FROM HORTHCO SUBJECT ur. lettries 25/9 RETRIECHMENT OF MR M.A.A.MONTEIRO 4THGRADE CLERK, P.W.D. Mr. 188t. U.S. of S. Encloses computation of gratuity and requests sanction to payment of Shs 646/15. "" U.R. of B. art U.S. of S. ceretary of State. Previous Paper MINGRES Africa My 24 9 28 But I don't understand no increase of hay account of meorporation of in salary on 1st. april unight ask as this, meanwhile approving the payment new proposed (mice my as calculation would be to the man's advantage) 1.1.25-9.23.



GOVERNMENT HOU KENYA

18th August, 1923,

My Lord Duke,

I have the honour to transmit herewith a Form of Particulars required for the computation of gratuity payable to Wr. M.A.A.Monteiro, 4th Grade grant. Public To a Department, who has been retremeded from the service of this Colony in order

s I have to a honour to be,

"y Lord Duke.

Your Brace's most devoted

ACTING GOVERNOR.

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.

INCLOSURE Despatch No. 1823 of 16.8. 18.23

COLONIAL PENSIONS.

ARTICULARS 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.

(In filling	up this Paper	refer to the Instruc	cions in page 4.)	-
Name of Applicant. Miguel					and the late of the second
Office or Situation 4th ur	ade Ulerk	, Transpor	t, Public	Works D	ept.,
Recommended for a grat	u i ty			of Sh, 64	6-15
Age	1907				-
Service in Years and Months	10 years	7 months	and 4 day	ZB	
Balary or Wages / A C	t u a	1	,) Sh, 28	80-00 a ye
, mainments value of du	arwes (o	ainimum)		sh, 4	180~(10)
Tural amount of Security Superan		is diamen	· · · · · }	Sh. 3:	160_00
their Empluments, 11st Allowances.	1. requestors	of the exert	. Approximation other allows	nts held by 14009, and	Applicant, wit specifying suc
Title of Appendine	Dasy of Esymmetricement	Terminal op	er allinum	Vilovarece . Re	Nature of Allow auces, &c.
	22-6-12	131-3-13	14%	* * * *	
	1-4-13	31-3-14	1560	4	
to Sh. 2880 a year	1-4-14	31-3-15	1920		
to Sh. 2880 a year	1-4-15	31-3-16	2040		
Lered to Sh. 2160 by	1-4-16	31-3-17	2160		
4 to Sh. 2880 a year	1-4-17	31-3-18	2304		
	1-4-18	31-3-19	2448		
	1-4-19	31-3-20	2592		
•	1-4-20	31-3-21	2736		
	1-4-21	25-1-23	2880		
Super State of the	1000	ART		and offer	
	A CONTRACTOR		AND DRIVE		
		-			
P. P. Nairobi 9360-3 23 2,000.	2			Tre	namy Form No. 69,

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.

12 Whether holding any other Public Appointment, or receiving or claiming to receive Public Money by Compensation, Half-Pay or otherwise.

13. If any kind of Pension or other Allowance has been commuted under the Imperial Pension Commutation Acts, 1869 and 1871, the annual amount of Pension or Allowance of Commuted and the date of Commutation should be inserted.

No

MECH

14. Absence, beyond ordinary Vacation beavily is said of the last 10 corr-

Year		Period i America			Namber of they. Can-			(11.11-11	
100	7 Fron	25-6-17		24-7-17		80	on Ext	ension half	pay.
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19		= -130		40.02.04		1-1-4-7		1	

15. Date of Cessation of Duty fin December 1922.

(Granted leave, with pay, from 7-12-22 to 25-1-28.

16. Date of Cessation of Salary 25 th January 1923.

Gramity is due

17. Date from which, inclusively, Pension will Commence. 26th January 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 authentically "stated," and observations as to Special Services, Suspension, Reprinand, &c., with full "particulars of any injuries received on duty, or other claims or matters for consideration.

Mr.M.A.Monteiro has discharged his duties with diligence and ridelity.

Carried out the duties of Transport Clerk in the Government past Agency at Mombasa from 22nd June, 1912, to 25th January, 1923.

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

LAG: DIRECTOR OF PUBLIC WORKS.

Thereby that the G r a t u i t y which may be pash to the Appheant according to the Rules of the Calcular Service, amounts to Six aumdred and forty.

six shillings and fifteen cents (Sh. 646-15)

uretuity

and I base my therefreate on the following calculation.

TOTAL

lat Appointment - 22nd June 1919 Metirement - 36th January 1928.

unal service

lears.	Mon ths.	Days.	
10.	7.	4.	
10,	7.	4.	

salary and emoluments Sh. 3360-00 by earned under Section IV of the commutation Act. 1387, being 10 weeks by at Sh. 3360-00 a year

TREASURY.

NAIROSS, 14th July 1923

k. E.

For Treasurer,

The Colony and Protectorale of Kenya.

Instructions.

INSTRUCTIONS REFERRED TO ON PAGE 1.

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

- HEAD I OF PAPER. In the case of an Officer serving on the West Coast of Africa, a statement is to be adwhether he is a native f that Coast. (Colonial Regulations, § 430)
- HEAD 3 .- State the description of All manys for which the applicant is recommended, rise. Superannuate Compensation, Compassionate Allowance, or Gratuity, and its amount. In the case of Pers. compensation, compassioner are mance, or orasony, and its amount. In one uses of Fers-claiming an addition to their Pensions in respect of Professional or other special qualifications, cauming an addition to their remsions in respect of professional or other special qualifications, to should be stated, and a reference should be given to the authority under which the claim is many
- 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 break or breaks should be stated under heading 9
- Heap 6 If the Person retiring has been in receipt of the same Salary, or in the class from which he recfor the 36 menths immediately before the date of his retirement, the actual annual rate of Sec for the 20 to mine community to the street of the street of the word "actual". In other cases of Wages at that data should be possited, preceded by the word "actual". In other cases or trages at that once should be presented, preceding up the worth accusal to other cases accease annual amount of Salary or Wages for the 36 months next preceding the data retrays annual amount or carry or ranges for the or mounts max preceding the data retriement should be uncerted in coded by the word "average," but if the whole period of as it is than three years, then the cornigs for the whole period of service should be inserted.
 - A separate statement six plot to proposed of the average Annual Value for the 36 months immediapreceding retroppers of each Englandate exclusive of salary or eagest which is claimed to achided in the calculate of I the Pleason, in Gratisity

Whenever the value of a Hone or Hone Allowanes to ascertained, exceeds, one-six: the salary and other encoluments which count for Pension purposes, it is to be reduced to sixth of that amount, so that it shall not exceed meseworth of the whole

Fees which an officer is allowed to retain for his win new will be taken returned ecount. Pension purposes, with regular salary, at the annual average of the net recorpts of the 36 most reasion purposes, and regular salary, as the annual average of the new resembles in the own man, and the preceding the Officer's retirement. These net receipts are to be accertained by deducing from the gross amount of Fees such Office Expenses, &c., as an officer may have had to defrom his own recources, in performing the services for which he was remunerated by Fees. feom his own recources, in performing the services for which he was remunerated by Fees. deduction, however, from the Fees should be made in respect of Office Expenses provided from the Fees should be made in respect of Office Expenses provided from the Fees should be made in respect of Office Expenses provided from the Fees should be made in respect of Office Expenses provided from the Fees should be made in respect of Office Expenses provided from the Fees should be made in respect of Office Expenses provided from the Fees should be made in respect of Office Expenses provided from the Fees should be made in respect of Office Expenses provided from the Fees should be made in respect of Office Expenses provided from the Fees should be made in respect of Office Expenses provided from the Fees should be made in respect of Office Expenses provided from the Fees should be made in respect of Office Expenses provided from the Fees should be made in respect of Office Expenses provided from the Fees should be made in respect of Office Expenses provided from the Fees should be made in respect of Office Expenses provided from the Fees should be made in respect of Office Expenses provided from the Fees should be made in respect of Office Expenses provided from the Fees should be made in the Fees sho deduction, nowever, from the rees anomal of made in respect to office. Expenses provided the Public Funds for the due discharge of these duties to which a Fixed Satary is annexed. Paper of "Particulars" when forwarded to the Colonial Department should be accompanied by form of Particulars when forwarded to the Comman repartment another to the 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 immedia: amount detrayed as above for onice expenses, e.c., in each of the shree years immedial preceding the retirement. It will be the duty of the Colonial Government concerned to sati preceding the retirement. It will be the duty of the Colonial Government concerned to said themselves of the accuracy of sach exactions is before forwarding them to the Colonial Office In the case of Officers receiving Fixed Salaries and Fees, the Fees will not in ordinative circums are seen allowed to count for Pension purposes to the extent of more than one quartering the Salaries, and Fees will not in any case he allowed to count for Pension purposes during the Salaries, and Fees will not in any case he allowed to count for Pension purposes during period in which the whole time of the Officer receiving them was not given to the Public Serv

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

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

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

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

- Head 11.—If, in special orcumstances, 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 103 of the Co-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

COLONIAL PENSIONS.

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.	Miguel Arema				
	office or Situation	4th wrade Ule	LE . LEGISDOF	P	ALMA -Abest	
	Recommended for	e grausty		of	8h, 646-15	
4	/ E ₆ 6					
	service in Years and	Warte 10 year	FA T MED Ship	end 4 days		
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		e of quarters			85 480_00	
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Albert Sterrs					
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	11	1 15.00	and the second	VI WALLEY	Nature of Allow

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rade where the 1990 by	1-4-14	21-3-15	1920	
70 to 55, 2580 a year	1-4-15	31-3-16	2040	
al wred to Sh, 2160 by	1-4-16	21-2-17	2160	
44 to an 2880 a year	1-4-17	31-3-18	2304	
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	1-4-20	31-3-21	2736	
	1-4-21	26-1-23	2880	
	1	1	-	
		330	Florida .	
	1.00			

10. Whether each of the Appointments held by the Applicant has been on the Fixed Establish ment of the Colony.

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.

Whether holding any other Public Appointment, or receiving or claiming to receive an Public Money by Compensation, Half-Pay or otherwise.

No

13. If any kind of Pension or other Allowance has been commuted and the Imperial Pension Commutation Acts, 1869 and 1871, the annual amount of Pension or Allowance Commuted and the date of Commutation should be inserted.

Same

Number of Days | Cause Sheet

14 Absence, beyond ordinary Vacation to see, un each of the last 10 years

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C. 15. Date of Cessation of their State Seconds ? 1988.

(Granted leave, with pay, from 7-19-22 to 25-1-28

16. Date of Cessation of Salary Sta Jenuary 1928.

uremity 14 des

17. Date from which, inclusively, Pension will Commence. 28 th January 1920

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, togethem 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.W.A.Mostoire has discharged his duties with diligence and fidelity.

Coursed out the duties of Transport Clerk in the Government Count Agency at Members from 22nd June, 1912 to 25th Japany, 1923.

Special Services Eil
Reprisents
Reprisents
Injuries resolved on
Outy
Amy other claims or
next ore for consideration S

(Sd.) A. F. HOEY.

AGIDIRECTOR OF PUBLIC TORES.

ake my fa

I certify that the G F a L W I L F who heavy to paid to the Applican

according to the Rules of the Colonial Service, amounts to at and red and forty

six shillings and fifteen conts (Sa sec. 18)

and I base my Certificate on the following calculations

let Appointment - 32nd June 1919 | Ne Liverant - 35 th Jenuary 1923

e wal corvice

TOTAL

10. 7. 4. 10. 7. 4.

onlary and encluments Sh. 2000-00 by sarned under hes ties 17 of the ranguation Act. 1887, being 10 weeks' by at the 2000-00 a year

THEABURY.

NAIROBI, 14th 4 1 1 1929

Rimina

For Treasurer,

The Colmy and Protectorate of Kenya.

Instructions.

INSTRUCTIONS REFERRED TO ON PAGE 1.

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- HUND I OF PAREL. In the case of an Officer serving on the West Coast of Africa, a statement is to be a whether he is a native of that Coast. (Colonial Regulations, § 430).
- HEAD 3 -State the description of Allowance for which the Applicant is recommended, vis., Superannation Compensation, Compassionate Allowance, or Gratuity, and its amount. In the case of Personanting an addition to their Pensions in respect of Professional or other special qualifications, it is also allowed by stated, and a reference should be given to the authority under which the claim is used.
- Here 5.— If the service has been interrupted by one or more breaks, the word "broken" should be added thefore or after the number of years and months, and the causes; dates, and circumstances of the break or break- should be stated under heading 9.
- Hey to If the Person returns has been in receipt of the same Salary, or in the class from which he retired for the discentis unmediately before the date of his retirement, the actual annual rate of or Wages at that date should be inserted, preceded by the word "actual." everage annual amount of Salary or Wages for the 36 months next preceding the day retrang annual amount of Satary or wages for the 30 months next preceding the date retirement should be inserted, proceed by the word "average," but if the whole period of service 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 immediate properties retrement of each Encluments exclusive of salary or wages) which is claimed to included in the calculation of the Pension or Gratuity

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

Fees which an officer is allowed to taking for his near the written taken into the Pennish parposes, with regular schiry of the annual average of the cooperation of the Pennish parposes, with regular schiry of the annual average of the cooperation of the from the gross amount of fees such office Expenses, &c., &s, an officer may have had a from the gross amount of fees such office Expenses, &c., &s, an officer may have had been from his own resources, in performing the services for which he was remunerated by from his own resources, in performing the services for which he was remunerated by the pennish of the penn deduction, however, from the Fees should be made in-respect of Office Expenses, provide Public Funds for the due discharge of those duties to which a Fixed Salary is annexed. of "Particulars" when forwarded to the Colonial Department should be accompanied by declarations from the retiring Officers, showing the amount received by them for fees, amount defrayed as above for Office Expenses, &c., in each of the three years immorphisely the provided of the retirement. It will be the duty of the Colonial Government concerned to the provided of the account of the concerned to the provided of the colonial Government concerned to preceding the retirement. It will be the duty of the Colonial Government concerned themselves of the accuracy of such statements before forwarding them to the Colonia In the case of Officers receiving Fixed Salaries and Fees, the Fees will not in circumstances be allowed to count for Pension purposes to the extent of more than the Salaries, and Fees will not in any case be allowed to count for Pension purposes of the Salaries, and Fees will not in any case be allowed to count for Pension purposes of the Salaries.

Head 8.—In cases of infirmity, if the applicant is below the ordinary age for retirement, a Medical Corisi to be furnished showing that he is disqualified by infirmity of mind or body for discharge different control of the control

In case of ten years service or more, this certificate should be signed by two Office 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 thad any "acting" service, the details must be fully given, wit statement whether or not, during the "acting" service, he was connected with the permanent of the Colony.

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

He to fi - if the Person returns has been in receipt of the same Salary, or in the class from which he retire the Person returns has been in receipt of the same canary, or in the class from which he tested for the 3t-menths unmodulately before the date of his retirement, the actual annual rate of Salar for the action into connectably before the date of this retirement, the actual annual rate of Salar or Wages at that date should be inserted, preceded by the word "actual." In other cases the or Wages at that date shound to inserred, precedud by the word actual. In other cases it average annual amount of Salary or Wages for the 36 months next preceding the date average annual amount at Caury or mages for the an months next preceding the date a retirement should be meetful, provided by the word "average," but if the whole period of services that three years, then the average for the whole period of service should be inserted.

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

HEAD 14.—If the Applicant is lighle to say deduction from his service under Clause 102 of the Col.

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 avoid Salary, &c., is taken, the mode of calculating it (whether by mouths, &c.) is to be explained.

46449/23 Kenya.



DOWNING STREET,

29 September, 1923.

I have the honour to acknow-

DRAFT

MOR. Ong

MINUTE.

MINUTE.

Mr. Jowell 27. 9 23
Mr. Joffria 27. 9 24
Mr. David
Sir G. Grindle.
Sir B. Mead.
Sir J. Meaterion Smith.
Mr. Ormain-Gore.

Duke of Deponshire.

ledge the receipt of Mr. Morthcote's despatch No.1282 of the 15th

August, and to inform you that I approve the award of a gratuity of Shs:646/15 to Mr.M.A.A.Monteiro on his retrenchment from the post

of 4th Grade Clerk, Public Works

2. If to set enderstand, for what reason nowever, the there was no increase

Department.

failed to receive an warren of per made to Mr. Monteire on the lost. of aprix, 1920, or account of the incorporation of

WAT



DOWNING STREET,

September, 1923.

DRAFT

407 OR. Ong Par

MINUTE.

Mr. Jeffria
Mr. Jeffria
Mr. David
Sir G. Gradia
Sir H. Mest
Sir J. Masterion Smith.
Mr. Omnity-Gore.
Dukej of Decomphire.

I have the honour to acknowSon Ch. Bowrny;
ledge the receipt of Mr. Northcote;
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approve the award of a gratuity of
Shs:646/15 to Mr.M.A.A.Monteiro
on his retrenchment from the post
of 4th Grade Clerk, Public Works
Department.

however, the there was no increase failed to receive an mineral of payments to Mr. Monteiro for the lot. of april, 1920, or account of the incorporation of

war

War bonus in agisty, and so the 11

rocella lafermation on Wris point.

I have etc:

This point with, y necessary a revised calculation of gratuity.

MARKET MA

war bonus in sclary, so ist April
1986, enc. I should be glad to

satisfied at the cuttedist for the bother

perso spc:

this point with if accessing a revised calculation of quantity.

and makelike