

1923

KENYA

57

FROM
GOV'S DEPUTY
NORTHCOTE

1321

DATE

22ND AUGUST 1923

46467

REC
SEP 20 SEP 23

CIRCULATION:-

Mr. Jeffries
Mr. B. G. G. G.

SUBJECT

RETRENCHMENT OF MR KIRPA RAM

THIRD GRADE CLERK, P.W.D.

The pension papers and request sanction to
payment of Shs1500/- a year from 5.4.23.

MINGLES

20/8/23

Approve
(Comp. all.) *24/9/23*

25/9/23

25/9/23

[Signature]

Subsequent Paper

KENYA

NO. 1321.



GOVERNMENT HOUSE,

NAIROBI,

KENYA.

46467

22nd August, 1923.

REC
REV. 20 SEP 23

My Lord Duke,

I have the honour to transmit herewith a Form of Particulars required for the computation of pension payable to Mr. Kirpa Ram, 3rd Grade Clerk, Public Works Department, who has been retrenched from the service of this Colony in order to effect economy.

Forms Form.

2. Mr. Ram's services date from the 20th June, 1906, and he is, therefore, eligible for a pension in respect of seventeen completed years. The pension is computed at Shs.1360/- a year with effect from the 5th April, 1923 inclusive.

3. Pending the receipt of Your Grace's sanction to the pension recommended, I have authorized the payment of an Alimentary Allowance to Mr. Ram at the rate of Shs.1080/- a year with effect from the date quoted.

I have the honour to be,

My Lord Duke,

Your Grace's most devoted and most obedient servant,

J. A. S. Matthews

GOVERNOR'S DEPUTY.

S GRACE

THE DUKE OF DEVONSHIRE, K.G., P.C., G.C.M.G., G.C.V.O.,

SECRETARY OF STATE FOR THE COLONIES,

DOWNING STREET, LONDON, S.W.

COLONY AND PROTECTORATE OF KENYA.

INCLOSURE

In Despatch No. 32/ of 22.8.1923

COLONIAL PENSIONS, &c.

PARTICULARS required to be furnished in reference to persons recommended for Superannuation, Compensation or Compassionate Allowances, or Gratuities on retirement.

(In filling up this Paper refer to the Instructions in page 4.)

Name of Applicant Kirpa RamOffice or Situation 3rd grade Clerk, Public Works Dept.,

Recommended for a pension _____

of Sh. 1350-00 a year

Service in Years and Months 17 years 9 months and 13 days

Salary or Wages (Actual) _____

Sh. 4320-00

Minimum Value of quarters (minimum) _____

Sh. 480-00

Total amount of Salary or Wages and Emoluments on which Superannuation, &c. is claimed _____

Sh. 4800-00

Cause of retirement Abolition of Office

Details of Commencement and Termination of the several Appointments held by Applicant, with their Emoluments, distinguishing Salary from other allowances, and specifying such allowances.

Date of Appointment	Date of Commencement	Date of Termination	Salary per annum Sh.	Allowances &c.	Nature of Allowances, &c.
Public Works Dept.	20-6-05	30-4-06	960		
	1-5-06	31-3-07	1080		
	1-4-07	31-3-09	1440		
	1-4-09	31-3-10	1680		
	1-4-10	31-3-11	1800		
Promoted to Clerk Sh. 1920 by to Sh. 2380/- a year	1-4-11	31-3-12	1920		
	1-4-12	31-3-13	2040		
	1-4-13	31-3-14	2160		
	1-4-14	31-3-15	2280		
	1-4-15	31-3-16	2400		
Promoted to Clerk Sh. 2160 by to Sh. 2380/- a year	1-4-16	31-3-17	2544		
	1-4-17	31-3-18	2688		
	1-4-18	31-3-20	2880		
Promoted to Clerk Sh. 3000 by to Sh. 4320/- a year	1-4-20	31-3-21	4200		
	1-4-21	4-1-23	4320		

18. Statement, if the circumstances warrant it, that the Applicant "has discharged his duties with diligence and fidelity, to the satisfaction of the Head Officer or Officers of the Department," to be signed by any two of such Head Officers, if there shall be more than one, or by such Head Officer, if there shall be but one, together with "such a statement as will exhibit the merit, and value, and labour of the services of the Person recommended, embracing as long a period of his public service as can be authentically stated," and observations as to Special Services, Suspension, Reprimand, &c., with full particulars of any injuries received on duty, or other claims or matters for consideration.

Mr. Kirya Ram has discharged his duties with diligence and fidelity. He has carried out the duties of Timekeeper in the Public Works Department from the 20th of June, 1905, to the 4th of April, 1923.

Special Services	Nil
Suspensions	Nil
Reprimands	Nil
Injuries received on duty	Nil
Any other claims or matters for consideration	Nil.

AG
AG: DIRECTOR OF PUBLIC WORKS.

Computation, by the Treasurer, of the Pension, &c.—

I certify that the p e n s i o n which may be paid to the Applicant according to the Rules of the Colonial Service, amounts to One thousand three hundred and sixty shillings (Sh. 1360.00) a year.

and I base my Certificate on the following calculation:—

1st Appointment - 20th June 1905
Retirement - 5th April 1923.

Years.	Months.	Days.
17.	9.	16.
<u>17.</u>	<u>9.</u>	<u>16.</u>

Actual service

TOTAL

Salary and emoluments	= Sh. 4800.00
Probable service	= 17 years
at the rate of 17/60ths	= Sh. 1360.00 a year

[Signature]
Kimpton

For Treasurer,

The Colony and Protectorate of Kenya.

Instructions.

NAIROBI, 19th July 1923.

18. Statement, if the circumstances warrant it, that the Applicant "has discharged his duties "with diligence and fidelity, to the satisfaction of the Head Officer or Officers of his "Department," to be signed by any two of such Head Officers, if there shall be more "than one, or by such Head Officer, if there shall be but one, together with "such a "statement as will exhibit the merit, and value, and labour of the services of the Person "recommended, embracing as long a period of his public service as can be authentically "stated," and observations as to Special Services, Suspension, Reprimand, &c., with full "particulars of any injuries received on duty, or other claims or matters for consideration.

Mr. Kirpa Ram has discharged his duties with diligence and fidelity
Has carried out the duties of Timekeeper in the Public Works
Department from the 20th of June, 1905, to the 4th of April, 1923.

Special Services Nil
Suspensions Nil
Reprimands Nil
Injuries received on duty Nil
Any other claims or matters for consideration Nil.

as above
PAG: DIRECTOR OF PUBLIC WORKS.

Computation, by the Treasurer, of the Pension, &c.—

I certify that the p e n s i o n which may be paid to the Applicant according to the Rules of the Colonial Service, amounts to One thousand three hundred and sixty shillings (Sh. 1360-00) a year.

and I base my Certificate on the following calculation:—

1st Appointment = 20th June 1905
Retirement = 5th April 1923.

<u>Years.</u>	<u>Months.</u>	<u>Days.</u>
17.	9.	16.
<u>17.</u>	<u>9.</u>	<u>16.</u>

TOTAL

Annual service
Annual salary and emoluments - Sh. 4800-00
Probationary service - 17 years
Thereof 17/60ths - Sh. 1360-00 a year

[Signature]
[Signature]

For Treasurer,

The Colony and Protectorate of Kenya.

THE TREASURY,
Nairobi, 19th JULY 1923.

Instructions.

COLONIAL PENSIONS, &c.

PARTICULARS required to be furnished in reference to persons recommended for Superannuation, Compensation or Compassionate Allowances, or Gratuities on retirement.

(In filling up this Paper refer to the Instructions in page 4.)

Name of Applicant **Kirya Ram**
 Office or Situation **3rd Grade Clerk, Public Works Dept.,**
 Recommended for **a pension** of **Sh. 1800-00 a year**
 Age _____
 Service in Years and Months **17 years 9 months and 16 days**
 Salary or Wages (**A c t u a l**) **Sh. 4800-00**
 Emoluments **Value of quarters (minimum)** **Sh. 400-00**
 Total amount of Salary or Wages and Emoluments on which Superannuation, &c., is claimed. **Sh. 4800-00**
 Cause of retirement **Abolition of Office**

Dates of Commencement and Termination of the several Appointments held by Applicant, with their Emoluments, distinguishing Salary from other allowances, and specifying such Allowances.

Title of Appointment.	Date of Commencement.	Date of Termination.	Salary per annum	Allowances, &c.	Nature of Allowances, &c.		
Keeper, Public Works Department	31-3-05	30-4-06	900				
	1-5-06	31-3-07	1000				
	1-4-07	31-3-08	1440				
	1-4-08	31-3-10	1600				
	1-4-10	31-3-11	1800				
	Grade Clerk Sh. 1920 by Sh. 2000/- a year	1-4-11	31-3-12	1920			
		1-4-12	31-3-13	2040			
		1-4-13	31-3-14	2160			
		1-4-14	31-3-15	2280			
		1-4-15	31-3-16	2400			
		altered to Sh. 2160 by Sh. 2280/- a year	1-4-16	31-3-17	2544		
			1-4-17	31-3-18	2688		
			1-4-18	31-3-20	2832		
		Grade Clerk Sh. 3000 by Sh. 4200/- a year	1-4-20	31-3-21	4200		
			1-4-21	4-4-23	4200		

10. Whether each of the Appointments held by the Applicant has been on the Fixed Establishment of the Colony. **Yes**

11. Whether the duties of the several offices or situations held since the Applicant entered the Civil Service have been such as to require that the holder should give his whole time to the public Service. **Yes**

12. Whether holding any other Public Appointment, or receiving or claiming to receive any Public Money by Compensation, Half-Pay or otherwise. **No**

13. If any kind of Pension or other Allowance has been commuted under the Imperial Pensions Commutation Acts, 1869 and 1871, the Annual amount of Pension or Allowance so Commuted and the date of Commutation should be inserted. **None**

14. Absence, beyond ordinary Vacation leave, in each of the last 10 years:—

Year	Period of Absence	Number of Days	Cause of Absence
	From To		
1919			
19			
19			
19			
19			
19			
19			
19			
19			

15. Date of Cessation of Duty **26th November 1923**
(Granted leave, with pay, from 24-11-23 to 4-1-24)

16. Date of Cessation of Salary **4th April 1923**

17. Date from which, inclusively, Pension will Commence **5th April 1923.**

18. Statement, if the circumstances warrant it, that the Applicant "has discharged his duties with diligence and fidelity, to the satisfaction of the Head Officer or Officers of his Department," to be signed by any two of such Head Officers, if there shall be more than one, or by such Head Officer, if there shall be but one, together with "such a statement as will exhibit the merit, and value, and labour of the services of the Person recommended, embracing as long a period of his public service as can be authentically stated," and observations as to Special Services, Suspension, Reprimand, &c., with full particulars of any injuries received on duty, or other claims or matters for consideration.

The Applicant has discharged his duties with diligence and fidelity, to the satisfaction of the Head Officer or Officers of his Department, from the 24th of June, 1903, to the 4th of April, 1923.

Special Services Nil
Suspension Nil
Reprimand Nil
Injuries received on duty Nil
Any other claims or matters for consideration Nil.

(Sd.) A. E. HOEY.
for AG. DIRECTOR OF PUBLIC WORKS.

Computation, by the Treasurer, of the Pension, &c.—

I certify that the pension which may be paid to the Applicant according to the Rules of the Colonial Service, amounts to One thousand three hundred and sixty shillings (£1,360.00) a year, and I base my Certificate on the following calculation:—

of 1st Appointment - 20th June 1903
of Retirement - 5th April 1923.

Actual service	Years	Months	Days
	17	9	16
TOTAL	17	9	16

Salary and emoluments - £1,360.00
onable service - 17 years
Total 17 years 9 months 16 days
= £1,360.00 a year

THE TREASURER,
NAIROBI, 18th July 1923.

Comptroller
For Treasurer,
The Colony and Protectorate of Kenya.

Instructions.

INSTRUCTIONS REFERRED TO ON PAGE 1.

If this Paper of Particulars and the Certificates connected with it, be not sent in original, the copies must be duly attested.

HEAD 1 OF PAPER.—In the case of an Officer serving on the West Coast of Africa, a statement is to be given whether he is a native of that Coast. (Colonial Regulations, § 430).

HEAD 3.—State the description of Allowance for which the Applicant is recommended, viz., Superannuation, Compensation, Compassionate Allowance, or Gratuity, and its amount. In the case of Persons claiming an addition to their Pensions in respect of Professional or other special qualifications, it should be stated, and a reference should be given to the authority under which the claim is made.

HEAD 5.—If the service has been interrupted by one or more breaks, the word "broken" should be added before or after the number of years and months, and the causes, dates, and circumstances of each break or breaks should be stated under heading 9.

HEAD 6.—If the Person retiring has been in receipt of the same Salary, or in the class from which he retires for the 36 months immediately before the date of his retirement, the actual annual rate of Salary or Wages at that date should be inserted, preceded by the word "actual." In other cases the average annual amount of Salary or Wages for the 36 months next preceding the date of retirement should be inserted, preceded by the word "average," but if the whole period of service is less than three years, then the average for the whole period of service should be inserted.

HEAD 7.—A separate statement should be inserted of the average Annual Value, for the 36 months immediately preceding retirement, of each Emolument (exclusive of salary or wages) which is claimed to be included in the calculation of the Pension or Gratuity.

Whenever the value of a House or House Allowance, so ascertained, exceeds one-sixth of the salary and other emoluments which count for Pension purposes, it is to be reduced to one-sixth of that amount, so that it shall not exceed one-seventh of the whole.

Fees which an officer is allowed to retain for his own use will be taken into account for Pension purposes, with regular salary, at the annual average of the net receipts of the 36 months next preceding the Officer's retirement. These net receipts are to be ascertained by deducting from the gross amount of Fees such Office Expenses, &c., as an officer may have had to defray from his own resources, in performing the services for which he was remunerated by Fees. Deductions, however, from the Fees should be made in respect of Office Expenses provided for by Public Funds for the due discharge of those duties to which a Fixed Salary is annexed. Particulars of "Particulars" when forwarded to the Colonial Department should be accompanied by full declarations from the retiring Officers, showing the amount received by them for fees, and amount defrayed as above for Office Expenses, &c., in each of the three years immediately preceding the retirement. It will be the duty of the Colonial Government concerned to see to themselves of the accuracy of such statements before forwarding them to the Colonial Office. In the case of Officers receiving Fixed Salaries and Fees, the Fees will not in ordinary circumstances be allowed to count for Pension purposes to the extent of more than one quarter of the Salaries, and Fees will not in any case be allowed to count for Pension purposes during the period in which the whole time of the Officer receiving them was not given to the Public Service.

HEAD 8.—In cases of infirmity, if the applicant is below the ordinary age for retirement, a Medical Certificate is to be furnished showing that he is disqualified by infirmity of mind or body for discharging the duties of his situation, and that such infirmity is likely to be permanent.

In case of ten years' service or more, this certificate should be signed by two Officers, of whom at least one should, if possible, be a Salaried Officer of the Government.

HEAD 9.—As to "broken" service see HEAD 5.

If the applicant has had any "acting" service, the details must be fully given, with statement whether or not, during the "acting" service, he was connected with the permanent Civil Service of the Colony.

HEAD 11.—If, in special circumstances, a professional Civil Officer has been allowed to have "private practice" without forfeiting his claim to Pension, the facts are to be fully stated.

HEAD 14.—If the Applicant is liable to any deduction from his service under Clause 102 of the Colonial Regulations, the facts should be fully stated.

HEAD 19.—The length of service and other particulars of the computation are to be given. When an average of Salary, &c., is taken, the mode of calculating it (whether by months, &c.) is to be explained.

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HEAD 3.—If the services have been interrupted by one or more breaks, the word "broken" should be added before or after the number of years and months, and the causes, dates, and circumstances of the break or breaks should be stated under heading 9.

HEAD 4.—If the Person retiring has been in receipt of the same Salary, or in the class from which he retires, for the 36 months immediately before the date of his retirement, the actual annual rate of Salary or Wages at that date should be inserted, preceded by the word "actual." In other cases the average annual amount of Salary or Wages for the 36 months next preceding the date of retirement should be inserted, preceded by the word "average," but if the whole period of service is less than three years, the average for the whole period of service should be inserted.

HEAD 5.—A certificate should be given of the average Annual Value, for the 36 months immediately preceding retirement, of the Applicant's (exclusive of salary or wages) which is claimed to be eligible for Pension, viz., House Allowance.

If the average Annual Value of House Allowance so ascertained, exceeds one-sixth of the average Annual Value of the Applicant's Salary for Pension purposes, it is to be reduced to one-sixth, and the amount so reduced shall not exceed one-seventh of the whole.

Receipts for an Officer's expenses which he is allowed to retain for his own use will be taken into account for Pension purposes, with regard to salary, at the annual average of the net receipts of the 36 months next preceding the Officer's retirement. These net receipts are to be ascertained by deducting from the gross amount of Fees such Office Expenses, &c., as an Officer may have had to defray from his own resources in performing the services for which he was remunerated by Fees. No deduction, however, from the Fees should be made in respect of Office Expenses provided for by Public Funds for the due discharge of those duties to which a Fixed Salary is annexed. Paper of "Particulars" when forwarded by the Colonial Department should be accompanied by forms of declarations from the retiring Officers, showing the amount received by them for fees, and the amount defrayed as above for Office Expenses, &c., in each of the three years immediately preceding the retirement. It will be the duty of the Colonial Government concerned to satisfy themselves of the accuracy of such statements before forwarding them to the Colonial Office. In the case of Officers receiving Fixed Salaries and Fees, the Fees will not in ordinary circumstances be allowed to count for Pension purposes to the extent of more than one quarter of the Salaries, and Fees will not in any case be allowed to count for Pension purposes during a period in which the whole time of the Officer receiving them was not given to the Public Service.

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HEAD 14.—If the Applicant is liable to any deduction from his service under Clause 102 of the Colonial Regulations, the facts should be fully stated.

HEAD 19.—The length of service and other particulars of the computation are to be given. When an average of Salary, &c., is taken, the mode of calculating it (whether by months, &c.) is to be explained.

Pro: 46467/23

Kenya

I. D.
R 27 SEP.
D 28

S/S

28 Sept 1923.

DRAFT.

Sir,

I have the honour to
Sir Charles Brown
acknowledge the receipt of your

despatch No. 1321 of the
2nd of August, and

to inform you that I approve the
Compensation allce
award of a pension at the rate
of Shs: 1360/- a year, with
effect from the 5th of April 1923,
to Mr Kirpa Ram, who has
been retrenched from the app^t
of 3rd Grade Clerk, P.W.D.

Jrc
(Signed) DEVONSHIRE

No. 1402-

Comptroller

MINUTE.

- Mr. Brier Sept 27
- Mr. Jeffries 27/9/23
- Mr. Davis
- Mr. G. Grisdle
- Mr. H. Reid
- Mr. J. Masterton Smith
- Mr. Crisby-Gore
- Duke of Devonshire