed) MINTO.

„ KITCHENER.

„ H. E. RICHARDS.

„ C. H. SCOTT.

„ H. ADAMSON.

„ J. O. MILLER.

„ W. L. HARVEY.

„ G. F. WILSON.

No. 6.-C., dated ^{25th April}_{5th May}, 1898.

From—A. U. FANSHAWE, Esq., C.S.I., Director General of the Post Office of India,

To—The Secretary to the Government of India, Finance and Commerce Department.

I have the honour to address Government on the subject of securing for the higher grades of the Post Office a proportion of Europeans who are not domiciled in India.

2. Before 1879 there was no limitation as to employing such Europeans in appointments in this Department. In that year, however, it was laid down in the marginally-noted orders of Government that Europeans other than statutory natives of India could not be appointed to positions in the Post Office carrying pay in excess of Rs. 200 a month without the previous sanction of Government; and Mr. Monteath, the Director General at the time, issued instructions that in view of this limitation it was inexpedient to appoint any non-domiciled Europeans in the Post Office. Two* special establishments, namely, the mail officers of the Sea Post Office, and the Aden Post Office, were exempted from the operation of Government orders, and in 1880 and 1882 Government expressly sanctioned six appointments of Postal Superintendents being held by Europeans who were not statutory natives of India.

3. The matter has remained in this position up to the present day. It was never contemplated that these six appointments could provide for all time the non-domiciled European agency required in the Post Office; but the question has not hitherto been a pressing one because the Head of the Department has had at his command the services of the Europeans who were admitted before 1879. The time, however, has now come when it is necessary to look to the future and provide for the maintenance of a proper proportion of non-domiciled Europeans.

4. I append to this letter a statement of the non-domiciled European officers who have held high appointments in the Post Office since 1879, from which it will be seen how much the Department has owed to this agency; and I may add that at the present time two of the three officers who have been selected from the Department to hold the position of Post Master General, permanently or temporarily, are non-domiciled Europeans while five of the Deputy Post Masters General are also non-domiciled Europeans.

5. The necessity for having a proportion of non-domiciled Europeans in the Post Office is beyond question; it was represented to the Public Service Commission by various postal officials, and has had to be constantly reorganized in the actual administration of the Department. The first ground of necessity may be said to be the ever-recurring demand for postal arrangements in the field. In 1880 Mr. Monteath pointed out to Government, on his experience of the Afghan War, that unless he had been able to command the services of good Europeans to take their place in the field and work in close relations with the Army Staff, very serious difficulties would have arisen. Since that time we have had a large experience of military expeditions under various conditions. I can speak with personal knowledge of two expeditions to Egypt, two to Suaken, and of many on the North-Western Frontier including the unusual demands of last year, when for a short period there were not less than nine Superintendents at one time on field service. Moreover, of late years regular rules have been laid down, as part of the general scheme of mobilization in this country, for despatch of a postal staff to the field under its own officers who take military rank. We have been fortunate as a rule in finding officers for these appointments, who have done credit to themselves and the Department, and amongst these officers there have been domiciled Europeans as well as non-domiciled Europeans. Even as it is,

*At present there are only two Mail Officers, and the exemption as regards Aden is limited in practice to the Post Master who for many years past has been selected from the Mail Officers.

however, there have been times when it has been exceedingly difficult to command the services of suitable men. Apart from field service, which, however, has constantly to be reckoned with, there are various parts of the country in which good Europeans are required for the efficient administration of the Department. There are districts in Assam and Behar where inspecting officers can only travel with the assistance of planters, and where postal management is largely concerned in making suitable arrangements for their needs; and in these tracts the advantage of having European Superintendents is obvious. Similar conditions prevail in Travancore and the Nilgherries; and when the management of posts in Mysore was undertaken, it was found that European Superintendents were required in two divisions. In Baluchistan, again, and Upper Burma it has been shown by experience that the officers who are most suited for the special conditions of work, and indeed the only officers who are willing to work there, are Europeans.

6. The position cannot be fully understood without reference to the question of recruiting domiciled Europeans for service in the Post Office. A European comes within the definition of a native of India as given in 33 Vict., Chapter 3, section 6, if he is born and domiciled in India of parents habitually resident in this country; and every officer who has entered this Department since 1879, except in one of the exempted appointments, has had to furnish a certificate that his case complies with these conditions. The condition as to habitual residence may not have been construed with sufficient strictness in all cases in the past, though the late enquiries in connection with the grant of exchange compensation allowance have shown with how many difficulties the subject of domicile and habitual residence is surrounded. It is certain at any rate, that since 1879 the Post Office has recruited as statutory natives a number of Europeans of a good class many of whom have been educated in England. For some years now we have secured fewer officers of this class as owing to a change in system, for which there was full independent justification, domiciled Europeans who have wished to enter the Department have had to begin in subordinate positions. Moreover, the system lately introduced of selecting officers as probationary Superintendents from the list of those who have qualified for the Provincial Civil Service in the different provinces has operated and will, I believe, operate to exclude domiciled Europeans, because few members of this class qualify at the examinations. This branch of recruiting may have to be separately considered, but the present position is an additional reason for asking that definite orders should be issued as to a proportion of non-domiciled Europeans being required in this Department.

7. I have, therefore, to request that Government may be pleased to place the Post Office formally in the category of Departments for which a proportion of Europeans, in the sense of non-domiciled Europeans, is essential. It is proposed that the non-domiciled Europeans should be recruited by means of the Superintendent's grade, though it is not an easy matter to fix the exact proportion of domiciled Europeans which should be sanctioned in view of the future requirements of the Department. In 1880 Mr. Monteath recommended that one in every five Superintendents should be a non-domiciled European, but this did not obtain the assent of Government at the time and I do not propose to renew this recommendation. The strength of the present cadre of Superintendents is 118, and, as I have said, there is an existing sanction for six appointments being held by non-domiciled Europeans. I am of opinion that this number should now be raised to 12 which will be about one appointment in every ten, and I trust that this increase may be sanctioned by Government. If this should be approved, I will address Government separately as to the manner of selecting these Superintendents.

8. I should add a few words as to the real scope of the present recommendation. The work of the Post Office can properly be done, as the bulk of it is now being done, by natives of India. No one holds this view more strongly than I do, and the success of the Department is founded, in the main, on the devotion to duty, the ability, and above all the honesty of the large staff of native officials. We are, moreover, appointing natives with higher educational qualifications direct to the position of Superintendent after a short probation, and it may be expected that these officers in the future will succeed to

high appointments while still comparatively young men. There is nothing inconsistent with this policy in asking that it should be formally recognized that a proportion of non-domiciled Europeans is essential for the effectual administration of the Department, and that this proportion should be fixed with direct reference to future requirements. An Imperial Department like the Post Office has to provide for many and various demands in all parts of the country, and I believe that the reasons already given by me will be considered a full justification for the present recommendation. Under the existing orders non-domiciled Europeans can be appointed with the special sanction of Government in individual cases, but for purposes of recruiting it is necessary that it should be known beforehand that a definite number of appointments may be filled up by this agency.

List of non-domiciled Europeans who have held high appointments in the Post Office since 1879.

No.	Names.	Designation.	REMARKS.
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Officers who have ceased to belong to the Department.

1	Mr. J. W. Mackenzie	Deputy Post Master General	Retired in 1887.
2	" J. B. Short	Ditto ditto	Died while on duty in 1896.
3	" J. W. Barwise	Ditto ditto	Retired in 1894.
4	" M. LeBreton	Ditto ditto	Died while on duty in 1881.
5	" G. J. Hynes	Post Master General	Retired in 1896.
6	" E. deC. Williams	Deputy Post Master General	Retired in 1894.
7	" J. Dillon	Post Master General	Died while on privilege leave in 1890.
8	" C. W. Hutchinson	Ditto	Died while on duty in 1886.
9	" J. W. Pilkington	Deputy Post Master General	Retired in 1895.

Officers who are at present in the Department.

10	Mr. W. J. Ham	Post Master General, North-Western Provinces and Oudh.	On leave.
11	" G. Barton Groves	Deputy Post Master General,	
12	" W. Merrett	Presidency Post Master, Bombay.	
13	" L. G. Wait	Deputy Post Master General.	
14	" J. W. Welsh	Ditto ditto	
15	" W. Rawthorne	Ditto ditto	
16	" J. W. Cornwall	Inspector General, Railway Mail Service.	Acting Post Master General, North-Western Provinces and Oudh.
17	" C. Goodburn	Deputy Post Master General.	
18	" F. Whymper	Ditto ditto	

No. 48-Ap., dated Calcutta, the 4th February 1904.

From—H. M. KISCH, Esq., I.C.S., Officiating Director General of the Post Office of India,

To—The Secretary to the Government of India, Finance and Commerce Department.

I have the honour to ask the sanction of Government to the appointment temporarily of a 4th Assistant Director General on Rs. 700 a month with a local allowance of Rs. 100 a month for a period not exceeding 12 months.

2. The last addition to the staff of officers in the Direction was made under the orders No. Ex.-403, dated the 31st January 1893 and the staff under that sanction comprised, as it now comprises, the following officers—

1 Director General, 1 Deputy Director General, 3 Assistant Directors General, and 2 Personal Assistants.

Since then the work of the main branches of Post Office administration has increased by more than 50 per cent. as will be seen from the accompanying statement (A), while there has been a still greater increase in the work and correspondence of the Direction, owing to fresh developments in postal administration, and to extensions by much more than 50 per cent. in the business of the Foreign post, life insurance, and several other branches. This statement of facts, together with the accompanying statement A, is sufficient to justify the present application for another Assistant Director General; but, in order that the Government may be informed of the nature of the work which falls to the officers of the Direction, I attach (1) a copy (omitting minor items) of the Distribution Statement of cases and (2) a copy of a Note by the Deputy Director General representing the inadequacy of the present staff of officers.

3. The reason why I am asking for only a temporary appointment in the lowest grade of Assistant Directors General is this. For some years past it has been considered that a change is necessary in the administration of the Railway Mail Service in the direction of decentralisation, as it is impossible that with the development of railway communication a central office in Allahabad can satisfactorily prepare the sorting lists and control the sorting arrangements and the staff of all the travelling sections on all the railways in India. Experiments have already been made in decentralisation in certain provinces. It is possible, if not probable, that one feature of the scheme to be ultimately carried out will be the transfer of the Inspector General, Railway Mail Service, to the Direction as a Deputy Director General and Inspector General, and that in three or more selected centres there will be subordinate Railway Mail Service officers who will be really deputies of the Inspector General but in direct communication with and perhaps subordinate to the local heads of circles. For various reasons this scheme has not yet been finally settled, but as it will necessarily involve a revision of the Direction—and also probably some change in the existing arrangement of minor circles—it is not desirable at present to do more than provide for the immediate necessities of the present situation. It would not be right however to let the present pressure on the staff of the Direction continue any longer.

4. I beg also that sanction may be given to attach to my office, as 3rd Personal Assistant, with the usual local allowance, one of the reserve staff of 12 Superintendents for whom sanction was asked in my letter No. 851s.-Ap., dated the 21st July 1903. With 3 Personal Assistants there will be one for every two of the higher officers of the Direction.

5. I abstain from any comparison between the work and staff of my office and the work and staff of postal administrations in other countries or the work and staff of other departments in this country, as I am opposed to the principle of levelling up. Moreover a comparison of the kind mentioned could only bring out the inadequacy of the present proposal which for the reasons explained is of a purely temporary character.

6. I have the honour to append the usual proposition statements. Documents accompanying :—

- (1) Statement marked A.
- (2) A copy of the Distribution Statement of cases.
- (3) A copy of a note by the Deputy Director General of Post Offices.
- (4) 2 Proposition statements (in duplicate).

A.

	1892-93.	1902-03.	Percentage of increase.
	Rs.	Rs.	Rs.
Strength of Director General's office clerical establishment.	70	103	47'1
Number of communications received ...	20,603	34,288	66'42
Number of communications issued ...	21,756	38,306	76'07
Total strength of Postal Staff ...	56,764 (Approximate)	75,290	32'64
Strength of postal establishments, excluding postmen, messengers and road establishments.	17,461	25,856	48'08
Number of post offices ...	10,139	14,736	45'34
Number of Railway Mail Service sections ...	190	298	50'93
Number of Railway Mail Service mail offices	77 } 267	105 } 403	
Number of postal telegraph offices ...	845	1,806	113'73
Units of mail matter ...	351,971,221	589,297,416	67'43
Number of money orders ...	8,325,457	15,868,564	90'6
Number of Savings Bank accounts ...	520,967	922,353	77'05

OFFICE DISTRIBUTION STATEMENT OF CASES.

(Unimportant items are omitted from this copy.)

CASES DEALT WITH BY DEPUTY DIRECTOR GENERAL.

Received direct from the office.

Annual Administration Reports of heads of circles.

Appointments, leave, transfers, and punishments.

Accounts.

Budget allotments and expenditure, advances and bills (except in respect of Railways).

Camps of exercise.

Compulsory retirements and extensions of service.

Confidential Reports.

Departmental irregularities in connection with subjects dealt with by the Deputy Director General direct.

District Post.

Divisional charges of Superintendents and Inspectors.

Establishments (other than Railway Mail Service).

Examinations.

Extra Departmental Agents.

Financial questions.

Gradation list.

Indebtedness of officers.

Infectious disease.

Landed property held by post office servants.

Monsoon charges.

Office—Discipline and all matters relating to the—

Paid probationers.

Probationary Superintendents.

Unadjusted charges, objections and retrenchments by Comptroller relating to subjects dealt with by Deputy Director General direct.

Received from 1st Personal Assistant.

Allowances and compensation (except Exchange compensation).

Expeditions and expenditure debitable to the Military Department,

Field Service, including the Field Service Manual (Postal).

Government Bullock Train.

Passenger service.

Postal Guide—Sections relating to—

- I. Bullock Train.
- II. Passenger service.

Received from the 2nd Personal Assistant.

Aligarh Workshop and Press.

Applications for appointments in the Department.

Articles of European Manufacture.

Complaints against Departmental officials.

Complaints relating to the opening, closing, removal, establishment or functions of post offices.

Contingent charges.

Correction slips to the Post Office Manual excluding such as specially relate to branches under other officers.

Departmental irregularities in connection with subjects dealt with by Deputy Director General.

Hot weather establishments.

Insurance of postal articles.

Money orders—inland.

Post Office Act.

Post Masters General circulars relating to matters dealt with by the Deputy Director General.

Postal Guide—Sections relating to—

- I. General (except clauses relating to postage stamps).
- II. Inland Post.
- III. Inland Money Orders.
- IV. Official correspondence.

Stationery.

Telegraphic Message Code.

Unadjusted charges, objections and retrenchments by Comptroller relating to subjects dealt with by Deputy Director General and submitted through 2nd Personal Assistant.

V. P. system.

Received from 2nd Assistant Director General.

Budget allotments and expenditure, advances and bills in respect of Railways.

Railway Mail Service establishments.

Received from 3rd Assistant Director General.

Important cases or questions regarding—

Losses and Frauds.

Native States.

Public complaints (Inland Post).

Telegraph matters.

Technical cases and questions, *i.e.*, all cases and questions relating to Post Office rules and procedure excluding such as specially relate to branches under other officers.

CLASSES OF CASES TO BE SUBMITTED TO THE DEPUTY DIRECTOR GENERAL BY EACH OF THE 3 ASSISTANT DIRECTORS GENERAL.

All cases in which it is proposed to overrule the head of a circle.

All cases involving a principle or affecting the declared policy of the Department.

All cases not included in this list or in the list of cases to be submitted *direct* to the Director General by the Assistant Directors General which, according to the practice of the past, have hitherto been submitted at certain stages to the Director General.

Cases involving a difference of opinion between the Directorate and Head of a Circle or the public.

Proposals made to other Departments and not accepted exactly as made.

Secret papers.

Suggestions for change of a Manual rule or procedure (or for a new article of stock) before circulation to heads of circles for opinion.

The drafts of all circulars and General Orders except General Orders of a formal kind.

The drafts of correction lists to all standard publications which promulgate changes not previously communicated by circular or General Order, or about which there is any doubt.

NOTE.—Circulars and postal notices of a routine nature relating to the foreign post are issued by the 1st Assistant Director General on his own responsibility.

CASES DEALT WITH BY 1ST ASSISTANT DIRECTOR GENERAL.

Received from the office.

Annual Reports—Paragraphs relating to—

- I. British Postal Orders.
- II. Foreign correspondence.
- III. Foreign Money Orders.
- IV. Foreign parcels.
- V. Principal events (Foreign Post).
- VI. Working of the P. & O. contract.
- VII. Schedule of principal steamer services.

Foreign Post.	{	Foreign correspondence.
		Foreign letter mails.
		Foreign parcel mails.
		Foreign money orders.
		Insurance between India and foreign countries.

Postal Guide. Sections relating to (1) British Postal Orders (2) Foreign Post (3) Foreign Parcel Post (4) Foreign Money Orders.

Post Master's General circulars relating to matters dealt with by 1st Assistant Director General.

Public complaints relating to matters dealt with by 1st Assistant Director General.

Steamer services (Ocean).

Unadjusted charges, objections and retrenchments by Comptroller relating to subjects dealt with by 1st Assistant Director General.

CASES DEALT WITH BY 2ND ASSISTANT DIRECTOR GENERAL.

Received from the office.

Annual Reports—Paragraphs relating to—

I. Dead Letter Offices.

II. Postage stamps.

III. Quinine.

IV. Salt Revenue.

V. Savings Bank,

Budget allotments and expenditure, advances, and bills in respect of railways.

Civil Service Regulations.

Dead Letter Offices.

Departmental irregularities in connection with cases dealt with by 2nd Assistant Director General.

Enumeration Returns.

Interception of mails and letters.

Military Pensions.

Pensions and Gratuities.

Postal Guide. Sections relating to (1) Postage stamps (2) Savings Bank and (3) List of post offices.

Postage stamps—all questions relating to postage stamps except those relating to the official collection.

Post Masters' General circulars relating to matter dealt with by 2nd Assistant Director General.

Press matters.

Publications—(i) Printing and distribution of Postal Publications, circulars, General Orders, and correction slips.

(ii) Supply of Government and other publications.

Quinine.

Railway cases.

Railway Mail Service cases.

Salt Revenue.

Savings Banks.

Security from postal servants.

Service book and service rolls including questions relating to age.

Special bags for high officials.

Statistical returns other than those dealt with by other officers.

Tour programmes,

Unadjusted charges, objections and retrenchments by Comptroller relating to subjects dealt with by 2nd Assistant Director General.

CASES DEALT WITH BY 3RD ASSISTANT DIRECTOR GENERAL.

Received from the office.

Annual Reports—Paragraphs relating to—

- I. Complaints.
- II. Highway robberies of mails.
- III. Offences by servants of the Post Office.
- IV. Offences by other persons.
- V. Post Office Guarantee Fund.
- VI. Postal Telegraph Offices.
- VII. Traffic statistics of combined offices.
- VIII. Telegraph receiving offices.

Buildings—(including Leases, Minor Works grant, and Budget grant for departmental works and repairs).

Casualties and accidents.

Departmental irregularities in connection with the subjects dealt with by 3rd Assistant Director General.

Life Insurance.

Losses and Frauds—(including Highway robberies, thefts, misappropriation of Government money and claims for compensation).

Native States—(including conventions and supply of overprinted stamps, Postal Unity, franking and supply of service stamps.)

Post Masters' General Circulars relating to matters dealt with by 3rd Assistant Director General.

Postal Guide—Sections relating to (1) exchange with Native States (2) Telegrams and (3) Telegraph Department.

Post Office Guarantee Fund.

Public complaints relating to the Inland Post.

Registered newspapers.

Reports on selections from Native papers.

Steamer services (river).

Telegraph matters relating to combined offices and receiving offices.

Unadjusted charges, objections and retrenchments by Comptroller relating to subjects dealt with by 3rd Assistant Director General.

Received from 2nd Personal Assistant.

Technical cases and questions, *i.e.*, all cases and questions relating to Post Office rules and procedure excluding such as specially relate to branches under other officers.

CASES DEALT WITH BY 1ST PERSONAL ASSISTANT

For submission to Director General direct.

Appeals.

Exchange compensation.

NOTE—Any cases made over to him by Director General.

For submission to Deputy Director General direct.

Allowances and compensation (except Exchange Compensation).
 Expeditions and expenditure debitable to the Military Department.
 Field Service, including the Field Service Manual (postal).
 Government Bullock Train.
 Passenger service.
 Postal Guide.—Sections relating to—

- I. Bullock Train.
- II. Passenger service.

CASES DEALT WITH BY 2ND PERSONAL ASSISTANT.*For submission to Deputy Director General direct.*

Aligarh Workshop and Press.
 Applications for appointments in the Department.
 Articles of European manufacture.
 Complaints against Departmental officials.
 Complaints and references relating to post offices.
 Contingent charges.
 Correction slips to the Post Office Manual excluding such as specially relate to branches under other officers.
 Departmental irregularities in connection with subjects, dealt with by Deputy Director General.
 Hot weather establishments,
 Insurance of postal articles.
 Money orders—inland.
 Post Office Act.
 Post Masters' General circulars relating to matters dealt with by Deputy Director General.
 Postal Guide.—Sections relating to—

- I. General (except clauses relating to postage stamps).
- II. Inland Post.
- III. Inland Money orders.
- IV. Official correspondence.

Stationery.
 Telegraphic Message Code.
 Unadjusted charges, objections and retrenchments by Comptroller relating to subjects dealt with by Deputy Director General and submitted through 2nd Personal Assistant.
 V. P. system.
 NOTE—2nd Personal Assistant passes formal sanctions and routine drafts in establishment cases.

For submission to 3rd Assistant Director General.

Technical cases and questions, *i.e.*, all cases and questions relating to Post Office rules and procedure excluding such as specially relate to branches under other officers.

NOTE BY THE DEPUTY DIRECTOR GENERAL.

It has not been found possible at once to give effect to all these proposals but sufficient has been done to prevent the necessity of adding to the number of our clerical staff.

(Sd.) H. M. K.

I have submitted to you separately certain proposals for cutting down the work of this office, and if my proposals are carried out the work of the clerical establishment of the office, will be reduced considerably. There will also be some reduction, though not much, in the routine work of the Deputy Director General and the 2nd Personal Assistant.

Introductory ; reduction of clerical work.

2. In your note of the 15th August you asked for information as to the classes of cases which are overburdening officers. The work dealt with may be divided into the following classes :—

Classes of cases that are burdening officers.

- (1) Purely routine cases.
- (2) Light cases, which nevertheless require consideration before orders can be passed.
- (3) Cases which though important and requiring careful consideration can be finally dealt with by officers themselves.
- (4) Heavy and important cases which must at some stage go to a superior officer.

The work in classes (1) and (2) occupies, in my own case, 3 hours a day, and in the case of the Assistant Directors General from 2 to 3 hours a day. The rest of the time is taken up with the cases in classes (3) and (4). It frequently happens that the greater part of the time of an Assistant Director General for a whole day or even several days has to be given to a single case of either of these two latter classes. Whenever this occurs it follows that all the rest of an officer's work has to accumulate, and the accumulation grows rapidly when an officer has to deal with two or three of these big cases at or about the same time or even at short intervals.

3. During the last three months the work has been of a normal character and by working hard for not less than $7\frac{1}{2}$ hours a day on an average, taking no holidays and doing half a day's work on Sundays, I have been able to dispose of the cases coming before me on the whole without much delay. I must at the same time say that I have seldom been able to give the time to important cases which in my opinion they required, and in consequence I have the feeling that much of my work has been neither creditable to myself nor beneficial to the Department.

In important establishment cases the only assistance I get is from a clerk of the office, usually not the head or a well-paid clerk. It would certainly be a great advantage if important cases of this kind, and some other cases which come to me direct, could be noted on by an officer of the standing of a Personal Assistant. It would, however, be out of the question to impose such work on either of the present Personal Assistants as they already have more than enough to do.

As for the Assistant Directors General, I can say that they work for even longer hours than myself and they have greater difficulty than I have in keeping their work up to date, no doubt because they have to examine cases in greater detail and because in many cases dealt with by me I have the benefit of their labour which renders the disposal of the cases much easier for me. They also, like myself, feel that the pressure at which they have to work does not allow them to do justice either to themselves or to the work.

The officers all have at times—some of them nearly always have—to take files home to deal with or to study at night or in the morning, and very important and urgent cases have as a rule to be taken home. Holidays and Sundays are looked forward to by all officers as opportunities for bringing up arrears,—in fact but for these it would be impossible for them to keep fairly abreast of their work

The result of this constant high pressure is that work suffers greatly, for officers have not the time to deal properly with cases. Important changes in rules have to be postponed for want of time to deal with them; officers have neither the opportunity nor the inclination to put forward useful suggestions of their own; publications are not up to date, *e.g.*, the Parcel Chapter of Volume I of the Manual remains still uncorrected in connection with the changes introduced since last year. The absence of an officer for a few days, even though his cases are sent to him, throws his work into arrears which it is very difficult to make up. In my own case, for example, when I went to Allahabad from Simla in October for the Postal Meeting, it took me ten days to clear off ordinary arrears. Again, when an officer is on tour, the amount of ordinary office work which he has to deal with seriously interferes with the value of his tour.

Volumes I and IV of the Inland Manual require fresh editions and Volume II of the Foreign Post Manual has yet to be written and is much needed.
(Sd.) H. M. K.

4. There can be no doubt that every officer is in urgent need of relief, and the need is most pressing in the case of the officers who deal with Technical and Establishment cases. The 3rd Assistant Director General, who at present deals with Technical cases, agrees with me that the work of the Technical branch alone is sufficient fully to occupy the time of one Assistant Director General assisted by a Personal Assistant. The present work of the 2nd Personal Assistant, who in addition to his other work, assists the 3rd Assistant Director General with technical cases, is much greater than he can possibly deal with, and necessarily the work of the Technical branch, (about the most important branch of the office), is habitually in arrears.

5. Within the last ten years there has been no increase in the officer-staff of the Director General's office,—on the contrary there has been a reduction, inasmuch as the 3rd Superintendent (Mr. Stephen) who was attached to the office from 1894 to 1898 was removed in the latter year. During the decade the clerical establishment of the office has increased by 47 per cent, which, as will be seen from the statement attached, is also approximately the percentage of increase in the Imperial establishment of the Post Office throughout India and likewise in the number of post offices. The relative increase in the number of communications issued and received by this office during the same period has been considerably greater.

6. The facts that the work has increased so largely and that all the officers have to work long hours and cannot take holidays even under normal conditions show that an addition to the staff is really required.—I consider that another Assistant Director General as well as a 3rd Personal Assistant are now necessary and to these officers should be assigned the classes of work mentioned in the opening paragraph of my note of 9th July. A redistribution of the duties of the existing officers could then be made. I am also of opinion that the grades of pay of the Assistant Directors General should be the same as those of the Deputy Post Masters General and that the pay of the additional Assistant Director General should be equal to that of a 1st grade Deputy Post Master General.

7. The present Assistant Directors General and Personal Assistants are all most willing and hard-working officers with every desire to do their duty, and I am convinced of the necessity for giving them assistance. This will benefit, not only them and myself but the whole Department as we will then have the time to go more carefully into our work.

W. MAXWELL.

16th December 1903.

Statement of proposition for Revision of establishment.

Order sanctioning present Establishment, Government of India, Department of Finance.		Office to which the proposition refers.	NATURE OF CHARGE.											PROPOSITION.						
			PRESENT SCALE.				PROPOSED SCALE.				PERMANENT.		TEMPORARY.							
			No.	Designation.	Pay.			Average cost.	No.	Designation.	Pay.			Average cost.	Increase per month.	Decrease per month.	Increase per month.	Decrease per month.		
Minimum.	Increment.	Maximum.			Minimum.	Increment.	Maximum.													
No.	Date.		Rs.	Rs.	Rs.	Rs. A. P.			Rs.	Rs.	Rs.	Rs. A. P.	Rs.	Rs.	Period.	Amount.	Period.	Amount.		
F. and C. Department No. 2303-Ex., 29th April 1903. F. D. No. 5938-Ex. 28th September 1903. Finance and Commerce Departments No. 403-Ex.	31st January 1903.	1	Assistant Director General	700	...	700	700 0 0	1	Assistant Director General	700	...	700	700 0 0	Not exceeding 12 months.	700	
				House rent allowance ...	100	...	100	100 0 0	100	...	100	100 0 0	100
				Total ...	800	...	800	800 0 0	800	...	800	800 0 0	800
		1	Director General ...	3,000	100	3,500	3,333 5 4	1	Director General ...	3,000	100	3,500	3,333 5 4	
		1	Deputy Director General graded as a 2nd grade Post Master General with a local allowance.	200	...	200	200 9 0	1	Deputy Director General graded as a 2nd grade Post Master General with a local allowance.	200	...	200	200 0 0	
		1	Assistant Director General	750	50	1,000	916 10 8	1	Assistant Director General	750	50	1,000	916 10 8	
		1	House rent ...	125	...	125	125 0 0	1	House rent ...	125	...	125	125 0 0	
		1	Assistant Director General	700	...	700	700 0 0	1	Assistant Director General	700	...	700	700 0 0	
		1	Local allowance ...	100	...	100	100 0 0	1	Local allowance ...	100	...	100	100 0 0	
		1	Assistant Director General	700	...	700	700 0 0	1	Assistant Director General	700	...	700	700 0 0	
		1	Local allowance ...	100	...	100	100 0 0	1	Local allowance ...	100	...	100	100 0 0	
		1	Local allowance to 1st Personal Assistant to the Director General.	100	...	100	100 0 0	1	Local allowance to 1st Personal Assistant to the Director General.	100	...	100	100 0 0	
		1	Local allowance to 2nd Personal Assistant to the Director General.	100	...	100	100 0 0	1	Local allowance to 2nd Personal Assistant to the Director General.	100	...	100	100 0 0	
		1	Local allowance to 3rd Personal Assistant to the Director General.	100	...	100	100 0 0	1	Local allowance to the 3rd Personal Assistant to the Director General.	100	...	100	100 0 0	100	
		5	Total ...	5,875	150	6,625	6,375 0 0	5	Total ...	5,975	150	6,725	6,475 0 0	100	

Certified that the entries in the column "present scale" have been checked and corrected in red ink.

T. C. EAGLES,

The 4th February 1904.

Deputy Comptroller, P. O. Bengal Circle, A. S. S. O. B.