

CONSTITUENT ASSEMBLY OF INDIA

Council House,

New Delhi, the 8th May, 1948.

Sub:- SUBSTANTIVE TEMPORARY APPOINTMENTS IN
THE CONSTITUENT ASSEMBLY SECRETARIAT.

Under F.R.9(30), I hereby declare that the following temporary posts in the Constituent Assembly of India Secretariat shall be filled in a substantive capacity.

Secretary	1
Joint Secretary	1
Deputy Secretary	1
Under Secretary	1
Accounts Officer	1
Private Secretary to H.P.	1
Research Officers	6
Superintendents	4
Marshal	1
Assistants-in-Charge	5
Assistants	25
Clerks	41
Reporters (English)	6
Reporters (Hindustani)	4
Stenographers	9
Proof Readers	4
Copy Holders	4
Hindustani Typists	3
Translators	5
Editor of Debates	1
Watch & Ward Assistants	4
Drivers	2
Despatch Rider	1
Gestetner Operators	3
Daftaries	12
Jamadars	3
Dafadars	3
Peons	50

Rajendra Prasad

(RAJENDRA PRASAD)
P R E S I D E N T.

No. CA/250/Est/48
CONSTITUENT ASSEMBLY OF INDIA

e/37
 Council House,
New Delhi, the 13th May, 1948.

OFFICE ORDER.

The holders of the following temporary posts in the Constituent Assembly of India Secretariat are declared as Substantive Temporary from the dates shown against each:

Mr. R. Swaminathan	Assistant-In-Charge	17-8-1946
Mr. Partap Chand	"	25-11-1946
Mr. C.R.D. Menon	"	30-11-1946
Mr. M.K. Jain	"	3-1-1947
Mr. G.P. Anand	"	1-11-1947
Mr. P.C. Sanwal	Assistant	4-7-1946
Mr. S. Das	"	16-8-1946
Mr. Kewal Krishan	"	19-8-1946
Mr. D.D. Baghwala	"	19-8-1946
Mr. P.N. Bamroo	"	10-9-1946
Mr. P.A. Pias	"	10-9-1946
Mr. Ram Krishan	"	12-9-1946
Mr. S.C. Banerjee	"	25-11-1946
Mr. I.K.K. Menon	"	26-11-1946
Mr. Hardip Singh	"	29-11-1946
Mr. Satgur Pershad	"	3-12-1946
Mr. V. Raghavan	"	7-12-1946
Mr. A.N. Sen	"	7-12-1946
Mr. K.C. Sharma	"	9-12-1946
Mr. R.D. Sharma	"	18-12-1946
Mr. S.N. Chaturvedi	"	1-1-1947
Mr. H.C. Gupta	"	6-1-1947
Mr. Ajit Singh	"	13-1-1947
Mr. S.N. Mukerjee	"	13-1-1947
Mr. C.L. Garga	"	20-1-1947
Mr. D.N. Sen	"	20-1-1947
Mr. A.K. Das	"	20-1-1947
Mr. K.J. Joseph	"	22-1-1947
Mr. K.B. Nair	"	21-3-1947
Mr. Khushi Ram	"	26-4-1947
Mr. M.N. Saxena	Clerk	4-7-1946
Mr. G.P. Khanna	"	22-7-1946
Mr. R.N. Naganathan	"	22-7-1946
Mr. H.L. Sharma	"	29-7-1946
Mr. Dharma Vir	"	1-8-1946
Mr. Perilal	"	15-8-1946
Mr. Dhani Ram	"	17-8-1946
Mr. U.S. Puri	"	28-8-1946
Mr. R.D. Vyas	"	9-9-1946
Mr. M.R. Agrawal	"	18-9-1946
Mr. Ruplal Duggal	"	3-10-1946
Mr. Shiam Sunder Gupta	"	3-10-1946
Mr. Motilal Gupta	"	7-10-1946

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Mr. S.N. Bhatnagar	Clerk	29-11-1946
Mr. J.P. Jasra	"	29-11-1946
Mr. Yogendra Kumar	"	2-12-1946
Mr. S.R. Panwar	"	19-12-1946
Miss Kamala Kumari	"	19-12-1946
Mr. P.C. Sharma	"	21-12-1946
Mr. P.G. Rajan	"	18-1-1947
Mr. Jagmohan Singh	"	18-1-1947
Mr. Pritam Singh	"	19-1-1947
Mr. Rajendra Mohan Gupta	"	21-1-1947
Miss S. Verghees	"	13-4-1947
Mrs. M. Rao	"	13-4-1947
Mr. Hari Ram Gupta	"	16-4-1947
Mr. Sukumar Gupta	"	20-4-1947
Mr. B.R. Vasdev	"	22-4-1947
Mr. A.V. Thomas	"	23-4-1947
Mr. S.K. Chatterjee	"	28-4-1947
Mr. B.N. Rao	"	28-4-1947
Miss Kalyani Das	"	13-6-1947
Mr. R.R. Sharma	"	14-6-1947
Mr. A. Sugunendra Babu	"	8-7-1947
Mr. K. Raman	"	22-7-1947
Mr. Ajit Pershad	"	25-7-1947
Mr. V.B.S. Raghavan	Editor of Debates	19-11-1946
Mr. K.N. Vanchi Iyer	Reporter(English)	17-11-1946
Mr. A. Vaidyanathan	"	19-11-1946
Mr. S. Subramaniya Iyer	"	19-11-1946
Mr. T.V. Ramamurthy	"	19-11-1946
Mr. G.S. Ramabadran	"	1-12-1946
Mr. T.R. Venkatachalam	"	2-1-1947
Mr. Gopal Dutt Trivedi	Reporter(Hindi)	3-12-1946
Mr. H.K. Khanna	"	6-12-1946
Mr. S.K. Verma	"	17-12-1946
Mr. S. Nayab Hussain	Reporter(Urdu)	3-12-1946
Mr. Hari Shankar Sharma	Translator	18-1-1947
Mr. Shibli Ibrahim	"	5-2-1947
Mr. M.C. Joshi	" ²¹	21-4-1947
Mr. Badam Singh Pal	"	28-4-1947
Mr. R.S. Saxena	"	5-5-1947
Mr. Kishen Singh	Stenographer	1-8-1946
Mr. K. Parthasarathy	"	20-12-1946
Mr. Chiranjit Dutta	"	25-3-1947
Mr. K.L. Sharma	"	26-3-1947
Mr. N.S. Subbaraman	"	6-6-1947
Mr. Tilak Raj	"	11-8-1947
Mr. Ram Yatra Sinha	"	19-11-1947
Mr. Nand Kumar	"	14-1-1948
Mr. T. Arumugham	"	4-7-1946

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Mr. Mohd. Idris Zaibi	Copy Holder	2-4-1947
Mr. P.D. Kaushik	"	9-4-1947
Mr. Sri Ram Sharma	"	1-5-1947
Mr. Ram Rattan Sharma	Proof Reader	3-4-1947
Mr. Navin Chandra Arya	"	7-4-1947
Mr. J.C. Gupta	"	2-1-1948
Mr. Satwant Singh	W & W. Assistant	2-12-1946
Mr. M.D. Sharma	"	2-12-1946
Mr. Prem Nath	"	2-12-1946
Miss E.M. John	"	11-7-1947
Amar Singh	Motor Driver	23-12-1946
Sham Lal	"	25-8-1947
Rameshwar Dayal	Despatch Rider	23-12-1946
Raj Bahadur	Gestetner Machine Operator	26-10-1946
Cyril Buddan	"	5-6-1947
Chaudri Lal	"	8-8-1947

K. V. Padmanabhan

(K.V. PADMANABHAN)
UNDER SECRETARY.

Accounts Officer.
All Sections

THOMAS.

No.CA/248/Est/48
CONSTITUENT ASSEMBLY OF INDIA

Copied
C.W.

Council House,

New Delhi, the 14th May 1948.

SUBJECT: Staff for the Constituent
Assembly of India.

The Hon'ble President of the Constituent
Assembly of India is pleased to sanction the
continuance of the 4 posts of proof readers,
sanctioned in this Secretariat letter No.CA/15/
Est/46(ii) dated the 6th February, 1948, in the
scale of Rs.100-10-200/- up to the 31st July,
1948.

K. V. Padmanabhan

(K.V. PADMANABHAN)
UNDER SECRETARY

Recd
14.5.48

Accounts Officer (2 copies)
Cash Section (1 copy)
No. CA/30/Accts/46.

HVR/ Sanction is in order. Returned to
Establishment Section duly approved.

Subrata
ACCOUNTS OFFICER.

The sanction for the Establishment of the Constituent Assembly expired on 29th February, 1948, and it is therefore, necessary to obtain the sanction of the Staff & Finance Committee for the continuance of the posts which were in existence on 29.2.1948. The details of the sanctioned posts, the present strength and the numbers of the vacant posts on 29th February, 1948, are as follows:

<u>DESIGNATION</u>	<u>Sanctioned Strength as on 29.2.48</u>	<u>Present Strength</u>	<u>Vacancies</u>
President	1	1	-
C.A.	1	1	-
Secretary	1	1	-
Joint Secretary	3	1	2
Deputy Secretary	1	3	2
Under Secretary	1	1	-
Assistant Secretary	1	-	1
Accounts Officer	1	1	-
Director of Publicity ...	1	1	-
Research Officers	6	6	-
Superintendents	5	4	1
Marshal	1	1	-
P.S. to H.P.	1	1	-
Asstt-in-Charge	5 ✓	4 ✓	1 ✓
Assistants	41 ✓	26 ✓	15 ✓
Clerks	61 ✓	45 ✓	16 ✓
Proof-Readers	8* ✓	6 ✓	2 ✓
Copy holders	4 ✓	4 ✓	-
Stenographers	11 ✓	9 ✓	2 (including 2 Secy. to D.O.P)
English Reporters	8 ✓	6 ✓	2
Hindustani Reporters	8 ✓	4 ✓	4 ✓
Hindustani Typists	4 ✓	3 ✓	1 -
Translators	7 ✓ (including 1 Head Translating)	6 ✓	1 ✓
W & W Assistants	17 (including one Senior + 2 body staff)	4 ✓	13
Editor of Debates	1 ✓	1 ✓	-
Peons	74 ✓	60 ✓	14 ✓
Jamadars (one post)	4 ✓	3 ✓	1

*Four posts for 3 months only.

Manager, Club	1	1	-
Asstt. Manager	1	-	1
Dafadars	4 ✓	3 ✓	1
Chowkidars	2	2	-
Daftries	13 ✓	13 ✓	-
Sweepers	2	1	1
Drivers	2 ✓	2 ✓	-
Gestetner Machine Operators ...	3 ✓	3 ✓	-
Despatch Riders	2 ✓	1 ✓	1
Ayah	1	1	-

2. We have made budget provision for all the above sanctioned posts upto end of July 1948, and for a certain limited numbers of posts as detailed below for the whole of the financial year 1948-49:

Hon'ble the President	1
C.A.	1
Secretary	1
Joint Secretary	1
Deputy Secretary	1
Under Secretary	1
Superintendents	2
Research Officers	4
Private Secretary to H.P.	1
Assistants-in-Charge	2
Assistants	10
Clerks	16
Stenographers	6
Daftries	4
Jamadars	4
Dafadar	1
Peons	25

3. It is not known as to how long the next session of the Constituent Assembly will continue and, therefore we may obtain the sanction of the Staff & Finance Committee for all the posts mentioned at para 1 on prepage w.e.f. 1.3.1948 to one month after the end of the final session of the Constituent Assembly. Consequential reduction of the posts due to the departure of the Director of Publicity from the afternoon of 31st March, 1948, will be made. The vacant post shown at para 1 need be filled in only when it is absolutely

essential. The sanction for the posts at para 2 on prepage for which provision has been made in the budget for the year 1948-49, will also have to be obtained. If approved a draft note for submission to the Staff & Finance Committee will be submitted for approval.

4. Accounts Section may see the foregoing in the first instance and say whether the position regarding the officers and staff is as stated at paras 1 and 2 on prepage.

CJ
13/3/48

JL
13/3.

Accounts Section

Seen in Accounts Section. The sanctioned strength of the Officers and staff as shown above has been verified and the following remarks are offered:-

(1) Instead of three posts of Deputy Secretaries and one post of Joint Secretary, as sanctioned in letters Nos. CA/15/Estt/46(II), dated 27.3.47 and CA/15/Estt/46(II), dated 23.6.47 three posts of Joint Secretaries and one post of Deputy Secretary have been shown. This is perhaps due to the temporary upgrading of the two posts of Deputy Secretaries held by Messrs. Ramadhyani and Tyabji. These posts were only temporarily upgraded for the then incumbent who would have so officiated had they remained in other Departments of the Govt. of India and should not, therefore, be taken as permanently converted into those of Joint Secretaries.

(2) The staff for the Constitution Club need not be shown in the statement as these posts ceased to exist on the strength of this office with effect from 1st June 1947.

Chakraborty
16/3.

A.V.
16/3.

Establishment Section

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16.3.48

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The notes from page 1/notes ante may kindly be seen. The list may be amended as suggested by the Accounts Officer in paras 1 & 2 of his note on prepage. We may now obtain the approval of the Staff & Finance Committee for the continuance of the posts as suggested in para 3 of office note at P 2/Notes ante.

✓
16/3
File No.
WS

Please put up a draft note for the S & F Committee. I am hoping to fix up a meeting of the Committee on the 23rd March. Yours.

Kuladmanab

16. 3. 48

A.O.

A draft note for the Staff and Finance Committee is put up for approval.
Chandived
19/3.

Amritutt
18. 3. 48.

A.O.
WS.
Secty.

Kuladmanab

18. 3. 48

Hagan
19/3

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CONSTITUENT ASSEMBLY OF INDIA.

Sub:- Staff for the Constituent Assembly of India Secretariat during the year 1948-49

In their meeting held on the 18th January 1947, the Staff and Finance Committee accorded sanction to the continuance of the posts enumerated in statement No.1, in the Constituent Assembly Secretariat upto 29-2-48. As it is not yet definitely known as to how long the next session of the Constituent Assembly will last, sanction of the Staff and Finance Committee is solicited to the further continuance of these posts upto one month after the termination of the final session of the Constituent Assembly. The posts shown as vacant in the statement will be filled only when it is absolutely essential to do so.

2. After the completion of the main work of the Constituent Assembly viz., the passing of the Constitution Act it is proposed to keep only the skeleton staff mentioned in statement No.2. Budget provision has been made for this staff for the whole year. Sanction of the Staff and Finance Committee is accordingly solicited for the continuance of these posts upto 28-2-49.

3. The posts mentioned in the two statements carry the scales of pay and allowances already approved by the Staff and Finance Committee.

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Statement No.1 showing the sanctioned strength of the Constituent Assembly Secretariat upto 29th February, 1948
continued.

Designation.	Sanctioned Strength.	Present Strength.	Vacancies.
28. Dafadars.	...	4	3
29. Daftries.	...	13	13
30. Drivers.	...	2	2
31. Gestetner Machine Operators.	3	3	-
32. Despatch Riders. ...	2	1	1

Statement No.2 showing the skeleton staff required upto 28th February 1949.

S.No.	Name of posts.	Total Strength.
1.	Hon'ble the President	1
2.	Constitutional Adviser	1
3.	Secretary	1
4.	Joint Secretary	1
5.	Deputy Secretary	1
6.	Under Secretary	1
7.	Superintendents	2
8.	Research Officers	4
9.	Private Secretary to H.P.	1
10.	Assistants-in-Charge	2
11.	Assistants	10
12.	Clerks	16
13.	Stenographers	6
14.	Daftries	4
15.	Jamadars	4
16.	Dafadar	1
17.	Peons	25

R.
M.W.
No. CA/15/Est/47(II).
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CONSTITUENT ASSEMBLY OF INDIA

6th February 1948.
Council House,

Sub:- STAFF FOR THE CONSTITUENT ASSEMBLY OF INDIA
New Delhi, the

Hon'ble President of the Constituent Assembly of India has been pleased to sanction the creation of 4 temporary posts of Hindi-English, Urdu-English proof readers in the scale of Rs. 100-10-200 for a period of 3 months with effect from 2.1.48 or from the actual dates of appointment of the incumbents.

K. V. Padmanabhan
(K. V. PADMANABHAN).
UNDER SECRETARY.

Accounts Officer	2 Copies.
Cash Section	1 Copy.
Extra copies	2 for file.

SSG/-

Cashier