

1923

KENYA

57871

26 NOV 23

FROM
GOV'S DEPT
BOSTHOPE

1619

Date
26TH OCTOBER 1923

To: (Checklist)

Mr. *Cable*

Mr.

Mr.

and U.S. of R.

and U.S. of R.

and U.S. of R.

Secretary of State.

SUBJECT

MUHAMMAD BIN SALEM (BATTIS)

WIDER OF EIGHT

The particulars for completion of gratuity on retirement. Requester mentions to payment of the 800."

Previous Paper

MIN 1160

Forward to Am...

Approved by...

See front

*Received 17/11/23
Under to Gov 1923 - 9 July has on of 200/100 N.Y.*

4. 31091

26

KENYA

No. 1619.



GOVERNMENT HOUSE

NAIROBI

KENYA

October 29th, 1923.

787
NOV 23

My Lord Duke,

I have the honour to ~~submit to you~~
 Particulars required for the computation of gratuity payable to Mohamed bin Salim, (Native), Mudir of Kisauni, who has been retrenched from the service of this Colony in order to effect economy.

2. Mohamed bin Salim's service dates from the 1st July, 1908, and he is, therefore, eligible for gratuity in respect of 14 completed years amounting to Shgs. 962-77, being a week's salary for each completed year of service, earned under Section IV of the Superannuation Act, 1887.

3. I shall be glad to receive in due course Your Grace's sanction for the payment to Mohamed bin Salim of the gratuity recommended.

I have the honour to be,

My Lord Duke,

Your Grace's most devoted
and most obedient servant,

G. A. H. H. H.
 GOVERNOR.

HIS 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

COLONIAL PENSIONS, &c.

in Despatch No. 27 of 1913

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 on page 4.)

Name of Applicant **Mohamed bin Salim (Native)**

Office or Situation **Mudir of Kisumu**

Recommended for **a Gratuity**

of Sh. 962-77

Age

Service in Years and Months **14 years, 9 months and 18 days**

Salary or Wages **A c t u a l**

Sh. 3576-00

Emoluments

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

Sh. 3576-00

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.	
Clerk	1-7-08	30-6-09	960			
	1-7-09	31-3-10	1200			
	1-4-10	31-3-11	1320			
	1-4-11	31-3-13	1440			
	Deputy Clerk	1-4-13	31-3-14	1560		
		1-4-14	31-3-15	1680		
		1-4-15	31-3-16	1800		
		1-4-16	31-3-17	1920		
of Kisumu	1-4-17	13-4-18	2040			
	14-4-18	18-4-23	3576			

COLONY AND PROTECTORATE OF KENYA

INCLOSURE

COLONIAL PENSIONS, &c.

in Duplicate No. 607 of 27/11/1918

Particulars required to be furnished in reference to persons recommended for Superannuation, Compensation or Compassionate Allowance, or Gratuity on retirement.

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

Name of Applicant, **Mohamed bin Salim (Native)**Office or Situation **Mudir of Kisumu**Recommended for **a Gratuity**

of Sh. 962-77

Age

Service in Years and Months **14 years, 9 months and 18 days**Salary or Wages (Actual) **1**

Sh. 3576-00

Emoluments

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

Sh. 3576-00

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 to	Nature of Allowances
clerk	1-7-08	30-6-09	960		
	1-7-09	31-3-10	1200		
	1-4-10	31-3-11	1320		
	1-4-11	31-3-13	1440		
Trade Clerk	1-4-13	31-3-14	1560		
	1-4-14	31-3-15	1680		
	1-4-15	31-3-16	1800		
	1-4-16	31-3-17	1920		
	1-4-17	13-4-18	2040		
Mudir of Kisumu	14-4-18	18-4-23	3576		

20. Whether each of the Appointments held by the Applicant has been on the Fixed Establishment of the Colony.

Yes

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

Yes

Whether holding any other Public Appointment, or receiving or claiming to receive any Pension, Gratuity, Allowance, Half Pay or otherwise.

No

Whether any Pension or Allowance has been committed under the Imperial Pensions Act, 1909 and 1911, the annual amount of Pension or Allowance so committed, and the date of commencement should be inserted.

None

Whether any absence from duty has occurred in each of the last 10 years.

Year	Period of Absence		Number of Days	Cause of Absence
	From	To		
1912				
1913				
1914				
1915				
1916				
1917				
1918				
1919				
1920				
1921				
1922				
1923				

24. Date of Cessation of Duty 3rd February 1923

[Granted leave, with pay, from 4-2-23 to 18-4-23].

16. Date of Cessation of Salary 18th April 1923

17. Date from which, inclusively, Gratuity is due 19th April 1923.

Whether work of the Appointment held by the Applicant has been on the Fixed Establishment of the Colony.

Yes

Whether the duties of the several offices or situations held since the Applicant entered the Colony have been such as to require that the holder should give his whole time to the public service.

Yes

Whether pending any other Public Appointment, or receiving or claiming to receive a Pension, Bonus, Compensation, Half-Pay or otherwise.

No

Whether the Applicant has been commuted under the Imperial Pensions Act, 1908 and 1921, the annual amount of Pension or Allowance payable to him, and the date of commutation should be inserted.

None

Whether the Applicant has been absent from duty in each of the last 10 years.

Year	Period of Absence		Number of Days	Cause of Absence
	From	To		
1913				
1914				
1915				
1916				
1917				
1918				
1919				
1920				
1921				
1922				
1923				

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 satisfactorily stated," and observations as to Special Services, Distinguished Employment, &c., with full particulars of any injuries received on duty, or other claims or matters for consideration.

Mohamed bin Salih has discharged his duties with diligence and fidelity during the period stated (from 1/7/08 to 12/4/23) and I recommend him for Gratuity.

J. Ainsworth Dixon
Resident Commissioner
Bombay, 10/10/23.

Gratuity

(Computation, by the Treasurer, of the Pension, &c.)

I certify that the **GRATUITY** which may be paid to the Applicant according to the Rules of the Colonial Service, amounts to **Five hundred and sixty two shillings and seventy seven pence (Sh. 562-77)**.

and I base my Certificate on the following calculation:

1st Appointment - 1st July 1908
Retirement - 19th April 1923.

	YEARS.	MONTHS.	DAYS.
Actual service	14.	9.	18.
TOTAL	14.	9.	18.

Salary and emoluments - Sh. 3576/- a year
Gratuity earned under Section IV of Superannuation Act, 1908 being 14 years' salary at Sh. 3576/- a year less 14/52nds of Sh. 3576/- = **Sh. 562-77**

16. Date of Commencement of Duty - 30th February 1923
(Granted leave, with pay, from 1-4-23 to 18-4-23).

16. Date of Termination of Duty (19th April 1923)

17. Date from which, inclusive, Gratuity is payable - 19th April 1923.

TREASURER,
Nairobi, 27th September 1923.

J. Ainsworth Dixon
Resident Commissioner
The Colony and Protectorate of Kenya
Instructions

10. Whether both of the Appointments made by the Applicant has been at the First Establishment of the Colony.

Yes

Whether the holder of the second office or offices held since the Applicant entered the Civil Service has been such as to require that the holder should give his whole time to the Civil Service.

Yes

Whether the Applicant has been appointed, or receiving or claiming to receive any pension, gratuity, or other benefit of any kind from any other source.

No

Whether the Applicant has been promoted under the Imperial Pensions Act, 1914, to any office, or to any amount of Pension or Allowance exceeding the amount of the Pension or Allowance to which he is entitled.

Yes

14. Give a list of the Applicant's absences from work during the last 10 years -

Year	Period of Absence	Number of Days	Cause of Absence
1908	From To		
1909			
1910			
1911			
1912			
1913			
1914			
1915			
1916			
1917			
1918			
1919			
1920			
1921			
1922			
1923			

15. Date of Cessation of Duty 3rd February 1923
(Suspended Leave, with pay, from 4-2-23 to 18-4-23)

16. Date of Resumption of Duty 18th April 1923

17. Date from which Gratuity is due 19th April 1923.

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 behavior of the services of the Person recommended, embracing so long a period of his public service as may be authentically stated," and observations as to Special Services, Superannuation, Employment, &c., with full particulars of any injuries sustained on duty, or other claims or matters for consideration.

Mohamed bin Salim has discharged his duties with diligence and fidelity during the period stated (From 1st July 1908 to 19th April 1923) and I recommend him for Gratuity

J. Ainslie Dickin
Resident Commissioner
Nairobi, 10/11/23

Gratuity

Computation, by the Treasurer, of the Pension, &c.
I certify that the **G R A T U I T Y** which may be paid to the Applicant according to the Rules of the Colonial Service, amounts to **Five Hundred and sixty two shillings and seventy seven cents (Sh. 562-77/-)**

and I base my Certificate on the following calculation:
1st Appointment - 1st July 1908
Retirement - 19th April 1923.

	Years.	Months.	Days.
Actual service	14.	9.	18.
TOTAL	14.	9.	18.

Salary and emoluments - Sh. 3576/- a year
Gratuity earned under Section IV of Superannuation Act, being 14 years salary at Sh. 3576/- a year (14/52ths of Sh. 3576/-) - **Sh. 562-77**

TREASURER,
Nairobi, 27th Dec 1923.

J. Ainslie Dickin
For Treasurer,
The Collector and Protector of Kenya.
Instructions.

INSTRUCTIONS REFERRED TO ON PAGE 1.

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

Head 1.—In the case of an Officer serving on the West Coast of Africa, a statement is to be added showing the nature of that Coast. Colonial Regulations, § 430.

Head 2.—In the case of Allowance for which the Applicant is recommended, viz., Superannuation, or any other Allowance, or Gratuity, and its amount. In the case of Pension, a statement is to be given in respect of Professional or other special qualifications, and a reference should be given to the authority under which the claim is made.

Head 3.—If the service has been interrupted by one or more breaks, the word "broken" should be added, and the number of years and months, and the causes, dates, and circumstances of the breaks should be stated under Heading 9.

Head 4.—If the Applicant has not a receipt of the same Salary, or in the class from which he retires, as he has 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 has been more than the average for the whole period of service should be inserted.

Head 5.—The average 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. No deduction is to be made from the Fees should be made in respect of Office Expenses provided for by the Funds for the discharge of those duties to which a Fixed Salary is annexed. Papers forwarded to the Colonial Department should be accompanied by forms 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 Salary and Fees will not in any case be allowed to count for Pension purposes during any period in which the whole time of the Officer receiving them was not given to the Public Service.

Head 6.—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 of 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 7.—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 8.—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 9.—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 10.—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.

INSTRUCTIONS REFERRED TO ON PAGE 1.

In this Paper of Particulars and the Certificates connected with it, to not omit to original, the copies must be duly attested.

Head 1.—If the Applicant is an Officer serving in the West Coast of Africa, a statement is to be submitted whether he is a member of the Order of Colonial Regulations, (430).

Head 2.—If the Applicant is a Civil Officer, or if the Applicant is recommended, etc., Superannuation, the actual rate of Allowance for gratuity and its amount. In the case of Pension, the actual rate of Pension, in respect of Professional or other special qualifications, or other special qualifications, must be given to the authority under which the claim is made.

Head 3.—If the Applicant is recommended, or if he is recommended, the word "broken" should be added where the period of years and months, and the causes, dates, and circumstances of it, are stated, and the word "broken" should be added.

Head 4.—If the Applicant is recommended, or if he is recommended, the actual annual rate of Salary or Wages for the date of his retirement, the actual annual rate of Salary or Wages for the date should be inserted, provided by the word "actual". In other cases, the average rate of Salary or Wages for the 36 months next preceding the date of retirement, or the average rate of Salary or Wages for the 36 months next preceding the date of retirement, should be inserted, provided by the word "average", but if the whole period of service should be inserted, and the average for the whole period of service should be inserted.

Head 5.—If the Applicant is recommended, or if he is recommended, the average Annual Value, for the 36 months immediately preceding retirement, of such Emoluments (exclusive of salary or wages) which is claimed to be included in the computation 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 the 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 in 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 discharge for his own services, 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 by the Public Funds for the discharge of those duties to which a Fixed Salary is annexed. Particulars when forwarded to the Colonial Department should be accompanied by formal receipts from the serving Officers, showing the amount received by them for fees, and the amount debited 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 send 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 6.—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, whom at least one should, if possible, be a Salaried Officer of the Government.

Head 7.—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 has been credited with the permanent Civil Service of the Colony.

Head 8.—If, in special circumstances, a professional Civil Officer has been allowed to have "private practice" without leaving his duties to the public, the facts are to be fully stated.

Head 9.—If the Applicant is liable to any deduction from his service under Article 192 of the Colonial Regulations, the facts should be fully stated.

Head 10.—The length of service and other particulars of the computation are to be given. When an Officer of Salary, &c. is asked, the details of calculating it (whether by months, &c.) is to be explained.

57871/93 ^{Kanaga}

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DRAFT.

19 Oct 1933

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Delegation.

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Sir,

I have to ack the recd
of your desq, No 1619, of the
29th of Oct, & to inform you
that I approve the payment
of a gratuity of Rs 4000
to Mohamed bin Sultan
(Nalin) Auditor of Kisanari

JR

SECRET