SUPPLEMENT

TO THE

NEW ZEALAND GAZETTE

OF

THURSDAY, MAY 19, 1927.

Published by Authority.

WELLINGTON, WEDNESDAY, MAY 25, 1927.

Regulations for the Military Forces of the Dominion of New Zealand.

CHARLES FERGUSSON, Governor-General.

In pursuance and exercise of the powers and authority conferred on me by the Defence Act, 1909, and its amendments, I, General Sir Charles Fergusson, Baronet, Governor-General of the Dominion of New Zealand, do hereby revoke the regulations made on the twenty-second day of December, one thousand nine hundred and thirteen, and published in the New Zealand Gazette of the twenty-seventh day of January, one thousand nine hundred and fourteen, together with all amendments thereto, and in lieu thereof do hereby make the regulations set forth in the Schedule hereto; and I hereby declare that such revocation shall take effect and such new regulations shall come into force as from the date of publication thereof in the Gazette.

As witness the hand of His Excellency the Governor-General, this 20th day of May, 1927.

F. J. ROLLESTON, Minister of Defence.
SCHEDULE.

DEFINITIONS.

In these regulations, if not inconsistent with the context,—

"Active service": The term "on active service," as applied to a person subject to military law, means whenever he is attached to or forms part of a Force which is engaged in operations against the enemy, or is engaged in military operations in a country or place wholly or partly occupied by an enemy, or in military occupation of any foreign country, and as further defined in the Army Act:

"Army Act" means the Imperial Army Act called "The Army Act," and includes any Act continuing or amendimg the same:

"Camp" means any special assembly of any portion of the Defence Forces for instruction or training and exercise at a particular place authorized or ordered by the General Officer Commanding, or other competent authority, to be a camp:

"Company," &c., means a squadron, battery, or company:

"Command" means a military district as defined in the Defence Act:

"Commandant" or "General Officer Commanding" means the officer appointed by the Governor-General to command the N.Z. Military Forces and to have charge of the land and air defences of New Zealand:

"Command " means a military district as constituted under the Defence Act:

"Company," &c., means a squadron, battery, or company:

"Defence Act" means the New Zealand Defence Act, 1909, and includes any Act amending the same:

"Gazette" means the New Zealand Gazette:

"General Training Section," which for the purposes of these regulations is included in the Non-effective List, includes all persons on training in a Territorial unit but who are not posted to a Territorial unit on account of living beyond the prescribed distance from a training-centre, or of being surplus to the authorized establishment:

"King's Regulations" means the "King's Regulations" and "Orders for the Army and the Army Reserves," as issued by the Army Council:

"Military Forces" means all officers, non-commissioned officers, and men in the Permanent Forces, the Territorial Force and Senior Cadets, General Training Section, and Reserve, and includes any volunteer enrolled in the Forces under the authority of the Governor-General for special service within or beyond New Zealand:

"Military Orders" or "General Orders" means orders issued by the General Officer Commanding, or any officer acting under authority of the General Officer Commanding:

"Non-effective List" embraces all males liable for military training under the Defence Act who are not called upon to train on account of living beyond the prescribed training radius, or who are undergoing their training in the N.Z. Division of the Royal Navy or the N.Z. Royal Naval Reserve, or who are enrolled in the Forces for instruction or training and exercise at a particular place authorized or ordered by the General Officer Commanding, or any officer acting under authority of the General Officer Commanding:

"Non-commissioned officer" includes any acting non-commissioned officer:

"Non-effective List" embraces all males liable for military training under the Defence Act who are not called upon to train on account of living beyond the prescribed training radius, or who are undergoing their training in the N.Z. Division of the Royal Navy or the N.Z. Royal Naval Reserve, or who are enrolled in the Forces for instruction or training and exercise at a particular place authorized or ordered by the General Officer Commanding, or any officer acting under authority of the General Officer Commanding:

"Oath" : The expression "oath" and "swear," and other expressions relating thereto, include "affirmation" or "declaration," "suffer" or "declare," and expressions relating thereto, in cases where an affirmation or declaration is by law allowed instead of an oath:

"Officer" means any commissioned officer appointed under the Defence Act and a regiment of Royal Artillery, the regiment of Volunteer Artillery, the regiment of Infantry, the on training in a Territorial unit but who are not posted to a Territorial unit on account of living beyond the prescribed distance from a training-centre, or of being surplus to the authorized establishment:

"Peace establishments" : The peace establishment of a unit is the number of officers and other ranks, and animals, guns, and vehicles, authorized to be maintained in peace:

"Regiment" : The term "regiment" means the regiment of Royal N.Z. Artillery, a regiment of Mounted Rifles, the regiment of N.Z. Artillery, and a regiment of Infantry:

"Rules of Procedure" means "The Rules of Procedure " issued under the authority of the Army Act:

"Soldier" means any warrant officer, non-commissioned officer, or man enlisted or enrolled in any portion of the Military Forces, other than a Cadet unit or a Rifle Club:

"Superior officer": This expression means not only a superior in rank, but also a senior in the same rank or grade where that seniority gives power of command according to the usage of the service, and also includes a non-commissioned officer or acting non-commissioned officer:

"Territorial Force": One who is liable under the Defence Act to undergo training in the Defence Forces:

"Unit" means an Air Force depot or squadron; a regiment of Mounted Rifles; a battery or depot of Artillery; a field squadron, field troop, field company, or depot of Engineers; a squadron, company, troop, section, or depot of the Signal Corps; a battalion of Infantry; a company or depot of the Army Service Corps; a mounted field ambulance, a field ambulance, a casualty clearing-station, hospital, or depot of the Medical Corps; a section or depot of the Veterinary Corps; a company, section, or depot of the Ordinance Corps; a battalion of Cadets.

"War establishments" : The war establishment of a unit is the number of officers and other ranks, and animals, guns, and vehicles, authorized for war.
### ABBREVIATIONS

<table>
<thead>
<tr>
<th>Abbreviation</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>A.A.</td>
<td>Army Act.</td>
</tr>
<tr>
<td>A.B.</td>
<td>Army Book.</td>
</tr>
<tr>
<td>A.D.C.</td>
<td>Aide-de-Camp.</td>
</tr>
<tr>
<td>A.D.M.S.</td>
<td>Assistant Director of Medical Services.</td>
</tr>
<tr>
<td>A.D.V.S.</td>
<td>Assistant Director of Veterinary Services.</td>
</tr>
<tr>
<td>A.F.</td>
<td>Army Form.</td>
</tr>
<tr>
<td>A.G.</td>
<td>Adjutant-General.</td>
</tr>
<tr>
<td>A.S.C.</td>
<td>Army Service Corps.</td>
</tr>
<tr>
<td>C.G.S.</td>
<td>Chief of the General Staff.</td>
</tr>
<tr>
<td>C.O.</td>
<td>Commanding Officer.</td>
</tr>
<tr>
<td>C.O.O.</td>
<td>Chief Ordnance Officer.</td>
</tr>
<tr>
<td>D.C.M.</td>
<td>District Court-martial.</td>
</tr>
<tr>
<td>B.D.S.</td>
<td>Director of Dental Services.</td>
</tr>
<tr>
<td>B.F.S.</td>
<td>Director of Financial Services.</td>
</tr>
<tr>
<td>D.M.S.</td>
<td>Director of Medical Services.</td>
</tr>
<tr>
<td>D.M.T. &amp; I.</td>
<td>Director of Military Training and Intelligence.</td>
</tr>
<tr>
<td>D. of A.</td>
<td>Director of Artillery.</td>
</tr>
<tr>
<td>D. of A.S.</td>
<td>Director of Air Services.</td>
</tr>
<tr>
<td>D.O.S.</td>
<td>Director of Ordnance Services.</td>
</tr>
<tr>
<td>D.V.S.</td>
<td>Director of Veterinary Services and Remounts.</td>
</tr>
<tr>
<td>F.G.C.M.</td>
<td>Field General Court-martial.</td>
</tr>
<tr>
<td>G.C.M.</td>
<td>General Court-martial.</td>
</tr>
<tr>
<td>G.H.Q.</td>
<td>General Headquarters.</td>
</tr>
<tr>
<td>G.S.O. (I)</td>
<td>General Staff Officer, 1st Grade.</td>
</tr>
<tr>
<td>G.T.S.</td>
<td>General Training Section.</td>
</tr>
<tr>
<td>i/c</td>
<td>In charge.</td>
</tr>
<tr>
<td>I.O.O.</td>
<td>Inspecting Ordnance Officer.</td>
</tr>
<tr>
<td>K.R.</td>
<td>King's Regulations.</td>
</tr>
<tr>
<td>N.C.O.</td>
<td>Non-commissioned officer.</td>
</tr>
<tr>
<td>N.Z.A.M.C.</td>
<td>New Zealand Army Medical Corps.</td>
</tr>
<tr>
<td>N.Z.A.O.C.</td>
<td>New Zealand Army Ordnance Corps.</td>
</tr>
<tr>
<td>N.Z.A.P.C.</td>
<td>New Zealand Army Pay Corps.</td>
</tr>
<tr>
<td>N.Z.D.C.</td>
<td>New Zealand Dental Corps.</td>
</tr>
<tr>
<td>N.Z.M.C.</td>
<td>New Zealand Medical Corps.</td>
</tr>
<tr>
<td>N.Z.P.E.</td>
<td>New Zealand Permanent Forces.</td>
</tr>
<tr>
<td>N.Z.P.S.</td>
<td>New Zealand Permanent Staff.</td>
</tr>
<tr>
<td>N.Z.S.C.</td>
<td>New Zealand Staff Corps.</td>
</tr>
<tr>
<td>N.Z.V.C.</td>
<td>New Zealand Veterinary Corps.</td>
</tr>
<tr>
<td>O.C.</td>
<td>Officer Commanding.</td>
</tr>
<tr>
<td>O.C.C.</td>
<td>Officer Commanding Command.</td>
</tr>
<tr>
<td>O.M.E.</td>
<td>Ordnance Mechanical Engineer.</td>
</tr>
<tr>
<td>Para.</td>
<td>Paragraph.</td>
</tr>
<tr>
<td>Q.M.G.</td>
<td>Quartermaster-General.</td>
</tr>
<tr>
<td>R.D.</td>
<td>Regimental district.</td>
</tr>
<tr>
<td>R.N.Z.A.</td>
<td>Royal New Zealand Artillery.</td>
</tr>
<tr>
<td>R.T.O.</td>
<td>Railway Transport Officer.</td>
</tr>
<tr>
<td>S.A.A.</td>
<td>Small arms ammunition.</td>
</tr>
<tr>
<td>S.O./R.D.</td>
<td>Staff Officer i/c Regimental District.</td>
</tr>
<tr>
<td>T.F.</td>
<td>Territorial Force.</td>
</tr>
<tr>
<td>W.O.</td>
<td>Warrant officer.</td>
</tr>
</tbody>
</table>
Regulations for the New Zealand Military Forces.

SECTION I.—ORGANIZATION.

COMPOSITION AND GOVERNMENT OF THE N.Z. MILITARY FORCES.

General Principles.

1. The N.Z. Military Forces comprise (1) the Permanent Forces, (2) the Territorial Force, (3) the Reserve, (4) the Cadets, (5) the Nursing Service, (6) all the Military Forces raised on mobilization.

2. The Permanent Forces consist of those officers and other ranks who are commissioned or enlisted for service in the N.Z. Staff Corps and N.Z. Permanent Staff, the Royal N.Z. Artillery, the N.Z. Permanent Air Force, the N.Z. Permanent Army Service Corps, the N.Z. Army Medical Corps, the N.Z. Army Ordnance Corps, the N.Z. Army Pay Corps, the General Duty Section, and other military departmental services.

3. The N.Z. Territorial Force consists of those officers and other ranks who are commissioned, attached, or enrolled for service in the Territorial Force units.


5. The Reserve of Officers consists of all officers of the Permanent Forces, Territorial Force, and of all the provisional forces raised on mobilization who are not liable for foreign service; the Reserve of Non-effective Officers includes all other ranks of the Forces who are liable for military service, and who are not serving in the Permanent Forces or in the Territorial Force or in other sections of the Reserve.

6. The Cadets consist of all youths who are British born or naturalized British subjects, and are between the ages of fourteen and eighteen years, and include such youths over eighteen years of age who are permitted to extend their service in the Cadets while attending a secondary school; but do not include—

(a) Those exempted for any reason;
(b) Those attending a primary school;
(c) Those on the strength of the Non-effective List.

7. The Territorial Force Reserve consists of all other ranks posted thereto from the date of posting thereto until June of the year in which they attain thirty years of age, and of all male inhabitants of New Zealand who are liable for military service, and who are not serving in the Permanent Forces or in the Territorial Force or in other sections of the Reserve.

8. For the purpose of mobilisation the General Reserve will be subdivided into classes as shown in Mobilization Regulations.

9. The Cadets are liable for service outside the Dominion unless they voluntarily retire for such service.

10. The Cadets of the N.Z. Permanent Forces are at all times liable for foreign service; the remainder of the Military Forces are not liable for service outside the Dominion unless they voluntarily retire for such service.

11. For the purpose of the efficient training and administration of the Forces the Dominion is divided into four military commands, viz: Northern Command, Central Command, and Southern Command.

12. The Cadets are liable for service in the Permanent Forces posted thereto.

13. Each command is further subdivided into four regimental districts, and those again into areas.

14. The boundaries of the commands and regimental districts are laid down in the N.Z. Army List.

15. The Cadets are liable for service in the Permanent Forces posted thereto.

16. The government of the Forces is vested in the Crown.

17. The establishment of the N.Z. Military Forces is laid down in the N.Z. Army List.

18. The Temporary Establishment of the Forces is as shown in Appendix IV.

19. The chain of command throughout the Military Forces is shown in Appendix V.

20. Owing to the personnel of the mentioned corps being distributed throughout the various commands, the administration of such personnel will be carried out by General Headquarters through the command concerned:

N.Z. Staff Corps.
N.Z. Permanent Staff.
Royal N.Z. Artillery.
N.Z. Permanent Air Force.
N.Z. Permanent Army Service Corps.
N.Z. Army Medical Corps.
N.Z. Army Ordnance Corps.
N.Z. Army Pay Corps.

21. Staff List.—Appointments to the higher posts on the Staff will be made from a selected list of officers of the Permanent Forces considered qualified for such employment, termed the "Staff List." This list will be prepared and revised each year by the General Officer Commanding, but will not be published. The guiding principle of the selection of officers for this list will be the possession of those qualifications which render them fitted for the performance of the duties of the Staff; but, as a general rule, an officer will not be eligible for employment on the General Staff, or for exchange with Imperial General Staff officers in other parts of the Empire, unless he holds a Staff College certificate or has been noted as fitted for Staff employment in consequence of proved ability on the Staff in the field.

22. Officers of the Territorial Force.—Officers of the Territorial Force may be employed for service on the Staff.

23. Duration of Appointment.—No officer will hold a Staff appointment for longer than four years without being reappointed.

SECTION II.—DUTIES OF OFFICERS, WARRANT OFFICERS, AND NON-COMMISSIONED OFFICERS OF THE PERMANENT FORCES, AND OFFICERS OF THE TERRITORIAL FORCE.

A. OFFICERS OF THE PERMANENT FORCES.

I. AT GENERAL HEADQUARTERS.

General Officer Commanding.

24. The General Officer Commanding N.Z. Military Forces is responsible to the Government for the recruiting, organization, maintenance, efficiency, training, and readiness for war of the Forces under his command, and for advice on all questions of military policy affecting the security of the Dominion and as to the conduct of military operations. He is responsible for fixing the establishment of the Forces considered qualified for such employment, termed the "Staff List." For appointments to the higher posts on the Staff, the guiding principle of the selection of officers for this list will be the possession of those qualifications which render them fitted for the performance of the duties of the Staff; but, as a general rule, an officer will not be eligible for employment on the General Staff, or for exchange with Imperial General Staff officers in other parts of the Empire, unless he holds a Staff College certificate or has been noted as fitted for Staff employment in consequence of proved ability on the Staff in the field.

25. (a.) The Chief of the General Staff, assisted by the Director of Military Training and Intelligence, is responsible to the General Officer Commanding for—

(i) Advice as to conduct of military operations and orders in regard thereto;
(ii) Preparations for and training of the Military Forces;
(iii) Preparation of war-book
(iv) Preparations and war diaries
(v) Selection of officers (a) for first appointment to the Permanent Forces, (b) for Staff appointments, (c) for command of units and higher formations of the Forces.

(b.) The DIRECTOR OF MILITARY TRAINING AND INTELLIGENCE, assisted by the following staff:—

General Staff Officer (Training),
General Staff Officer (Intelligence),
Director of Signals,

is responsible to the Chief of the General Staff for—

(i) Fighting efficiency and training of the Military Forces;
(ii) Education of officers;
(iii) Censorship and measures of military secrecy and publicity;
(iv) Training-manuals;
(v) Preparation of war-book;
(vi) War diaries;
(vii) Policies in regard to allocation of armament (guns, machine-guns, rifles).
May 25.] The New Zealand Gazette. 1559

Adjudant-General.

20. (a.) The Adjudant-General, assisted by the Assistant Adjudant-General, is responsible to the General Officer Commanding for—

(i.) Peace organisation of the Military Forces:

(ii.) The recruiting and maintenance of personnel in peace and war of the Military Forces and statistics connected therewith:

(iii.) Discipline; martial, military, and international law and discipline:

(iv.) Duties in aid of Civil Power:

(v.) Maintenance of regimentation, enlistments, enrolment, posting, appointments, promotions, transfers, moves, honours and awards, pay and allowances, leave, discharges, pensions, compensation, casualties, and funerals:

(vi.) The administration (including enlistment, appointment, posting, and discharge), of the N.Z. Permanent Staff, Royal N.Z. Artillery, N.Z. Permanent Army Service Corps, N.Z. Army Medical Corps, and General Headquarters (the administration will be carried out in consultation with the Director of Artillery in the case of the R.N.Z.A., and with the Quartermaster-General in the case of the N.Z.P.A.S.C.):

(vii.) The engagement and discharge of casual labourers:

(viii.) Matters concerning Medical, Dental, and Sanitary Services, Chaplains, and Military Police:

(ix.) The editing, publication, and distribution of Peace and War Establishment of Generals and Mobilisation Regulations, General Orders, Armistice, and the control of all printing and stationery:

(x.) The indexing and distribution of all books and publications:

(xi.) Organisation and control of the central registry at General Headquarters:

(xii.) Personal records of Permanent Forces:

(xiii.) Ceremonial:

(xiv.) Prisoners of war, detention barracks, and military prisons.

(b.) The Director of Medical Services, assisted by the Staff Officer and Quartermaster, Medical Services, is responsible to the Adjudant-General for—

(i.) Organisation, administration, co-ordination, and superintendence of all Medical and Dental Services:

(ii.) Technical training of Medical and Dental units:

(iii.) All matters in connection with the health of the Military Forces:

(iv.) Hospital accommodation and treatment of the sick and wounded, including their evacuation from abroad:

(v.) Sanitation of camps and barracks:

(vi.) Provision and inspection of medical, surgical, and dental equipment and stores (in conjunction with the Quartermaster-General):

(vii.) Organization and administration of the Nursing Service.

(viii.) All medical statistics:

(c.) The Director of Dental Services is responsible to the Director of Medical Services for the provision, organisation, maintenance, and administration of the N.Z. Dental Corps:

(d.) The Officer in Charge Permanent Force Records is responsible to the Adjudant-General for:

(i.) The recording of all appointments, postings, examinations, promotions, transfers, services, medals, and personal matters (other than confidential reports on officers) of all ranks of the Permanent Forces:

(ii.) Preparation of statistics in connection with the Permanent Forces:

(e.) The Officer in Charge Central Registry is responsible to the Adjudant-General for—

(i.) The receipt, registration, distribution, custody, and despatch of all official correspondence received at or despatched from Headquarters, N.Z. Military Forces.

(ii.) Interior economy:

(iii.) Co-ordination of registries in commands.

Quartermaster-General.

27. (a.) The Quartermaster-General, assisted by the Assistant Quartermaster-General and the Deputy Assistant Quartermaster-General, is responsible to the General Officer Commanding for—

(i.) The administration of transport, remount, veterinary, ordnance, supply, barrack, transportation, and railway services:

(ii.) The organization, training, and administration of personnel employed in the above services:

(iii.) The general custody, maintenance, and issue of all military stores and small-arms ammunition, including mobilization equipment, and inspection of stores other than those of ammunition:

(iv.) Deciding as to the reserves of food, clothing, equipment, small-arms ammunition, general stores, and material to be held, and seeing that such articles be issued in peace and war:

(v.) Dress Regulations:

(vi.) Boards and Courts of Inquiry on losses and deficiencies of all ordnance stores, clothing and necessaries of troops:

(vii.) The hire and loan of stores:

(viii.) Surplus stores:

(ix.) Movements of troops and stores by land and sea:

(x.) The provision and allotment of quarters and accommodation for troops:

(xi.) The issue of travelling-warrants:

(xii.) The provision, administration, and maintenance of rifle ranges:

(xiii.) Administration of all lands owned, leased, or hired by the Defence Department:

(xiv.) The provision, maintenance, repair, and administration of barracks:

(xv.) The provision, inspection, maintenance, and repair of Defence vessels:

(xvi.) The administration of all questions concerning canteens:

(xvii.) Postal services in war:

(xviii.) The preparation and periodic revision of all regulations connected with the control of and accounting for stores and supplies in connection with the Director of Medical Services in regard to medical stores, &c.:

(xix.) The interior economy of General Headquarters (allocation of accommodation, provision of furniture, repairs, &c.):

(b.) The Director of Ordnance Services, assisted by the Chief Ordnance Officer, the Inspecting Ordnance Officer, and the Ordnance Mechanical Engineer, is responsible to the Quartermaster-General for—

(i.) The provision, receipt, storage, distribution, repair, examination, and maintenance of small-arms, machine guns, vehicles, clothing and necessaries, equipment and general stores (including medical and veterinary), and camp and barracks equipment:

(ii.) The inspection and repair of armament and warlike stores, and the inspection of gun-ammunition:

(iii.) The provision, receipt, storage, and distribution of small-arms ammunition:

(iv.) The receipt, storage, issue, and repair of fixed armament, field armament, and artillery vehicles:

(v.) The organization and control of ordnance workshops:

(vi.) The organisation and periodic revision of Equipment Regulations and barracks and hospital schedules:

(vii.) The organisation, administration, and training of the Ordnance Services:

(viii.) The maintenance of statistics of the Ordnance Department.

He is Commanding Officer of the N.Z. Army Ordnance Corps, and responsible for the interior economy, including enlistment, training, pay, promotion, postings, transfers, clothing, equipment, and discharges within the unit.

He will issue Regimental Orders dealing with training, administration, and personnel connected therewith:

(c.) The Officer in Charge Army Service Corps is responsible to the Quartermaster-General for—

(i.) The training of the N.Z. Permanent Army Service Corps and N.Z. Army Service Corps, and the organization and administration of the N.Z. Army Service Corps:

(ii.) The conveyance of stores by sea, rail, and road:

(iii.) Specifications and the preparation of demands for supplies:

(iv.) Scales of rations:

(v.) The preparation and distribution of comforts:

(vi.) Supplies of food, forage, fuel, straw, light, petrol, medical comforts, disinfectants, and water:

(d.) The Director of Veterinary Services and Remounts is responsible to the Quartermaster-General for—

(i.) All questions regarding purchase, provision, casting, and general welfare of horses:

(ii.) Organization and administration of remount depots:

(iii.) Remount matters generally:

(iv.) The organization and administration of the Veterinary Corps:

(v.) All questions connected with veterinary hygiene, including the prevention of disease and injury to barracks and camps:

(vi.) The maintenance of veterinary statistics.

Director of Artillery.

28. The Director of Artillery, assisted by the Staff Captain, Artillery, is responsible to the General Officer Commanding for—

(a.) The provision and allocation of armament, gun-ammunition, and artillery vehicles:

(b.) The receipt, storage, and issue of gun ammunition and explosives other than small-arms ammunition:

(c.) Deciding as to the scale of reserve of armament of all kinds and of gun-ammunition:

(d.) Investigation of patents and inventions:

(e.) The provision and allotment of armament and equipment of coast-defence works:

(f.) The administration of the s.s. "Janie Seddon":

(g.) The inspection of Royal N.Z. Artillery and Territorial Artillery in the Dominion, and the co-ordination of their training:

(h.) The training of recruits for the Royal N.Z. Artillery.
Director of Air Services.
29. The Director of Air Services is responsible to the General Officer Commanding for—

(a.) Technical advice on all Air Force matters:
(b.) The organization, administration, and training of the N.Z. Air Forces.

He will command the N.Z. Permanent Air Force.

Director of Financial Services.
30. The Director of Financial Services is responsible to the General Officer Commanding for—

(a.) The compilation of parliamentary estimates:
(b.) Reviewing proposals for new expenditure or for redistribution of the sums allotted to the different subheads of the vote:
(c.) Financial adjustments and relations with other Departments and Governments:
(d.) Accounts and audit:
(e.) Cost accounting:
(f.) The issue of pay to Permanent Forces and Territorial Force, and organization of pay offices:
(g.) The administration of the N.Z. Army Pay Corps:
(h.) The control of civilian staff:
(i.) Financial statistics:

He is Commanding Officer of the N.Z. Army Pay Corps.

Judge Advocate-General.
31. The Judge Advocate-General will be responsible to the Minister of Defence for—

(a.) Superintending the administration of military law in the Command:
(b.) Giving advice on matters leading up to the convening of Courts-martial:
(c.) Reviewing the proceedings with a view to seeing that they have been regular and legal:
(d.) In the event of it being necessary to quash the proceedings, making recommendations to the Minister of Defence with this object:
(e.) The custody of confirmed proceedings of all Courts-martial:
(f.) Advising the Minister of Defence in the formulation of any advice it may be necessary to give the Governor-General regarding the proceedings of General Courts-martial or other such matters.

Deputy Judge Advocate-General.
311. The Deputy Judge Advocate-General will be attached to General Headquarters, and will be responsible to the Judge Advocate-General for—

(a.) Assisting the Judge Advocate-General, and in his absence, or when the office is vacant, performing the duties of Judge Advocate-General:
(b.) Proceeding of Courts-martial, all of which will in the first instance be referred to him, and except in cases of doubt or difficulty may be finally dealt with by him, subject nevertheless to the right of appeal against his decision to the Judge Advocate-General.

Committees.
32. The composition of committees will be as under:

(1.) Mobilization Committee—
Chief of the General Staff (Chairman):
Director of Military Training and Intelligence: Adjutant-General:
Director of Artillery:
A second representative of each of the above-mentioned branches of the Staff shall also attend meetings of the committee.

(2.) Establishment Committee—
Chief of the General Staff (Chairman):
Director of Military Training and Intelligence: Adjutant-General:
Quartermaster-General:
Director of Artillery:

(3.) Small-arms Ammunition Committee—
Director of Artillery (Chairman):
Director of Military Training and Intelligence: Adjutant-General:
Quartermaster-General:
Director of Ordnance Services:
Director of Financial Services.

II. IN COMMANDS.
Colonel-Commandant.
33. Subject to the regulations and instructions issued from time to time from General Headquarters, the Colonel-Commandant of a military command will exercise command over all troops within his command. Within that area he is the representative of the General Officer Commanding the Forces, and is responsible to him for—

(a.) The training and efficiency, interior economy, and discipline of the troops under his command:

(b.) The registration, enrolment, posting, transfer, and discharge of all those within his command who are or become from time to time liable for military service under the Defence Act:
(c.) The annual inspection of all units of the Permanent Forces, Territorial Force, and Cadets under his command, and reporting thereon:
(d.) The administration and discipline of all troops under his command:
(e.) The arrangements for mobilization, and the maintenance and mobilization equipment:
(f.) The control and administration of armament, works, lands, and Defence property generally:
(g.) The economical control of expenditure, whether money, supplies, or stores:
(h.) The proper conduct of all departmental services:
(i.) The compilation of the necessary estimates.

34. An Officer Commanding a Command will furnish annually to General Headquarters, on the 1st May, a report bringing to notice any difficulties or defects due to local conditions, containing suggestions for rectifying them, and generally for increasing the efficiency of the Military Forces. The report should be of a general nature, and should deal with such subjects as the following:

(a.) How far local conditions have affected registration, enrolment, and training within his command during the year under report:
(b.) The control of civilian staff;
(c.) The economical control of expenditure, whether money, supplies, or stores;
(d.) Other matters affecting his command which may be considered of sufficient interest or importance to be brought to notice.

(NOT) — Reports and tables of statistics made to an O.C. Command by Staff Officers or heads of services or departments are not to be returned with the annual report.

35. Questions of importance which an O.C. Command desires to bring to the notice of General Headquarters should not be held over for this report, but should be dealt with as they arise, in separate communications.

36. He is responsible for obtaining all information concerning the military resources of his command.

37. He will not under any circumstances quit the area of his command without permission, and in applying for leave of absence he will specify the officer on whom the command will devolve.

38. He will revise annually the scheme for mobilization and for defence of all fortresses or defended posts in his command, and will render to General Headquarters, on the 1st February, copies of such revised scheme.

39. He will furnish a confidential report on the prescribed form, on the 3rd February in each year, on every officer of the Permanent Forces under his command.

General Staff Officer, 1st Grade.
40. The General Staff Officer, 1st Grade, in a command will assist the O.C. Command and be responsible to him for the following:

(a.) The co-ordination of Staff duties in the command:
(b.) The training of all units in the command:
(c.) Such inspectional duties as the Colonel-Commandant may direct:
(d.) The issue of Command Headquarters orders, instructions, and circulars:
(e.) Defence schemes, and their annual revision:
(f.) Coordination, preparation, and revision of plans of mobilization:
(g.) Censorship and intelligence:
(h.) The custody of secret documents:
(i.) Preparation of yearly command estimates:

In the absence of the O.C. Command, the G.S.O. (1) will act for him.

Staff Officers at Command Headquarters.
41. The duties of Staff Officers at Command Headquarters will be allocated by the O.C. Command, and will, as far as possible, follow the lines laid down for Staff Officers holding similar appointments at General Headquarters.

Assistant Director of Medical Services.
42. The Assistant Director of Medical Services will be the technical adviser to the O.C. Command on medical and sanitary matters, and will carry out the following duties:

(a.) Detail Medical Officers for duty as required within the command:
(b.) Arrange for medical examination and treatment of members of the N.Z. Military Forces in the command, as authorised by the O.C. Command:
(c.) He will seek the co-operation of the officers of the Public Health Department in matters affecting the camps and quarters in the command.

1560 THE NEW ZEALAND GAZETTE [No. 32
43. An Assistant Director of Veterinary Services in each command will be responsible to the O.C. Command and lower formations attached to headquarters of commands and lower formations as necessary. Their duties will be as follows:—
(a.) To advise upon and frame such charges as are submitted to them.
(b.) To act as Judge Advocate, President, member, or prosecutor at such Courts-martial as the convening authority considers expedient.
(c.) To act as President or member of Courts of Inquiry when the convening authority considers that the nature of the Court renders the appointment of a legal Staff officer advisable.
(d.) To examine and advise upon the proceedings of such trials by Courts-martial as may be referred to them.
(e.) To inspect the examination of all military law as required by the officers of the formation to which they are attached.
Legal Staff Officers.
44. Legal Staff Officers (of the N.Z. Army Legal Department) will be attached to headquarters of commands and lower formations as necessary. Their duties will be as follows:—
(a.) To advise upon and frame such charges as are submitted to them.
(b.) To act as Judge Advocate, President, member, or prosecutor at such Courts-martial as the convening authority considers expedient.
(c.) To act as President or member of Courts of Inquiry when the convening authority considers that the nature of the Court renders the appointment of a legal Staff officer advisable.
(d.) To examine and advise upon the proceedings of such trials by Courts-martial as may be referred to them.
(e.) To inspect the examination of all military law as required by the officers of the formation to which they are attached.
Staff Officer in Charge of a Regimental District.
45. The Staff Officer in Charge of a Regimental District will represent the headquarters of the command in his district, and will—
(a.) Be responsible for the co-ordination of duties of all officers warrant officers, non-commissioned officers, and men of the Permanent Forces in his district, except where special provision exists to the contrary.
(b.) Be responsible for the training and efficiency of all those in his district who are liable for training under the provisions of the Defence Act.
(c.) Keep a record of the strength of all units in his district, and the names of all trainees.
(d.) Keep the personal records of all non-effective and reservists in his district.
(e.) Be responsible for the training and efficiency of all the officers, warrant officers, non-commissioned officers of the Permanent Forces in his district, and for their instruction and preparation for promotion examination.
(f.) Be responsible for the co-ordination of the training of all officers, warrant officers, non-commissioned officers, and men of the Permanent Forces in his district.
(g.) Be President of the annual Posting Committee, and will be responsible that trainees are posted to units in accordance with Regulations and General Orders.
(h.) Be the Inspector of Administration in his district.
(i.) Be responsible for the audit of all stores accounts, except where special provision is made to the contrary, and for the co-ordination and supervision of annual stock-take in his district.
(j.) Be responsible for the administration of the regimental funds grant of Cadet units (except of secondary schools), and for the periodic inspection of the accounts of all units in his regimental district.
(k.) Be responsible that all concernied in his regimental district have a thorough knowledge of Mobilisation Orders and Instructions, and that these orders and instructions are kept up to date and are available at all times.
(l.) Be responsible that the Civil Police authorities are notified of all defaulting trainees in his district, and that a clear case exists before proceedings are taken.
(m.) Be responsible for the preparation of returns sending all Defence personnel in his district annually, or as otherwise directed.
(n.) Be responsible for the allotment of drill-halls and rifle ranges to units in his district, for use as stores, offices, or for training or such other purposes as may be necessary.
Area Officer.
46. The Area Officer will carry out the following duties:—
(a.) To advise O.C. Coms and all other Commanding Officers on charge of the Regimental District for the administration, training, and efficiency of all Cadets in his area.
(b.) He will act as Adjutant and Chief Instructor to Cadet units, and will conduct classes of instruction for officers and non-commissioned officers:
(c.) He will be responsible for the registration and enrolment of all persons liable for military service in his area, and for keeping the records of all Cadets, he will be a member of the Posting Committee in his regimental district.
(d.) He will be the Stores Accounting Officer for his area:
(e.) He will be responsible for the carrying-out of all regulations and instructions regarding the accounting for stores, so far as they apply to him.
(f.) He will be the officer in charge of drill-halls and rifle ranges in his area, and will be responsible that they are kept in a state of repair.
(g.) He will co-operate with Area Officers of other areas in his regimental district in order that the staff available for training will be used economically.
(h.) He will be responsible for the administration of Rifle Clubs in his area.
Adjutant.
47. The Adjutant of a regiment of Mounted Rifles, brigade of Field Artillery, or battalion of Infantry will carry out the following duties:—
(a.) He will be responsible to his Commanding Officer for all matters relating to the training and administration of his regiment.
(b.) He will be a member of the Posting Committee in his regimental district.
(c.) He will act as the Chief Instructor to his unit, and will hold classes of instruction for officers and non-commissioned officers:
(d.) He will be responsible for all unit records, and that all books of reference are kept up to date in connection with such instructions notified in General or other Orders:
(e.) He will be the Stores Accounting Officer for his area, and will be responsible for the proper carrying-out of all regulations regarding the accounting for stores, so far as they apply to him.
(f.) He will control all personnel who are posted toCadets in his sub-area, and obtain from them, at a convenient time each year, a list of boys leaving the school:
(g.) He will be responsible for training and efficiency of those units as may be allotted to him by the Area Officer, and carry out all transfers in those units:
Officer Commanding, Royal N.Z. Artillery in a Command.
48. The senior officer of the Royal N.Z. Artillery employed in artillery duties in each command will be known as the Officer Commanding Royal N.Z. Artillery in the Command, and will be responsible to the O.C. Command for the following duties:—
(a.) He will command the Royal N.Z. Artillery in the command:
(b.) He will be Artillery Staff Officer to the O.C. Command:
(c.) He will supervise and co-ordinate the technical and tactical training of the Royal N.Z. Artillery and Territorial Artillery in the command:
(d.) He will prepare the Artillery portion of the command:
(e.) He will arrange courses for officers and non-commissioned officers of Artillery, and in general deal with all matters relating to training in the command:
(f.) He will be the inspecting officer for Artillery equipment and ammunition in the command, and be responsible that it is properly stored and cared for:
(g.) He will supervise the examination of Royal N.Z. Artillery for proficiency pay and promotion:
(h.) He will allot animals and equipment as required for training.
Sub-Area Sergeant-Majors.
49. The Sub-Area Sergeant-Majors will be under the orders of the Area Officer, and will carry out the following duties, but may be allotted additional duties under an Adjutant of a Territorial unit by the direction of the Staff Officer in charge of the Sub-Area:
(a.) He will obtain a thorough knowledge of his sub-area, especially with regard to the distribution of the population, condition of employment, trade, and all matters of military interest, and subject to this knowledge in order to hold parades at times convenient both to the trainee and to his employer:
(b.) He will be responsible for the training and efficiency of all trainees allotted to him:
(c.) He will be responsible for the registration and enrolment of all persons in his sub-area who become liable for military training:
(d.) He will keep in touch with headquarters of all schools in his sub-area, and obtain from them, at a convenient time each year, a list of boys leaving the school:
(e.) He will be responsible for the registration of such units as may be allotted to him by the Area Officer, and carry out all transfers in those units:
will be responsible to the O.C. Command for the discipline, training, and administration of his brigade and units attached thereto.

The Commanding Officer of a Unit.

53. A Commanding Officer will be responsible to the Brigade Commander, or to the O.C. Command when there is no Brigade Commander, for the discipline, training, and administration of his brigade and units attached thereto.

54. An officer in temporary command of a unit will not issue standing orders, nor alter those which are at the time in force, without reference to the Commanding Officer, or authorize the application of regimental funds to any purpose other than the ordinary current expenditure. On the other hand, no orders will be issued by an officer while absent from and not in the exercise of command.

REGIMENTAL OFFICERS OTHER THAN COMMANDING OFFICERS.

Field Officers and Captains.

56. Field Officers and Captains will carry out the following duties:

(a) They will make themselves thoroughly acquainted with the ability and attainments of all officers placed under their supervision.

(b) They will assist and support their Commanding Officers to the utmost in all matters relating to the efficiency and administration of their unit. In the absence of the Commanding Officer the senior regimental officer will act for him.

(c) They will keep nominal rolls, posted up to date, of their companies, &c., in which will be recorded all drills performed and all necessary information concerning the officers and other ranks under their command.

(d) They will, if commanding companies, &c., whether temporarily or otherwise,

(i) Be charged with the care of equipment, ammunition, clothing, and public stores on issue thereto;

(ii) Be responsible for proper provision of the men's mess and necessaries;

(iii) Ensure the cleanliness of their men, and of their clothing, arms, accoutrements, barracks, and quarters;

(iv) Be responsible for money received on account of their companies, &c., and ensure that such money is expended in conformity with regulations and with due regard to the interest of their men (New Zealand commissioned officers are not to be subjected to the risk of loss by having public money placed in their charge);

(v) Pay the inspection and hold kit-inspection when necessary;

(vi) Before going into camp, instruct their men to provide themselves with all the necessary stores and equipment of the unit.

(vii) On their own authority, assemble their men, as occasion may require, to attend a funeral of any officer or man belonging to the unit, or for drill or target practice, providing that no expense to the public is thereby incurred.

57. Subaltern officers will be under the orders of their Company, &c., Commander, and will carry out the following duties:

(a) They will command and be responsible for the efficiency and care of the men under their command, and all orders affecting their men are read and explained to them.

(b) They will provide their companies with nominal rolls of their men, &c., and see that all public stores on issue are accounted for, and that all particulars regarding them are recorded on the official records.

(c) They will be periodically trained and instructed in the routine of their duties and quartermaster's office.

Medical Officers.

58. The Medical Officer of a unit is responsible to the Commanding Officer for everything relating to the medical and sanitary service of the unit.

Quartemasters.

59. Quartemasters will be under the orders of the Commanding Officer, and will carry out the following duties:

(a) They will be responsible for the cleanliness of the camp quarters, or barracks.
b. They will attend to the billeting of the men and the laying-out and storage of camp tackle.
c. They will superintend the loading and conveyance of the baggage of their unit when on the march.
d. They will keep a strict check on details of every description, and issue and account for them according to order.
e. They will be responsible for the proper keeping of the quartermaster’s books.

90. The quartermaster is one of the greatest importance to the comfort and health of the soldier: Commanding Officers should therefore be most careful in their selection.

MISCELLANEOUS DUTIES.

INSPECTIONS.

80. With a view to testing not only the efficiency and capacity for command of the Commanding Officer, but also the efficiency of the officers, warrant officers, and non-commissioned officers, there will be an annual inspection of the unit, to test the efficiency of the officers, warrant officers, and non-commissioned officers generally to act as instructors and leaders of men. This part of the report will be confidential.

81. He will record his opinion upon the handling of recruit training, the class of recruits, the standard and system of training, et cetera.

82. The Commanding Officer will also report on the horses of a unit and quality of remounts; on the condition of the armament and arms; the suitability, condition, and completeness of equipment, and any other matters affecting the efficiency of the unit; the equipment and completeness of clothing; the regimental books and system of book-keeping; the mobility of armaments; and generally all that affects the readiness of the unit for war.

83. He will report upon any matter into which the General Officer Commanding instructs him to inquire. He will take note of and encourage suggestions for the improvement of training and for the promotion of efficiency, bringing to the notice of the General Officer Commanding any matters he may consider worthy of notice.

84. The inspecting officer of mounted regiments will forward a copy of his report to the O.C. Command concerned.

85. The inspecting officer will also report upon ammunition columns and Artillery practice camps, and particularly upon the conduct and result of the annual gun practice. He will report on whether the harness, saddlery, and ammunition are complete; whether important changes in material have been carried out; whether Artillery is properly trained, and generally upon the standard of efficiency attained and the condition of the Artillery as a mounted corps.

86. He will report upon the officers’ knowledge of Artillery tactics and of the general principles as to counter-battery work and co-operation with observation groups and sound-ranging stations.

87. The inspecting officer of the N.Z. Corps of Signals will inspect the several units of the corps, and report upon the officers’ knowledge of Artillery tactics and of the general principles as to counter-battery work and co-operation with observation groups and sound-ranging stations.

88. The inspecting officers of Medium Artillery will also inspect the several units of the corps, and report upon the officers’ knowledge of Artillery tactics and of the general principles as to counter-battery work and co-operation with observation groups and sound-ranging stations.

89. The inspecting officers of Engineers will inspect all Engineer units in their special duties. He will test their efficiency in Artillery tactics, garrison, signalling, range-finding, electricity, use of the telephone, mechanism, et cetera. He will test officers, non-commissioned officers, and men as to their acquaintance with the part assigned to them in the local defence scheme, and, in the case of officers and non-commissioned officers, their ability to instruct their subordinates.

90. He will inspect the Artillery units in their special duties. He will test the knowledge of officers, warrant officers, and non-commissioned officers of the Electric Light Section of Coast Artillery as to the class of men in the local defence scheme, and their trade qualifications; and the proper distribution and delegation of Artillery control.

91. He will inquire into the arrangements at each defended port for the protection of maritime traffic at defended ports in time of war, and will see the regulations practised by day and night at his inspection. In conjunction with the Inspector of Engineers he will satisfy himself as to the efficient working of Defence electric lights.

92. The inspecting officer of Engineers will inspect all Engineer units in regard to their technical efficiency. In conjunction with the Inspector of Coast Artillery he will satisfy himself as to the efficiency of coast-defence works and electric lighting.

93. He will test the knowledge of officers, warrant officers, and non-commissioned officers of the Electric Light Section of Coast Artillery as to the class of men assigned to them in the local defence scheme, and their ability to instruct their subordinates, and will report on the class of men and quality of remounts; on the condition of the armament and arms; the suitability, condition, and completeness of equipment, and any other matters affecting the efficiency of the unit; the equipment and completeness of clothing; the regimental books and system of book-keeping; the mobility of armaments; and generally all that affects the readiness of the unit for war.

94. He will report generally on the results of the inspection.

95. He will report as to the condition and suitability of all Engineer wireless material. He will report as to the class of men in the ranks of Engineer units, especially as regards physique, education, and trade qualifications; also whether the proper proportion of the various trades is being maintained; and whether the tests for trade qualifications are uniform and sufficient.

96. The inspecting officer will report on the horses of the N.Z. Corps of Signals. He will inspect the several units of the corps, and report upon the technical efficiency of the officers, warrant officers, non-commissioned officers, and men in their special duties; the condition and completeness of all signal stores and technical equipment; the system and uniformity of training throughout the several units; and upon the standard of efficiency attained and readiness for war of the Signal Service.
78. The inspecting officer of the Army Service Corps will inspect the several units of the corps as to their technical efficiency, and to ensure uniformity in their training, organization, equipment, and transport arrangements. He will inspect the various supply, transport, and medical establishments at the units. Where supply depots are established he will report upon the quality of the supplies held, and the efficiency with which the duties in connection therewith are performed.

When inspecting transport he will ascertain whether full value is obtained for existing establishments, animal and mechanical, and other establishments existing at stations. Where supply depots are established he will report on the equipment of units.

79. The inspection of the Medical Services will usually be carried out by the Director of Medical Services or his representative, who will report on:

(a) The physical and sanitary efficiency of the Forces, and on any precautionary or remedial measures taken for barracks, encampments, garrisons, stations, hospitals, drill, duties, &c., which may, in his opinion, contribute to the health and comfort of the troops and the prevention or mitigation of disease:

(b) The medical examination of men on enlistment, physical training of recruits, and whether the gymnastic courses, drill, or duties subject the men to undue strain:

(c) The attendance of all medical and surgical officers on duty, and the maintenance of medical and surgical services, and the condition of all military hospitals and buildings and the stores therein. He will inspect all ordnance stores and mobilization equipment in charge of the Ordnance Corps, and will report, when necessary, on the equipment of units.

CONFIDENTIAL REPORTS.

81. A confidential report will be furnished annually on every officer, warrant officer, non-commissioned officer of and above the rank of sergeant of the Permanent Forces as follows:

(a) In the case of officers, the report will be made out in the first instance by the immediate superior of the officer reported upon, and will be forwarded by him for the remarks of the senior authorities. The reports will be furnished on Form N.Z. 124, to reach General Headquarters by the 3rd February.

(b) In the case of all warrant officers and non-commissioned officers excepting those already stated in the head of the branch or directorate concerned at General Headquarters in the case of personnel controlled by them, and the Medical Service, the Adjutant General, Depot, &c., in other cases. The reports will be furnished on Form N.Z. 125, and forwarded through the Staff Officer-in-Charge of the District to which the officer belongs to reach the Command by the 15th January. O.C. Commands will forward these reports with their remarks to reach General Headquarters by the 1st February. Reports on members of the Air Services will be forwarded direct by O.C. Aerodromes to General Headquarters.

82. Confidential reports on all officers of the Royal N.Z. Artillery, Ordnance Corps, and Pay Corps, serving in commands will record the opinion of the Director of the service concerned, as General Headquarters.

83. Should the confidential reports of two successive years recommend delay in promotion, a special report will be rendered by the O.C. Command, or other officer concerned, stating whether he thinks it desirable that the officer, warrant officer, or non-commissioned officer, be held in the present rank.

84. In recommending an officer, warrant officer, or non-commissioned officer for accelerated promotion the officer submitting the report will not be the immediate superior of the officer recommended, except when such immediate superior has recommended the officer for accelerated promotion. These recommendations will carry greater weight if he has obtained a special certificate, although this is not an essential condition.

85. Officers of the Permanent Forces on the Reserve List will be reported on once every three years immediately after fulfilling the prescribed training, and recommended by commands either for retention or removal from the Reserve.

86. The inspecting officer of the Permanent Forces will report, when necessary, on the equipment of units.

87. All promotions, appointments, transfers, exchanges, retirements, and resignations of officers will be notified in the Gazette and promulgated in orders. Unless otherwise stated, these notifications will take the date of the Gazette.

88. In the case of all warrant officers and non-commissioned officers, the Territorial Force doing duty with their unit or corps shall take rank according to the dates of their appointment in that rank.

89. Officers of the British Army or of the Permanent Forces of other Dominions serving in this Dominion shall take rank with officers of the Permanent Forces according to the dates of their respective ranks.

90. Officers of the N.Z. Permanent Forces, and officers of the British Army, serving in commands will in every case take precedence among themselves according to their permanent rank, and will have effect so long as the officer is holding the appointment for which it is given. Officers holding temporary rank of the same grade will take precedence among themselves according to their permanent rank.

91. Officers of the Territorial Force transferred from one unit or corps to another will retain their rank and seniority.

92. An officer transferred from the Reserve to the Active List, or reappointed to the Active List, will be posted with such rank as may be agreed upon between the O.C. Command, the officer commanding unit, and the officer concerned, provided always that the rank of the officer transferred to the Reserve shall be such as the higher substantive rank held by him when he was on the Active List of the Territorial Force, or the highest substantive or temporary rank held by him on active service in the Force to which he belongs.

93. Local and temporary rank will be granted only in very exceptional cases. Officers having permanent or local rank will take precedence of all Territorial officers of equal rank.

94. Local and temporary rank will be granted only in very exceptional cases. Officers of the Permanent Forces on the Reserve List will take precedence of all Territorial officers of equal rank.

95. An officer transferred from the Reserve to the Active List, or reappointed to the Active List, will be posted with such rank as may be agreed upon between the O.C. Command, the officer commanding unit, and the officer concerned, provided always that the rank of the officer transferred to the Reserve shall be such as the higher substantive rank held by him when he was on the Active List of the Territorial Force, or the highest substantive or temporary rank held by him on active service in the Force to which he belongs.

96. Should two officers of the same rank have been gazetted to such rank with the same date, their precedence shall, except in the case of the Territorial Force, be determined by the order in which their names appear in the Gazette. (See also section 8 (3), Defence Act, 1909.)
98. Officers of the N.Z. Medical Corps will not be entitled to the presidency of the Territorial Forces. They will not exercise military command outside their service, excepting over such officers and soldiers as may be—

(a.) Attached thereto for duty;
(b.) Detailed for duty under their orders;
(c.) Specially placed under their command;
(d.) Attached to the military commission of a Territorial unit;
(e.) On the sick list and under their professional care in quarters or elsewhere.

99. The N.Z. Veterinary Corps and the N.Z. Dental Corps will not be entitled to the presidency of Courts-martial. They will not exercise military command outside their service, except over such officers or soldiers as may be attached thereto for duty.

APPOINTMENTS.

Appointments to First Commissions in the N.Z. Permanent Forces.

100. Appointments to commissions in the Permanent Forces, excepting the N.Z. Army Pay Corps, will normally be made from the New Zealand graduates of one of the Royal Military Colleges, and will be in the rank of 2nd Lieutenant.

All appointments to commissions in the Permanent Forces will be subject to passing the medical examination set out in Appendix I (4).

101. A limited number of appointments to commissions in the Permanent Forces of any part of the Empire, and whose record of service is satisfactory, may be recommended for appointment in any rank not above that which they held in such Force, without examination, provided further that they have passed the prescribed examination and course of instruction.

102. Appointments to commissions in the Permanent Forces of any part of the Empire, excepting the N.Z. Army Pay Corps, will be granted in the rank of 2nd Lieutenant (on probation) on the recommendation of the General Officer Commanding. Candidates must hold the certificate of the N.Z. University for commercial accountants, or its equivalent.

Appointments will be confirmed on the completion of twelve months' service, provided the probationary officers have been satisfactorily reported upon by the O.C. Command under whom they have been serving and by the Director of Financial Services, and provided further that they have passed the prescribed examination in military subjects.

Appointments to First Commissions in Territorial Force.

103. Except as hereinafter provided, first appointments to commissions in the Territorial Force will normally be made in the rank of 2nd Lieutenant from candidates who have passed the prescribed examination and course of instruction.

104. Candidates who have held commissions in the Military Forces of any part of the Empire, and whose record of service is satisfactory, may be recommended for appointment in any rank not above that which they held in such Force, without examination, and may be given such seniority as the General Officer Commanding considers equitable.

105. A candidate for commission in any of the combatant branches must be at least thirty-five years of age, and must have held a commission for a period of five years. The age of eighteen and twenty-five, five years of service as a Sixth Standard public-school proficiency, or an equivalent certificate, must have been served, unless otherwise approved by the General Officer Commanding, before he can be considered for commission in the Territorial Forces. He must also attend a course at an aerodrome and have obtained a satisfactory report.

106. Qualification at an approved voluntary course of the same duration will count for the purposes of para. 105.

107. Recommendation for the appointment of officers will be made by officers commanding units, through the Staff Officers of the Territorial Districts, and Brigade Commander to the O.C. Commanding.

108. Supernumerary 2nd Lieutenants may be appointed to regiments and corps, not exceeding in number 25 per cent. of the authorized establishment of such units.

109. Candidates who have passed the examination for first appointment will be allotted to units by the O.C. Command as required, and may be retained in the units for a period of three months. On the completion of the period the officer commanding unit will render a confidential report on the candidates attached to his unit, together with the form of application for appointment to a commission (N.Z. 128) through the Staff Officer for the Territorial Force, to the O.C. Commanding. The O.C. Commanding will then make his recommendations to the General Officer Commanding.

110. Appointments will be confirmed on the completion of twelve months' service, except those held in the rank of 2nd Lieutenant, which will be confirmed on the completion of nine months if the officers continue in the rank of 2nd Lieutenant on probation, without examination, on the recommendation of a Selection Board appointed by the General Officer Commanding from the Territorial districts holding special qualifications as mentioned in para. 116. Probationary appointments will be confirmed on the completion of twelve months if the officers concerned have satisfactorily reported at an aeronautic school and have obtained a satisfactory report.

In exceptional cases the General Officer Commanding may take into consideration the high qualifications of a candidate and recommend him for higher rank.

111. The N.Z. Air Force will be classified as follows—

Class A: Officers for flying duties.

Class B: Officers for technical duties which necessitate an education as fitters or maintenance engineers.

Class C: Officers for technical and other duties not included in Class B, and not requiring up-to-date technical training or specialized knowledge.

Class D: Officers for administrative or accounting functions.

Class E: Officers in Class E will be drawn from the following sources—

(a.) From members of the Territorial Force who undergo the course of training laid down, and who have been awarded a certificate showing that they have qualified for flying duties.

(b.) From officers of the N.Z. Permanent Air Force who have been permitted to resign or relinquish their commissions.

(c.) From ex-officers of the Royal Air Force or of the Air Force of other Dominions who are qualified in flying duties.

(d.) From other candidates qualified as civil pilots who satisfy a Selection Board appointed by the General Officer Commanding as to their general fitness to hold a commission. They must be prepared to fulfil such tests of flying capability as may be prescribed from time to time, and, if not in possession of a current "B" license of the Royal Aero Club, must be passed the prescribed medical test.

Class F: Officers in Class F are required for technical duties in connection with the following—

(a.) Wireless telegraphy and signals;

(b.) Photography;

(c.) Armaments;

(d.) Stores;

(f.) Miscellaneous duties;

and will be drawn from the following sources—

(a.) By transfer from Class A;

(b.) From ex-officers of the Royal Air Force, or of the Air Forces of other Dominions, who have had service in one of the above technical branches;

(c.) From other candidates who have the necessary technical qualifications in one of the specialist branches of the N.Z. Air Force. Candidates must satisfy a Selection Board that their technical qualifications are of the standard required, and must be passed by a Medical Board as fit for general service.

Class G: Officers in Class G will be drawn from the following sources—

(a.) From approved officers in Class A or B.

(b.) From approved officers of the Royal Air Force or of the Air Forces of other Dominions.

(c.) From other candidates who have the necessary technical qualifications in one of the specialist branches of the N.Z. Air Force. Candidates must satisfy a Selection Board that their technical qualifications are of the standard required, and must be passed by a Medical Board as fit for general service.

117. An officer on first appointment to Class A, B, or C will not be permitted to resign or relinquish his commission until the end of his period of service on the Active List of an Air Force,
HONORARY AIDES-DE-CAMP TO THE GOVERNOR-GENERAL.

118. Officers, not exceeding six in number (two from the Permanent Forces and four from the Territorial Forces), may be appointed Honorary Aides-de-Camp to the Governor-General in recognition of gallantry or distinguished service in the field, or meritorious service in the interests of the Dominion. Officers eligible for these distinctions shall, during the term of their office, be on the Active List or Reserve of Officers, and their rank must not be below that of Lieut.-Colonel. The appointments will be for the term of the appointment of the Governor-General to which they are attached, and will automatically terminate when the Governor-General vacates office.

HONORARY PHYSICIAN AND HONORARY SURGEON TO THE GOVERNOR-GENERAL.

119. Officers of the N.Z. Medical Corps, not exceeding two in number, may be appointed Honorary Physician and Honorary Surgeon respectively to the Governor-General in recognition of distinguished conduct in the field, or meritorious service in the interests of the Dominion. The conditions as regards eligibility and term of appointment will be the same as for Honorary Aides-de-Camp.

COLONELS OF REGIMENTS.

120. The appointment of Colonels of a regiment will be filled by selection from past and present Governors-General, from General Officers or Brigade Commanders on the Active or Retired Lists, from past Commanding Officers of the regiment concerned, and from distinguished officers other than those of the N.Z. Forces. In every case, appointments are made on the recommendation of the General Officer Commanding.

PROMOTION.

121. Promotion will, except in special cases, be governed by establishment, but no officer, except as provided in paras. 122 and 128, will be eligible for promotion until he has passed the prescribed examination.

122. Promotion to complete establishment will, unless otherwise specified, be by selection. In all cases where a promotion will entail the supersession of one or more officers the recommendation will specify the reasons for the supersession, and must be accompanied by a certificate that any officer who would be superseded has been notified.

125. Officers who hold a Staff College certificate will be exempt from all examinations for promotion up to the rank of Major.

126. No promotion shall be granted to any officer on retiring, except as provided in para. 182, or on transfer to the Reserve.

127. Officers on the Staff College Commanding may recommend that temporary or acting rank be granted to officers who are called upon to perform the duties of a rank or appointment higher than their substantive rank, if such officers have rendered valuable, distinguished, or gallant service to New Zealand, and the recommendation will be made by the Governor-General on the recommendation of the General Officer Commanding.

TRANSFER OF OFFICERS.

128. Promotion of officers of the Territorial Force will be governed by establishment. In the case of Infantry regiments which have Cadet battalions attached, such establishment will be the regimental establishment plus the establishment laid down for Cadet battalions.

129. The promotion of officers in the Permanent Forces will be governed by the establishment of the N.Z. Forces, and will be made by the Governor-General on the recommendation of the General Officer Commanding.

131. Officers who are commissioned from a military college and have rendered valuable, distinguished, or gallant service to the Dominion, and who have passed the qualifying examination, and, except in the cases of officers of the N.Z. Medical Corps, N.Z. Dental Corps, N.Z. Veterinary Corps, and N.Z. Army Legal Department, have attended a course of instruction at the Royal Military College, Sandhurst, provided such extension was not due to failure to graduate in the normal time.

132. Promotion of officers of the Territorial Force will be governed by establishment. In the case of Infantry regiments which have Cadet battalions attached, such establishment will be the regimental establishment plus the establishment laid down for Cadet battalions.

133. No officer below the rank of Lieut.-Colonel will, except under special authority from the General Officer Commanding, be promoted until he has passed for promotion until he has served for periods as set out below, has passed the qualifying examination, and, except in the cases of officers of the N.Z. Medical Corps, N.Z. Dental Corps, N.Z. Veterinary Corps, and N.Z. Army Legal Department, has attended a course of instruction at the Royal Military College, Sandhurst, provided such extension was not due to failure to graduate in the normal time.

134. Qualification at an approved voluntary course of the same duration will count for the purpose of para. 133.

135. Promotion to the rank of Lieut.-Colonel and Colonel will be by selection as required, irrespective of the length of service in the next lower rank.

136. An officer of a Territorial Force unit seconded for active service overseas with any other unit may be promoted in his turn in the unit from which he has been seconded, subject to the conditions of para. 133.

137. Quartermasters may be promoted without examination, subject to a favourable recommendation by the commanding officer, on completing the prescribed services under the following conditions:-

To Captain—after six years' commissioned service.

To Major—after twelve years' commissioned service.

TRANSFER OF OFFICERS.

138. Officers of the Permanent Forces may be transferred from one regiment, corps, or department of the Permanent Forces to another.

139. An officer desiring to transfer from one unit or corps of the Territorial Force to another will make application to his commanding officer, who will forward the application as directed in Appendix XIII.

140. In the event of an officer moving from one regimental district to another, the O.C. Command to which the officer has moved is empowered to post the officer in question to a suitable unit, and such officer may be borne supernumerary—until such time as he becomes absorbed into the establishment. (For junior on transfer see paras. 94 and 96).

141. An officer who desires to be transferred from one arm to another in the Territorial Force will, unless he has passed the prescribed examination for the new arm, be attached for a period not exceeding six months to the arm to which he desires to be transferred, and will be required before transfer to qualify for his rank in the new arm in the subjects in which he has not already qualified.

142. An officer of the N.Z. Air Force on reaching the age-limit of his rank in any class (vide paras. 168), if considered suitable, may be permitted to transfer, at the discretion of the General Officer Commanding from Class A to Class B or C, or from Class B to Class C.

SECON丁ING.

143. Officers may be seconded—

(a.) When undergoing courses of instruction or attachment to the Regular Army in England or in India, for periods of more than one year.
146. Cadet units will normally be officered by officers seconded from the Territorial unit to which the Cadet unit is affiliated.

RESERVE OF OFFICERS.

147. Officers of the N.Z. Military Forces may, if eligible under para. 146, be transferred to the Reserve of Officers, where they will remain liable to be called out in case of national emergency.

148. The aforesaid officers are eligible to serve on the Reserve of Officers—
(a.) A General List for each unit, showing the names of officers holding rank above that of Lieut.-Colonel;
(b.) A Regimental List for each unit, showing the names of officers holding the rank of Lieut.-Colonel and under.

149. No officer will be transferred to the Reserve of Officers unless he is efficient and medically fit to carry out the duties appertaining to his rank.

150. The Reserve of Officers is divided into two classes, as follows:
(a.) A General List, showing the names of officers holding rank above that of Lieut.-Colonel;
(b.) A Regimental List for each unit, showing the names of officers holding the rank of Lieut.-Colonel and under.

151. The Regimental Lists for units of the Permanent Forces and of the Reserve of Officers must be medically examined and passed as fit for active service. The necessary medical examination will be carried out in the arrangements to be made by the Assistant Director of Medical Services in the command.

152. No promotion will be granted to officers while serving on the Reserve of Officers.

153. The General List of both classes of the Reserve of Officers will be maintained and administered by the Adjutant-General.

154. The Regimental Lists of both classes of the Reserve of Officers will be maintained and administered by the units concerned. The Regimental Lists for units of the Permanent Forces and of the N.Z. Medical Corps will be maintained and administered by the Adjutant-General.

155. Officers of the Reserve of Officers may be attached for reserve training to a unit or depot outside their regimental district, provided that no extra expense is thereby incurred.

156. Officers on the Reserve of Officers must report themselves in writing between the 1st and 31st January in each year—those of the General List and of the Regimental Lists of Permanent Force units and the N.Z. Medical Corps, to General Headquarters, N.Z. Military Forces, Wellington, and those on the Regimental Lists, Territorial Forces, to the Adjutant of their regiment—stating their postal address. They will similarly report any permanent change of address occurring during the year, within fourteen days of such change. The names of all officers who fail to report as herein prescribed will be placed on a Suspense List, which will be published in General Orders. Officers who fail to report for two years in succession will be retired on the grounds that they have no intention of returning to active service.

157. Officers on the Reserve of Officers will be called up to perform such training as may from time to time be prescribed. Units will arrange for the officers called to carry out the training required of them, and will report to Command Headquarters all cases of those who neglect to carry out such training, when the question of removing their names from the Reserve of Officers will be considered.

158. While undergoing training, officers of the Reserve of Officers may be employed on flying duties (viz., officers of Class A) will be retired on the grounds that they have no intention of returning to active service.

159. Officers on the Reserve of Officers who leave the Dominion temporarily may be granted leave of absence up to a maximum of two years without change of rank.

RETIEMENTS.

160. Subject to the provisions of paras. 162 and 163, officers of the N.Z. Permanent Forces may resign their commissions at any time.

161. An officer of the Territorial Force may resign his commission at any time, but it will be transferred to the Reserve of Officers under para. 147, will be required to report to Command Headquarters for a period of his compulsory military service in the ranks of the Territorial Force.

162. Candidates for commissions in the N.Z. Permanent Forces, before being sent to a Royal Military College, will be required to sign an agreement giving an undertaking that they will serve for a period of twelve years from the date of such admission, unless their services are dispensed with before that time, or unless they are released from their agreement by the Minister of Defence.

163. Officers of the N.Z. Permanent Forces sent out of the Dominion for training at the expense of the Government will sign an agreement giving an undertaking that they will not resign their commissions for a period of five years after their return to New Zealand.

164. Except as provided in paras. 160-168, an officer of the N.Z. Military Forces will be retired on attaining the ages set out below:

<table>
<thead>
<tr>
<th>Age for Retirement</th>
<th>Rank of Appointment</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Active List and Class I, Reserve of Officers</td>
</tr>
<tr>
<td></td>
<td>Reserve of Officers</td>
</tr>
<tr>
<td></td>
<td>Permanant/Territorial Force</td>
</tr>
<tr>
<td></td>
<td>Force Force</td>
</tr>
<tr>
<td>General Officers</td>
<td>55</td>
</tr>
<tr>
<td>Colonels</td>
<td>55</td>
</tr>
<tr>
<td>Lieut.-Colonels</td>
<td>55</td>
</tr>
<tr>
<td>Majors</td>
<td>55</td>
</tr>
<tr>
<td>Captains</td>
<td>55</td>
</tr>
<tr>
<td>Subalterns</td>
<td>55</td>
</tr>
<tr>
<td>Medical, Dental, or Veterinary Officers</td>
<td>55</td>
</tr>
<tr>
<td>Quartermasters or Bandmasters holding commissions</td>
<td>55</td>
</tr>
</tbody>
</table>

165. In special cases the General Officer Commanding may, subject to the physical fitness and efficiency of the officers concerned, grant an extension—
(a.) Not exceeding two years; or
(b.) Up to sixty years of age, or such earlier age as they will, if retired, have been entitled to a retiring-allocation under the provisions of the Public Service Classification and Superannuation Act.

166. Those officers who during the year 1917 were transferred from the Civil Service to the N.Z. Army Ordinance Department or the N.Z. Army Pay Department, may, subject to the approval of the General Officer Commanding, be allowed to continue to serve until they reach the age of sixty-five years, or until such earlier age when they have completed forty years' service towards a retiring-allocation from the Public Service Superannuation Fund.

167. The General Officer Commanding will not be retired for age during his tour of four years as General Officer Commanding, but, unless specially granted an extension of command, will be retired on completion of such tour.

168. In the N.Z. Air Force, officers on the Active List or Reserve employed on flying duties (viz., officers of Class A) will be retired on reaching the following ages: Majors at forty-five, and officers below that rank at forty. Officers of Class B and C will be retired at the ages set out in para. 164.

169. For retiring-ages for Chaplains see para. 200.

170. An officer who has failed twice in either the practical or the oral examination prescribed for promotion to the rank of Lieutenant and Captain will not, as a rule, be permitted to remain in the service.

171. An officer who has completed the service required for promotion to the rank of Lieutenant or Captain respectively (see para. 129 and 33), but who has not at that time passed the examination prescribed for promotion, unless he does so qualify within the period mentioned hereunder, will normally be required to remain for a further period of time not exceeding—
(a.) An officer of the Permanent Forces, within eighteen months of completing the requisite service for promotion.

Should he be prevented from passing the prescribed examination by being called to or engaged on active service in the field, he may be granted such extension of time, not exceeding
that of which he may have been deprived by the exigencies of active service, whether stated in the opinion of the proper authority or otherwise.

171. No exception to pars. 109 and 170 will be allowed except with the approval of the General Officer Commanding.

172. The Officer Commanding of a Territorial Force may be required to resign his commission if he—

(a.) Absent without leave for more than three months;

(b.) Adversely reported on in two successive years;

(c.) Inefficient in any one year;

(d.) Found to be medically unfit.

173. Any officer required to resign his commission on the ground of being unsatisfactorily reported on or inefficient may, within one month of being so required, appeal, and such appeal will be heard by a Board of officers nominated for that purpose by the General Officer Commanding. If after three months of being so required to resign, or, in the case of appeal, after six months from the pronouncement of the decision of the Board of officers, any officer so required to resign who neglects or refuses to do so shall be retired.

174. An officer who resigns or is retired under pars. 169-173, except on the grounds of medical unfitness, will be required to complete in the ranks the training to which he may be liable.

175. The Minister of Defence may at any time submit to the Governor-General the name of any officer of the N.Z. Permanent Forces or Territorial Force whom the General Officer Commanding reports as being incompetent, or neglectful of his duty, or otherwise unsuitable to continue to exercise the duties of his rank or appointment, and the Governor-General may cancel the commission of such officer.

176. An officer of the N.Z. Military Forces shall be liable to be summarily dismissed from the Defence Force, at any time, for misconduct.

RETIRED LIST.

177. The Retired List shall consist of the names of officers to whom, on retirement, the Governor-General has granted the privilege of retaining their rank and the right to wear uniform on appropriate occasions. Such privilege is excepted in the case of officers who have held commissions in the Permanent Forces, or of officers who have served as officers on active service, or of officers specified in the following paragraphs. Privileges granted under these paragraphs are limited to official and ceremonial occasions within the Dominion.

178. His Majesty the King has been pleased to approve that, in the case of officers who held commissions on the Active List or Reserve of Officers between the 5th August, 1914, and the 31st August, 1919, these privileges may be extended throughout the British Empire.

179. Officers of the N.Z. Permanent Forces may be posted to the Retired List if they have been on active service as officers, or have completed four years’ commissioned service on the Active List of the N.Z. Permanent Forces.

180. Officers of the Territorial Force may be posted to the Retired List if they have been on active service as officers, or have completed fifteen years’ commissioned service, towards which period officers who have served on the Reserve of Officers may be counted.

181. Officers on the Retired List have no further connection with the Military Forces, but their names will be recorded in the N.Z. Army List. In the case of officers who have served in the uniform, they will be required to conform to the regulations.

182. Officers posted to the Retired List will be posted with the highest rank held by them during their period of their service.

183. Officers on the Retired List must report in writing between the 1st and 31st January each year to General Headquaters, N.Z. Military Forces, Wellington, stating their address. The names of those who neglect to so report will be deleted from the list.

N.Z. ARMY LEGAL DEPARTMENT.

184. The N.Z. Army Legal Department will consist of such officers as are appointed or transferred to that department.

185. Commissions in the N.Z. Army Legal Department will be granted only to gentlemen who are barristers or solicitors of the Supreme Court of New Zealand.

186. On first appointment officers will be commissioned in the rank of Captain, or, in the case of officers transferred from other units, in the rank of Captain or the rank they held previously, whichever is the higher: Provided, however, that no officer in the N.Z. Army Legal Department other than the Judge Advocate-General shall hold rank higher than that of Lieutenant-Colonel.

187. Officers will not be required to attend parades, but may be required to attend meetings, hold commissions under the simula-
tion of military law, and for any such purposes to visit training-
camps of units in the formation to which attached, or, where neces-
sary, to attend courts-martial.

188. For purposes of discipline and administration, officers attached to the staff of a formation or unit will be under the command of the Officer Commanding; officers not so attached will be under the command of the Adjutant-General.

189. Matters relating to appointment, promotion, and transfer will be under control of the Adjutant-General. A report by the Judge Advocate-General, or, in his absence, if the office be vacant, the Deputy Judge Advocate-General, on the professional fitness of officers for appointment or promotion, will be obtained when an appointment or promotion is contemplated.

190. Legal Staff Officers will communicate, on questions of military law, directly with the officer on the command Staff, whose ruling, direction, or opinion shall be binding, subject, however, to the right to require that the question shall be submitted to the Judge Advocate-General. If the Judge Advocate-General, if it supports that of the senior Legal Staff Officer, shall be final; if not, a final appeal shall lie to the Judge Advocate-General.

191. In the absence of the N.Z. Army Legal Department, the formation and unit in which the officer is serving shall be bound by the rulings, directions, and opinions on questions of military law given by the Judge Advocate-General, or during his absence or a vacancy in the office of the Judge Advocate-General, by the Deputy Judge Advocate-General.

192. An officer of the Army Legal Department shall be classi-
fied as efficient for the active List in which he is satisfactory.

N.Z. CHAPLAINS DEPARTMENT.

193. The N.Z. Chaplains Department will consist of—

(a.) Chaplain, 1st Class, with Colonel; Chaplain, 2nd Class, with Lieutenant-Colonel; Chaplain, 3rd Class, with Major; Chaplain, 4th Class, with Captains. Chaplains will take precedence amongst themselves in accordance with the rank they hold in the British Army.

(b.) Chaplains will not be required for duty with units of the Territorial Force in peace and on mobilization.

(c.) The Establishment of the Chaplains Department, comprising the remaining Chaplains, who will be available for duty as required to fill vacancies occurring on or after mobilization, Chaplains will not be liable to be called up to fill vacancies in the N.Z. Army before the chaplainry of the National Church of England, 5; Roman Catholic, 2; Presbyterian, 3; Methodist, 2; Other denominations (each), 1; Salvation Army, 1. The G.O.C. may, however, vary this establishment, on the recommendation of an O.C. Command, in order to meet special circumstances.

194. A Chaplain on the Active List who removes from one regimental district to another, in which he becomes surplus to his duties allotted to him, shall be called up to fill vacancies occurring on or after mobilization.

195. All appointments of Chaplains to the Active List will be made, on the recommendation of the Chaplains Advisory Com-
mitee, in the 4th Class, and on only condition that they are medically fit for active service and are below the age of forty years.

196. Chaplains may be permitted to serve on the Active List until they attain the following ages: Chaplain, 4th Class, fifty-five years; Chaplain, 2nd Class, fifty-five years; Chaplain, 1st Class, sixty years.

197. The Reserve will be divided into two classes:

(a.) The Reserve Class I, consisting of Chaplains who are medically fit for active service and within the age-limit for the Active List;

(b.) The Reserve Class II, consisting of Chaplains who are medically fit for service in New Zealand but not for active service, or who are not eligible for Class I on account of age.

198. All Chaplains, whether on the Active List or Reserve, on attaining the age of sixty years will be retired. If eligible under pars. 196 they will be posted to the Retired List.

199. Chaplains, whether on the Active List or Reserve, will have the same liability for service in a national emergency as other officers of the Territorial Force. Chaplains on the Reserve will be called up to fill vacancies occurring on or after mobilization, Class I being called up before Class II. When called up for duty they will receive the pay and allowances of Territorial officers of equivalent rank.

200. Chaplains who, by virtue of his appointment, will be an officer of the N.Z. Military Forces, and will be commissioned as such, but will not hold rank other than as Chaplain, and will not exercise any commission or authority vested in officers of the Territorial Forces, Chaplain, 1st Class, with Colonel; Chaplain, 2nd Class, with Lieut.-Colonel; Chaplain, 3rd Class, with Major; Chaplain, 4th Class, with Captains.

201. Chaplains will take precedence amongst themselves in accordance with the rank and seniority therein.

202. Chaplains, communicating with officers of corresponding rank, and with Chaplains of the same class, according to seniority.

203. A Chaplain may, if recommended by the Chaplains Advisory Committee, be promoted to the next higher class as follows:

(a.) After ten years’ service, to be Chaplain, 3rd Class.

(b.) Promotion to the 2nd Class will be by selection from Chaplains, 3rd Class, having not less than eighteen years’ service.
May 25.

The New Zealand Gazette.

1569

(c.) Original appointments or accelerated promotion to a
higher rank than that of 4th Class, or the antedating of
seniority, may be granted to the permanent head of
any denomination in a command. If the appointment
or antedating is made by the Commanding Officer of a
temporary appointment to a higher class may be granted.
Should the head of any denomination not desire such
appointment or promotion, the temporary appointment may
recommend in his place some other Chaplain of approved
standing and service for temporary appointment to a
higher class.

(d.) In normal times no promotion to the 1st Class will be
made, but, when necessary, such promotion will be
made by selection.

204. The wearing of uniform by Chaplains in peace-time
will be optional, but on mobilization, and when uniform is worn
in peace-time, dress will be as laid down in Section XIV.

205. Orders, decorations, and medals will be worn by Chaplains
when on duty at parade services.

206. A Chaplains Advisory Committee will be formed in each
command, and will consist of such members as may from time
to time be decided by the O.C. Command in consultation with the
representatives of the various denominations. The Committee
shall hold office for three years, at the expiry of which a new
Committee shall be appointed. Retiring members may be re-
nominated.
The Committee will elect its own chairman and secretary.

The duties of the Advisory Committee will be-

(a.) To advise the O.C. Command in all matters concerning
the Chaplains Department in the command;

(b.) To give the Chaplains of the various denominations
the Command;

(c.) To keep in touch with one another, and with the
units of the Military Forces;

(d.) To detail the Chaplains considered necessary to attend
all camps, and generally to ensure that Chaplains are
interested themselves in the general welfare of the
Territorial and Cadet Forces in their regimental districts;

(e.) To submit all recommendations for appointments, pro-
motions, transfers, and retirements to the O.C. Com-
mander.

Chaplains Advisory Committees should, as far as possible,
consist of Chaplains who hold senior positions in their denomina-
tions.

N.Z. ARMY NURSING SERVICE.

207. Regulations for the N.Z. Army Nursing Service are given
in Appendix XIV.

SECTION IV.-NEW ZEALAND PERMANENT FORCES;
ENLISTMENT, PROMOTION, TRANSFER, AND
DISCHARGE.

GENERAL.

208. Enlistments in all units of the Permanent Forces will be
for a term of five years, of which the first twelve months will be
on probationary service. Entrants will be examined, and, if
found unsuitable, may be granted to the permanent head of
any denomination in a command. If the appointment
or antedating is made by the Commanding Officer of a
temporary appointment to a higher class may be granted.
Should the head of any denomination not desire such
appointment or promotion, the temporary appointment may
recommend in his place some other Chaplain of approved
standing and service for temporary appointment to a
higher class.

209. On completion of the original period of enlistment warrant
officers, non-commissioned officers, and men may, if recommended
by their officer commanding unit or corps, be permitted to re-engage
for permanent service up to the age of fifty-five years, provided that
no private soldier will be permitted to re-engage unless he has qualified
for promotion.

210. Enlistments into the Permanent Forces shall be carried out
as follows:-

(a.) Every person before enlistment shall be advised of the general
requirements of attestation and the conditions of
engagement.

(b.) On attesting to enlistment the recruit will be cautioned by
the commanding officer of the Militia unit in which he enlist,
not to answer any false answer to the questions read to him by
the attesting officer that if found unsuitable. On completion of
december of twelve months' service they will, if satisfactory, be confirmed in their appointments. Clerks, keepers, and artificers will be
required to pass an examination (trade test in the case of artificers)
before being confirmed in their appointments.

211. All enlistments into the Permanent Forces will be subject to the
medical examination set out in Appendix I (I).

220. Officers holding commissions in the Territorial Force or Reserve of Officers who enlist into the N.Z. Permanent Forces will
be required to resign their commissions. Ex-officers who have
already resigned, relinquished their commissions, or retired cannot
be retained in the ranks, to retain any rank they may have been
granted on the authority of the General Officer Commanding.
Warrant officers and non-commissioned officers of the N.Z.
Permanent Forces may be seconded for duty with any of the
Civilian Services, the Admiralty, or any other Department of the State for a period not exceeding four years;
while so seconded they will receive the pay and allowances for their rank and pay the same terms and conditions of service as civilians,
but they will be required to comply with the regulations of the
Civilian Services.

221. A Chaplains Advisory Committee will be formed in each
command, and will be composed of persons who hold
senior positions in their denominations.

Chaplains Advisory Committees should, as far as possible,
consist of Chaplains who hold senior positions in their denominations.

222. Appointments to the N.Z. Permanent Staff will be made
by selection, but they will be required to comply with the regulations re-
quiring to fill appointments within the establishment may be
made by selection.

223. The Committee will elect annually a chairman and
secretary.

Qualifications for promotion, to have undergone a general course of instruc-
tion, and obtained a satisfactory report.

224. In exceptional cases of outstanding ability, accelerated
promotion to fill appointments within the establishment may be
made, but, when necessary, such promotion will be
made by selection.

225. Warrant officers and non-commissioned officers of the N.Z.
Permanent Forces may be seconded for duty with any of the
Civilian Services, the Admiralty, or any other Department of the State for a period not exceeding four years;
while so seconded they will receive the pay and allowances for their rank and pay the same terms and conditions of service as civilians,
but they will be required to comply with the regulations of the
Civilian Services.

226. A Chaplains Advisory Committee will be formed in each
command, and will be composed of persons who hold
senior positions in their denominations.

Chaplains Advisory Committees should, as far as possible,
consist of Chaplains who hold senior positions in their denominations.

227. A warrant officer, Class II, will be required in addition to having passed the examination
for promotion to fill appointments within the establishment may be
made by selection, but they will be required to comply with the regulations re-
quiring to fill appointments within the establishment may be
made, but, when necessary, such promotion will be
made by selection.

228. In all cases the written application of the warrant officer, Class II, for promotion to fill appointments within the establishment may be
made, but, when necessary, such promotion will be
made by selection.

229. Where promotion is by selection, the chief considerations will be professional
qualifications, efficiency, and character, and only when these condi-
tions are approximately equal will consideration be given to length of service.

230. Before promotion to warrant rank, Class I, a warrant officer, will be required in addition to having passed the examination
for promotion to fill appointments within the establishment may be
made, but, when necessary, such promotion will be
made by selection.

231. Warrant officers and non-commissioned officers of the N.Z.
Permanent Forces may be seconded for duty with any of the
Civilian Services, the Admiralty, or any other Department of the State for a period not exceeding four years;
while so seconded they will receive the pay and allowances for their rank and pay the same terms and conditions of service as civilians,
but they will be required to comply with the regulations of the
Civilian Services.

232. A Chaplains Advisory Committee will be formed in each
command, and will be composed of persons who hold
senior positions in their denominations.

Chaplains Advisory Committees should, as far as possible,
consist of Chaplains who hold senior positions in their denominations.

233. A warrant officer, Class II, will be required in addition to having passed the examination
for promotion to fill appointments within the establishment may be
made, but, when necessary, such promotion will be
made by selection.

234. In all cases the written application of the warrant officer, Class II, for promotion to fill appointments within the establishment may be
made, but, when necessary, such promotion will be
made by selection.

235. Where promotion is by selection, the chief considerations will be professional
qualifications, efficiency, and character, and only when these condi-
tions are approximately equal will consideration be given to length of service.

236. Before promotion to warrant rank, Class I, a warrant officer, will be required in addition to having passed the examination
for promotion to fill appointments within the establishment may be
made, but, when necessary, such promotion will be
made by selection.

237. Warrant officers and non-commissioned officers of the N.Z.
Permanent Forces may be seconded for duty with any of the
Civilian Services, the Admiralty, or any other Department of the State for a period not exceeding four years;
while so seconded they will receive the pay and allowances for their rank and pay the same terms and conditions of service as civilians,
but they will be required to comply with the regulations of the
Civilian Services.
ROYAL N.Z. ARTILLERY.

223. Applicants for enlistment into the Royal N.Z. Artillery must fulfill the following conditions:—

(i.) Be between the ages of eighteen and twenty-five years:
(ii.) Be unmarried;
(iii.) Have passed the Sixth Standard of education or its equivalent;
(iv.) Be physically fit for active service in any part of the world.

In special cases, with the approval of the General Officer Commanding, these conditions may be modified.

224. The Royal New Zealand Artillery in each command will form one unit, personnel being detailed for duty as required.

225. (a) Subject to the conditions mentioned in subpara. (b) below, promotion in the Royal N.Z. Artillery will be governed by length of service, as follows:—

To lance-bombardier after three years' service:—
To bombardier after three years' service as lance-bombardier:—
To sergeant after three years' service as bombardier:
To staff sergeant after three years' service as staff sergeant:
To warrant officer, Class II, after three years' service as staff sergeant:
To warrant officer, Class I, after three years' service as warrant officer, Class II.

(b.) To be eligible for promotion, warrant officers, non-commissioned officers, and men will be required to have qualified by examination, and to have been reported upon in every way suitable for promotion.

Promotion to armament sergeant-major will be made by the appointment of the most highly qualified mechanic possessing the necessary experience and ability to control the Armament Section.

Subsequent promotion will be as follows:—

To corporal after four years as lance-corporal:—
To corporal after five years as lance-corporal:—
To lance-bombardier after three years' service as lance-bombardier:—
To bombardier after three years' service as bombardier:
To sergeant after three years' service as sergeant:
To warrant officer, Class II, after three years' service as warrant officer, Class II.

Subsequent promotion will be governed by establishment and by selection.

Promotion to armament sergeant-major will be made by the selection of the most highly qualified mechanic possessing the necessary experience and ability to control the Armament Section.

Conditions for future promotion and service will then be in accordance with para. 230.

(2.) Other Trades.

226. When suitable candidates are available, vacancies in other trades of the establishment will be filled by the transfer of serving soldiers from the Royal N.Z. Artillery or from other sections of the N.Z. Permanent Forces. On completion of his term of probation (twelve months) a tradesman will, if qualified and recommended, be confirmed in the appointment. Subsequent promotion will be as under:—

To corporal after four years as lance-corporal:—
To corporal after five years as lance-corporal:—
To warrant officer, Class I, after three years' service as warrant officer, Class II.

Subsequent promotion will be as follows:—

To staff sergeant after five years as staff sergeant:
To warrant officer, Class I, after five years' service as warrant officer, Class II.

Subsequent promotion will be governed by establishment and by selection.

Promotion to warrant officer, Class I, after five years' service as warrant officer, Class II.

Conditions for future promotion and service will then be in accordance with para. 230.

(3.) Army Ordnance Corps.

227. Applicants for enlistment must fulfill the following conditions:

(i.) Be between the ages of eighteen and twenty-five years;
(ii.) Be unmarried;
(iii.) Have passed the Sixth Standard of education or its equivalent;
(iv.) Be physically fit for active service in any part of the world.

In special cases, with the approval of the General Officer Commanding, these conditions may be modified.

228. For the purpose of administration and promotion the corps will be organized into six sections, viz:—

Section A—Clerks and Ledger-keepers.
Section B—Armament Artificers.
Section C—Armourers.
Section D—Ammunition Details.
Section E—Storeholders and Storemen.
Section F—Ammunition details.

Personal qualifications A, B, C, and F require to qualify for promotion by examination, whilst personnel in Sections B, C, and D will require to pass both trade test and examination in order to qualify for promotion.

229. Promotion to non-commissioned and warrant ranks in the various sections will, subject to the soldier being recommended by his immediate commanding officer as being in all respects fit for promotion and to passing the prescribed examination and trade test, be as set out in paras. 230 to 236 below.

Section A—Clerks and Ledger-keepers.

230. Cadets on reaching the age of eighteen years will, if qualified and recommended by the O.C. Corps, be appointed privates. Subsequent promotion will be as under:—

To lance-corporal after one years' service as private:—
To corporal after three years' service as lance-corporal:—
To sergeant after five years' service as corporal:—

Promotion above the rank of sergeant within the establishment will be by selection.

Section B—Armament Artificers.

(1.) Fitters, Turners, and Machinists.

231. On completion of his term of probation (twelve months) a fitter, turner, or machinist will, if qualified and recommended, be promoted lance-corporal. Subsequent promotion will be as under:—

To corporal after three years' service as lance-corporal:
To corporal after five years' service as corporal;
To staff sergeant after four years' service as staff sergeant:
To warrant officer, Class II, after five years' service as warrant officer, Class II.

Subsequent promotion will be governed by establishment and by selection.

Promotion to warrant officer, Class I, after five years' service as warrant officer, Class II.

Conditions for future promotion and service will then be in accordance with para. 230.

To staff sergeant after seven years' service as staff sergeant.

Section C—Armourers.

232. On completion of his term of probation a mechanic will, if qualified and recommended, be appointed armourer lance-corporal. Subsequent promotion will be as follows:—

To armourer lance-corporal after three years' service as lance-corporal:—
To armourer corporal after three years' service as armourer lance-corporal:
To armourer after five years' service as armourer corporal:
To armourer staff sergeant after four years as armourer corporal:
To armourer staff sergeant after three years as armourer staff sergeant.

Subsequent promotion will be governed by establishment and by selection.

Promotion to armourer staff sergeant-major will be made by the selection of the most highly qualified mechanic possessing the necessary experience and ability to control the Armourer Section.

Sections D and F—Tradesmen and Specialists and Ammunition Details.

233. When suitable candidates are available, vacancies in the establishment will be filled by the transfer of serving soldiers from the Royal N.Z. Artillery. If qualified personnel are not obtainable from the Royal N.Z. Artillery or other units of the N.Z. Permanent Forces, special enlistments may be made.

234. A tradesman will be appointed as lance-corporal on probation, provided he has already had one year's service in the Permanent Forces or has come direct from his trade.

235. On completion of his term of probation (twelve months) a tradesman will, if qualified and recommended, be confirmed in the appointment. Subject to passing the necessary trade tests, subsequent promotion will be as under:—

(a.) Carpenter: To corporal after four years as lance-corporal; to corporal after six years as lance-corporal:—

To staff corporal after seven years as staff corporal:—
To warrant officer, Class I, after seven years' service as warrant officer, Class II.

(b.) Saddlers: To corporal after four years as lance-corporal; to corporal after six years as corporal.

(c.) Textiles: To corporal after four years as lance-corporal.

(d.) Ammunition details: Non-commissioned officers in charge Ammunition Section, to staff sergeant after five years' service as sergeant, and to staff quartermaster-sergeant after seven years' service as staff sergeant.

Section E—Storeholders and Storemen.

236. Promotion will be governed by establishment, and will be subject to passing the necessary qualifying examination.

N.Z. PERMANENT ARMY SERVICE CORPS.

237. Applicants for enlistment into the N.Z. Permanent Army Service Corps must be between the ages of twenty-two and forty years, must be physically fit for active service in any part of the world, and must have passed the Sixth Standard of education or its equivalent.

Appointments to the N.Z. Permanent Army Service Corps will normally be made in the rank of staff sergeant. Non-commissioned officers so appointed will be eligible for promotion as under:—

(a.) After three years as staff sergeant, to the rank of staff sergeant-major.

THE NEW ZEALAND GAZETTE. [No. 32, 1870. 1570
(b.) After three years as staff sergeant instructor, to the rank of warrant officer, Class II.
(c.) After three years as warrant officer, Class II, to the rank of warrant officer, Class I.
Provided that in all cases the warrant or non-commissioned officer has passed the examination for the next higher rank and has been recommended for such promotion by the O.C. Command in which he is serving.

N.Z. PERMANENT AIR FORCE.

238. Applicants for enlistment into the N.Z. Permanent Air Force must fulfil the following conditions:
(i.) Be between the ages of eighteen and twenty-five years.
(ii.) Be unmarried.
(iii.) Have passed the Sixth Standard of education or its equivalent.
(iv.) Be physically fit for active service in any part of the world.

239. For the purpose of administration and promotion the other ranks of the Force will be organized into five sections, viz.:-
A. Section. Chefs and ledger-keepers.
B. Section. Armourers.
C. Section. Tradesmen and specialists.
D. Section. Storeholders and storemen.
E. Section. Non-technical personnel.

Personnel in Sections B and C will be required to pass trade tests on first appointment and before each subsequent promotion to higher rank. Personnel in Sections A, D, and E will be required to qualify for promotion by examination.

240. Promotion to non-commissioned ranks in the various sections will be as under, subject to passing the necessary examinations and being recommended:-
(a.) In Sections A, D, and E, clerks and ledger-keepers: As for Section of N.Z. Army Ordnance Corps.
(b.) In Section B, armourers: As for Section C of N.Z. Army Ordnance Corps.
(c.) In Section C, tradesmen and specialists: As for Section B of N.Z. Army Ordnance Corps.
(d.) In Section D, storeholders and storemen: As for Section E of N.Z. Army Ordnance Corps.
(e.) In Section E, non-technical personnel: As for other ranks of Royal N.Z. Artillery.

Boys may be attested as Cadets. On reaching the age of eighteen years they may, if efficient, be mustered privates.

Conditions for future promotion will then conform to (1) of Section B under the heading N.Z. Army Ordnance Corps.

N.Z. ARMY PAY CORPS.

241. Applicants for enlistment into the N.Z. Army Pay Corps must be between the ages of twenty-two and forty years, must be physically fit for active service in any part of the world, and must have passed the Matriculation Examination or its equivalent.

242. Appointments to the N.Z. Army Pay Corps will normally be made in the rank of sergeant. Non-commissioned officers so appointed will be promoted for promotion as under:-
(a.) After three years as sergeant, to the rank of staff sergeant.
(b.) After three years as staff sergeant, to the rank of warrant officer, Class II.
(c.) After three years as warrant officer, Class II, to the rank of warrant officer, Class I.

Provided that in all cases the warrant or non-commissioned officer has passed the examination for the next higher rank and has been recommended for such promotion by the O.C. Command in which he is serving and by the Director of Financial Services.

GENERAL DUTY SECTION OF THE N.Z. PERMANENT FORCES.

243. The General Duty Section of the N.Z. Permanent Forces is composed of non-commissioned officers and men holding such appointments as caretakers, range-wardens, firemasters, and night-watchmen, personnel employed on Measurement, Examination or its equivalent.

244. All enlistments will be made in the rank of private, but, subject to establishment, rank higher than private may be granted on enlistment at the discretion of the Adjutant-General.

245. Applicants for enlistment must be under the age of fifty years, and if not fit for active service will be required to give an indemnity to the effect that no claim will be made for sick-leave on pay or other benefits in connection with any recurrence or aggravation of their original disability.

246. All enlistments will be made in the rank of private, but, subject to establishment, rank higher than private may be granted on enlistment at the discretion of the Adjutant-General.

247. Further promotion will be made without examination, to fill vacancies in the establishment, subject to favourable recommendation to and qualifying service as follows: Private before promotion to corporal, three years; corporal before promotion to corporal, three years; corporal before promotion to lance-corporal, three years; lance-corporal before promotion to sergeant, five years.

DISCHARGE.

251. With the exception of the Royal N.Z. Artillery, which is dealt with in para. 251a, warrant officers, non-commissioned officers, and men may be permitted to take their discharge during the three years following enlistment on the recommendation of their officer commanding regiment or corps, provided the exigencies of the service permit. After the completion of their original term of engagement or of any subsequent extension of their time of service, they may claim their discharge at any time unless a state of great emergency or national necessity so requires.

Warrant officers, non-commissioned officers, and men shall unless re-engaged under para. 209, be discharged on completion of their original term of engagement.

251a. Every member of the Royal N.Z. Artillery may obtain his discharge at his own request at any time during the first three years of his service on payment of the sum of £10, and at any time during the next succeeding two years on payment of the sum of £5, and after five years of service without payment; Provided that the right conferred by this paragraph shall be lost during any period in which the N.Z. Permanent Forces are on active service.

252. Warrant officers, non-commissioned officers, and men of the Permanent Forces shall be discharged on attaining the age of fifty-five years, subject to the following provisions:
(a.) In special cases the General Officer Commanding may, subject to the physical fitness and efficiency of the soldiers concerned, grant an extension (a) of not exceeding two years, or (b) up to the age of thirty, or such earlier age when they will, if retired, have become entitled to a retiring-allowance under the provisions of the Public Service Superannuation Act.
(b.) Section E, non-technical personnel: As for other ranks of Royal N.Z. Artillery.

Provided that in all cases the warrant or non-commissioned officer, who is adversely reported upon in the matter of zeal or efficiency, or who has been found guilty of misconduct.

255. On a soldier's discharge being approved his commanding officer will, on the termination of the soldier's service, forward all documents in connection with the case to the Officer in Charge of Permanent Force Records; General Headquarters.

257. Subject to the provisions of the Defence Act, all male inhabitants of New Zealand who have resided therein for six months and are British subjects are liable to be called upon to serve in the Permanent Forces.

C

SECTION V.-TERRITORIAL FORCE AND CADETS:
REGISTRATION, ENROLMENT, POSTING, PROMOTION, TRANSFER, AND DISCHARGE.

REGISTRATION, ENROLMENT, AND POSTING.

257. Subject to the provisions of the Defence Act, all male inhabitants of New Zealand who have resided therein for six months and are British subjects are liable to be called upon to serve in the Permanent Forces.

(a.) In the Cadets, from the 1st June in the year in which they attain the age of fourteen years (or the date of their leaving the primary school, if later) until the 31st May in the year in which they attain the age of eighteen years (or such later date on which they cease to attend a secondary school, if later), unless a state of great national necessity so requires.

(b.) In the General Training Section or Territorial Force, from the 1st June of the year in which they attain the age of sixteen years (or the date of their leaving the secondary school, if later) until the 31st May of the year in which they attain the age of eighteen years (or such later date on which they cease to attend a secondary school, if later), unless a state of great national necessity so requires.

258. With a view to assisting a soldier on discharge to obtain employment in civil life, the Commanding Officer under whom he has immediately served will provide him with a testimonial as to his experience and suitability for employment in a civil vocation, and a copy thereof will be attached to his documents.
(c) In the Reserve, from the date of posting thereto until the 1st June of the year in which they attain the age of thirty years.

258. All persons, other than boys attending secondary schools which furnish a Cadet unit, on becoming liable for military training, must within seven days thereof register themselves on the prescribed form to be filled in and posted as directed by the nearest Defence Office.

259. Boys attending a secondary school which furnishes a Cadet unit must, after becoming liable for military training, register within sixty days of their return to New Zealand.

260. Persons liable for military training who have been temporarily absent from New Zealand must register, or, if previously registered, must report in writing to the nearest Defence Office, within thirty days of their return to New Zealand.

261. Immigrants who are liable for military training must register within six months of their arrival in New Zealand.

262. The registration form, which is obtainable at any Defence Office, post-office, or police-station, must be filled in and posted as directed by the nearest Defence Office.

263. Persons registering who are obviously unfit to undergo military training owing to permanent physical or mental defects should attach to their registration form a certificate from the practitioner as to the fitness or otherwise of the trainee to undergo military training.

264. Any person liable to undergo military training who claims exemption on the ground of medical unfitness will be required to produce at his own expense a certificate signed by a registered medical practitioner as to the fitness or otherwise of the trainee to undergo military training.

265. A member of the Military Forces desiring of obtaining exemption from personal service on the grounds of religious belief (section 263, Act 263, 264, and 265) must make application to the nearest Defence Office, through the Staff Officer i/c Regimental District, to the Assistant Director of Medical Services of the command for advice.

266. The Assistant Director of Medical Services, if he considers it necessary, will forward the registration form and medical-history sheet to the Assistant Director of Medical Services, who will, if he is satisfied, issue a certificate of exemption.

267. If in doubt, he will refer the case to the Assistant Director of Medical Services of the command for advice. The registration number, full name, address, and (f) space for unit to which posted, are the requisites for the application and the application shall be heard and determined by a Magistrate.

268. Scoutmasters and Assistant Scoutmasters of the Boy Scout Association may be exempted from military training, provided a certificate is furnished to the Staff Officer i/c Regimental District concerned by the Chief Commissioner to the effect that such trainee is rendering efficient service as a Scoutmaster or Assistant Scoutmaster. Total exemption will be granted only on the condition that the Scoutmaster or Assistant Scoutmaster shall not complete three years' efficient service as such that they may be required to carry out the whole of their military training in one year at their own expense.

269. When a newly registered trainee is posted or provisionally posted to a unit, the unit commander becomes responsible that the trainee takes the oath of allegiance as soon as possible.

270. In posting men to the Territorial Force, due consideration will be given to their place of residence, physique, trade or calling, and the general capability of individuals for any particular branch of the service.

271. The posting of trainees to Cadet units will be carried out by the Staff Officer i/c of the Regimental District, assisted by the Area Officer concerned.

272. In posting trainees to Territorial Force units will be carried out during the month of June in each year. A Posting Committee will be set up in each territorial district, and will consist of the Director of Medical Services, the Assistant Director of Medical Services, the Adjutant, the Area Officer and Adjutant, and, when possible, an officer from each Territorial Force unit, in the district.

273. If in doubt, he will refer the application, and the application shall be heard and determined by a Magistrate.

274. The posting of trainees to Cadet units will be carried out by the Staff Officer i/c of the Regimental District, assisted by the Area Officer concerned.

275. The medical examinations will be conducted in accordance with the Royal Commission on the Training Cadets, in Appendix I (III).

276. The annual Posting Return referred to in Appendix XII will be prepared by Staff Officers i/c Regimental Districts and despatched to command headquarters.

277. The posting of men to the Territorial Force or Cadets whose place of residence is beyond the radius of an established training-centre will be made by the Staff Officer i/c of the Regimental District, and, when possible, an officer from each Territorial Force unit, in the district.

278. Before the annual posting takes place, the training performed by each trainee during the past year, and his classification, as necessary, for the issue of arms, equipment, and clothing.

279. So far as is practicable, the application shall be heard and determined by a Magistrate.

280. Trainees fit for service whose registration is effected within the three years after the date of their entry into the Cadets and Territorial Force, thus "A" to "A" being the number of the area, and "A" the serial number allotted to the trainee.

281. Trainees fit for service whose registration is effected before the 1st April will be provisionally posted to units. Those who register after this date will not be posted until the annual posting.

282. Boys attending secondary schools which furnish a Cadet unit, on becoming liable for military training, must report to the nearest Defence Office, by the Area Officer for medical re-examination when it becomes due.

283. The Area Officer will keep a roll of all persons registered in his area, in which the roll shall contain the following entries: (a) registration number, (b) name in full, (c) unit to which posted, (d) address, and (f) remarks.

284. When a newly registered trainee is posted or provisionally posted to a unit, the unit commander becomes responsible that the trainee takes the oath of allegiance as soon as possible. The oath will be administered by an officer of the N.Z. Military Forces or a Justice of the Peace in such a manner as will impress its solemnity on the trainee.

285. The posting of trainees to Cadet units will be carried out by the Staff Officer i/c of the Regimental District, assisted by the Area Officer concerned.

286. The posting of men to the Territorial Force due consideration will be given to their place of residence, physique, trade or calling, and the general capability of individuals for any particular branch of the service. As far as is practicable, the posting of men shall be distributed amongst the different units.

287. A re-
of the Staff Officer i/c Regimental District.

called up and posted to units, Reservists will be under the command of the Staff Officer i/c Regimental District, who will post them to units. Until enrolment in the Cadets, unit commanders will see that it is ad-

sergeant recommended by Os .C. Commands, subject to the indi-

bombardiers up to 25 per cent. in excess of the establishment are in possession of a certificate showing that they have passed bands of the officers commanding units concerned, as hereinafter accoutrements, and equipment on issue to them, but will retain and take with them all articles of uniform not otherwise authorized to be retained.

eligible for promotion to the rank of warrant officer, Class II, and a bandmasters, but they will, however, require to have served for not less than three years in the rank of sergeant before being considered eligible for promotion to the rank of warrant officer, Class II, and a further three years before promotion to the rank of warrant officer, Class I.

The appointment and promotion of non-commissioned officers and men of the Territorial Force and Cadets will be in the hands of the officers commanding units concerned, as hereinafter provided.

Os .C. Commands may, in cases of necessity, sanction the appointment of lance-sergeants, lance-corporals, and lance-bombardiers up to 25 per cent. in excess of the establishment of such units.

An O.C. Command or officer commanding unit may also confer unpaid lance rank upon a non-commissioned officer or man employed on extra regimental duty if he considers it necessary in the interests of discipline to do so.

A soldier will not be promoted unless he has qualified at a course of instruction within six continuous days, has passed the prescribed examination, and is recommended for promotion by his company, i.e., commander.

In case of necessity, acting or lance rank may be granted irrespec-
tive of the above conditions.

Qualification at an approved voluntary course will count for the purpose of promotion, para .252.

A non-commissioned officer given acting rank for the pur-

pursuance of this paragraph may be carried out, arrangements have been made to transfer such persons by the Staff Officer i/c No. 1 Regimental District to the regimental district in which such persons reside on leaving the Naval Forces. In order that the provisions of this paragraph may be carried out, arrangements have been made with the Naval authorities to supply periodically to the Staff Officer i/c No. 1 Regimental District lists of all such persons discharged from the Royal Navy or Royal Naval Reserve. Such lists will show the full name, date of birth, date of and reason for discharge, and intended address of each such person.

Exempt as provided in para .310 and 311, trainees will be-

the establishment of non-commissioned officers is not exceeded,

be transferred to the Reserve on reaching the age of twenty-five,

may be transferred to the Reserve before reaching the age of twenty-

will remain in the Reserve until they attain the age of thirty.

Some extensions may be renewed by the commanding officer, with the soldier's consent, year by year up to the following ages: Sergeants, forty years; staff sergeants, forty-five years; warrant officers, fifty years.

On transfer to the Reserve, trainees will retain their arms, accoutrements, and uniform clothing.

Before the annual posting, officers commanding units will be responsible for the conduct and integrity of the trainees (Form N.Z. 25, attachment E), for each trainee whom it is proposed to transfer to the Reserve. These forms, together with the personal files of the trainees concerned, will be forwarded to the Staff Officer i/c No. 1 Regimental District. The Staff Officer i/c No. 1 Regimental District, if he approves of such transfers, will retain the personal files and duplicate forms N.Z. 25, confirm the transfers to the Reserve, and return the original forms N.Z. 25 to the officer commanding unit, for transmis-
sion, after the annual posting, to the Reserve.
SECTION VI.—TRAINING AND EDUCATION.

MILITARY TRAINING.

315. General instructions as to the principles and system of training are contained in the training-manuals of each arm. These manuals, periodically issued and revised by the Army Council for use by the Permanent Staff, embody the result of the latest experience and developments of military science, and the principles and procedure therein laid down will be strictly adhered to by all concerned.

316. The aim of all military training is to improve and develop the physical and moral fitness of the individual, encourage and develop a high sense of duty, discipline, and honour, based on knowledge, mutual respect, and confidence, and to provide systematic and progressive instruction in the use and application of military weapons.

317. The training of the Cadets will be specially devoted to ensuring good physical development, inculcating the habits of obedience and discipline, with a preparatory groundwork of elementary drill and field exercises to fit them for posting to the Territorial Force on completion of the Cadet service.

318. The system of training laid down in these regulations does not permit of the rank and file being fully trained in peace-time, but where officers and non-commissioned officers have in peace-time been trained to a high standard of efficiency the rapid mobilization of complete units and expansion for war will be assured. For this reason every effort is to be made by the Permanent Staff officers and non-commissioned officers in order that they may be at all times efficient and capable of filling their places in their unit in national emergencies.

319. Home training,—i.e., drills, whole-day or half-day parades—should be carried out continuously throughout the year, the gymnasiums, and field and drill halls and indoor and outdoor training, to beother parades and drills, voluntary parades may be arranged, but attendance thereat will not be compulsory, and will not count towards the minimum amount of training required under paras. 324, 325, and 333.

320. At every parade or drill of the Territorial Force or Cadets the attendance will be recorded against the name of each officer and trainer in the section or platoon, etc., parade roll-books, and from these parade roll-books the unit attendance roll-book will be compiled.

321. Where a permanent Adjutant is available it will be his duty, under the orders of the Commanding Officer, to give instruction. Assisted by the Permanent Staff, he will undertake the thorough instruction of junior officers on joining the unit, and will assist all officers in preparing themselves for examination and examinership. The Permanent Staff and the commanding officer on completion of their Cadets service will be systematically and progressively instructed, with corresponding training in the Territorial Force.

322. The duties of the Permanent Staff attached to a unit, in so far as the training of the unit is concerned, are mainly those of organizing and preparing for the annual camp, the forming and training of the officers and non-commissioned officers of the unit, and of supervising the instruction given by the officers and non-commissioned officers to the men.

323. The training-year for all units of the Territorial Force, Reserve, and Cadets, with the exception of secondary-school Cadets, will commence on the 1st June and terminate on the 31st May. The training-year for secondary-school Cadets will commence on the 1st January and terminate on the 31st December.

324. Training programmes showing dates, times, and places of instruction in the Territorial Force and Cadets, which will be issued in advance by unit commanders. These training programmes will be arranged as far as possible to suit the convenience of the trainees, the programme being subject to future conditions.

325. Attendance at parades and drills so ordered, and at any other parades or drills ordered by the proper authority, is obligatory on all officers and non-commissioned officers of the unit.

326. Those who fail to carry out the training so ordered will be prosecuted under section 91 of the Defence Act. They will be instantaneously suspended and at the discretion of Commanding Officers subject to the training being made up at some later date.

All applications for leave must be made in writing, and must state the reasons for which leave is required. (See also paras. 642 and 643.)

327. In addition to obligatory parades and drills, voluntary parades may be arranged, but attendance thereat will not be compulsory, and will not count towards the minimum amount of training required under paras. 324, 325, and 333.

328. Attendance at such parades as may be ordered by the General Officer Commanding or C.O. Command for State or ceremonial occasions will be compulsory.

329. Attendance at such parades as may be ordered by the General Officer Commanding or C.O. Command for State or ceremonial occasions will be compulsory.

330. Attendance at such parades as may be ordered by the General Officer Commanding or C.O. Command for State or ceremonial occasions will be compulsory.

331. Attendance at such parades as may be ordered by the General Officer Commanding or C.O. Command for State or ceremonial occasions will be compulsory.

332. Attendance at such parades as may be ordered by the General Officer Commanding or C.O. Command for State or ceremonial occasions will be compulsory.

333. Attendance at such parades as may be ordered by the General Officer Commanding or C.O. Command for State or ceremonial occasions will be compulsory.

Half-day Parades.

336. A half-day parade will consist of not less than three hours' continuous instruction, and will, when weather permits, be carried out in the open. These parades, which may be held in the evening, will, in addition to drill, include instruction in route marching, outpost, trenching, signalling, driving, and other subjects, as cannot conveniently be taught on the annual camp, and half-day parade may be counted as the equivalent of two drills.

Whole-day Parades.

337. A whole-day parade, both in the Territorial Force and Cadets, will consist of not less than six hours' continuous instruction in the open. A whole-day parade will be allowed to count as two half-day parades.

ANNUAL TRAINING IN CAMPS.

340. Camps may be held at any convenient season of the year. Commanding Officers may, if it is considered advisable by the O.C. Command, order a camp to be held at any time of the year.

341. In the case of the N.Z. Medical Corps, attendance at a hospital or nursing station, or at duties in Defence-works or at manoeuvres, may be counted in lieu of an equal period of annual training in camp.
At least six hours' training per day will be carried out whilst at annual training in camp.

Trainees who are absent for the annual camp are found to be temporarily unfit, but likely to become available for part of the training, will be admitted into a military hospital when one is available, or will be treated in quarters. If, however, any trainee is found on joining to be suffering from an infectious disease he will be temporarily detained and isolated, and the Medical Officer of Health for the district will be informed. He may then be informed to the trainee's transfer to the local hospital for infectious diseases.

While at annual training in camp, all hired horses, harness, and vehicles, including mechanically propelled vehicles, will be inspected by a Board of officers as to their value, fitness, and suitability for military duty. The Board should, when possible, include an officer of the branch of the service for which the horses, vehicles, &c., are required, and will be assisted by a Veterinary Officer in the examination of the horses. On the last day of training, the horses, harness, and vehicles will again be similarly inspected, and a certificate of condition filed.

The Commanding Officer will be responsible for the issue of notice to attend the annual training in camp. Such notices will be sent by post or as to reach the residence of each officer and man at least fourteen days before the date of assembly for camp training. Public notices (see Appendix XV) will at the same time be sent to the post-offices and police-stations in the regimental district or districts of which the unit is furnished, with a request to affix a copy as soon as possible to the notice-boards on which Government notices are usually posted. These public notices will be deemed sufficient intimation, notwithstanding any failure in the transmission or receipt of the notices shown by the registers of officers not appearing at the place appointed in such public notice will be dealt with as absentees.

When a unit or detachment of the Territorial Force enters or quits a military camp or place at which troops are assembled, marching-in and marching-out states (Form N.Z. 103) will be furnished by the Commanding Officer to command headquarters and to the officers in charge of the troops at such camp or place.

The training in camp should be of a progressive nature, and more advanced than that carried out during the periodical drills and parades of the year. As much time as possible will be devoted to squadron, battery, and company training, culminating, when practicable, in combined training of the different arms.

At least one field training exercise will be conducted in each year. Pay and allowances of officers and other ranks so absent will be laid down in the Financial Instructions and Allowance Regulations for the N.Z. Military Forces.

The number of the N.Z. Permanent Forces sent out of the Dominion under paras 362 and 363 will be required to enter into an agreement containing such conditions relating to his training abroad, return to the Dominion, and service after return, as the Minister may decide.

STAFF TOURS.

The pay and allowances of officers, non-commissioned officers, and men attending the obligatory courses of instruction referred to in paras. 372 and 376 purpose of preparing them for promotion examinations.

Voluntary Courses of Instruction.

The selected list referred to in King's Regulations, para. 776, will be kept at General Headquarters.

The Minister may decide.

The pay and allowances authorized in the Financial Instructions and Allowance Regulations.

The courses of instruction referred to in paras. 372 and 376 will be held under command arrangements.

the separate hours of instruction.

SPECIALIST TRAINING.

(i.) Six-day courses for officers for the purpose of preparing them for promotion examinations.

(15) One every alternate year at the Staff College, Quetta.

(iii.) Six-day courses for candidates for commissions.

(iv.) Six-day courses for non-commissioned officers for the purpose of preparing them for promotion examinations.

The courses of instruction referred to in paras. 372 and 376 will be as laid down in the Financial Instructions and Allowance Regulations.

The selection of officers to attend the Staff Colleges will be as laid down in the Financial Instructions and Allowance Regulations.

The courses of instruction referred to in paras. 372 and 376 will be kept at General Headquarters.

The pay and allowances of officers, non-commissioned officers, and men of the Territorial Force and Cadets will be as laid down in the General Orders and Allowance Regulations.
387. On C. units will, when recommending officers and non-
commissioned officers for a course of instruction, certify that those recommended have such a knowledge of their duties as will enable them to benefit by attendance at the course.

390. The pay and allowances of officers and other ranks attending courses of instruction will be prescribed in the Financial Instructions and Allowance Regulations.

N.Z. Territorial Force and Cadets.
391. Commanding Officers of Territorial units and Cadet battalions will be responsible for arranging the necessary courses and classes of instruction for training prospective non-commissioned officers and for the conduct of examinations at regular intervals.

EXAMINATION OF OFFICERS FOR PROMOTION, ETC.
N.Z. Permanent Forces.

First Appointments to Commission.
382. Candidates for cadetships at the military colleges will be required to pass such entrance examinations as is laid down from time to time in General Orders.

383. The professional tests, comprising examinations or courses of instruction, required of other candidates for commissions in the N.Z. Permanent Forces (except N.Z. Army Pay Corps) will be prescribed from time to time in General Orders.

384. With the exception of any variations introduced to suit local conditions, the qualifications required of officers of the N.Z. Permanent Forces before promotion will be as laid down in the King's Regulations for officers of the British Regular Army. Variations referred to in this para, will be published from time to time in General Orders.

385. Applications from officers desirous of presenting them-

selves for examination must be forwarded through the usual channel so as to reach General Headquarters not later than the 1st May and 1st November annually.

N.Z. Territorial Force.
1st Appointment to a Commission.
386. Particulars of the examination for first appointment to commissions in the Territorial Force will be found in Appendix III.

Promotion.
387. The details of the examinations for promotion to each rank, for officers of all arms, will be laid down in General Orders.

General Instructions.
388. In all written examinations the marks gained by a candidate in any paper are liable to a deduction not exceeding 10 per cent. for bad spelling, handwriting not easily legible, marks of carelessness, or want of power of clear and concise ex-
pression.

390. The Field Service Pocket-book will be allowed for use at all written and practical examinations, but not for answering oral questions.

391. Candidates desirous of presenting themselves for an examination for promotion or first appointment to commissions will apply to their Commanding Officer, after examination by himself or by a field officer deputed by him.

389. A candidate appointed on probation who passes examination A for confirmation of his appointment will not be required to qualify by examination again for promotion to the rank of Captain.

400. No candidate may attempt a written examination D or Tactical Fitness for Command, Part II, until he has passed examination B, C, or E, applicable to his arm, or Tactical Fitness, Part I, respectively.

401. A candidate for the examination for First Appointment to Commission, Part I, to be held in commands and N.Z. Army Service Corps will be permitted to present himself for examination only to the rank next above that which he holds, and no officer will be eligible so to present himself unless he has completed one year in his existing substantive rank and has completed the obligatory training for the preceding year.

402. No officer of the N.Z. Territorial Force, or candidate for a commission in that Force, will be permitted to present himself for examination until he has attended a course of instruction as laid down in para. 374, and obtained a satisfactory report.

403. A candidate for the examination for Second Appointment to Commission, Part II, to be held in commands, will be permitted to present himself for examination only when he has held a commission in the Territorial Force for at least one year and has completed the obligatory training for the preceding year.

404. Officers of the N.Z. Corps of Signals and N.Z. Army Service Corps candidates, and B must be taken up as a whole, but an officer who fails in one subject only of examinations B and D will be required to undergo re-examination in that subject only.

405. Officers of the N.Z. Corps of Signals and N.Z. Army Service Corps may take up examination D either as a whole or in two parts. If the examination is taken as a whole, failure in more than one subject will constitute a failure in the whole examination.

406. The number of officersto constitute a Board will be not less than two. Except in the case of the examination of officers of the Permanent Forces, when all the members will be permanent officers, at least half the Board will be officers of the Permanent Forces, and the remainder may be officers of the Territorial Force. In the case of the examination of cadets, at least half the board will be officer of the Permanent Forces, will be president. Boards conducting practical examinations will include at least one officer of the arm or branch of the service of examinees, and one from the Permanent Forces, will be president.

407. The number of officersto constitute a Board will be not less than two. Except in the case of the examination of officers of the Permanent Forces, when all the members will be permanent officers, at least half the Board will be officers of the Permanent Forces, and the remainder may be officers of the Territorial Force. In the case of the examination of cadets, at least half the board will be officer of the Permanent Forces, will be president. Boards conducting practical examinations will include at least one officer of the arm or branch of the service of examinees, and one from the Permanent Forces, will be president.

408. The number of officersto constitute a Board will be not less than two. Except in the case of the examination of officers of the Permanent Forces, when all the members will be permanent officers, at least half the Board will be officers of the Permanent Forces, and the remainder may be officers of the Territorial Force. In the case of the examination of cadets, at least half the board will be officer of the Permanent Forces, will be president. Boards conducting practical examinations will include at least one officer of the arm or branch of the service of examinees, and one from the Permanent Forces, will be president.

409. In addition to the examination in subjects B, D, and E, having passed examination A and B, a candidate for a commission in the Territorial Force will be permitted to present himself for examination only when he has held a commission in the Territorial Force for at least one year and has completed the obligatory training for the preceding year.

410. For the conduct of practical examinations the composition of Boards will be as follows:

(i.) The number of Officer to constitute a Board will be not less than two. Except in the case of the examination of officers of the Permanent Forces, when all the members will be permanent officers, at least half the Board will be officers of the Permanent Forces, and the remainder may be officers of the Territorial Force. In the case of the examination of cadets, at least half the board will be officer of the Permanent Forces, will be president. Boards conducting practical examinations will include at least one officer of the arm or branch of the service of examinees, and one from the Permanent Forces, will be president.

(ii.) The number of Officer to constitute a Board will be not less than two. Except in the case of the examination of officers of the Permanent Forces, when all the members will be permanent officers, at least half the Board will be officers of the Permanent Forces, and the remainder may be officers of the Territorial Force. In the case of the examination of cadets, at least half the board will be officer of the Permanent Forces, will be president. Boards conducting practical examinations will include at least one officer of the arm or branch of the service of examinees, and one from the Permanent Forces, will be president.

(iii.) The number of Officer to constitute a Board will be not less than two. Except in the case of the examination of officers of the Permanent Forces, when all the members will be permanent officers, at least half the Board will be officers of the Permanent Forces, and the remainder may be officers of the Territorial Force. In the case of the examination of cadets, at least half the board will be officer of the Permanent Forces, will be president. Boards conducting practical examinations will include at least one officer of the arm or branch of the service of examinees, and one from the Permanent Forces, will be president.
SECTION VII.—MILITARY LAW, DISCIPLINE, COURTS-MARTIAL, COURTS OF INQUIRY, AND BOARDS.

MILITARY LAW.

425. Military law is the law which governs the soldier in peace and war, wherever he may be serving. At all times and in all places the conduct of officers and soldiers, as such, is regulated by military law. Military law as regards an officer of the New Zealand Military Forces, whether serving in or acting as part of H.M. Regular Forces outside the Dominion, is contained in the Army Act, supplemented by the Rules of Procedure made under its authority, and the King's Regulations.

Note.—The N.Z. Expeditionary Force raised for service in the war of 1914–19 was made subject to military law as contained in the Army Act both when in New Zealand (Military Service Act, 1916, section 12) and when out of New Zealand (Expeditionary Forces Act 1915, section 17). Similar action is probable in the event of another Expeditionary Force being raised.

426. Military law as concerns the Military Forces of New Zealand serving in the Dominion is contained in the Defence Act, regulations made under the authority of that Act, and in Orders in Council and General Orders issued from time to time, and (save in so far as inconsistent therewith) in the Army Act, and rules and regulations made thereunder with respect to military offences and the punishment thereof, and the composition, powers, and procedure of courts-martial and of courts of inquiry and courts of inquiry and courts of inquiry, and (ii.) Examinations B and First Appointment to Commissions: President not below the rank of Captain, and members not below the rank of Lieutenant.

411. Officers conducting or supervising examinations will adhere strictly to every detail of the instruction for the conduct of examinations as published in General Orders.

Proceedings of Boards, Results, &c.

412. The proceedings of the Boards will be dealt with as follows:

(a) In the case of examinations A, C, and Tactical Fitness, reports for Command, Part II, and examination C and D: President not below the rank of Major, and members not below the rank of Captain.

(b) Examinations B and First Appointment to Commissions: President not below the rank of Captain, and members not below the rank of Lieutenant.

411. Officers conducting or supervising examinations will adhere strictly to every detail of the instruction for the conduct of examinations as published in General Orders.

Proceedings of Boards, Results, &c.

412. The proceedings of the Boards will be dealt with as follows:

(a) In the case of examinations A, C, and Tactical Fitness, examinations may obtain on loan from the reference libraries books recommended for the study of the languages chosen.


413. The proceedings of Boards conducting examinations for Tactical Fitness to Command, Part I, will be forwarded to General Headquarters, and all other books and documents will be forwarded to General Headquarters, the proceedings being retained at command headquarters.

414. Detailed results in duplicate of all written examinations will be forwarded to O.C. Commands. One copy will be retained at command headquarters on the officer's personal file for reference, and one copy will be forwarded to General Headquarters.

415. No officer will be recorded as having qualified in any examination or portion thereof until his name is published in General Orders as having so qualified. All officers concerned will be furnished by the Commanding Officers with a copy of the General Orders containing the notification.

416. In the case of all practical and oral examinations the result recorded will be the collective opinion of the Board. Should a minority be of opinion that a candidate has not attained the required standard, they will record their reasons on the form, and the opinion of the remainder of the Board will be considered the collective opinion of the Board. But if a majority of the Board is of the opinion that a candidate has not attained the required standard the President will inform the candidate that he has failed.

LITERATURES.

417. A reference library will be maintained at General Headquarters and at the headquarters of each command. O.C. Commands will during each year submit demands to General Headquarters for books up to the value of the amount granted annually for this purpose.

418. An officer will be in charge of each reference library. All confidential papers and books will be kept under key, and will not be taken outside the library building without the authority of the Chief of the General Staff at General Headquarters, or the Commanding Officer of a district or the officer in charge of a command library, and will be available on loan to officers requiring them. A catalogue will be maintained in each library, and an up-to-date copy of the command library catalogue will be maintained at each Regimental District Office.

419. O.C. Commands will include in their annual report a report as to the general state of the command library.

STUDY OF FOREIGN LANGUAGES.

420. An examination for qualification as interpreters will be held for approved candidates in June each year. The conditions of the examination are without delay, and the standard and standard of qualification will be as laid down in "Regulations relating to the Study of Foreign Languages" issued by the War Office.

421. Applications to attend examinations, stating the languages in which candidates wish to be examined, will be forwarded through the usual channel so as to reach General Headquarters at least twelve months before the date of the examination.

422. Applicants who are accepted as candidates for these examinations may obtain on loan from the reference libraries books recommended for the study of the languages chosen.

423. The cost of travelling-warrants and out-of-pocket expenses incurred in attending examinations may be defrayed at public expense.

424. The names of officers who qualify or qualify as interpreters will be published in General Orders, and noted in the Army List of the N.Z. Military Forces.
A Commanding Officer should impress upon all under his command the propriety of courtesy in intercourse in all those matters which are between officers and soldiers, and between them and the public.

Attempts to obtain favourable consideration of any application, or influence upon any decision or authority, for personal or other than public considerations, are forbidden.

When an inquiry is asked for, or a letter written by an officer or soldier, or by any person other than himself, such application shall be deemed to have been made at his suggestion, unless he can show to the satisfaction of the authorities that he has no knowledge, directly or indirectly, of the application.

Officers and soldiers in their capacity as must guard against being placed in such a position that they may be influenced in the discharge of their duty by anything more than purely public considerations.

Officer and other ranks of the N.Z. Permanent Forces may attend political meetings for the purpose of being the means of candidates for parliamentary and municipal honours, but they are forbidden to attend such meetings in uniform, or to participate in any demonstration or procession or for sectarian, party, or political purposes, other than to cast their votes.

No officer or soldier of the N.Z. Permanent Forces are forbidden to wear uniform at political meetings, or when participating as private citizens in any demonstration or procession for sectarian, party, or political purposes, other than to cast their votes.

No officer or soldier of the N.Z. Permanent Forces are to take part in public in a discussion relating to orders, regulations, or instructions issued by his superiors.

No officer or soldier of the N.Z. Permanent Forces are to be published in any form without the permission of the General Officer Commanding, and will not be given effect to until such discharge or reduction will be subject to the approval of the General Officer Commanding.

All other offences against the Defence Act will be dealt with by the Civil power.

No officer or soldier or other official is permitted to make a public or private communication, anonymously or otherwise, of his opinions; and he is not to take part in public in a discussion relating to orders, regulations, or instructions issued by his superiors.

No officer or soldier of the N.Z. Permanent Forces are to be published in any form without the permission of the General Officer Commanding, and will not be given effect to until such discharge or reduction will be subject to the approval of the General Officer Commanding.

The summary punishments detailed in King's Regulations are hereby restricted to fourteen days.

(1.) The maximum period of detention that can be awarded shall be restricted to fourteen days.

(2.) The maximum period of detention that can be awarded shall be restricted to fourteen days.

(3.) He may not award field punishment.

(4.) If not of field rank, the powers of a commanding officer of a unit as restricted by King's Regulations.

(c) If below the rank of Captain, the powers of a company, &c., commanding officer as defined in King's Regulations.

In addition to the summary punishments that may be awarded under the Army Act and King's Regulations, the officers mentioned in para. 457 may also inflict fines on private soldiers as follows:

(1.) If not of field rank may inflicts fines not exceeding £5:

(2.) If not of field rank may inflicts fines not exceeding £2:

Provided that a fine exceeding £1 will not be inflicted without the consent of the commanding officer, or, non-commissioned officer ordering the arrest will secure the names of witnesses, and will report the case at once verbally or by telegram.
to the offender’s company, &c., commander, and to the head-quarters of the unit or corps to which the offender belongs.

A Commanding Officer may, with the consent of superior authority, dispose summarily of a charge for an offence committed by a private soldier under any of the following sections of the Army Act: Sections 8 (except on active service), 9 (2) (except on active service), 10 (except subsection 1): 11, 15, 18, (1), 19, 20 (except where the act is within 22, 24, 27 (4), 33, and 40.

Fines. 465. A Commanding Officer may impose a fine up to £1 on a private soldier for any offence mentioned in para. 464, the soldier having no right to claim trial by Court-martial. If in the interest of discipline, however, the Commanding Officer considers a fine up to £1 unmerited to the cause, and provided the offence is one which cannot be dealt with in a Magistrate’s Court, he will remand the offender, and refer the case to superior military authority.

466. A company, &c., commander may impose a fine up to 10s. on a private soldier for offences such as the following, the soldier having no right to claim trial by Court-martial: Appealing on parade improperly dressed, or with clothing, arms, and accouterments not in accordance with the regulations; insubordinate conduct or parade; minor cases of non-compliance with orders or neglect of duty.

467. If in the interest of discipline a company, &c., commander considers a fine up to 10s. unsuitable to the case, he will refer the case to the Commanding Officer.

468. Fines will be paid to the officer imposing the fine or as directed by him, and will be paid into the Public Account.

469. A Commanding Officer may impose a fine up to £1 on a private soldier for any offence mention in para. 464. The offender will be proceeded against in a Magistrate’s Court under section 73 (1) and (2), Defence Amendment Act, 1912.

Discipline in the Reserve. 470. Reservists when mobilized or at training are subject to the same discipline as soldiers of the Territorial Force.

Retired List. 471. Officers of the Retired List, whenever appearing in uniform or in their capacity as officers, will conform to the regulations and the customs of the service. Failure to do so will render them liable to forfeit the privileges in regard to their retention of rank and wearing of uniform.

Discipline in the Cadets. 472. In companies forming part of the organization of a school or other recognized organization the discipline will be in the hands of the authorities of that school or organization, but will be administered by and through the O.C. Company.

473. Extra drills will be ordered, if necessary, for disciplinary training.

Any Cadet who creates a disturbance, refuses to drill or to obey orders, or who in any way obstructs a parade is liable to be dealt with under section 51, Defences Act, 1900.

Imprisonment and Detention. 475. Every person sentenced in New Zealand by a Court-martial to imprisonment in execution of any sentence of detention, shall be in accordance with the Army Act shall be detained in pursuance of that sentence either in military custody or in a detention barracks, as may be determined from time to time by a committing authority under these regulations.

476. "Detention barrack" means any building or place in the possession of the Crown (not being a prison or police-gaol under the Prisons Act, 1908, or in some other place lawfully made in execution of any sentence of imprisonment or detention, and the military custody of persons committed to such custody in execution of any sentence of detention, shall be in accordance with military orders, and in default of such orders, or so far as they do not extend, shall be in accordance with the discretion of Commanding Officers.

COURTS-MARTIAL—COURTS OF INQUIRY—COMMITTEES AND BOARDS.

482. The names of officers authorized by the Governor-General to convene or confirm general or district Courts-martial will be published in General Orders from time to time.

483. Courts-martial, Courts of Inquiry, Committees, and Boards will be conducted in accordance with the Rules of Procedure and the King’s Regulations. Special Courts of Inquiry assembled under authority of the Defence Act, 1909, will be held, and conducted in accordance with the provisions contained in those Regulations.

484. One officer at least of the Territorial Force will serve on Courts-martial, Courts of Inquiry, Committees, and Boards assembled in connection with the Territorial Force. If no Territorial officer is forthcoming, the Commanding Officer of the Territorial Force will be considered an officer of the Territorial Force for this purpose.

485. No Court of Inquiry, Committee, or Board involving expense will be held without the authority of the O.C. Command.

SECTION VIII.—GENERAL DUTIES AND MISCELLANEOUS.

ATTESTING OFFICERS. 486. All officers of the Permanent Forces shall be attesting officers, and may attest members of any branch or portion of the Military Forces.

487. All officers of the Territorial Force shall be attesting officers for the purpose of administering the oath of allegiance to members of the Territorial Force, Cadets, General Training Section, or the Territorial Force Reserve.

RESPONSIBILITY FOR PUBLIC MONEY AND STORES. 488. An officer entrusted with public money will keep a record of his receipts and payments made to a soldier, and shall be responsible for the correctness of such records as may be required by the Financial Instructions, and the book in which this is kept will be retained under lock and key in the officer’s own custody. Every officer charged with making payments will either make out a memorandum or see that they are made in his presence. He is personally responsible for any sum of money he may entrust to subordinates.

489. No person shall have charge of the stores of any kind strictly forbidden to lend any article in his charge for any purpose not sanctioned by his Commanding Officer. The Commanding Officer, before sanctioning the issue on loan of any government property, will comply with the instructions contained in "Instructions relating to Accounting for Stores."

SECURITY OF STORES AND CASH. 490. For each area or Territorial unit store there shall be two keys, one of which shall be known as the duplicate key, which shall be retained in the possession of the Area Officer or unit commander, and shall be used by him only in cases of emergency. The other key shall be retained in the possession of the sub-accountant or unit accountant, who is the person responsible to the Area Officer or unit commander for the issue and receipt of clothing, arms, equipment, office furniture, and training and range equipment on issue to areas and units respectively.

491. A company, &c., commander is responsible that all cash payments made to a soldier, and all moneys due from time to time, are duly received and disbursed. A claim for a loss of a Departmental unit made in the possession of an officer and two witnesses (other than the pay-sergeant), who will certify that amounts charged have been actually paid and receipts taken on the prescribed form.

492. A quartermaster will not perform any cash duties except in circumstances in which he is, by the regulations, recognized as a sub-accountant.

493. Detailed instructions regarding responsibility and accounting for public stores are contained in "Financial Instructions" and "Instructions relating to Accounting for Stores."
ROSTER OF DUTIES.

497. All duties, with or without arms, whether performed by a man in camp or on the march, are classified as—

(1.) Guards to the Governor-General.

(2.) Duties under arms—(a) divisional, (b) brigade or camp, (c) regimental.

(3.) Courts-martial—(a) general, (b) district.

(4.) Boards or Courts of Inquiry—(a) divisional, (b) brigade, (c) regimental.

(5.) Working-parties.

(6.) Fatigues.

498. When it becomes an officer's turn for more than one duty at the same time he will be detailed for that duty which takes precedence as above. An officer detailed for one duty will, in addition, be detailed for such other duties as he can perform consistently with the proper discharge of the first-mentioned duty, and whether it is his turn by roster for the additional duties or not.

When an officer is on duty he will be free from all other duties which may come to his turn. Being detailed as "in waiting" does not count as a tour of duty.

An officer on duty will attend parades, and perform such other incidental duties as do not interfere with the special duties for which he has been detailed.

499. Attendance at a Court-martial—the members of which have assembled and been sworn—will reckon as a tour of duty, though the Court may be dismissed without trying any person. On any day on which a Court-martial is not actually sitting the officer, by whom the court has been convened, will be detailed for the duty of the convening officer until the Court has been dissolved. This rule is also applicable to Courts of Inquiry and Boards.

500. A unit, detachment, guard, picquet, or fatigue party is entitled to count a tour of duty only when it has in pursuance of its duties marched off the ground where it was ordered to parade.

501. An officer can only in orders will not exchange his duty with another without the permission of the officer by whom he was detailed.

502. An officer of Artillery, Engineers, or Signals will share in the general duty of the garrison or camp, with the exception of guards and picquets, which he will take only with his own corps.

503. A Commanding Officer of Artillery, Engineers, or Signals will be included in the roster, but whenever his camp duty would interfere with his special employment and responsibilities the officer commanding the camp may exempt him from such duty.

504. A Colonel will not be included in the field officers' roster, but will have special duties assigned to him.

505. A Lieut.-Colonel commanding a regiment of Mounted Rifles or battalion of Infantry, or exercising a Lieut.-Colonel's command of Artillery, Engineers, or Signals will be included in the roster, but whenever his camp duty would interfere with his special employment and responsibilities the officer commanding the camp may exempt him from such duty.

506. Every Major on the camp-duty roster will do camp duty as a field officer.

DAILY DUTIES IN CAMPS.

507. The hours for "revelle," "retreat," and "tattoo" will be—

"Revelle," varying from 5 a.m. in summer to 6.30 a.m. in winter.

"Retreat," at sunset: "Tattoo" ("last post"), at 10 p.m., unless otherwise specially ordered.

Under special circumstances these hours may be varied by the Commanding Officer to suit local conditions.

508. Between "tattoo" and "revelle" no call will be sounded for "extorts," which will be sounded a quarter of an hour after "last post," and the "alarm," "fire-alarm," or other similar signals will be dropped.

On the alarm being sounded all troops will turn out under arms.

509. In camps of more than one unit the field officer of the day will be a tenant at guard-mounting, and will inspect all such guards by day and by night. He will take command of the picquet in case of fire, riot, or alarm. In the morning, when the guard officer of each unit has reported to any officer of superior rank present on the parade, the commanding officer will, in the same manner and on the same condition, have a roll taken of all the men under his command.

510. Between "tattoo" and "revelle" no call will be sounded for "extorts," which will be sounded a quarter of an hour after "last post," and the "alarm," "fire-alarm," or other similar signals will be dropped.

On the alarm being sounded all troops will turn out under arms.

511. A Captain of the day and a subaltern of the day will be detailed in each unit to superintend regimental duties.

512. An Adjutant of the day and any personnel, including bandsmen, required for camp duty or camp parades, will be furnished according to roster from the units in camp or garrison.

513. Soldiers will be warned for all duties, i.e., by means of daily orders posted in a suitable place in the quarters of each company, &c.; the soldier will be held personally responsible that he makes himself acquainted with all orders so posted.

GUARDS AND PICQUETS.

514. An O.C. Camp or Station will be responsible that the number of camp and regimental guards and picquets is as low as possible. They will be replaced whenever possible by police. Guards and picquets will mount at the hour the O.C. Camp may deem best to the climate and the season.

515. All guards and armed parties before going on duty will be inspected by the Adjutant or an officer of their unit.

516. The standing orders of the guard will be read and explained to the men as soon as the guard has mounted. Every relief will be inspected before going out and on its return.

517. An officer or soldier will not take off any articles of clothing or equipment whilst on guard. The wearing of the greatcoat or cloak in the guard-room or tent will be optional.

518. The commander will visit the sentries at least twice by day and twice by night to ascertain that they are alert and on guard.

519. The commander will not quit the guard without leave, and will then inform the next in command of the circumstances.

520. When a fire breaks out or an alarm is raised, every guard will immediately turn out under arms, and will so continue until the fire is extinguished or the cause of alarm has subsided, unless otherwise ordered.

521. Sentries will be relieved every two hours, but at night, in cold or inclement weather, they may, at the discretion of the Commanding Officer, be relieved every hour. Regimental arrangements should be made for hot coffee to be provided free of charge at some period of the night for each man on guard.

522. A sentry furnished by a stable guard will mount with or without arms, at the discretion of the Commanding Officer.

523. A patrol or picquet detailed to assist Civil authorities or to quell a disturbance in which soldiers are concerned will be armed and equipped as laid down in King's Regulations. A regimental picquet or patrol employed in the apprehension of soldiers may be sent out with orders that, owing to the small number of field officers available, it is not advisable to exempt them.

524. Every Major on the camp-duty roster will do camp duty as a field officer.

AMMUNITION AND RANGE PRACTICE.

529. A soldier of the Territorial Force is strictly forbidden (a) to carry any rounds of ammunition, or to possess any article of parade, without authority to take any Government ammunition (whether obtained on payment or not) away from a rifle range or place of instruction.

530. No ammunition will be taken away from any range.

531. Before blank or dummy ammunition is delivered to the men an officer will ascertain that no ball ammunition remains in the possession of any rank and file. If any ammunition is found to be prepared it will be remanded that they are not allowed to have any ball ammunition in their possession.

532. No blank, dummy, or live ammunition must on no occasions be examined before the issue of ammunition, whether ball or blank; and at the termination of any parade, drill, or exercise for which
ammunition has been issued, arms and pouches, or bandoliers, will be examined and any unused ammunition collected. Officers commanding companies, &c., will report personally to the senior officer present the horses likely to be senior to him) as to the work to be done, and will give the necessary orders to their men.

533. Whenever ammunition is issued from or returned to store by the troops at the issuing station, an officer, warrant officer, or non-commissioned officer present will be responsible that the proper quantity of the ammunition on issue is checked as correct and duly returned to the magazine.

534. The issue of ammunition from the regimental magazine or ammunition-shoot will, whenever possible, be made by an officer (who will keep the key of the magazine or store in his possession) or, in his absence, by a warrant officer or non-commissioned officer of the Permanent Forces.

535. All ammunition for the use of a squadron, battery, or company, when paraded as such, will, before distribution to the men, be examined locally, if possible.

536. On all occasions of field practices, classification or instruction firing, or competitions, an officer of the Permanent or Territorial Forces, or a warrant or non-commissioned officer of the Permanent Forces, will be present. The senior officer, warrant officer, or non-commissioned officer present will be responsible that the practice is conducted correctly with a view not only to guard against accidents, but also to ensure that a maximum of shooting knowledge and range discipline is imparted. He will also be responsible for checking the number with which rounds are unexpended at the conclusion of the firing, and for returning unexpended ammunition and empty cartridge cases to the magazine or store.

537. All ammunition in regimental charge is to be inspected at least once a month by the Commanding Officer or an officer deputed by him, who will see that it is deposited in a dry and safe place.

538. As damage may be done to rifles by the use of unervisible or unsuitable ammunition, the use of any ammunition, whether blank, blank, or dummy, except that provided by Government, is forbidden.

539. Arms will be cleaned and examined either before the parade is dismissed or at some convenient time as soon as possible after the dismissal of the parade.

540. When ammunition is found to be defective the date of manufacture marked on the box is to be noted. The officer commanding the unit will render a report, through the usual channel, of any unused ammunition, the use of any ammunition, whether blank, blank, or dummy, except that provided by Government, is forbidden.

541. Soldiers, other than those belonging to departmental branches of the forces, employed in working parties, will, as far as possible, and, except in special circumstances, will not be so employed on days allotted to their training. Men warned for or coming off guards or other duties will not be so employed except from necessity.

542. Officers commanding units are not to furnish working parties except upon an indent approved by the O.C. Command or an officer deputed by the Commanding Officer, who will see that the work is done in the proper manner.

543. Working pay will be allowed only for work specified in the Financial Instructions. On active service soldiers may be employed at all times on any kind of labour without extra remuneration.

544. The number of non-commissioned officers employed to superintend working parties shall not normally exceed the proportion of one non-commissioned officer to twenty men. The superintending non-commissioned officer will not be employed at manual labour, except that when possible a working-party of less than twenty men should be under the charge of a non-commissioned officer.

545. Soldiers will be employed on fatigue—that is, routine work connected with the administration of the troops—whenever the public service requires it, and at such hours as will not interfere with their training.

546. When electric-light operations, electric-light or other higher forms of electrical work, are being carried on, the qualified officer or non-commissioned officer of the Permanent Forces will have charge of the work. Officers or non-commissioned officers of other ranks employed in the administration of the electrical operations will be employed upon such work by this officer or non-commissioned officer (notwithstanding that they may be senior to him) as to the work to be done, and will give the necessary orders to their men.

547. A staff sergeant who is not a regimental artificer employed on his discharge, notify the fact in writing to the officer commanding the unit concerned.

548. The trials of working-parties will be so arranged as to prevent loss of time.

MEDICAL AND HOSPITAL DUTIES IN CAMP. General Instructions.

549. A regimental officer will be allowed access to his men in hospital at suitable hours.

550. The examination of the sick will be made at such hours as will enable them to reach the hospital before 10 a.m.

551. The name of every soldier reporting himself sick will be entered in the "sick-report," which will be prepared in duplicate.

552. A soldier temporarily unfit, but for whom treatment in hospital is not essential, will attend at the hospital or inspection-room as directed by the Medical Officer.

553. A soldier attending hospital will not be permitted to leave camp unless so ordered. According to medical recommendations, he will be relieved from all duties, or employed on light duties and fatigues.

554. When a man is to be discharged from hospital the Medical Officer in charge will, on the day preceding his discharge, if possible, or as early as practicable on the morning of his discharge, notify the facts in writing to the officer commanding the unit concerned.

SANITATION AND POLICE.

555. Officers commanding units will be responsible that a sufficient number of men are specially trained in police and sanitary duties to ensure good order and cleanliness when the unit is in camp.

DUTIES IN AID OF THE CIVIL POWER.

556. The law in regard to military aid for the Civil power will be found in section 17, Defence Act, 1900, and amendments, and in sections 66 to 71 and sections 101 to 110 of the Crimes Act, 1908.

557. When any part of the Permanent Forces is called upon in aid of the Civil power, the officer commanding the troops will conform to the instructions contained in King's Regulations and such other special instructions as may be issued to him by the O.C. Command.

Exemption from Serving on Juries.

558. All members of the N.Z. Military Forces, with the exception of members of Defence Rifle Clubs, or of the Reserve, shall be exempt from serving on any jury.

VETERINARY DUTIES, TRANSPORT, AND HORSES.

Veterinary Duties.

559. The duties of the Director of Veterinary Services and Removals at General Headquarters, and of Assistant Directors in commands, are set out in paras. 26 (d) and 43 respectively.

560. Other officers of the N.Z. Veterinary Corps will be responsible for—

(1) Veterinary duties in the units to which they are attached:

(2) The veterinary duties in the units to which they are attached:

(3) Veterinary instruction of units:

(4) Such other duties as may be required of them by the Assistant Director of Veterinary Services from time to time.

561. Farrier-sergeants and shoeing-smiths of units will carry out their veterinary duties under the Veterinary Officers attached to units.

562. When a unit is in camp the Veterinary Officer will make a daily report to the Commanding Officer of such horses as are unfit for service through sickness, lameness, or other causes.

563. Officers of the N.Z. Veterinary Corps will not exercise any military command outside their corps except over such officers and soldiers as are attached thereto for duty or who may be placed under their orders.

564. In case of sickness, when no Veterinary Officer is available and the life of a horse is in danger a civilian veterinary surgeon qualified; by the Assistant Director of Veterinary Services may be employed until such time as other arrangements are made by the Assistant Director of Veterinary Services.

Remounts.

565. All purchases of horses will be made in accordance with detailed instructions issued by the Director of Veterinary Services and Remounts.

Veterinary Officers who examine horses offered for purchase to units. The Director of Veterinary Services will not accept any horse offered for purchase to units unless these horses from a military point of view are practically sound and fit for the service. Unless this certificate can be given the horses are not to be purchased.
567. Officers employed in the purchase of horses will, as soon as practicable, forward to General Headquarters, through the usual channels, a description of each horse passed into the service.

568. A report will be at once forwarded to General Headquarters, through the usual channels, stating the names of all horses over two years of age, any particular vice which renders its return to the vendor desirable.

569. In the event of a horse becoming unfit for service within one month after purchase a special report will be at once forwarded, through the usual channels, to General Headquarters, stating the nature and probable cause of the condition, and the prospect of recovery or otherwise.

Records—Branding.

570. A "horse-book" will be kept by all units having animals on permanent charge. This book will contain a full description of each horse, and will record the number assigned to it.

571. In recording the ages of horses in the horse-book the age is to be reckoned from the lst November in the year in which the horse was foaled.

572. Animals accepted for permanent service will be fire-branded on the fore foot with "N.Z." and the broad arrow. The regimental or corps numbers assigned will be fire-branded on the off fore foot. No other marks or brands will be placed on any animals, except in the case of the Royal N.Z. Artillery, which will, in addition, use the fire-brand of "R.N.Z.A." on the hind foot.

573. A Veterinary history-sheet, prepared from the horse-book, and signed by the Commanding Officer and a Veterinary Officer, will in all circumstances accompany each horse on transfer, whether permanent or temporary.

Losses and Destruction.

574. When an animal is suspected of being affected by a contagious or infectious disease it will be immediately segregated, and a full report sent to command headquarters.

575. Animals certified by a Veterinary Officer to be incurably injured may be destroyed forthwith. In other cases (i.e., on account of contiguity or distance) where destruction is considered necessary the sanction of the O.C. Command will be obtained.

576. The giving of authority for the destruction of an animal, whether on the order of the Veterinary Officer, a court martial or other person, does not dispense with the necessity for inquiry into the circumstances of its loss (see para. 577), except where the Veterinary Officer is able to certify that death from natural causes would have otherwise ensued.

577. When an animal is lost, or dies either from injury or from illness which the Veterinary Officer is unable to certify as natural, or has been destroyed or ordered to be destroyed either on account of contagious disease or incurable injury, a Board of Inquiry, of which the Assistant Director of Veterinary Services or other Veterinary Officer will be a member, will be assembled to view the horse and take evidence of the whole of the circumstances of the case. If the horse has not already been destroyed the Board will express an opinion as to the necessity for its destruction.

578. If a horse of the Royal N.Z. Artillery or any horse in the possession of the troops, has become ill, a Board will investigate and report upon the circumstances and cause which led to its death.

Casting.

579. Commanding Officers will render a report to command headquarters half-yearly on the lst January and the lst July, and at one month's warning to command headquarters, of all horses recommended to be cast.

580. Horses will be cast under three main headings: (a) As "veterinary cases," (b) as "worn out," and (c) as "removal cases."

"Veterinary cases" include horses unfit through age and hard work, and all other conditions resulting in permanent disability or physical unfitness. A "worn-out" horse is one over fifteen years of age, not considered fit for one month's field service with the arm to which it belongs. Subject to this there is no age-limit.

A "removal case" is a horse unfit through being premature (viz., under fifteen years of age) "worn-out," a "wind-sucker," or an "eib-biter," or one which stumbles, is incurably vicious, &c; also any horse which fails to develop suitably or is dangerous to ride.

581. A Casting Board, of which the Assistant Director of Veterinary Services or other Veterinary Officer will be a member, will be set up when required by the O.C. Command. The Board will inspect and cast the horses if necessary, and report thereon, through the usual channels, to General Headquarters.

Privately-owned Horses.

582. All units will render a return to command headquarters immediately after animal in camp, &c., of all privately-owned horses (hired or the property of trainees) brought in for military training. The return will show the owner's name, class, colour, age, sex, brands, marks, and owner's valuation, as well as the valuation of the Veterinary Officer detailed for the duty (vide para. 595). Any defect orblemish not sufficient to cause rejection at the time, but a possible source of later unsuitability, should be noted on this return.

583. Details re compensation for loss of or injury to privately-owned horses are given in Financial Instructions and Allowance Regulations. In all cases involving a claim for compensation a Board of Inquiry will be assembled to investigate and report on the matter. Commanding Officers will make a recommendation as to the amount of compensation (if any) to be paid.

Regimental Transport.

584. The establishment of horses for Territorial Force training camps, &c., and rates to be paid for hire will be laid down from time to time. Commanding Officers will make their own arrangements for hiring in accordance with such scales.

585. The establishment of horses for the Royal N.Z. Artillery will be laid down from time to time.

586. The Commanding Officer of a unit is responsible for the condition of his horses, their health, general fitness for work or service, and for the fitting of harness and saddlery. He will, accompanied by the Veterinary Officer of the unit, inspect all horses once a week.

BARRACKS AND DRILL-HALLS.

General.

587. Every Defence building and area of land will be placed under the charge of an officer or non-commissioned officer of the Permanent Forces, who will be responsible for its care and preservation.

588. The officer or non-commissioned officer referred to in the preceding paragraph will inspect the buildings, and land in his charge, once a quarter, and will report thereon, through the usual channels, to General Headquarters.

589. The amount of damages or losses assessed against troops at any inspection of barracks will be charged as far as possible against individuals. All accounts not traceable to individuals will be a general charge and shared among the troops. The amounts assessed against each company, &c., will be published in Regimental Orders.

590. A non-commissioned officer in charge of a room or hut will bring to the notice of the O.C. Command any losses or damages, so that responsibility may be fixed on the individual liable.

591. During the first week of every month the Commanding Officers of the units commanding the troops occupying a barrack or camp, or an officer deputed by him, will make an inspection of the buildings, stables, and bedding in possession of the troops. He will note any deficiencies, or repairs to be made, and stores to be replaced.

592. After these monthly inspections the Commanding Officer will forward an indent for articles to be replaced or exchanged.

Miscellaneous Barrack Duties.

593. In barracks, permanent camps, and all Defence buildings the commanding officer will exercise a careful supervision over the consumption of gas, electric current, and water.

594. A Commanding Officer will restrict the admission of strangers into barracks, camps, and Defence buildings.

Drill-halls.

595. When drill-halls are used by more than one unit the Staff Officer in charge of Regional District will decide as to the allocation of rooms and armories, and the days and hours during which the several units may use them for military purposes.

596. All applications for use of drill-halls for other than military purposes must be forwarded to command headquarters. Officers Commanding Commands may grant such applications on the following conditions:

(a.) For entertainment purposes:

(i.) Competition must not be made with other local halls, and drill-halls must not be let to the general public for entertainment purposes if other suitable halls are available.

(ii.) An adequate rental will be charged, based on hire charge of other local halls, cost of lighting and cleaning, risk of fire, and other damages to be considered.

(iii.) If the by-laws and regulations are not already insured by the Department they will be insured by the lessee, in the name of the Minister of Defence, with the State Fire Insurance Office, for the full insurable value.

(b.) Use by Territorial units for social purposes: Use of drill-halls may be granted to Territorial units for social purposes, provided that the proceeds (if any) are to be devoted to the assistance of regimental organizations or for the welfare of the troops. Only lighting and cleaning charges will be made in such cases.
(c.) Unlawful by other Government Departments: Provided that military training is not interfered with, the use of drill-halls may be granted for other Government Departments without charge other than for lighting and cleaning.

(d.) Compliance with the Amusement-tax Regulations (Finance Act, 1917, Part III) : In all cases where a drill-hall is let for entertainment purposes at which a charge for admission is made it is necessary for the promoter of the enterprise to provide a "certificate of registration" from the Commissioner of Stamps. Non-compliance with this requirement of the Amusement-tax Regulations, 1918 (Finance Act, 1917), renders the perpetrator liable to a penalty of £50. If registration has not been effected, the person seeking to engage the hall should be advised to apply to the Commissioner of Stamps at the Stamp Office in the district in which the entertainment is to be held.

In accordance with clause 8 (Part II) of the regulations for registration, notification in writing on the 31st December in each calendar year must be made to the Commissioner of Stamps of the number, date, description, and proprietor of all entertainments held in all drill-halls where such are let for entertainment purposes at which a charge for admission is made. Such notification shall be forwarded to General Headquarters by O.C. Commands, and within not later than the 20th December in each year, and same will then be passed to the Commissioner of Stamps as required.

(e.) Compliance with Public Health Acts: If the letting of any drill-hall for entertainment purposes necessitates the licensing of the hall as a place of public entertainment, or otherwise necessitates compliance with any Public Health Acts which would involve the Department in additional liability or expense, approval is not to be given for such use.

(f.) General rules in regard to precautions to be taken against fire and loss: The officer charged with making hire or loan arrangements will be held responsible that proper precautions are taken to prevent fire and other forms of loss of Government property, and in the event of such occurring without proper precautions having been taken, the officer in charge will be held responsible.

507. Caretakers and other persons employed are under the direct control of the officer or non-commissioned officer in charge of the building, (vide para. 587).

508. In the event of misconduct or neglect of duty on the part of the caretaker or other such employee, the officer or non-commissioned officer concerned will arrange locally for the temporary employment of a competent person to do the work of any employee suspended from duty, and, at once report the matter to command headquarters.

RIFLE RANGES.

600. No person is permitted to use any Defence rifle range for the purpose of private shooting, or for any other purpose without first obtaining authority from the officer, warrant officer, or non-commissioned officer in charge of the range, or, in his absence, from the permanent range-warden where one is appointed. Application for the use of the range and the number of targets required will be made in writing to the officer in charge at least forty-eight hours before the range is required.

601. The senior officer, warrant officer, or non-commissioned officer (in the case of Defence Rifle Clubs, the senior member) present will be held responsible for the following:—

(a.) That no firing takes place so long as any person or beast is in danger from such firing, nor until a large red dangerflag is hoisted on the signal-staff at or near the butts, and lookout men are posted as required to ensure safety.

(b.) That a red flag is available for hoisting at the butts as a warning to all persons required, and that the person in charge at the butts is instructed—

(i.) That this flag must remain exposed during the entire period of cessation of fire;

(ii.) That it must not be withdrawn until the whole of the butt party is under cover;

(iii.) That no one may leave the butts until cessation of fire has been notified from the firing-point.

(c.) That a red flag is kept raised at the firing-point when no firing is taking place, and is lowered only on his order, which will not be given until the flag at the butts has been withdrawn.

(d.) That when cessation of fire is required the order is given by the senior officer at the firing-point, and that when all firing has ceased the red flag is raised as in (c) above and the butt party informed:

(i.) That during preliminary and instructional practices no persons are allowed at the firing-point except the officers, non-commissioned officers and men of the party actually firing, and that all uncontrolled and未经特许的 firing is prohibited.

(f.) That all regulations as to target practice and all local orders are obeyed:

(g.) That all regulations and orders affecting markers are explained to them:

(h.) That no arm, car or other apparatus is used which is liable to be damaged by the discharge of fire.

(j.) That at the event of a fire on the ranges all firing is stopped and adequate assistance is given to deal with the fire.

(k.) That all persons taking part in rifle practice on the ranges are safeguarded and all private property of tenants on the ranges is protected.

BANDS.

602. One band may be formed in each Mounted Rifles regiment and Infantry battalion, and one Artillery band in each command. The Artillery band shall be stationed at the head-quarters of such battery as the O.C. Command may direct, and shall be carried supernumerary to the establishment of such battery.

603. The band shall not contain more than twenty-five bandsmen of military age, exclusive of the bandmaster. In addition, supernumeraries to the number of ten, of any age, will be permitted.

604. Non-commissioned officers and men of the band will be attested soldiers liable to serve in the ranks, and will wear the uniform of their unit.

605. No bands will not perform as in public, or appear in uniform for any purpose outside the ordinary training, without the consent of the Commanding Officer.

606. The duties of the bandmaster are to be performed by the bandmaster as a member of the commissioned medical and educational experience and may be nominated by O.C. Command for appointment to honorary commissions as bandmasters.

607. Caretakers and other persons employed are under the direct control of the Commanding Officers as for the discipline of the bands. They will attend all parades with their bands and will accompany and be responsible for them when they play in public places. Bandmasters are not permitted to wear plain clothes on duty, and when in uniform must be dressed in conformity with the regulations of the service.

In order to ensure uniformity throughout the bands of the Military Forces the instruments will be of the pitch known as the "Kodaly Half pitch," as used in the bands throughout the British Army.

609. The authorized arrangement of the National Anthems will invariably be used.

610. In camps of instruction bands will, when brigaded or massed, practice together under the direction of the brigade bandmaster, who will be appointed by the Commanding Officer, and Force, and will be drilled in their various movements by an instructor called for the purpose.

611. The instructions in the following books, published by authority, are to be adhered to without addition or alteration.

612. All units which have bands will provide themselves with copies of the National Anthems of all nations.

MESSES.

613. Rules for the conduct of officers' and sergeants' messes will be promulgated in Regimental Standing Orders. Entertainments of an expensive character are prohibited.

614. The Regimental Standing Orders above mentioned will be submitted for approval to the O.C. Command.

615. The establishment of a regimental mess upon a well-regulated system is an object of the utmost importance, and requires the unremitting attention and supervision of the Commanding Officer, who is responsible that all the accounts are properly kept and checked, and that each member pays his mess-bill regularly.

616. Whenever a unit or corps in camp for training has formed an officers' mess, all officers present must become members; no exception can be allowed, except on the authority of the officer commanding the camp.

617. Commanding Officers are held responsible that the daily expenditure of mess is kept within the means of the junior officers.

618. The senior combatant officer present at mess is responsible for the maintenance of good order and discipline.

620. Roll and other expensive entertainment tickets can be given only on the responsibility of officers commanding units, who must in every case obtain the sanction of the officers concerned.

630. The rules laid down for officers' messes shall be applied as far as possible to sergeants' messes.
**Solder's Messing and Cooking.**

621. It is the duty of the Commanding Officer to see that the soldiers' meals are properly and sufficiently provided. The system laid down in the Manual of Military Cooking will be adhered to as far as is practicable.

622. An orderly officer will inspect the kitchens and cooking apparatus daily, and company, &c., officers will visit their lines during the breakfast, dinner, and evening meal-hours, to see that the meals are properly prepared and that there is no cause for complaints.

**PERMISSION TO MARRY—N.Z. PERMANENT FORCES.**

623. Permission to marry which involves married rates of pay (vide Financial Instructions and Allowance Regulations) will be granted only by the officer commanding the applicant's unit, but will not normally be granted to men with less than two years' service.

**Sick-leave.**

624. An officer or soldier who obtains leave or furlough will notify his Commanding Officer of his intended address while on leave, and will notify changes of address while on leave.

**Divine Service—General Instructions.**

646. When the N.Z. Military Forces are mobilized or embodied for annual training, a parade for Divine service will be held each Sunday. Parades for Divine service may also be held on occasions other than when units are mobilized or embodied for training. Units attending such services will wear side-arms, but will not carry rifles. In no case will swords or bayonets be drawn on such occasions. Care must be taken that troops are not brought together in greater numbers than the voice will reach. Every soldier when not prevented by military duty will attend Divine service, but a soldier will not be obliged to attend the service of any religious body other than his own.

648. Troops will be marched to and from their places of worship, and an officer or non-commissioned officer in charge will remain with them throughout the service.

649. Facilities will be provided to enable Chaplains to conduct Divine service in camp and on other occasions in other ways to minister to the spiritual requirements of the troops belonging to their respective denominations.

**PROCEDURE IN CASES OF INJURY AND SICKNESS.**

651. (a) An officer or soldier who reports sick whilst in camp will be visited by the Medical Officer, who will furnish the Commanding Officer a certificate stating the nature of the disability,
and whether in his opinion it is due to military duty. This proceeding will be forwarded to the Commandant of the Territorial Forces, through the proper channel, for decision as to whether liability for treatment as a public charge will be accepted. If so accepted, the Commandant will make arrangements with the Assistant Director of Medical Services for the necessary treatment to be carried out.

653. If in the opinion of the Medical Officer the disability is due to military duty the matter will at once be referred to General Headquarters, and whether in his opinion it is due to military duty the matter will at once be referred to General Headquarters. This Board will inquire into the circumstances surrounding the injury, and give an opinion as to whether the injury arose out of duty. If the injury is received in circumstances not ascertained at the time, the written statement will be attached to the proceedings. In the event of the Board finding that the injury is due to the gross negligence or wilful injury of an enlisted person, the cost of medical treatment will not be accepted as a public charge.

654. Injuries sustained by members of the N.Z. Military Forces whilst taking part in games or sports are provided for in the authorized physical and recreational training manuals and are carried out in accordance with the foregoing paragraphs, and at public expense, for all members of the N.Z. Military Forces.

655. Officers concerned will be held personally responsible for any claims for injuries arising out of an accident brought about by their negligence, or by any orders which they may issue in contravention of the procedure laid down in the authorized physical and recreational training manuals.

656. All vouchers for charges against the public for medical treatment of members of the N.Z. Military Forces will, before being forwarded to General Headquarters, be submitted to the Assistant Director of Medical Services, who, in order, will certify to their correctness in the body of the voucher.

657. With reference to paras. 652 and 653, in all cases where treatment of members of the N.Z. Military Forces is required, the charges are to be made use of after the initial visit to or by a medical practitioner or Medical Officer. No claim against the public will be admitted unless this procedure has been followed, or unless it is shown that the procedure adopted incurred less cost, or was specially authorized.

658. Medical Boards on members of the N.Z. Military Forces, or on members of the Forces, who, if the charges are in accordance with the foregoing paragraphs, and at public expense, for all injuries or illnesses which are directly attributable to official duty.

659. In all cases where military personnel are detached for duty, the officer who gives orders for such detachment will be responsible that the authority temporarily controlling them is advised of the procedure to be followed in the event of medical treatment at public expense being required.

660. Officers and soldiers of the Permanent Forces are liable to stoppages of pay on account of medical attendance, as laid down in Financial Instructions and Allowance Regulations.

SECTION IX.—MOVEMENTS AND TRAVELLING.

A.—GENERAL INSTRUCTIONS.

Movements of Troops, &c.

666. No movement of troops or individual officers or soldiers from one command to another shall take place without sanction having been previously obtained from General Headquarters.

Orders for Move.

667. Definite and detailed instructions pertaining to the control, discipline, liabilities, and safety, &c., of troops will be included in the orders issued for any movement of troops by rail, mechanical transport, or sea.

668. Definite instructions forbidding the consumption or possession of alcoholic liquor on any train, vehicle, conveyance, or ship used for the transport of troops will also be included.

Command.

669. An officer, or, where no officer is available, a non-commissioned officer, will command the party. All independent parties of fifty or upwards will be placed under the command of an officer. When necessary, or where no previous instructions have been received from superior authority, non-commissioned officers or men in the party travelling will be detailed by the officer or non-commissioned officer in charge to assist or take charge of sections.

670. The detailing of non-commissioned officers not actually belonging to the party travelling must be kept at a minimum. This does not prohibit the services of non-commissioned officers travelling at the same time on other duty being utilized.

671. The officer commanding troops travelling by train, mechanical transport, or steamer is responsible that all regulations or orders are complied with, but he will not interfere with the prescribed running of trains or the general working of the railway service.

672. If in any instance no officer has been officially appointed to the command of troops on a train, mechanical transport, or steamer, the senior officer present will take command of the party, and, whether travelling on duty or otherwise, will be responsible for the discipline and control of the troops concerned.

673. In the event of troops from different districts, commands, or camps, &c., joining the same train, mechanical transport, or steamer, the authorities directing the movement of respective detachments will ensure that the officer or officers who will be in charge throughout the journey.

674. Full use will be made of all Government transport. Hired transport will not be employed when troops can be carried by Government transport.

Special Provisions with Regard to Permanent Forces.

All members of the Permanent Forces, including military and civil personnel temporarily attached to or doing duty with the Permanent Forces, will be given medical treatment in accordance with the foregoing paragraphs, and at public expense, for all injuries or illnesses which are directly attributable to official duty.

Pensions in respect of the death or disablement of an officer or soldier of the N.Z. Military Forces, by reason of misadventure incurred in the performance of his duties, is governed by section 34, Finance Act, 1926 (vide Appendix VI).

Compensation and Pensions.

665. Compensation for officers and other ranks of the Territorial Forces and Cadets, on account of disabilities which are found to be attributable to military duty, is granted in accordance with special instructions which are issued from time to time from General Headquarters.

Pensions in respect of the death or disablement of an officer or soldier of the N.Z. Military Forces, by reason of misadventure incurred in the performance of his duties, is governed by section 34, Finance Act, 1926 (vide Appendix VI).
Duties of Officers Commanding Troops.

682. When orders have been received for the movement of troops by rail, the officer detailed to command the troops on the journey must himself acquaint all the men with all matters affecting them during the journey in such a manner as shall be found best for the men. The duties of officers in command of detachments will be arranged except with the authority of General Headquarters.

683. The officer or non-commissioned officer in charge of the troops on the train must before the train starts, see that all necessary arrangements are made for the journey, and in relation to the discipline, &c., of the troops under whose charge during such journey.

B.—MOVEMENTS BY RAIL.

Orders.

684. The following will be included in the orders for the despatch of troops by rail:—

(a) Date, place of entraining, destination, and railway route to be followed;

(b) Time of departure of the train, hour at which the troops are to be on board, and, if necessary, the road they are to use;

(c) Arrangements for feeding troops and watering animals on route; and

(d) Places of assembly near entraining and detraining stations.

Discipline.

691. Where there is no embarkation staff officer, the officer commanding troops embarking will make his own arrangements to avoid disorder and confusion.

700. Where there is no embarkation staff officer, the officer commanding troops embarking will make his arrangements to avoid disorder and confusion.

701. The officer commanding troops will also—

(a.) Take such steps as he considers advisable to prevent troops obtaining liquor prior to embarkation, and, if necessary in conjunction with the master, prohibit the sale or supply of liquor to troops on board:

(b.) Issue any necessary special orders for routine, &c., during the passage:

(c.) Ensure that any requirements by the master, or responsible ship's officers acting on his behalf, in respect to the order, number, or condition of troops, are supplied and met in time.

Duties of Officers Commanding Troops.

702. Troops shall not be permitted to encroach on accommodation provided for the men, but shall be used in accordance with passage arrangements, nor shall they be permitted to enter the crew's quarters.
703. While maintaining order among the troops the Commanding Office of the ship will direct the unit commanders or details to remember that the master of the ship has lawful authority to maintain order among all on board and to ensure the safety of his ship and passengers, for which he is entirely responsible.

Fire or Emergency.

704. In case of fire or emergency, the officer commanding troops will render every assistance. Troops will be promptly paraded under their officers or non-commissioned officers, who will remain with the troops until the fire is extinguished or the troops are dispersed. The officer commanding troops, with one or more selected officers or non-commissioned officers, will report to and carry out the directions of the master.

Messing.

705. Every assistance must be given to the responsible ship's officers in controlling the troops during meal-hours, and in respect to facilitating messing arrangements and preventing damage to ship's fittings or pilfering of ship's property (cutlery, messing utensils, linen, &c.). An officer or non-commissioned officer should be placed in charge of each table or mess.

D.—MOVEMENTS BY MECHANICAL TRANSPORT.

706. The general principles of movement by mechanical transport are similar to those for movements by rail.

Orders.

707. The following will be included in the orders of despatch for mechanical transport:

(a.) Date, place of embossing, destination. 
(b.) Time of departure of mechanical transport, hour at which units are to report to the embossing point, and, if necessary, the road they are to use. 
(c.) Place of assembly near but clear of embossing and debussing points.
(d.) Composition of column and allotment of motor-vehicles.
(e.) Arrangements for feeding troops en route.
(f.) Detail unit group commanders.

Rules for Troops joining and leaving Mechanical Transport.

708. (a.) The points at which troops join or leave the mechanical transport are known as embossing and debussing points respectively. These should be on straight lengths of broad road, with open ground on the "rule of the road," side, and, in the case of a debussing-point, with a suitable assembly-ground to which the troops can move without crossing the road. Villages, bridges, and duties should be avoided.

(2.) Mechanical transport should never have to turn round on embossing or debussing points; in cases when, owing to the position of the bus-park, this is necessary, suitable road circuits must exist in the vicinity of the embossing or debussing points.

709. Special attention will be given to the selection and previous reconnaissance of embossing and, when possible, of debussing points.

710. (1.) Troops to be embossed will be told off into unit groups of vehicles. The leading vehicle of each unit group should be marked by a flag, as also will be the point at which it is to draw up after the head of the column has reached the point. The driver of the leading vehicle must have a copy of the order for embossing and debussing of his group. If the transport consists of various types of vehicles he must ascertain the number of each kind.

(2.) Unit groups will be told off into parties of 25 to a bus, 20 to a 3 ton lorry, 15 to a 30 cwt. lorry, and 8 to a 15 cwt. van, or, in the case of a non-motor vehicle, of a number sufficient for the capacity of the vehicle; each party will be given a number corresponding to the number of the vehicle on which they are to embark. Parties will form up on the "rule of the road" side on the embossing-point at the place at which their vehicle will halt. (Six vehicles occupy 50 yards of road-space.)

(3.) No troops will be on the embossing-point or the approach to it while the vehicles are arriving. 

(4.) Prior to embossing troops will remove their equipment.

Duties of Officers Commanding Bus Columns.

711. The officer known as the officer commanding bus column will be appointed to command every body of troops moving by mechanical transport.

(2.) He will arrange with the officer commanding mechanical-transport unit for his numbering from front to rear of the vehicles on the "rule of the road" side, and for the flagging of the leading vehicle of each unit group. If the transport consists of various types of vehicles he must ascertain the number of each kind.

(3.) Buses and lorries of unit groups will be grouped separately, bases preceding lorries. Space vehicles will not be numbered, and will be marked "Not to be loaded.

(4.) He will mark the order for the column to move when the embossing is completed; this will be notified to him by the unit group commanders by signal.

(5.) He will give the signal for halts, if any; the place, approximate time, and duration being notified in the orders for the move.

(6.) At the debussing-point he will give the order to debuss, and, unless time is the object, he will ensure that the mechanical transport clears the point before the troops use the road.

Duties of Unit Group Commanders.

712. (1.) The unit group commanders will superintend the embossing and debussing of their group.

(2.) They will ensure that officers are evenly distributed throughout the vehicles in their group.

(3.) They will arrange for signalling communication between groups on which the transport moves.

(4.) They will travel on the driver's seat of the leading vehicle of their group.

Rules for Mechanical Transport.

713. (1.) The leading vehicle of each unit group will be carefully regulated with regard to the type of vehicle employed, the nature of the surface, the width of the road, the nature of the traffic likely to be encountered, and the local traffic regulations such as apply.

(2.) Under normal conditions motor-lorries will not be driven at a faster pace than ten miles an hour. Motor-lorries passing dismounted troops will so do at a slow pace as possible, to avoid covering the troops with dust or mud.

(3.) A regular distance, sufficient to allow of sudden halts without a collision, must be maintained between lorries moving as a column. The column should be divided into blocks consisting of ten vehicles. On good and level roads a distance of 10 yards between lorries, and 30 yards between blocks, may be taken as a fair guide, provided the drivers are skilled and well trained in march discipline.

(4.) Columns of lorries going up steep gradients should usually be allowed to open out, and each lorry "given its head." As soon as the driver of the last lorry in the column has reached the head of the hill it will slow down to allow the vehicles in rear to close up to the regular distance.

(5.) A man riding on the last vehicle of a block should be detailed to keep a lookout in the rear to warn the driver if overtaking traffic obstructs the column. If necessary the man should jump off.

(6.) Loaded vehicles are to be given the right of way, and empty convoys will halt, when necessary, to allow them to pass.

(7.) Columns of lorries should not be halted at or in the immediate vicinity of a corner, unless sentries are placed to allow them to pass. If it is absolutely necessary for a column to halt astride of a road-junction, a distance of 15 yards should be left between the nearest halted vehicle and the corner on both sides of the road-junction.

(8.) When a column is halted, sufficient intervals will be left between each batch of ten vehicles or less to allow of side-tracking any passing vehicles when necessary. On no account are any transport vehicles to "double back" or to draw up on a road opposite to one another. When halted, turning, or reversing, care must be taken not to block other traffic.

(9.) Whenever a curve or defile is approached, the driver of the leading vehicle of each unit group should keep a lookout in the rear to warn the driver if overtaking traffic desires to pass.

(10.) The column should be divided into blocks consisting of ten vehicles. On good and level roads a distance of 15 yards will allow of the column being opened out, and each lorry "given its head." As soon as the head of the column has reached the head of the hill it will slow down to allow the vehicles in rear to close up to the regular distance.

(11.) During the day the leading vehicle of each unit group will be marked " Not to be loaded."

(12.) At the debussing-point he will give the order to debuss, and, unless time is the object, he will ensure that the mechanical transport clears the point before the troops use the road.

E. TRAVELLING—WARRANTS.

Authority to sign and issue Travelling-warrants.

714. The General Officer Commanding, on the recommendation of O.C. Commandos, may delegate to officers the power of signing and issuing travelling-warrants without the sanction of the department.

715. The appointments of officers to whom authority to sign and issue travelling-warrants is delegated will be published in General Orders from time to time, and the names of such officers will be recorded at General Headquarters.

716. When an officer relinquishes his appointment his authority to sign and issue travelling-warrants will cease. The warrant-books on issue to him will be withdrawn by the issuing authority, and any outstanding warrants will be canceled.

Purposes for which Travelling-warrants may be issued.

717. Travelling-warrants, the cost of which is chargeable to departmental service, shall be issued only for the use of persons travelling on duty on the Public Service. Officers issuing travelling-warrants, not authorized by general or special authority, will be personally responsible for the cost of the same.

718. (1.) The purposes for which travelling-warrants may be issued are:

(a.) Training and administration ;
(b.) Attendance at parades, drills, annual musketry course, annual training camps;
(c.) Courts of Inquiry, Courts-martial, Boards, classes and schools of instruction, escorts, and any other authorized person;
(d.) To families of permanently employed officers, non-commissioned officers, or men who are permanently trans-ferred to the Public Service, where the officer or other person is at their own request.
(e.) For miscellaneous movements in the ordinary course of service as are clearly necessary and contemplated by regulations, orders, or instructions:
Completion and Issue of Travelling-warrants.

If the number of railway warrants required for travel by a number of officers exceeds five, and is not a multiple of five, the exact number of warrants may be given, and the cost incurred.

Regulations. Officers endorsing warrants for deck berths, or rail and steamer travelling is involved, the warrant for his family (if any) should be endorsed "Civilian." The ages of the children over three years and under twelve years should be clearly stated.

Issue of Block Return Rail Warrants.

Block rail warrants will be issued whenever possible, the issue of individual warrants being kept to a minimum. (Note: Where the number travelling on one warrant exceeds five and twenty-four respectively, the Railway Department allows the Defence Department the same concession as is obtainable by the issue of twelve-trip and fifty-trip tickets. No concession over twenty-five civil persons for return thereon, and certificate will be signed to this effect in the case of holiday excursion rail tickets: note para. 741.)

When trainees living within reach of certain railway-stations are required to assemble for the purpose of proceeding to camp, or course of instruction, &c., and no responsible member of the Permanent Staff is available to obtain the relative rail tickets, a block rail warrant completed in all respects will be forwarded to the Stationmaster concerned (or tablet porter when no Stationmaster exists) under cover of an explanatory memo-

Custody of Warrant-books and Trip Tickets.

Travelling-warrant Forms.

(1) The limited number of free railway warrants to attend the command rifle meeting may be issued on the authority of the O.C. Command to the most efficient shots in each unit of the Territorial Force and Senior Cadets in the command.

(2) Free railway warrants, second class return (first class in the case of large parties), may be issued by the Commanding Officer to members of Rifle Clubs (other than honorary members), and to members of the Non-effective List of the Territorial Force attached, for authorised purposes only.

(a.) To attend the nearest rifle range to carry out practice or drill.

(b.) To attend the annual meeting of the National Rifle Association, and the Army rifle meeting:

(c.) To attend approved rifle meetings up to a distance of 100 miles.

Warrants for the purpose of attending rifle meetings or the ranges of other clubs for competition other than as above will not be issued without special authority of General Headquarters.

719. Railway warrants issued to members of Rifle Clubs will normally be completed in all respects prior to issue. The President or Secretary of a Rifle Club, when applying for the issue of a warrant, will forward to the Area Officer a list of the names of the members for whom the warrant is required, and will state the purpose for which required.

When through any cause it is impossible to forward with the application the list of names the warrant is required to issue, the Area Officer will issue the warrant to a member of the club to be named by the president or secretary, who will be responsible that the correct number of warrants issued is accounted for and that the travelling and the names of the men concerned, and that these particulars are forwarded to the Area Officer within three days of the date of issue of warrants.

720. Only the following travelling-warrant forms, consecutively numbered (duplicates and triplicates being numbered accordingly), shall be used, and the use of forms not bearing printed consecutive numbers is strictly prohibited.-

(a.) Railway warrants: Form N.Z. 143.

(b.) Steamers and coach warrants: Form N.Z. 144.

721. When requisition is made for new books, warrant-books should be returned to command headquarters or other issuing authority for inspection. They may be recalled periodically for similar purposes. If required for local reference purposes, completed books, on endorsement, may be returned to issuing officers. Command headquarters or other staff issuing officers should periodically examine current and closed warrant-books on issue to subordinate officers.

722. Officers in possession of warrants and trip tickets will be held personally responsible for the same, and will be liable to be surcharged with the cost involved should any warrants from their books or trip tickets be illegally or improperly used.

723. Where alterations are made in warrants and trip tickets are to be kept in a secure place under lock and key. Where it is necessary for authorized officers to delegate distribution to others (instructors, area non-commissioned officers, &c.), steps should be taken by the officers concerned to ensure their legitimate use only, by examining duplicates, &c., and trip tickets, and ensuring that service, &c., is correctly stated, and tickets used for authorized purposes only.

724. Canceled warrants, on which the signature must be cancelled and "Cancelled" written across the forms, will be placed with counterfoils or duplicates.

Date ...........
............., Stationmaster, ........Station
............., Tablet porter, ........Station

Certified that [Rank and name of individual] is included in block rail ticket No. ............, issued for [Number] journeys from ........... to ..........., in lieu of Defence rail warrant No. ............, and is returning home independently on [Date] ............., ...Stationmaster, ...Station Date ............., [or Guard of Train].

To the Guard of the Relative Train.

Block rail ticket No. ............ has been produced, and number for return thereon, and certificate will be signed to this effect for the information of the guard. The certificate is then available for use as a ticket by those members not travelling with the squad or party, the reduced numbers of which are covered by the endorsed issue block return rail ticket. The issue of a warrant or warrants to individuals who are already provided for in a block return rail ticket is prohibited.

(Pro-forma)

First- and Second-class Warrants.

735. All officers, warrant officers, sergeants-major, staff sergeants, members of the Non-effective List of the Territorial Force and Senior Cadets in the O.C. Command to the most efficient shots in each unit of the Territorial Force and Senior Cadets in the command, may be issued with a block travel warrant for his family (if any) should be endorsed "Civilian." The ages of the children over three years and under twelve years should be clearly stated.

736. The particular duty, or service on which the person or persons are travelling must be clearly and accurately stated. The terms "duty," "military duty," "public service," &c., are insufficient, and are prohibited. In any exceptional case the special authority for the issue must be endorsed.

737. Where a married member of the Permanent Forces is transferred, and rail and steamer travelling is involved, the Defence Department will issue a block warrant for his family (if any) should be endorsed "Civilian." The ages of the children over three years and under twelve years should be clearly stated.

738. Where trainees living within reach of certain railway-stations are required to assemble for the purpose of proceeding to camp, or course of instruction, &c., and no responsible member of the Permanent Staff is available to obtain the relative rail tickets, a block rail warrant completed in all respects will be forwarded to the Stationmaster concerned (or tablet porter when no Stationmaster exists) under cover of an explanatory memo-
738. Where travelling by an indirect route is necessary, warrants should be endorsed accordingly, giving full particulars as to the necessity for using the other than the direct route, and certified to by the issuing officer.

Coach and Steamer Warrants.

739. Where Defence warrants or orders (Form N.Z. 144) for coach and steamer passages other than by vessels of the Union Steamship Company, Anchor Shipping Company, and Northern Steamship Company and Branches, and orders issued at or from centres where there are Union Steamship offices, such warrants shall be drawn on and relative tickets obtained from the Tourist Agent, in lieu of being presented to individual coach or steamer proprietors and shipping companies.

Warrants on motor companies and steamship companies (other than Union Steamship Company, Anchor Shipping Company, and Northern Steamship Company) will be endorsed with the words "Value to be collected through Government Tourist Department." Transport companies concerned will then claim on the Tourist Department, which will render relative vouchers, thus ensuring that the State receives the commission arranged by that Department.

Presentation of Warrants.

740. Warrants (rail) must be presented only at a booking or at an officered station (or to the guard of the train at a flag station), and tickets as authorized obtained in lieu thereof. Any additional expenditure incurred through failure to comply with this instruction will be surcharged to the offender or offenders. (See also paras. 738.)

Holiday-exursion Rail Tickets.

741. Where rail warrants are issued for use during holiday-exursion periods (i.e., at Christmas and Easter), and the return portions of relative tickets are to be used during period of availability of current holiday-exursion warrants, such warrants must be endorsed that return journeys authorized thereby will be completed prior to date of expiry of said period of holiday-exursion availability.

Annual Season Rail Tickets.

742. Annual season rail tickets are issuable at ordinary rates. Officers and other ranks of the Permanent Forces periodically travelling on duty over lines or sections should record their journeys, compute the cost of warrants at ordinary rates, and make applications through their headquarters for season tickets where such, for mileage regularly travelled annually, ensures a saving in cost of their rail transport. In forwarding applications for the issue of season tickets, commands will attach statements showing estimated saving in cost. Should cost of warrants for estimated journeys required over any sections prove less than that of an annual season rail ticket, the more economical method of transportation — i.e., twelve- or fifty-trip tickets — will be adopted, where practicable, in lieu of individual warrants.

In event of twelve- or fifty-trip tickets being issued, the officer or non-commissioned officer concerned must keep a diary recording journeys taken thereon, showing dates and particulars of duty. On application for a further ticket, copy of diary for previous journeys undertaken thereon, showing dates and particulars of duty. In event of twelve- or fifty-trip tickets being issued, the more economical method of transportation — i.e., twelve- or fifty-trip tickets — will be adopted, where practicable, in lieu of individual warrants.

Issue and Use of Twelve-trip and Fifty-trip Tickets.

743. The issue and use of twelve-trip and fifty-trip tickets as authorized by para. 8 of Railway Passenger and Fare Regulations is approved, and may be obtained on presentation of the ordinary railway warrants (form N.Z. 143). These trip tickets will be utilized where it is necessary to make frequent journeys between two places, provided annual season rail tickets are not more economical. They will normally be used only by members of the Permanent Forces.

The trip tickets being transferable, one ticket may be used by different individuals for separate journeys between the same two places, or by several individuals for the one journey.

The number of trip tickets in use must be restricted to actual requirements. They are not to be utilized when the method outlined in paras. 733-734 is applicable.

744. The bearer of a ticket must take every care to ensure that not more than one clip per person for the journey is taken by the guard. To avoid the danger of overclipping by different guards, separate trip tickets will be obtained when a change of trains is necessary to cover the journeys between two places.

In event of a ticket being overclipped, a certificate will be obtained to this effect from the guard and forwarded through command headquarters to General Headquarters, so that credit may be obtained to this effect from the guard and forwarded through command headquarters to General Headquarters.
so that a refund of the value may be obtained. All recoveries from the Railway Department will be arranged by General Head- quarters, and it is only in exceptional cases that they will be taken in the event of over-clipping of twelve- and fifty-trip tickets see para. 744.)

Illegal Issue or Use, or Loss of Travelling-warrants and Tickets.

743. Any case of illegal issue or loss of travelling-warrants and loss of trip tickets, or of their use for other than the purpose for which they are issued and claimed, shall be promptly reported to General Headquarters, with particulars showing the action to be taken in the matter. For the purpose of this and the preceding paragraph, officers commanding camps, courses, rifle meetings, &c., shall cause issuing officers concerned to be immediately notified of any apparent instance of non-use or illegal use of travelling-warrants or tickets.

Monthly Return of Travelling-warrants.

747. Officers in commands who are authorized to sign and issue travelling-warrants will forward to command headquarters, at the end of each month, duplicates of all travelling-warrants (rail, steamer, and coach) issued by them during the month. The duplicates of warrants will be carefully scrutinized by command headquarters, and will be filed for comparison with original warrants if and when necessary.

748. Commands will forward to General Headquarters, not later than the 15th of each month, a return showing the distribution of travelling-warrant forms (N.X. 143 and 144) since the previous return; any warrants issued to contractors under Headquarters jurisdiction. Such return will show:—(a) name, rank, and appointment of officer; (b) command series number; (c) number of completing warrant-forms issued to each officer (e.g., form N.X. 143, 701 to 900); and (d) remarks (if any).

F. TRANSPORT OF STORES, BAGGAGE, ETC.

Supply and Transport Officers.

749. Except for baggage moving with individuals and small services by parcel-post, Officers i/c Supply and Transport will carry out all executive duties in connection with the conveyance of Defence Department stores and baggage.

750. At places where Supply and Transport Officers do not exist the duties will be performed by the officers concerned.

Road Transport.

751. Full use will be made of all Government Road transport. Hired transport is not to be employed when the service can be carried out by Government transport.

Mode of Conveyance.

752. Stores, &c., will be transported by rail transport in preference to sea transport wherever possible. In cases where the quantity of stores involved is exceptionally large, and the sea freight is considerably cheaper than by rail, the matter is to be reported to General Headquarters prior to the despatch of the consignment, to enable an application to be made to the Railway Department for a special rail service.

Demands for Transport.

753. Applications for the conveyance of stores will be forwarded to the Officer in Charge of the Department, wherever one exists.

Charges for Transport.

754. The consignor (i.e., the person requisitioning transport) will certify on all railway consignment-notes and requisitions for sea freights that the consignments are chargeable to the Defence Department. Under no circumstances will transport by road, rail, or sea be demanded for the conveyance of stores where contractors or members of the N.Z. Military Forces are liable for the charges in connection therewith.

Transport of Horses.

756. When horses are to be transferred from one place to another, entailing both rail and sea journeys, every care will be taken by the Supply and Transport Officer at the consignor's station, or the camp to where the former does not exist, to ensure the safe and sound condition of the horses at the port of embarkation before the horses are despatched by rail, and thus avoid horses being detained at the port.

Goods by Passenger-train.

758. When it is necessary for goods to be sent by passenger-train, the necessity for such will be regulated by the consignor when submitting his requisition and consignment-note. The conveyance of stores by passenger-train is to be resorted to only in exceptional cases.

Receipts to be obtained.

757. Consignors will obtain receipts for stores handed over to carriers direct, and the Army Service Corps or other Government transport representatives will obtain receipts for stores handed over to the Railway Department or to shipping companies for conveyance. Should the representatives of a carrier, the Railway Department, or shipping company decline to give the receipt, an endorsement to that effect will be made on the copy of the carriers' note or other document retained for official record.

Losses, Damages, Deficiencies.

758. The Railway Department's by-laws and regulations respecting the conveyance of stores, &c., as published in the New Zealand Government Railways Passenger Fares and Coaching and Goods Rate-book, as amended from time to time, should be carefully read and observed by all concerned. The tonnage interests of the Railway Department for loss or damage to stores delivered to them for conveyance is laid down in the above-mentioned regulations. No claims should, as a rule, be made when the total value of any damage or deficiency on any one consignment does not exceed $10.

759. In all cases where consignments are received in a damaged condition from the Railway Department or shipping companies, or where deficiencies or breakages are discovered when the stores are delivered to them, a report will be made as soon as possible to the Railway Department or shipping company concerned, with a statement of their value and a claim for the amount due.

760. The value to be recovered for deficiencies or damages will be calculated on the full c.i.f contract price of supplies.

Fractions of a ton " heavy " should be shown in feet.

Fractions of a ton " light " should be shown in inches.

Fractions of a ton " water " should be shown in pounds.

Measurement of Stores.

761. All consignments must be opened at once. If any goods are lost or damaged on rail the value of the cost of repairs or deficiencies should be recovered at the consignor's end by the Supply and Transport Officer. In the case of sea freight the loss or damage to stores and Transport Officer at the consignee's end, or consignor, will make the necessary claim.

Measurement of Stores.

762. In connection with all stores for shipment, the consignor will state on his requisition for transport the correct measurement. Very careful measurements will be taken.

763. Losses, damages, &c., will be recorded in the bill of lading. Light stores will be shipped by measurement, at 40 cubic feet per ton; heavy stores by weight, at 20 cwt. per ton. In case of loss or damage, a claim will be made when signing the receipt. When packages are received that cannot be opened at the time of delivery the carrier's note or book should be signed " Received—contents not examined." The packages should be opened in the presence of a witness at the earliest opportunity after receipt, and any deficiencies or breakages then discovered will be reported by the transport representative. Such return will show in the bill of lading by the Supply and Transport Officer. Fractions of a ton " heavy " should be shown in feet. Light tonnage will be calculated according to the circumscribing rectangular measurement of each package.

Long and Bulky Stores.

764. Long and bulky articles should be specially brought to the notice of the Transport Officer when demanding transport.

Conveyance to Annual Camp.

765. Only such baggage and stores which are authorized, and the precise nature of each, and the amount to be taken, will be sent to the New Zealand Government Railways Passenger Fares and Coaching and Goods Rate-book, as amended from time to time.

Losses, Damages, Deficiencies.

766. Only such baggage and stores which are authorized, and the precise nature of each, and the amount to be taken, will be sent to the New Zealand Government Railways Passenger Fares and Coaching and Goods Rate-book, as amended from time to time.

Officers of Headquarters, command, and brigade exceeding 100 officers, and some of the officers endorsed, will be authorized to sign and issue warrants under the direction of the commanding officer. The area or area numbers within which warrants will be issued will be shown in the Field Service Manuals.

SECTION X.—CEREMONIAL AND PRECEDENCE.

PRECEDENCE OF CORPS.

766. (a) The following is the order of precedence of corps in the Military Forces of the Dominion:—

(1.) The N.Z. Staff Corps and N.Z. Permanent Staff.

(2.) The Royal N.Z. Artillery.

(3.) The N.Z. Permanent Air Force.

(4.) The N.Z. Permanent Army Service Corps.

(5.) The N.Z. Army Medical Corps.

(6.) The N.Z. Army Ordnance Corps.

(7.) The N.Z. Army Pay Corps.

(8.) The General Staff, or direction of the N.Z. Permanent Forces.
HONOURS AND SALUTES

767. The honours and salutes to be given by troops on parade, and by guards of honour, are as laid down in King's Regulations.

768. Officers temporarily acting in any Civil office are entitled, during their temporary tenure, to all the honours or salutes that may appertain to such office.

769. The compliments directed in these regulations are to be paid to officers in the service of any Power in alliance with His Majesty, according to their respective ranks.

770. Officers or soldiers passing troops or naval landing parties with uncased colours will salute the colours and also the Commanding Officer (if senior).

771. Officers, soldiers, and colours passing a military funeral will salut, as in attendance.

772. Armed parties in paying compliments on the march will be called to attention; Infantry will slope arms, and the command "Eyes right" (or "left") will be given; mounted units will act as laid down in the training-manual for their particular arm.

773. Each year on the morning of Armistice Day, 11th November, at 11 o'clock, all troops will stand at attention for two minutes, and all guards will turn out and present arms.

774. An officer commanding an armed party passing a guard, or paying or returning a compliment, will draw his sword before giving the necessary command. When in command of an unarmed party he will return the salute with the right hand as he gives the command "Eyes right" (or "left"). Soldiers in command of parties will conform to the rules laid down for officers.

775. All officers will salute their seniors before addressing them on duty or on parade; when in uniform they will salute the right hand in the manner prescribed for soldiers. Officers, except when their swords are drawn, are to return the salutes of junior officers and soldiers.

A salute made to two or more officers will be returned by the ranks of which they form a part. When officers, warrant officers, non-commissioned officers, and men of the N.Z. Military Forces will salute all officers of field rank and upwards. General Officers and field officers will salute their superior rank.

776. Officers and soldiers boarding any of His Majesty's ships or a foreign man-of-war will salute the quarter-deck.

777. When on parade or duty, warrant officers, non-commissioned officers, and men of the N.Z. Military Forces will salute all commissioned officers whom they know to be such, whether in uniform or in plain clothes, officers of the Royal Navy, Royal Marines, and such naval warrant officers as have rank corresponding to that of commissioned officers in the Army.

The salute will be given with the right hand irrespective of the side on which the officer saluted may be passing. When from physical incapacity a right-hand salute is impossible the salute will be given with the left hand.

778. Non-commissioned officers and men will address warrant officers as "sir," but will not salute them. Non-commissioned officers when addressed by their juniors or private soldiers will be called by their rank.

779. In a Civil Court an officer or soldier will remove his head-dress while the Judge or Magistrate is present, except when the officer or soldier is on duty under arms with a party or escort inside the Court-room.

780. When the National Anthem is played for a Royal salute all ranks in military uniform not under the orders of the officer commanding the parade will stand at attention; officers, warrant officers, and non-commissioned officers saluting.

781. Officers in attendance, or on the personal staff of His Majesty or any Royal personage, or Governor-General or Governors (when such Governors-General or Governors represent the Sovereign on official occasions), will not salute when the National Anthem is played during the Royal salute.

782. For the purpose of pars. 781 the following officers will be considered to be in attendance: (a) Officers whose duty it is to receive Royalty or the Governor-General on official occasions; and (b) officers whose duty it is to be at the saluting-base on the occasion of a military review. Such officers will be considered as in attendance from the arrival of the Royal personages or Governor-General until such time as the Royal salute has been given, after which only the General Officer Commanding and/or O.C. Commanding concerned will be regarded as in attendance.

783. All ranks in military uniform not on parade will stand to attention when the National Anthem is played during the feu-de-joe and for the Royal salute; but officers, warrant officers, and non-commissioned officers will salute only when the Royal salute is given.

784. When the National Anthem is played on occasions when there is no parade, or on occasions of a non-military nature, all ranks in military uniform will stand at attention; officers, warrant officers, and non-commissioned officers, if wearing head-dress, saluting.

GUARDS OF HONOUR

785. The King's Regulations will govern the provision and conduct of guards of honour.

A guard of honour carrying the regimental colour will attend upon His Excellency the Governor-General—

(a) On the occasion of his first landing in the Dominion.

(b) On the opening of Parliament.

(c) At other State ceremonies as may be specially ordered.
COMPLIMENTS BY GUARDS.

Guards and Sentinels.

787. Guards, including guards of honour, mounted over the person of the King and members of the Royal Family will pay no compliments except to members of the Royal Family; and guards, including guards of honour, mounted over the Governor-General will pay no compliments to officers or persons of lesser degree. When any such guards are visited by officers on duty they will turn out to them with sloped arms.

788. Subject to the above restrictions, guards will at all times between "reveille" and "retreat" turn out and present arms to the Governor-General and to General Officers in uniform.

789. Regimental guards will turn out and present arms once a day to their commanding officers of whatever army rank.

790. An officer under the rank of General Officer is not entitled to the compliment of a guard turning out, except members of the Royal Family and the Governor-General. Colonels-Commandant will not be entitled to the compliment of the guard turning out except in the case of those guards found by the troops under their command, and mounted under their immediate order or under the order of their unit commanders.

791. When a General Officer in uniform, or a person entitled to a salute, passes in rear of the guard, the commander is to cause his guard to fall in and stand with sloped arms, facing the front, but no drums are to beat, and no bugle will sound. When such officers pass guards in the act of securing guard, both guards are to salute as they stand, receiving the word of command from the senior commander.

792. Guards are to turn out at all times when armed parties* of any branch of the service approach their posts; to armed corps they will present arms, and before other armed parties they will stand with sloped arms. They will not pay compliments between the sounding of "retreat" and "reveille," and will not turn out to an unarmed party. A mounted party will "carry arms" to all guards turning out to it.

* By the expression "armed party" is meant a party armed with swords, guns, or rifles, and mounted on the one of mounted animals.

793. When a General Officer in uniform, or a person entitled to a salute, passes in rear of the guard, the commander is to cause his guard to fall in and stand with sloped arms, facing the front, but no drums are to beat, and no bugle will sound. When such officers pass guards in the act of securing guard, both guards are to salute as they stand, receiving the word of command from the senior commander.

794. All guards and sentinels are to pay the same compliments to commissioned officers of the Royal Navy, Royal Marines, and Royal Air Force as are directed to be paid to officers of the Military Forces.

FLAG STATIONS AND FLAGS TO BE FLOWN.

795. Flags will be flown as follows:

<table>
<thead>
<tr>
<th>Flag Stations</th>
<th>Flags to be Flown</th>
</tr>
</thead>
<tbody>
<tr>
<td>Royal residence or furnished from a Royal guard</td>
<td>Officers of all ranks (in uniform)</td>
</tr>
<tr>
<td>Residences of Viceroys and Governors</td>
<td>Members of the Royal Family</td>
</tr>
<tr>
<td>Residences of Generals</td>
<td></td>
</tr>
<tr>
<td>Other posts</td>
<td></td>
</tr>
</tbody>
</table>

* As prescribed in Infantry Training.

796. Flag will be flown at half-mast on the following occasions:

(a) On the death of a member of the Royal Family—from the date of death to the date of interment, both inclusive.
(b) On the death of a foreign Sovereign or the President of a republic—to the day of death or immediately on receipt of the intelligence, and also on the day of the funeral.
(c) On the death of a General Officer of the N.Z. Forces—during the period of the funeral only.
(d) On the death of an O.C. Command, by all flag-stations within his command—during the period of the funeral only.
(e) On all occasions when a military funeral is actually passing the flag-station concerned.

Flags on Vessels and Boats.

797. When the Union Jack, being the distinguishing flag of the Admiral of the Fleet only, is not to be flown on military boats and vessels.

798. Defence vessels and boats are authorised to carry the Blue Ensign of the Dominion.

799. A special Union Jack, bearing in its centre as a distinguishing mark the Royal cipher surrounded by a garland on a blue shield, and surmounted by a crown, is authorised to be flown by the General Officer Commanding New Zealand Forces when embarking in boats or vessels on duty.

ARTILLERY SALUTES.

800. The following is a list of stations at which salutes are authorised to be fired:

- Auckland—Saluting-battery, North Head
- Wellington—Saluting-battery, Point Pernigham, western side

801. Artillery salutes will be fired as laid down in King's Regulations.

802. A salute of nineteen guns will be fired at Wellington on the occasion of the opening of Parliament.

803. The artillery salute prescribed by King's Regulations for a flag officer of the Navy will usually be fired when the officer lands to call on His Excellency the Governor-General.

OFFICIAL VISITS.

804. On the arrival of one or more British or foreign war-vessels at Wellington, Auckland, or Lyttelton, official visits will be exchanged between the senior naval officer in command and the General Officer Commanding (at Wellington), or the O.C. Command at Auckland or Lyttelton.

805. No payments shall be made to troops for attendance at military funerals.

806. Attendance at military funerals shall not count as a parade towards fulfilment of the obligation for training as laid down in paras. 332 and 337.

807. Funerals of any branch of the service will be paid (or returned) by the next senior officer present at the head-quarters concerned, and the fact will be explained to the naval officer in command.

FUNERALS.

808. A military funeral may be accorded to an officer or soldier who was serving on the Active List at the time of his death, and will be carried out in accordance with King's Regulations where not otherwise provided for in the following paragraphs.

809. A gun-carriage will be supplied if available, and if authorized by command headquarters. Generally a motor-hearse will be used, and troops attending the funeral will be drawn up at the entrance to the cemetery, from which point, only, military ceremonial procedure will be followed.

810. Funerals of non-commissioned officers or privates, when possible, be furnished from the unit to which the soldier belonged at the time of his death.

811. All instructions in connection with the employment of troops at military funerals will be issued by the officer commanding the unit concerned.

Military Funerals.
SECTION XI.-OFFICE-WORK, CORRESPONDENCE, DOCUMENTS, RETURNS, BOOKS, RECORDS, AND STATIONERY.

OFFICE-WORK AND CORRESPONDENCE.

General Instructions.

816. An officer will only in exceptional circumstances refer to higher authority matters which he has power to decide himself. Senior officers will impress on their subordinate officers the desirability of dealing promptly with correspondence, and will suppress any tendency to unnecessary correspondence.

817. All correspondence, to be dealt with under (b), must be transmitted directly to the authority who has power to dispose of the case, copies or precis of correspondence being sent to any officer in the chain of command whom it is considered desirable to keep informed on the subject, but through whose office the correspondence has not actually passed.

818. Routine matters on which it is not necessary for the intermediate officers to be informed, and regarding which direct communication is sufficient, but through whose office the correspondence has not actually passed.

819. When documents (other than periodical returns or statements), plans, or other articles are forwarded to General Headquarters, the General Officer Commanding will sign a memorandum identifying them with the letter to which they relate.

820. Official communications intended for General Headquarters are to be transmitted through command headquarters, except as otherwise directed in pars. 816.

821. All communication with the office of the Minister of Defence must pass through General Headquarters.

822. Official communications will be transmitted through a staff officer for the correctness of documents submitted by him. He will record his opinion or recommendation on any correspondence referred to a higher authority, adding such observations, based on local knowledge, as may enable a final decision to be arrived at.

823. Letters for the O.C. Command and other staffs are to be addressed as follows:— "Headquarters, ... Command, [Place]."

824. Direct correspondence between General Officers, Commanding Officers, and Heads of Departments will be signed by such officer who has power to dispose of the case, copies or precis of correspondence being sent to any officer in the chain of command whom it is considered desirable to keep informed on the subject, but through whose office the correspondence has not actually passed.

825. The Communication Commanding Officer of His Majesty's ship, are forwarded to General Headquarters.

826. Communications from Commanders to subordinates may be signed by a staff officer.

827. Applications from other ranks of the Permanent Forces will be submitted through the orders of the Permanent Forces under whom they are serving.

828. Applications from officers of the Permanent Forces will be submitted as follows:—

(a) Area officers and adjutants, through the Staff Officer in charge of the particular area.

(b) Officers of detachments, cadres, and depots, through the detachment, i.e., commander to command headquarters.

(c) Officers on command staffs, through the G.S.O. (I) of the command.

829. Officers of General Headquarters or General Headquarters staffs, through the Head of their branch or director to the Adjutant General.

830. An application from a regimental officer of the Territorial Forces is to be submitted to the Commanding Officer of the unit. Applications from officers of the Permanent Forces will be submitted through the officers of the Permanent Forces under whom they are serving.

831. Applications from other ranks of the Permanent Forces will be submitted through the officers of the Permanent Forces under whom they are serving.

832. All communications with the office of the Minister of Defence must pass through General Headquarters.

833. The Communication Commanding Officer of His Majesty's ship, are forwarded to General Headquarters.

834. Communications from Commanders to subordinates may be signed by a staff officer.

835. Applications from other ranks of the Permanent Forces will be submitted through the orders of the Permanent Forces under whom they are serving.

836. Applications from officers of the Permanent Forces will be submitted as follows:—

(a) Area officers and adjutants, through the Staff Officer in charge of the particular area.

(b) Officers of detachments, cadres, and depots, through the detachment, i.e., commander to command headquarters.

(c) Officers on command staffs, through the G.S.O. (I) of the command.

837. Letters not on public service are not to be enclosed under official covers.

838. All communications with the office of the Minister of Defence must pass through General Headquarters.

839. Official communications intended for General Headquarters are to be transmitted through command headquarters, except as otherwise directed in pars. 816.

840. The Communication Commanding Officer of His Majesty's ship, are forwarded to General Headquarters.

841. Communications from Commanders to subordinates may be signed by a staff officer.

842. Applications from other ranks of the Permanent Forces will be submitted through the orders of the Permanent Forces under whom they are serving.

843. Applications from officers of the Permanent Forces will be submitted as follows:—

(a) Area officers and adjutants, through the Staff Officer in charge of the particular area.

(b) Officers of detachments, cadres, and depots, through the detachment, i.e., commander to command headquarters.

(c) Officers on command staffs, through the G.S.O. (I) of the command.

844. Documents and maps marked "Secret," "Confidential," or "For Official Use Only," are to be treated as secret by all who have access to them.

845. The Communication Commanding Officer of His Majesty's ship, are forwarded to General Headquarters.

846. Communications from Commanders to subordinates may be signed by a staff officer.

847. Applications from other ranks of the Permanent Forces will be submitted through the orders of the Permanent Forces under whom they are serving.

848. Applications from officers of the Permanent Forces will be submitted as follows:—

(a) Area officers and adjutants, through the Staff Officer in charge of the particular area.

(b) Officers of detachments, cadres, and depots, through the detachment, i.e., commander to command headquarters.

(c) Officers on command staffs, through the G.S.O. (I) of the command.

849. Letters not on public service are not to be enclosed under official covers.

850. All communications with the office of the Minister of Defence must pass through General Headquarters.

851. Official communications intended for General Headquarters are to be transmitted through command headquarters, except as otherwise directed in pars. 816.

852. The Communication Commanding Officer of His Majesty's ship, are forwarded to General Headquarters.

853. Communications from Commanders to subordinates may be signed by a staff officer.

854. Applications from other ranks of the Permanent Forces will be submitted through the orders of the Permanent Forces under whom they are serving.

855. Applications from officers of the Permanent Forces will be submitted as follows:—

(a) Area officers and adjutants, through the Staff Officer in charge of the particular area.

(b) Officers of detachments, cadres, and depots, through the detachment, i.e., commander to command headquarters.

(c) Officers on command staffs, through the G.S.O. (I) of the command.

856. Letters not on public service are not to be enclosed under official covers.

857. All communications with the office of the Minister of Defence must pass through General Headquarters.

858. Official communications intended for General Headquarters are to be transmitted through command headquarters, except as otherwise directed in pars. 816.

859. The Communication Commanding Officer of His Majesty's ship, are forwarded to General Headquarters.

860. Communications from Commanders to subordinates may be signed by a staff officer.

861. Applications from other ranks of the Permanent Forces will be submitted through the orders of the Permanent Forces under whom they are serving.

862. Applications from officers of the Permanent Forces will be submitted as follows:—

(a) Area officers and adjutants, through the Staff Officer in charge of the particular area.

(b) Officers of detachments, cadres, and depots, through the detachment, i.e., commander to command headquarters.

(c) Officers on command staffs, through the G.S.O. (I) of the command.

863. Letters not on public service are not to be enclosed under official covers.

864. All communications with the office of the Minister of Defence must pass through General Headquarters.

865. Official communications intended for General Headquarters are to be transmitted through command headquarters, except as otherwise directed in pars. 816.

866. The Communication Commanding Officer of His Majesty's ship, are forwarded to General Headquarters.

867. Communications from Commanders to subordinates may be signed by a staff officer.

868. Applications from other ranks of the Permanent Forces will be submitted through the orders of the Permanent Forces under whom they are serving.

869. Applications from officers of the Permanent Forces will be submitted as follows:—

(a) Area officers and adjutants, through the Staff Officer in charge of the particular area.

(b) Officers of detachments, cadres, and depots, through the detachment, i.e., commander to command headquarters.

(c) Officers on command staffs, through the G.S.O. (I) of the command.

870. Letters not on public service are not to be enclosed under official covers.

871. All communications with the office of the Minister of Defence must pass through General Headquarters.

872. Official communications intended for General Headquarters are to be transmitted through command headquarters, except as otherwise directed in pars. 816.

873. The Communication Commanding Officer of His Majesty's ship, are forwarded to General Headquarters.

874. Communications from Commanders to subordinates may be signed by a staff officer.

875. Applications from other ranks of the Permanent Forces will be submitted through the orders of the Permanent Forces under whom they are serving.

876. Applications from officers of the Permanent Forces will be submitted as follows:—

(a) Area officers and adjutants, through the Staff Officer in charge of the particular area.

(b) Officers of detachments, cadres, and depots, through the detachment, i.e., commander to command headquarters.

(c) Officers on command staffs, through the G.S.O. (I) of the command.

877. Letters not on public service are not to be enclosed under official covers.

878. All communications with the office of the Minister of Defence must pass through General Headquarters.

879. Official communications intended for General Headquarters are to be transmitted through command headquarters, except as otherwise directed in pars. 816.
main of documents or information which he becomes possessed of in his official capacity is for the proper discharge of his duties in the performance of his duties. Publishing official documents or information, or using them for personal controversy or for any private purpose, without due authority will be treated as a breach of official trust under the Defence Act.

838. A letter of a secret or confidential nature is to be marked "Secret," or "Confidential," as the case may be, and the letter should be enclosed in two envelopes, of which the inner one only shall be marked "Secret," or "Confidential," and the outer one inscribed with the address only. A confidential plan or other document is to be similarly treated. In the case of confidential reports or files, the names of officers of the Permanent or Territorial Forces, the inner envelope should be made so as to indicate its contents. In addition to these precautions, secret and confidential correspondence transmitted through the post will be registered if the sender considers such a course necessary, and in every case will be acknowledged at once. The formal acknowledgment of the receipt of a secret communication, the contents of which are not revealed in such acknowledgment, should not be marked "Secret." This will apply also to papers which are not in themselves secret but are connected with secret papers.

839. An envelope marked "Secret" will be opened by the following officers:

(a.) If addressed to General Headquarters, by the Chief of the General Staff:

(b.) If addressed to command headquarters, by the G.S.O. (1):

(c.) If addressed to a particular appointment, by the officer holding that appointment:

(d.) In the absence of any of the officers mentioned above, by the other senior officer of the Headquarters or branch concerned.

840. Secret and confidential books, documents, and maps issued by General Headquarters for the public service will be sent to Os.C. Commands, who will be responsible for their safe custody and distribution to those concerned. The individual receipt will be retained by him for reference, and a list will be furnished to General Headquarters showing how the documents, &c., have been distributed or destroyed. A list of all books, documents, &c., destroyed will be kept by the officer responsible for its safe custody to an officer authorized by paras. 834 and 835 to be made acquainted with its contents, a receipt being endorsed "See File No..........", and not in envelopes.

841. When any deficiency in secret or confidential documents is discovered, a report will be made immediately, and the usual channels of communication observed. A list of such verified documents will be sent to General Headquarters for the public service will be forwarded to Os.C. Command, who will forward it in turn to the nearest Os.C. Command for the public service will be forwarded to General Headquarters for transmission to the head-quarters of the military command to which he is transferred. The file of the officer responsible will be forwarded direct to the command concerned.

834. Copies of all correspondence despatched, and the original or the duplicate, as the case may be, will be retained by the Staff Officer i/c Regimental District for all other Reservists' files alphabetically and separately by years. Such file should not be filed with the other Reservists' files, but should be kept with the ordinary office records, the N.Z. 16 being endorsed "See File No. ........."

851. When an officer of the Permanent Forces is transferred from one military command to another to which personal file will be forwarded to General Headquarters for transmission to the head-quarters of the military command to which he is transferred. The file of the officer responsible will be forwarded direct to the command concerned.

852. The O.C. Command will forward to General Headquarters twice annually on the lst June and December a list of all secret books, documents, and maps for which he is responsible, with the certificates thereon duly completed.

842. A list of all secret and confidential documents will be maintained by the officers responsible for their custody. When any such officer is relieved of his appointment, he will submit his list to command headquarters for verification, and will hand over such verified list and the documents referred to therein to his successor, and will obtain a receipt from him. When any deficiency in secret or confidential documents is discovered, a report will be immediately made, through the usual channels of communication observed, and not in envelopes.

850. Copies of all correspondence despatched, and the original or the duplicate, as the case may be, will be retained by the Staff Officer i/c Regimental District for all other Reservists' files alphabetically and separately by years. Such file should not be filed with the other Reservists' files, but should be kept with the ordinary office records, the N.Z. 16 being endorsed "See File No. ........."

854. Units will be in possession of the latest editions of the undermentioned books. These books are supplied, on requisition, unless otherwise notified, at the public expense; new editions, when published, being issued in their place.

855. Personal files of trainees transferred from one unit to another will be forwarded through the post in cardboard tubes, and not in envelopes.

856. The O.C. Command will forward to General Headquarters twice annually on the lst June and December a list of all secret books, documents, and maps for which he is responsible, with the certificates thereon duly completed.

843. A list of all secret and confidential documents will be maintained by the officers responsible for their custody. When any such officer is relieved of his appointment, he will submit his list to command headquarters for verification, and will hand over such verified list and the documents referred to therein to his successor, and will obtain a receipt from him. When any deficiency in secret or confidential documents is discovered, a report will be immediately made, through the usual channels of communication observed, and not in envelopes.

845. Copies of all correspondence despatched, and the original of all correspondences received, will be filed on the central registry system.

846. No document will be removed from a file except—

(a.) For destruction as provided in paras. 847.

(b.) By the officer or clerk in charge of the filing system, for the purpose of transferring it to some other file.

847. A list of all secret and confidential books, documents, and maps issued by General Headquarters for the public service will be sent to Os.C. Commands, who will be responsible for their safe custody and distribution to those concerned. The individual receipt will be retained by him for reference, and a list will be furnished to General Headquarters showing how the documents, &c., have been distributed or destroyed. A list of all books, documents, &c., destroyed will be kept by the officer responsible for its safe custody to an officer authorized by paras. 834 and 835 to be made acquainted with its contents, a receipt being endorsed "See File No..........", and not in envelopes.

848. Books, documents, and maps, including those marked "For official use only," issued from General Headquarters for the public service will be dealt with, as regards custody and handing-over, in a similar manner to that laid down in para. 843 for confidential books. Whenever any deficiency is discovered, a requisition for another copy—for payment—will be forwarded through the O.C. Command. Publications marked "For official use only" may be deposited in officers' libraries when issued for that purpose.

849. A letter of a secret or confidential nature is to be marked "Secret," or "Confidential," as the case may be, and the letter should be enclosed in two envelopes, of which the inner one only shall be marked "Secret," or "Confidential," and the outer one inscribed with the address only. A confidential plan or other document is to be similarly treated. In the case of confidential reports or files, the names of officers of the Permanent or Territorial Forces, the inner envelope should be marked so as to indicate its contents. In addition to these precautions, secret and confidential correspondence transmitted through the post will be registered if the sender considers such a course necessary, and in every case will be acknowledged at once. The formal acknowledgment of the receipt of a secret communication, the contents of which are not revealed in such acknowledgment, should not be marked "Secret." This will apply also to papers which are not in themselves secret but are connected with secret papers.

850. Personal files of trainees transferred from one unit to another will be forwarded through the post in cardboard tubes, and not in envelopes.

851. When an officer of the Permanent Forces is transferred from one military command to another to which personal file will be forwarded to General Headquarters for transmission to the head-quarters of the military command to which he is transferred. The file of the officer responsible will be forwarded direct to the command concerned.

852. The O.C. Command will forward to General Headquarters twice annually on the lst June and December a list of all secret books, documents, and maps for which he is responsible, with the certificates thereon duly completed.

853. A list of all secret and confidential documents will be maintained by the officers responsible for their custody. When any such officer is relieved of his appointment, he will submit his list to command headquarters for verification, and will hand over such verified list and the documents referred to therein to his successor, and will obtain a receipt from him. When any deficiency in secret or confidential documents is discovered, a report will be immediately made, through the usual channels of communication observed, and not in envelopes.
May 25.

THE NEW ZEALAND GAZETTE.

Amendments to and Custody of Books.

855. Officers holding appointments at General Headquarters and at command headquarters, also Staff Officers i.e., Regional Districts, Area Officers, and Adjutants, will be held responsible that there is a correct and complete copy of each of the books on the forces and regulations kept up to date in their offices in accordance with amendments issued. Such books will be the property of the office, and will be handed over on relief by the officer in charge to his successor:—

- Signal Training, Part I
- Signal Training, Part II
- Signal Training, Part III (Signal units only)
- Signal Training, Part IV (Signal units only)
- Signal Training, Part V
- Signal Training, Part VII

When an officer or non-commissioned officer is discharged or otherwise removed he is to deliver the books in his possession to the company or other commander.

856. The supply of stationery, forms, books, &c., will be in accordance with instructions issued from time to time by General Headquarters.

857. All printed forms and books in use by the N.Z. Military Forces will be revised from time to time by General Headquarters.

When spare copies of books are held in any office it will be the duty of the officer concerned to ensure that each slip of amendments as it is issued is placed inside the cover of the book for which it is intended.

Cautelous.

850. In all cases of death a letter written and signed by an officer will be sent to the next-of-kin giving all information as to the duration of illness and any other matters likely to be of interest, including the effects of illness on the deceased. Similarly, a letter giving all particulars will be sent under the orders of the Commanding Officer to the next-of-kin whenever a report is received from the medical authorities that a patient under treatment is seriously ill.

Further action in this connection is detailed in paras. 661 at seq.

SECTION XII—RIFLE CLUBS.

862. Rifle Clubs may be established in such localities as may be authorized by the Governor-General: Provided, however, that all clubs shall be only duly gazetted or authorized by orders prior to these regulations shall be considered Rifle Clubs duly established under these regulations.

863. There is desired that a Rifle Club, application shall be made in the prescribed form to the Area Officer in charge of the area in which the Rifle Club will be situated.

864. Such application shall be signed by not less than twenty men eligible to become ordinary members of the club. The maximum strength of a Rifle Club will be 100 ordinary members.

865. Before the formation of a Rifle Club is sanctioned members of the members of the proposed club will be required to show to the satisfaction of the O.C. Command that the rifle range which the club intends to use is in every way suitable for the conduct of rifle practice.

866. Rifle Clubs shall consist of— (a) Ordinary members, (b) honorary members.

867. Ordinary members must be natural-born or naturalized British subjects between the ages of eighteen and fifty-five years, and bona fide residents in the locality in which the Rifle Club is situated: Provided, however, that officers and soldiers on the Active List of the N.Z. Military Forces shall not be eligible for enrolment as ordinary members.

868. Honorary members will consist of such persons as may be elected by the members of a club in general meeting.

869. Any person desirous of becoming an ordinary member of a Rifle Club must apply to join the one situated nearest to his place of abode. Any person shall be eligible to join a Rifle Club as an ordinary member whilst he is on the roll of another Rifle Club.

870. Every person who is accepted as an ordinary member of a Rifle Club shall be attested on the prescribed form before an officer of the New Zealand Military Forces, or a Justice of the Peace, or the president of the club.

871. Should the strength of a Rifle Club at any time fall below twenty ordinary members, such club may be disbanded by the Governor-General.

872. The control and management of a Rifle Club will be vested in the following officials, viz.: (a) a president; (b) deputy presidents, not exceeding four; (c) a secretary; and (d) a treasurer and a committee.

These officials will be elected by the club in the ordinary way. Officers on the Reserve of the Military Forces are to be encouraged to become presidents and deputy presidents of Rifle Clubs.

The names of such officers elected, and their addresses, are to be notified to the Area Officer.

The presidents will deal directly on all matters with the Area Officers to which they belong.

873. All orders and directions of the General Officer Commanding relating to the administration of Rifle Clubs will be issued in General Orders and communicated by Area Officers to the presidents of clubs.

874. Presidents shall maintain order and discipline among members of their Rifle Club at all rifle practices and other meetings of the club, whether general or committee, and shall be responsible for the proper carrying-out of all orders and regulations that may be issued from time to time.

875. The president, or, in his absence, a deputy appointed on his own responsibility, will be responsible for the maintenance of order and discipline amongst the members of the club, and for the proper carrying-out of all safety precautions, orders, and regulations for rifle practice as are laid down for the N.Z. Military Forces.
876. Rules drawn up for the government of rifle clubs will conform to these and any other regulations or orders issued from time to time.

877. Rifles and component parts, when available, will be sold by the Defence Department to members of Rifle Clubs at such reduced rates as may be authorized by the Minister of Defence and under the conditions governing the sale of rifles as laid down in the Arms Act, 1920.

878. Small-arms ammunition will be supplied to Rifle Clubs at such reduced rates as the Minister of Defence may authorize, the rates for each year being published in General Orders in January.

879. Certain free issues of small-arms ammunition will be made by the Defence Department to Rifle Clubs, and the conditions of such free issues will be published from time to time in General Orders.

880. Free railway warrants will be granted under conditions laid down in General Orders to ordinary members of Rifle Clubs for the purpose of proceeding to the nearest rifle range to fire the prescribed annual rifle course, and, when approved by the Minister of Defence, for the purpose of attending rifle meetings.

881. The free ammunition and free railway warrants provided for in paras. 879 and 880 respectively are for the use of the members for whom they are issued, and neither ammunition nor rail passes may be transferred or disposed of in any manner other than that authorized.

882. A nominal roll of the members of each Rifle Club, showing their ages and other particulars, will be rendered to the Area Officer on 31st March annually.

883. Rifles and Club equipment are not included as units in the organization of the Military Forces, and in a national emergency members of Rifle Clubs will be utilized as individuals with the class of the reserve to which they belong.

SECTION XIII.—CADETS.

GENERAL.

884. The following matters concerning Cadets are dealt with in the following paragraphs:

(a) Discipline, para. 472-474, training, paras. 557, 558, 893.

(b) The companies shall be designated A, B, C, D, E, and F respectively, and a local name may be added in brackets.

(c) A company shall consist of from twenty-five to fifty of all ranks, organized in four sections.

(d) The platoons shall be numbered consecutively in each company.

(e) A platoon shall consist of from four to six Platoons.

(f) Equipment, para. 895, App. XIII.

885. The organization of Cadet battalions will be as follows:

(a) A battalion shall consist of a headquarters and from four to six companies.

(b) The companies shall be designated A, B, C, D, E, and F respectively, and a local name may be added in brackets.

(c) A company shall consist of from four to six Platoons.

(d) The platoons shall be numbered consecutively in each company.

(e) A platoon shall consist of from twenty-five to fifty of all ranks, organized in four sections.

Establishment

Headquarters of Battalion:

1. Major, commanding.

2. Captain or Lieutenant—Adjutant (the Area Officer).

3. Captain or Lieutenant—Assistant Adjutant.

Headquarters of company:

1. Major, Captain, or Lieutenant, commanding.

2. Captain or Lieutenant, second in command.

3. Company sergeant-major.


5. Drummer (optional).


7. Signallers (includes 1 corporal, optional).

8. Students at schools, or members of other recognized organizations, may be formed in distinct battalions, companies, or platoons as near to their number as possible.

887. On a Cadet being transferred from one area to another during the course of his Cadet training, the transfer will be carried out as detailed in Appendix XIII.

SECTION XIV.—DRESS.

GENERAL INSTRUCTIONS.

888. Pupils of secondary schools who are under the age of liability for training, but are physically fit in all respects to undergo Cadet training, may, if their parents and the school authorities desire, serve in the Cadet unit of the school.

889. Cadets of the age of sixteen or over may be appointed Cadet non-commissioned officers and promoted by the officer commanding the company.

890. No Cadet whilst serving as such can rise above the rank of company sergeant-major, and no Cadet non-commissioned officer has any authority or powers of command except in the Cadets.

891. On attaining the age for transfer to the Territorial Force a limited number of Cadet non-commissioned officers may be allowed to continue serving in the Cadets subject to the following conditions, and such service shall count as equivalent to service in the Territorial Force:

(a) In order that promotion in the Cadets may not be blocked the non-commissioned officers retained in any company shall not exceed 4 per cent. of the company strength. They will be specially selected and recommended by the officer commanding the Cadet company concerned. Their retention will also be subject to the approval of the Staff Officer i/c. Regimental District and the consent of the non-commissioned officers concerned.

(b) Provided they are qualified to act as instructors and their duties are satisfactorily performed, and as long as they are not transferred from the headquarters of their company.

892. Non-commissioned officers so retained will be posted to a unit of the Territorial Force and seconded for duty with the Cadets. The period of seconding may be terminated at any time upon the recommendation of the Staff Officer commanding the company, and the concurrence of the Staff Officer i/c. Regimental District, and will be so terminated when the non-commissioned officer reaches the age of twenty years.

893. Retained non-commissioned officers will wear the uniform of the Territorial Force. In addition to their Cadet service, these non-commissioned officers will fire the annual musketry course, and attend the annual training-camp of the Territorial unit to which their battalion is affiliated, or such equivalent course as may be prescribed. They will at these times be entitled to the same pay, &c., as Territorial non-commissioned officers of corresponding rank.

894. A retained non-commissioned officer will be granted acting rank until such time as he has qualified by examination for promotion, when he will have the status of a non-commissioned officer in the Territorial Force.

ORDERS OF DRESS—OFFICERS.

(Note.—"Mounted officers" includes all officers of the N.Z. Staff Corps and Royal N.Z. Artillery, and mounted officers of the Territorial Force.)

(A.) Khaki Service Dress.

1. No. 1 Dress (Service Dress)—

(a) Officers:

1. Jacket (with medal-ribbons).

2. Pantaloons.
3. Brown ankle-boots and leggings (mounted officers); Brown ankle-boots and puttees (dismounted officers); or Brown field boots (field officers).
1. Service-dress cap (Officers of Permanent Forces).* Felt hat, with pugaree (officers of Territorial Forces). Service-dress caps will be worn by Territorial Force officers when specially ordered.
5. Sam Browne belt.
7. Sword. [See para. 961].
8. Khaki flannel shirt, with collar to match, and silk khaki tie.
9. Khaki twisted lanyard (worn on left shoulder attached to whistle in left top pocket).

902. No. 2 Dress (Full Dress): As per No. 1 dress, with the following modifications—
1. Orders, decorations, and medals will be worn in place of medal ribands.
2. Aiguillettes for those entitled to wear them. (Vide paras. 916 and 920).
3. Blue forage cap, with khaki cover (officers of the Permanent Forces).
4. Felt hat with pugaree (officers of the Territorial Forces) (i.e., service-dress cap will not be worn).

903. No. 8 Dress (Uniform):-
1. Jacket (with medal ribands).
2. Trouser.
3. Brown ankle-boots, or brown shoes with khaki socks.
4. Service-dress cap.
5. Sam Browne belt.
6. Khaki shirt (flannel or silk) with collar to match, and silk khaki tie.

904. No. 4s Dress (Mess Dress):—
1. Mess jacket.
3. Overalls with Wellington boots.
4. Starched white shirt.
5. Starched white collar with turned-down points.
7. Forage-cap.
8. Box spurs (mounted officers).

905. No. 4a Dress (Blue):—
1. Blue-serge jacket.
3. Overalls.
4. Soft white shirt, starched cuffs.
5. Double stand-and-fall starched white collar.
6. Black-silk knitted tie, tied in a sailor knot.
7. Forage-cap.
8. Spurs, as in order of dress No. 4a.

906. No. 4b Dress (Khaki):—
1. Jacket.
3. Trouser.
4. Brown shoes (with khaki socks).
5. Khaki shirt (flannel or silk) with collar to match and silk khaki tie.

907. No. 4s Dress (Blue):—As per No. 4a dress, with the addition of—
1. Sam Browne belt.
2. Aiguillettes for those entitled to wear them. (Vide paras. 916 and 920).

908. No. 4g Dress (Khaki):—As per No. 4c dress, with the addition of—
1. Sam Browne belt.
2. Aiguillettes for those entitled to wear them. (Vide paras. 916 and 920).

909. Drill order is No. 1 dress (without swords). Field-glasses, haversack, water-bottle, and greatcoat will be carried when ordered.

910. Marching order is No. 1 dress with full equipment—i.e., field-glasses, haversack, water-bottle, compass, Field Service Pocket-book, A.B. 153, greatcoat.

* Officers authorized to wear staff distinctions as per para. 916 will wear the blue forage-cap (with khaki cover) as described in paras. 12 of Appendix XI.
(b.) Blue gorget-patches, blue cap-bands, lioin-and-crown cap-badges—
(i.) Director of Ordnance Services.
(ii.) Director of Financial Services.
(iii.) Director of Medical Services.
(iv.) Director of Dental Services.
917. Staff distinctions will not be worn by officers after they have relinquished their appointments as Staff Officers.
918. All officers holding staff appointments at General Headquarters or command headquarters will, when on duty with troops, wear armlets, 4 in. in depth, on the right arm above the elbow, as follows—
(i.) General Headquarters—red-and-blue armlet.
(ii.) Command headquarters—red-and-white armlet.
919. Armlets will bear the following letters to distinguish the branch which the Staff Officer represents—
General staff—"G."
Adjutant-General's staff—"A."
Quartermaster-General's staff—"Q."
Supply and Transport officers attached to staff—"S and T."
Medical Officers attached to staff—"M."
Ordinance Officers attached to staff—"O."
920. The sigullette will be worn by—
(a.) Aides-de-Camp to the King.
(b.) Aides-de-Camp to the Governor-General.
(c.) Certain Staff Officers (see para. 916).

ORDERS OF DRESS—OTHER RANKS.
921. Khaki service dress only will be worn by warrant officers, non-commissioned officers, and men of the Permanent Forces, as under—:

1. Jacket (with medal-ribands).
2. Pantaloons.
3. Service-dress cap, or felt hat with pugaree (as ordered).
5. Puttees.
6. Spurs (to be worn only when instructing mounted units).
7. Sam Browne belt.
8. Greatcoat.

N.Z. Permanent Army Service Corps.
1. Jacket (with medal-ribands).
2. Pantaloons.
3. Service-dress cap or felt hat with pugaree (as ordered).
5. Puttees.
7. Sam Browne belt (warrant officers and staff sergeants, black for other ranks).

N.Z. Permanent Air Force.
1. Jacket (with medal-ribands).
2. Pantaloons.
3. Service-dress cap or felt hat with pugaree (as ordered).
4. Brown ankle-boots with puttees (staff sergeants and above).
5. Sam Browne belt (staff sergeants and above); brown leather waistbelt (other ranks).


N.Z. Permanent Army Service Corps.

DEFENCE VESSELS.
923. Coxswains and engineers of Defence vessels will wear blue-cloth reefer jacket, waistcoat, and trousers, white turned-down collar and black tie, and blue peaked cap.

TERRITORIAL FORCES.
924. Only service dress as issued from Ordnance stores and in accordance with sealed patterns will be worn by warrant officers, non-commissioned officers, and men of the Territorial Force.
925. The service dress for warrant officers, non-commissioned officers, and men of the Territorial Force is as follows—:

Mounted Units and Mounted Men of Dismounted Units.—Jacket with medal-ribands; pantaloons; greatcoat, M.S.; puttees; hat, felt, with pugaree; boots (black); spurs; bandoliers.
Dismounted Units.—Jacket with medal-ribands; trousers; greatcoat, D.S.; puttees; hat, felt, with pugaree; boots (black); belt, waist, web.

NOTE.—Personnel (mounted and dismounted of 60-pr. batteries, 8 in. howitzer batteries, 3-7 in. howitzer batteries, Coast Artillery batteries, Corps of Engineers, and Corps of Signals will wear pantaloons. Pantaloons in lieu of trousers and belt, waist, web, walking-out pattern, may be worn by personnel of Infantry bands.)
926. No separate full dress will be provided. When "full dress" is ordered, service dress will be worn with medals and decorations.
927. Felt hats will be worn in the following manner—:
Mounted Rifle regiments: Brim horizontal, crown dented with the crease running from front to rear.
All units except Mounted Rifles: Brim horizontal, crown peaked.

Cadets.
928. The sealed pattern uniform, as issued from Ordnance stores, will be worn by non-commissioned officers and other ranks of the Cadets.
929. The sealed pattern uniform is as follows:—
Jacket, blouse pattern; shorts; hat, with pugaree; belt, waist, web; hose (puttees).
930. Cadet companies may wear their company colours in the form of a small blazer on the pugaree.

WEARING OF UNIFORM BY TERRITORIALS AND CADETS.
931. No Territorial or Cadet shall wear his uniform or any part thereof (including the greatcoat) except when performing military duties, or serving in any camp of training or military exercise, or going to or from the place of parade, exercise, training, or military duty. Every Territorial or Cadet who commits a breach of this regulation is liable to a fine not exceeding £2 for each such offence, recoverable on summary conviction.

Corps and Regimental Badges.
932. Corps and regimental badges, as approved by the General Officer Commanding, will be worn by officers, warrant officers, non-commissioned officers, and men on caps, hats, service jackets, blue-serge jackets, and mess jackets. They will be affixed on jackets as described in Appendix XI.
933. Officers authorized to wear staff distinctions will not wear regimental badges except on mess jackets.

Shoulder-titles.
934. The shoulder-titles of the unit or corps, in brass letters, will be worn by officers, warrant officers, non-commissioned officers, and men on the shoulder-straps of jackets (service and blue) and greatcoats. They will not be worn on mess jackets.
THE NEW ZEALAND GAZETTE.

May 25.] 1559

935. The approved shoulder-titles for corps and regiments are as follows:

Permanent Forces.

N.Z. Staff Corps ........ N.Z.S.C.
N.Z. Permanent Staff .......... N.Z.P.S.
Royal N.Z. Artillery .......... N.Z.A.
N.Z. Army Medical Corps .......... N.Z.A.M.C.
N.Z. Army Ordnance Corps .......... N.Z.O.C.
N.Z. Army Pay Corps .......... N.Z.A.P.C.

Territorial Force.

N.Z. Engineers .......... N.Z.E.
N.Z. Corps of Signals .......... N.Z.C.S.
N.Z. Infantry .......... Auckland.
N.Z. Medical Corps .......... N.Z.M.C.
N.Z. Veterinary Corps .......... N.Z.V.C.

Badges of Rank.

936. Officers will wear their badges of rank on the shoulder-straps, with the brass titles of the unit or corps to which they belong immediately beneath.

937. Badges of rank will be worn as follows:

Major-General ........ Crown and one star below.
Colonel-Commandant and Colonel on the Staff ........ Crown and three stars below the right arm of jacket above.
Colonel ........ Three stars.
Lieutenant-Colonel ....... Crown and one star below.
Captain ........ Two stars.
Lieutenant ........ One star.
2nd Lieutenant ........ No star.

938. Officers holding brevet or honorary rank will wear the badges of that rank.

939. Badges of rank for warrant officers and non-commissioned officers are given in Appendix IX, and will be worn as therein prescribed.

940. Efficiency badges and badges for skill at arms will be worn as laid down in Appendix X, and will be worn as therein prescribed.

Uniform.

Wearing of Uniform.

941. Brigade Commanders will wear the uniform of the unit or corps in which they last served.

942. Officers of the Reserve of Officers will wear the uniform of the unit or corps in which they last served, with the letter "R" in brass below the shoulder-straps below the rank badges according to their rank on the Retired List.

943. Officers retiring with permission to wear uniform will wear the uniform of the unit or corps in which they last served, with the letter "R" in brass below the shoulder-straps above and rank badges according to their rank on the Retired List.

944. The occasions on which retired officers are entitled to wear uniform are set out in Section III, paras. 177 and 178.

945. Staff distinctions will not be worn by officers after they have relinquished their appointments.

946. Officers of the Territorial Force seconded for service with the Cadets will wear the same orders of dress as laid down for Territorial officers of the unit from which they are seconded.

947. Officers and other ranks of the N.Z. Permanent Forces may, with the approval of their Commanding Officer, wear khaki drill uniform during the months of November to March, both inclusive.

948. Uniform will be worn by all ranks of the Permanent Forces while on duty, excepting in cases where plain clothes are specially directed.

949. Officers travelling on duty may wear plain clothes.

950. Full dress will not be worn by officers parading with their men, unless the latter are wearing full dress.

Mourning.

951. When attending military funerals or memorial services connected therewith, officers and warrant officers will wear a mourning-band of black crepe, &dfrac{3}{4} in. wide, round the left arm above the elbow. It will not be worn at levees or at Court, except when the Court is in mourning, nor will it be worn at ceremonies such as the unveilings of memorials and Armistice Day celebrations.

An officer or warrant officer in private mourning may, when in uniform, wear a mourning-band as described above. A non-commissioned officer or man may similarly, whether in private mourning or at a military funeral, wear a mourning-band of black material should he wish to do so.

Chaplains.

952. Uniform is not obligatory for Chaplains except on active service.

953. If uniform be worn it will be service dress, as follows:

Head-dress: Plain khaki service dress cap or felt hat, New Zealand pattern, with puggaree.

A Jacket: Officer's pattern; shoulder-straps, plain.

Medal-ribbons.

Trophies (with puggarees), or pantaloons (with puggarees).

Khaki collar and tie, or white collar and black clerical stock.

Greatcoat: Universal pattern, shoulder-straps, plain.

Boots, brown ankle.

Buttons will be of black metal.

Badges: The badge of the Chaplains Department will be worn on head-dress and collar of jacket.

Badges of rank, in black metal, will be worn on shoulder-straps.

Sam Browne belt with brace.

Y.M.C.A.

954. Service dress will be worn by Y.M.C.A., field secretaries attached to the N.Z. Military Forces, as follows:

A Jacket (officers' pattern, but with leather buttons). Medal-ribbons.

Pantaloons.

Greatcoat.

Puggarees or leggings.

Brown leather gaiters.

Service-dress cap, or felt hat with puggarees.

Brown leather waist-belt.

A badge, "New Zealand" in brass, will be worn on the shoulder-straps of jacket, and the triangle badge of the Y.M.C.A. will be worn on cap and hat and on the right arm of jacket above the elbow.

Fancy-dress Balls.

955. Regulation uniform must not be worn at fancy-dress balls, but there is no objection to military uniform of obsolete pattern being worn on such occasions.

Barge of the St. John Ambulance.

956. The wearing in uniform of the badge of the St. John Ambulance Association is authorized.

Unauthorized Ornaments.

957. No unauthorized ornament or emblem is to be worn in uniform.

Watch-chains.

958. In uniform, watch-chains and trinkets are not to be worn in such a manner as to be seen.

Greatcoats.

959. Equipment will be worn over the greatcoat. Greatcoats will be worn by officers on duty when the men parade in them. When carried rolled—by dismounted officers of foot units—they will be attached to the web sling. They will be carried on the shoulder-straps over the left shoulder by mounted units on dismantled parades and duties, and on guard.

Spurs.

960. Spurs will be worn in full dress and service dress by all General Officers, Staff Officers, officers of mounted services, field officers, and Adjutants of all services, and officers permanently in command of companies of infantry. Spur chains will not be worn. Spurs will also be worn with orders of dress 4a, 4b (mess dress), and 5a (undress) by all General Officers, Staff Officers, officers of mounted services, and field officers of all services. Spurs will not be worn on board ship when travelling, or by officers inspecting armaments or magazines.

Swords.

961. Swords will be carried on parades and duties unless otherwise directed. Swords will not be worn on board ship (except when paid in full by officers on board), or at mess, or at stables. Swords will be carried on the saddle (edge to the rear) by mounted officers in all mounted orders of dress.

Pistols.

962. Pistols will be carried on active service, or when specially ordered, by all ranks for which they are the regulation equipment. A special pattern is not laid down for officers, but all pistols must carry Government ammunition.
Horse Furniture.

Horse furniture will be of the universal pattern, with such special regimental ornaments as may be approved by the General Officer Commanding.

Arms and Accoutrements.

Arms and accoutrements as may be ordered will be carried on parade in all orders of dress.

Haversack.

965. The haversack will be worn over the right shoulder, except in the case of the Royal N.Z. Artillery and N.Z. Artillery, and mounted men of the N.Z. Engineers, N.Z. Corps of Signals, and N.Z. Army Service Corps, who will wear it over the left shoulder. The sling will be worn under the waist-belt, the haversack hanging outside the side-arm with the top below the lower edge of the belt (in line with the top of the bayonet-scabbard, if side-arms are worn). The haversack will be worn by all ranks in marching order; on other occasions it will be carried only when ordered for use, and is not to be worn rolled up.

Orders, Decorations, and Medals.

966. Orders, decorations, and medals will be worn with the service dress in review order (full dress). They will also be worn in service-dress uniform on all ceremonial parades by officers and other ranks on regimental establishments when actually parading with their units or attending funerals, and also by other ranks when walking out. On other occasions ribands only will be worn.

967. No medals or decorations are allowed to be worn on the left breast except such as have been conferred by His Majesty for military or other service, or by a foreign Sovereign or State with His Majesty's consent, or by the Government of New Zealand for military service. Medals granted by humane societies for saving life may be worn on the right breast, but no other decorations are at any time to be worn whilst in uniform.

968. The order of wearing orders, decorations, and medals is given in Appendix VIII.

969. Regulations for the wearing of orders, decorations, and medals are contained in Appendix VIII.