

## 15. BIFURCATION OF THE D.I.-G'S OFFICE AND THE OFFICE OF THE CONSERVATOR OF FOREST,

Memo. no. OM/R2-107/56CS—2108, dated Patna, the 12th March, 1957, from the Chief Secretary to the Government of Bihar, Cabinet Secretariat (Organisation and Methods Section) to all departments of Government.

In continuation of para. 2 of the orders issued in O. & M. Section. memo. no. OM/R2-107/56A—308, dated the 10th January, 1956, the undersigned is directed to say that with effect from the 1st of November, 1956 the Secretariat scales of pay will also be allowed to the assistants of the offices of the Inspector-General of Police, the D. I.-G., C. I. D. and Chief Conservator of Forests. Future recruitment will be made on the Secretariat scales of pay.

2. The ratio of the number of upper division posts to lower division posts will be 1 : 2.
3. One Selection Grade post will be admissible for every eight assistants both lower and upper divisions. There should be only two selection grades—Upper Division Class I and Upper Division Class II and the Distribution of selection grade posts between the two grades will be as in the unamalgamated Secretariat departments.
4. Standard for staffing will be 1,700 receipts a year for each dealing assistant for the offices of the Inspector-General of Police and the Chief Conservator of Forests and 2,000 receipts a year for the office of the D. I.-G., C. I. D.

5. The concession of advance increments allowed to the assistants of the offices of the D. I.-G., C. I. D. and the Special Section of the Political Department will be withdrawn with effect from the date of this order; i. e., from the 12th March, 1957.

6. The combined ministerial cadres of the offices of the Inspector-General of Police and the D. I. G. and of the offices of the Chief Conservator of Forests and the Conservators of Forests will be broken up with effect from the same date but the assistants of the combined cadres who are left in the offices of the Deputy Inspectors-General of Police and the Conservators of Forests shall be eligible for absorption in the offices of the Inspector-General of Police and the Political Department of the Secretariat and in the office of the Chief Conservators of Forests and in the Forest Branch of the Revenue Department respectively. This process shall continue for a period of five years during which period all such assistants should be absorbed in the headquarters offices or in the Secretariat Departments mentioned above. During this period of five years or more, necessary, senior assistants now working in the offices of the Deputy Inspector-General of Police and the Conservators of Forests may, to avoid dislocation of work, while holding posts in the Secretariat scales of pay in the offices of the Inspector-General of Police and the Chief Conservator of Forests remain on deputation to the offices of the Deputy Inspectors General of Police and the Conservators of Forests and junior assistants on the lower scale of pay may be deputed to the headquarters offices.

7. The raising of the standard may result in some of the existing staff becoming surplus in some of these offices, but there will be no retrenchment of the existing hands. The excess staff, if any, will be adjusted against future vacancies arising out of retirements, resignations, discharge, etc.

8. The other principles enunciated in the O. & M. Section's memo. no. OM/P2-107/5A—308, dated the 10th January, 1956, will be equally applicable to these offices.

## 16. DISPOSAL OF CASES.

Memo. no. OM/M-1030/58—5080, dated the 12th May, 1958, from the Deputy Organisation and Methods Officer, to all departments of Government.

Subject—Setting apart a day or part of a day in a month for clearance of arrears of work and particularly work on O. and M. Section.

In continuation of the Cabinet Secretariat (Organisation and Methods Section) memo. no. OM/R-204/58—4152, dated the 19th April 1958, the undersigned is directed to refer to item 5 of the