

REGULATIONS

(PROVISIONAL)

FOR THE

MILITARY FORCES

OF THE

DOMINION OF NEW ZEALAND.

1911.



WELLINGTON.

BY AUTHORITY: JOHN WACKAY, GOVERNMENT PRINTER.

1911.

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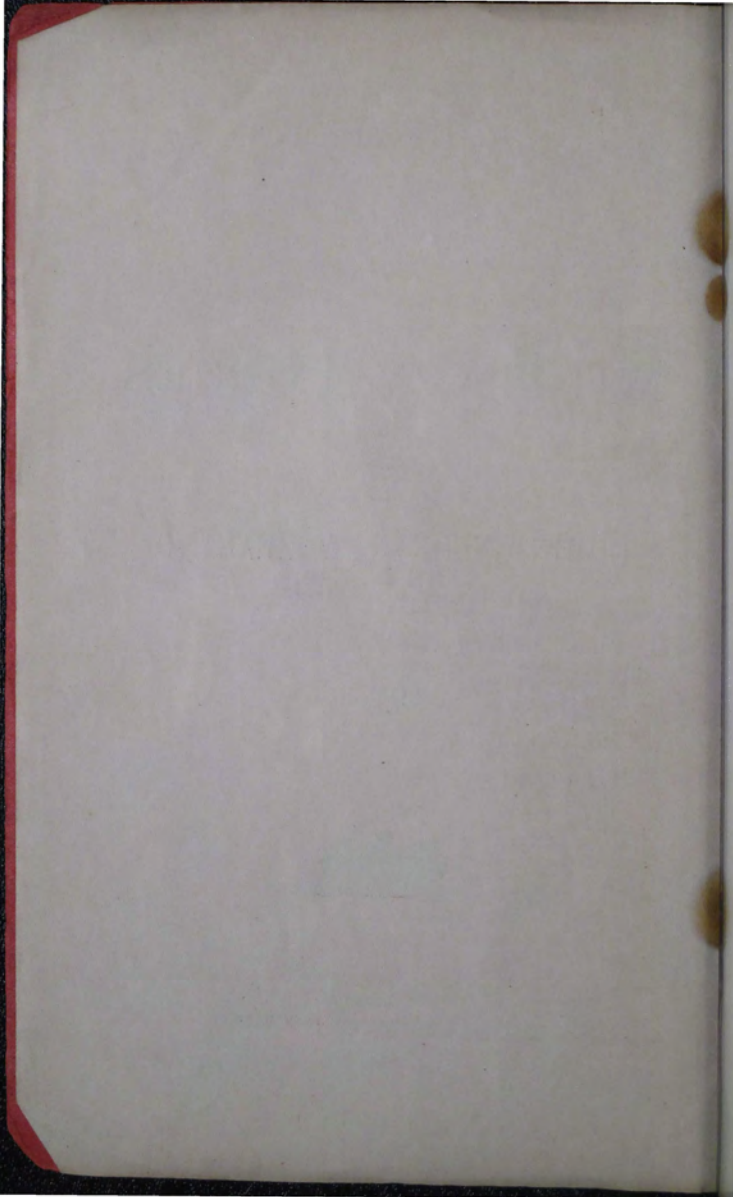
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ORDER BY THE GOVERNOR.

ISLINGTON, Governor.

IN pursuance and exercise of all powers and authorities conferred on me by the Defence Act, 1909, and the Defence Amendment Act, 1910, I, John Poynder Dickson-Poynder, Baron Islington, the Governor of the Dominion of New Zealand, do hereby revoke all regulations heretofore made under the said recited Acts, or either of them, or under the Defence Act, 1908 (except the regulations for Junior Cadets made on the eighteenth day of March, one thousand nine hundred and ten), and in lieu thereof do hereby make the regulations set forth in the Schedule hereto, and do hereby declare that such revocation shall take effect and the regulations set forth in the Schedule hereto shall come into force on the fifth day of May, one thousand nine hundred and eleven.

As witness the hand of His Excellency the Governor, this
fifth day of May, one thousand nine hundred and
eleven.

GEO. FOWLDS,
Acting Minister of Defence.

SCHEDULE.

DEFINITIONS.

Is 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 is in military occupation of any foreign country:
- “Area” means a geographical subdivision of the Dominion formed for the purpose of registration and training in the Military Forces as detailed in these regulations:
- “Area Group” means a group composed of three or four areas:
- “Army Act” means the Imperial Act called “The Army Act,” and includes any Act continuing or amending the same:
- “Cadet” means Senior Cadet:
- “Company, &c.,” means squadron, battery, or company:
- “Corps” means any such military body as may be from time to time declared to be a corps for the purpose of the Defence Act or these regulations:
- “Defence Act” means the New Zealand Defence Act, 1909, and includes any Act amending the same:
- “District” means a military district constituted under the Defence Act:
- “Gazette” means the *New Zealand Gazette*:
- “King’s Regulations” means the “King’s Regulations and Orders for the Army,” as issued by the Army Council:
- “Military Forces” includes all officers, non-commissioned officers, and men in the Staff Corps, Permanent Staff, the Permanent Force, the Territorial Force, the Reserves, the Rifle Clubs, and the Senior Cadets:
- “New Zealand Staff Corps” means all officers other than those of the Permanent Force duly commissioned or transferred to the New Zealand Staff Corps under these regulations:
- “New Zealand Permanent Force” means the Regular Force known as the regiment of Royal New Zealand Artillery:
- “New Zealand Permanent Staff” includes all warrant and non-commissioned officers and enlisted soldiers who are engaged for a continuous term of service in the New Zealand Military Forces, other than those on the establishment of the New Zealand Permanent Force:
- “Non-commissioned Officer”: The expression non-commissioned officer includes any acting non-commissioned officer:
- “Oath”: The expressions “oath” and “swear,” and other expressions relating thereto, include affirmation or declaration, affirm 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 to the Military Forces or to any branch thereof:
- “Regiment”: The term regiment means a regiment of Mounted Rifles, a regiment of Infantry consisting of one or more battalions, the regiment of Royal New Zealand Artillery, and the regiment of New Zealand Artillery:

- "Regular Forces": The expression "Regular Forces" and "H.M. Regular Forces" means officers and soldiers who by their commissions, terms of enlistment, or otherwise, are liable to render continuously for a term military service to His Majesty in any part of the world:
- "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 Rifle Club or a Cadet unit:
- "Superior Officer": The expression "superior officer" when used in relation to a soldier includes a warrant officer not holding an honorary commission, and also includes a non-commissioned officer as above defined:
- "Unit" means a regiment of Mounted Rifles, a battery of Field Artillery, a company of Garrison Artillery, a battalion of Infantry, a company of Engineers, a company of the Army Service Corps, a company of the Medical Corps, a company or depot of the Veterinary Corps.

ABBREVIATIONS.

A.S.C.	Army Service Corps.
C.O.	Commanding Officer.
D.C.M.	District Court-martial.
F.G.C.M.	Field General Court-martial.
G.C.M.	General Court-martial.
G.O.C.	General Officer Commanding.
i/c	In charge of.
N.C.O.	Non-commissioned officer.
N.Z.M.C.	New Zealand Medical Corps.
N.Z.P.F.	New Zealand Permanent Force.
N.Z.P.S.	New Zealand Permanent Staff.
N.Z.S.C.	New Zealand Staff Corps.
N.Z.V.C.	New Zealand Veterinary Corps.
O.C.	Officer Commanding.
O.C.D.	Officer Commanding District.
Para.	Paragraph.
P.M.O.	Principal Medical Officer.
P.V.O.	Principal Veterinary Officer.
R.N.Z.A.	Royal New Zealand Artillery (Permanent Force).
T.F.	Territorial Force.

REGULATIONS

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SECTION I.—ORGANIZATION.

Composition and Government.

1. The liability of all male inhabitants of the Dominion for service in the Military Forces is laid down in the Defence Act. (*Vide* Appendix VIII.) Liability for service.

2. Officers and soldiers of the New Zealand Staff Corps, Permanent Staff, and R.N.Z.A. are at all times liable for foreign service; the remainder of the Military Forces are liable for service within the Dominion only. The Senior Cadets, as such, are not liable for active service.

3. The organization and establishment of the New Zealand Staff Corps, R.N.Z.A., and the Senior Cadets, and the organization for peace and war of the Territorial Force, including the establishments of units, is laid down in Appendix I ("New Zealand Establishments"). The establishment of the Permanent Staff will vary according to requirements. Organization and establishment.

The distribution of the Military Forces is shown in the "New Zealand Army List." Distribution.

4. The government of the Forces is vested in the Crown. The command and administration of the Forces are placed in the hands of the Commandant of the Forces. Government of Forces.

5. For the purpose of decentralization, the Dominion is divided into four military districts, viz.,— Military districts.

The Auckland District,
The Wellington District,
The Canterbury District,
The Otago District.

The military districts are further subdivided into area groups and areas.

The boundaries of the districts, area groups, and areas are laid down in the "New Zealand Army List." Boundaries.

6. The channels for communication throughout the Military Forces are as shown in tabular form in Appendix V. Channels for communication.

7. The chain of command throughout the Military Forces is shown in tabular form in Appendix VI. Chain of command.

SECTION II.—DUTIES OF COMMANDERS: CONFIDENTIAL REPORTS.

OFFICER COMMANDING A DISTRICT.

8. The Officer Commanding a District is responsible for—

- (1.) The discipline, training, and efficiency for service of the Military Forces located in his district, including the Permanent Force.
- (2.) The efficiency of the forts and armament, including all buildings, works, stores, material, and equipment in his district.
- (3.) The promulgation of all orders or instructions emanating from Headquarters in so far as they affect his district.
- (4.) The enforcement of due economy by all officers and others in his district who are charged with the expenditure of money or the use and expenditure of stores.
- (5.) The arrangements for the mobilization of the Forces in his district.
- (6.) The proper expenditure of and accounting for all moneys allotted to him for training.
- (7.) The registration, enrolment, transfer, and discharge of all those within his district who are, or from time to time become, liable for military service under the Defence Act.

Quitting district. 9. He will not quit his district without permission from Headquarters, and in applying for leave of absence he will specify the name and rank of the officer on whom his command will devolve, who should under ordinary circumstances be the senior Brigade Commander.

Trespass. 10. He will prevent interference with proprietary rights or trespass upon private property by the troops in his district, and will maintain friendly intercourse with Magistrates and other Civil functionaries.

Riots. 11. He will immediately report to Headquarters all cases in which the troops have been engaged in riots or disturbances, either among themselves or when civilians have been concerned, and will further report the result of his inquiries into the circumstances.

Acquaintance with Defence Act. 12. He is responsible that all persons employed under him are made acquainted with the provisions of section 61 of the Defence Act, and a record that this has been done should be kept.

Defence schemes. 13. He will revise annually the schemes for the defence of the defended ports within his district, and will render to Headquarters on the 1st April a report that this has been done, together with copies of his revised schemes.

14. As schemes of defence should deal only with the men and matériel actually available, or that can be made available on emergency, the annual revision should represent the plan under which the O.C. District would use the existing resources. This is not to preclude him from making any recommendation in connection with the defences in his district which he considers desirable, but such recommendation should be submitted separately.

15. He should assimilate, as far as lies in his power, the peace organization and training of the troops in his district to the plan which, under his scheme of defence, he would put into force in war.

16. He will furnish annually to Headquarters on the 1st March a report bringing to notice any difficulties or defects due to local conditions, and containing suggestions for rectifying the same, and for generally increasing the efficiency of the Military Forces. This

Annual reports to Headquarters.

report should be of a general nature, and should deal with such subjects as the following: How far local conditions have affected registration, enrolment, and training throughout his district during the year under report; whether the regulations which have been issued have been difficult of application, with any suggestions for amending the same; suggestions for facilitating the training of troops in his district by the acquisition of training-areas, rifle ranges, buildings, &c.

Other subjects affecting his district which may be considered of sufficient interest or importance should also be brought to notice.

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

Reports made to the O.C. District by Staff officers or heads of services or departments, and tables of statistics, are not to accompany the annual report.

OFFICER COMMANDING A BRIGADE.

17. An Officer Commanding a Brigade is responsible for the command, inspection, and training of the units included in his brigade.

18. He will supervise the mobilization arrangements of the units of his brigade.

COAST DEFENCE COMMANDER.

19. A Coast Defence Commander is responsible for the command, inspection, and training of the units allotted to the defended ports in his command.

20. He will supervise the mobilization arrangements of the coast defence units under his command.

OFFICER COMMANDING A UNIT.

21. A Commanding Officer is responsible for the maintenance of discipline, efficiency, and proper system in the unit under his command. Discipline, &c.

22. He is responsible for the training of his unit, and that it is carried out in strict accordance with the principles laid down in the Imperial Training Manuals issued by the Army Council for use throughout the Empire. Training.

23. A C.O. will pay particular attention to the health of his officers and men. Medical officers are charged with advising Officers Commanding, who will incur grave responsibility if such advice is neglected without adequate reason. Health of officers and men.

24. A C.O. is responsible for the proper expenditure of and accounting for all grants made to his unit. Expenditure.

25. A C.O. will be held accountable for public equipment, clothing, and stores on charge to the unit under his command. Equipment, clothing, &c.

26. A C.O. is responsible that the arms on issue to his unit are kept clean and in thorough repair. Arms.

27. A C.O. is responsible for the correct receipt and issue of all supplies, and, when there are daily issues of rations, for their being inspected and weighed in the presence of an officer. Supplies.

28. A C.O. is to cause every order issued for general information to be either republished in regimental orders or circulated to all whom it may concern in the unit under his command. He is to afford officers under his command facilities for becoming acquainted with changes in the regulations and orders for the Forces. Orders to be republished.

29. A C.O. is responsible for the proper application of all regimental funds, and will supervise and control any committees formed for their management. Regimental funds.

- Officer in temporary command. 30. An officer in temporary command of a unit will not issue any standing orders, nor alter those which are at the time in force, nor authorize the application of regimental funds to any purpose other than the ordinary current expenditure, without reference either to the permanent C.O. or to the Brigade Commander. On the other hand, an officer while absent from, and not in the exercise of, his command cannot issue regimental or other orders relating to such command.
- Instruction of officers. 31. A C.O., assisted by the Senior Major, is responsible, under the Brigade Commander and O.C. District, for the systematic and efficient instruction of officers under his command in all military duties.
- Reports on officers. 32. He will often direct field officers and captains to take command on parade and to exercise the unit.
33. It is the duty of a C.O. to bring specially to the notice of the inspecting officer any officers distinguished for proficiency in their duties. He will also bring to notice those who, from incapacity or apathy, are deficient in knowledge of their duties, or do not afford him that support which he has a right to expect, or conduct themselves in a manner injurious to the efficiency or credit of the unit.

REGIMENTAL OFFICER OTHER THAN A COMMANDING OFFICER.

- Senior officers to supervise and assist juniors. 34. A field officer should make himself thoroughly acquainted with the professional abilities and acquirements of all officers placed under his supervision, and a Company, &c., Commander should acquire similar knowledge with regard to his subalterns.
- Duties of Company, &c., Commanders. 35. Every Company, &c., Commander, even if the appointment is held only temporarily, is responsible for the equipment, ammunition, clothing, and public stores on charge to his company, and is accountable for them to his C.O. He will pay attention to the cleanliness of the men and of their clothing, arms, accoutrements, and tents or quarters, and will see that rations when issued are good and sufficient. He is bound to take charge of all money received on account of his company, &c., and is responsible for the safe custody of such money, and for its being expended in conformity with regulations, and with due regard to the interests of his men. A N.C.O. is not to be subjected to the risk of loss by having public money placed in his hands.
- Kit-inspection. 36. Kit-inspection will be held only at such times as a company, &c., commander may consider necessary, subject to the standing orders of his unit.
- Proficiency of officers. 37. Every officer is expected, after two years service as an officer, to be capable of commanding and exercising a company, &c., in every situation, and to be perfectly acquainted with its interior management, economy, and discipline; and, after two years' service as a company, &c., commander, to be competent in every respect to undertake the duties of a field officer.

O.C. ROYAL NEW ZEALAND ARTILLERY DEPOT.

38. The interior economy of the R.N.Z.A., including enlistment, pay, promotion, transfers, clothing, equipment, and discharge, will be in the hands of the officer commanding the R.N.Z.A. Depot, Wellington, who will also be the officer in charge of R.N.Z.A. records. He will issue Part II, regimental orders, dealing with interior economy and administration. He is responsible for the discipline and efficiency of the depot, and the training of recruits. He will submit, in the first instance, to O.C. Districts concerned the annual confidential report on all officers of the R.N.Z.A. For the purposes described in this paragraph he is the O.C. R.N.Z.A.

39. O.s.C.P.F. detachments will correspond direct with the O.C. R.N.Z.A. Depot on matters connected with interior economy, excepting in cases dealing with transfers and movements of *personnel*, when the correspondence will be forwarded through the O.C. District. Correspondence with O.C.P.F. Depot.

40. The distribution of the instructional cadres of the R.N.Z.A. throughout the Dominion will be carried out under instructions received from Headquarters. Distribution of cadres.

41. For all other purposes detachments of the R.N.Z.A. will be under the command of the O.C. District in which they are serving.

COMPANY COMMANDER, SENIOR CADETS.

42. An officer commanding a company of Senior Cadets will be responsible that—

- (1.) Discipline is strictly enforced, and is in accordance with these regulations and with the rules of the school or recognized organization (if any) to which the company belongs.
- (2.) The prescribed training is properly carried out.
- (3.) The Cadets of his company are properly armed, equipped, and clothed, and that any deficiencies in this respect are reported at once to the Officer in charge of the Area Group.
- (4.) The necessary entries are made from time to time in the Record-books of each Cadet.
- (5.) The annual return of Cadets who will become liable for transfer to the Territorial Force in the following year is submitted to the Officer i/c Area Group on the 1st May. This return will include the names of any Cadets who have become liable to transfer to the Territorial Force since the last return was submitted, but whose names did not appear in that return.

Confidential Reports.

43. A confidential report on N.Z. Form B 194 will be furnished to the G.O.C. annually on the 1st April on every officer on the establishment of the N.Z. Staff Corps and R.N.Z.A. These reports will be strictly confidential and privileged, and are in no case to be made public. Confidential reports on officers of N.Z.S.C. and R.N.Z.A.

44. This report will be made out in the first instance by the C.O. or other immediate superior of the officer reported on, and will record the opinion of the District Commander.

45. An officer of the N.Z. Staff Corps or R.N.Z.A. can only be confidentially reported on by an officer holding a permanent commission.

46. Officers of R.N.Z.A. will be reported on in the first instance by the O.C. R.N.Z.A. Depot, who will then forward the reports to the O.C. District under whom the individual officer is serving.

46A. Confidential reports on officers of the Staff Corps and R.N.Z.A. will be rendered annually to the Headquarters, N.Z. Military Forces, on N.Z. Form B 194 by O.s.C. Districts.

47. An officer will be recommended in his annual report either :

- (1.) For accelerated promotion ;
- (2.) For promotion in the ordinary course ; or
- (3.) For promotion to be delayed.

48. Should the confidential reports of two successive years recommend delay in promotion a special report will be rendered by the O.C. District, stating whether he thinks it desirable that the officer should retain his commission.

Recommendations for accelerated promotion.

49. In recommending an officer for accelerated promotion, the officer submitting the report will record clearly and concisely the special qualifications which make the officer more efficient than his comrades. Recommendations of this nature should be sparingly made, and should apply to cases only where the officer is exceptionally gifted, or where he has displayed special ability in the performance of his duties. These recommendations will carry greater weight when an officer has passed his examination for promotion and has obtained a special certificate, although the latter is not an essential condition.

Officers of the Territorial Force.

50. The confidential annual report on each unit of the Territorial Force and Senior Cadets (N.Z. Form E 657) rendered by the inspecting officer will contain a short confidential report on each officer of the unit. This is the only annual confidential report required in the case of officers of the Territorial Force (*vide* paras. 258-261).

Permanent Staff.

51. Officers in charge of Area Groups, Adjutants, and all other officers of the Staff Corps who have members of the Permanent Staff serving directly under them will submit to the O.C. District on the 1st June in each year a confidential report on such members of the Permanent Staff. The report will be forwarded, with the remarks of the O.C. District, to the Adjutant-General, Headquarters.

Adverse reports.

52. When an officer is adversely reported on in regard to his fitness for his present position or for promotion to a higher one, or in respect of any fault which affects his character as an officer, the particulars of the adverse report are, when practicable, to be read to him (and a copy handed to him) by the O.C. District or other officer to whom the report is rendered, who shall at the same time communicate any point which may have come under his observation and inform the officer concerned that if he continues to be so reported on he will be required to resign his commission. If this course is not practicable, the above particulars are to be communicated to the officer concerned by letter. A note will be made in the report that these instructions have been duly attended to, or an explanation furnished when they have not been carried out.

SECTION III.—THE STAFF.

Composition and Distribution.

53. The Staff of the New Zealand Military Forces consists of,—
The Staff at Headquarters;
The Staff in districts.

The distribution of the Staff is shown in the New Zealand Army List.

54. The Staff is divided into,—

- (1.) The General Staff;
- (2.) The Administrative Staff.

Staff List.

55. Appointments to the higher posts on the Staff will be made from a selected list of officers of the N.Z. Staff Corps and Permanent Force considered qualified for such employment, termed the "Staff List."

This list will be prepared and revised each year by the G.O.C., but will not be published. The guiding principle in 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 qualified for Staff employment in consequence of proved ability on the Staff in the field.

55A. Officers of the Territorial Force may be seconded for service on the Staff. Officers of the Territorial Force.

56. No officer will hold a Staff appointment longer than four years without being reappointed. Duration of appointment.

Duties of the Staff at Headquarters, N.Z. Military Forces.

COMMANDANT.

57. The Commandant, in his capacity as G.O.C. and Inspector-General of the Forces, is responsible for the organization, discipline, and efficiency of the Forces. In his capacity as Chief of the Dominion section of the Imperial General Staff, he is responsible for advice on local military policy to be pursued, organization of local Forces in accordance with State policy, plans for local defence, supervision of training of troops, education of officers, and selection of officers of local Forces for study at Imperial Staff Colleges.

58. *Staff Officer to Commandant, and Assistant Military Secretary.* Staff Officer to Commandant.
—The Staff Officer to the Commandant is responsible for the Commandant's correspondence; general and confidential duties; records of all officers, and confidential reports on officers; appointments, promotions, resignations, and retirements of officers, and preparation of notices for the *Gazette* in connection with the above.

59. *Chief Clerk at Headquarters.*—The Chief Clerk is responsible for receipts, registration, and custody of all official letters and telegrams received at Headquarters of the New Zealand Military Forces; control and distribution of clerical staff; parliamentary business of the office; preparation of actuarial calculations and statistical returns; domestic economy of the office. Chief Clerk.

DIRECTOR OF STAFF DUTIES AND TRAINING.

60. The Director of Staff Duties and Training is responsible for Staff organization; Staff tours; record of officers suitable for Staff employ; instruction and training of the Military Forces for war on the lines laid down in the "Field Service Regulations"; education and examination of officers, Training Manuals, arrangements for the examination of candidates for the British Army and Australian Military College; manœuvres; estimates for and allocation of training and manœuvre grants; and military libraries.

DIRECTOR OF MILITARY OPERATIONS.

61. The Director of Military Operations is responsible for information about the Dominion and neighbouring countries; preparation of plans for local defence and strategical distribution of the Forces; mapping and reconnaissance of the Dominion; war establishments and war organization; application of the principles laid down in the "Field Service Regulations"; intelligence duties; Staff tours; and plans for mobilization.

ADJUTANT AND QUARTERMASTER-GENERAL TO THE FORCES.

Adjutant-General's Branch.

62. The Adjutant-General is responsible for peace organization of the Military Forces; discipline; martial, military, and international law; administrative arrangements in connection with

Adjutant-General.

training and education; ceremonial; all questions of *personnel*, editing and issuing of orders (other than operation orders), Army List, and regulations; recruiting for the Permanent Force; registration, enrolment, and posting for the Territorial Force; casualties; mobilization and other regulations dealing with above services; mobilization of *personnel*; medals; military chaplains; war claims and pensions.

Director of
Medical
Services.

63. *Director of Medical Services.*—The Director of Medical Services is responsible for organization and training of officers and men of the N.Z.M.C.; N.Z.M.C. establishments; distribution of officers of N.Z.M.C.; advice as to, and examination of, all medical stores and equipment; miscellaneous professional questions; sanitation; medical statistics; all hospital arrangements; co-operation with civilian medical organizations.

Quartermaster-General's Branch.

Quartermaster-
General.

64. The Quartermaster-General is responsible for mobilization stores; policy as to reserves of clothing, equipment, and general stores; scales of clothing, equipment, and stores to be in the possession of troops; movements; quartering and railway transport; Defence Department vessels; drill-halls and similar buildings; mobilization arrangements as to food, forage, clothing, stores, and equipment.

Director of
Supplies and
Transport.

65. *Director of Supplies and Transport.*—The Director of Supplies and Transport is responsible for supplies of food and forage, fuel and light; regulations for supply and transport services; all general questions connected with horses; registration of horses for mobilization; *personnel* of the New Zealand Army Service Corps; administration, training, establishment, and distribution of the N.Z.A.S.C.; organization and training of all transport, remount, and supply services; A.S.C. technical equipment; organization of civilian transport for training and mobilization; harness and saddlery.

Director of
Equipment and
Stores.

66. *Director of Equipment and Stores.*—The Director of Equipment and Stores is responsible for clothing, equipment, and general stores; supplies of stationery, forms, and books; supply of all vehicles and technical equipment, excepting Artillery and Engineers; storage and distribution of small-arms and ammunition.

Director of
Veterinary
Services.

67. *Director of Veterinary Services.*—The Director of Veterinary Services is responsible for general administration, training, and distribution of officers and men of the N.Z.V.C.; advice as to veterinary stores and equipment; miscellaneous professional questions; mobilization arrangements; co-operation with the Stock Department of the Public Service.

DIRECTOR OF ORDNANCE AND ARTILLERY.

68. The Director of Ordnance and Artillery is responsible for armaments, including lights and all accessories; sites, designs, and armament for coast defences; settling scales of reserves of arms and ammunition of all kinds, and of technical equipment and vehicles of Artillery and Engineer units; provision and inspection of guns, small arms, ammunition; correspondence with Colonial Ammunition Company; machine-guns, Artillery and Engineer vehicles and technical stores; construction and maintenance of permanent fortifications and works; store buildings; Artillery and rifle ranges (in consultation with the Director of Training); organization and training of the New Zealand Army Ordnance Corps; general control and distribution of the R.N.Z.A.; inspection of Artillery and Engineer units.

DIRECTOR OF ACCOUNTS.

69. The Director of Accounts is responsible for audit and examination of accounts; consideration of estimates; cash payments; financial advice; contracts; control of accountants in districts; compiling and editing "Financial Instructions and Allowance Regulations for the New Zealand Military Forces" in consultation with the Quartermaster-General's branch.

Director of
Accounts.

JUDGE-ADVOCATE-GENERAL.

70. The Judge-Advocate-General is appointed by the Minister of Defence. He superintends the administration of military law in the Dominion, gives advice on matters leading up to the convening of Courts-martial, and reviews the proceedings with a view to seeing whether they have been regular and legal. In the event of it being necessary to quash the proceedings he makes recommendations to the Minister of Defence with this object.

He is the custodian of the confirmed proceedings of all General and District Courts-martial. He assists the Minister of Defence in the formulation of any advice it may be necessary to give the Governor regarding the proceedings of General Courts-martial or other such matters.

Duties of Staff in Districts.

STAFF AT DISTRICT HEADQUARTERS.

71. The distribution of the duties of the Staff at District Headquarters will be on the same lines as the distribution of the duties of the Staff at Headquarters, New Zealand Military Forces.

BRIGADE-MAJOR.

72. The Brigade-Major of a Mounted Rifle or Infantry brigade is directly under the Brigade Commander, whose Staff officer he is. He is the Staff officer and Chief Instructor to the brigade, and, while generally supervising the training of the units of his brigade throughout their areas and the work of their Adjutants, will not interfere with the administrative work of officers in charge of area groups, or intervene between them when acting in that capacity and the O.C. District.

STAFF OFFICER TO COAST DEFENCE COMMANDER.

72A. The Staff officer to the Coast Defence Commander is also the Chief Instructor to the Garrison Artillery units allotted to coast defence in the command. In commands where there are divisions of Garrison Artillery, he will also act as divisional adjutant. He will command the local Garrison Artillery detachment of R.N.Z.A.

ADJUTANT FIELD ARTILLERY BRIGADE.

72B. The Adjutant of the Field Artillery brigade is also the Chief Instructor to the Field Artillery units in the district. He will command the cadres of R.N.Z.A. attached to the brigade.

Duties of Officers and Others concerned with the Work in Area Groups and Areas.

OFFICER IN CHARGE OF AREA GROUP (ADJUTANT, INFANTRY BATTALION).

73. The following will be the duties of an Officer in charge of Area Group:—

- (1.) He will control the officers or N.C.O.s in charge of the areas included in his group, and will supervise and co-ordinate their work.

Duties as
Adjutant.

- (2.) He is responsible direct to the O.C. District for the registration, enrolment, and posting to units of all persons liable to military service in his group (*vide* Section V).
- (3.) He is responsible to the O.C. District, through the officer attached to the district Staff as Staff officer for Senior Cadets, for the organization and equipment of the Senior Cadets in his group, and will assist in their training and see that it is carried out in strict accordance with the principles laid down.
- (4.) He will be the channel of communication between the Rifle Clubs of his group and District Headquarters.

The officer in charge of a group is also Adjutant to the Infantry battalion drawn from that group. As such he is directly under his battalion commander. His duties as Adjutant are distinct from and in addition to his duties as officer in charge of an area group, and include the control of instructors attached to his unit.

ADJUTANT, MOUNTED RIFLE REGIMENT.

74. The following will be the duties of the Adjutant of a Mounted regiment as regards his work in areas :—

- (1.) He will control the instructors attached to his regiment.
- (2.) He will assist the Officer in charge of the Area Groups from which his regiment is drawn, especially in regard to the posting of men to the mounted branches, supervision of the outlying Senior Cadet companies and Rifle Clubs, and the co-ordination of the work of all instructors, whose services should not be confined entirely to the arm to which they are attached.
- (3.) He may be called upon to take over the duties of the officers in charge of either of the groups from which his regiment is drawn, whenever such officer is absent on leave or from any other cause.

ADJUTANT, FIELD ARTILLERY BRIGADE.

75. The following will be the duties of the Adjutant of a Field Artillery brigade as regards his work in areas :—

- (1.) He will generally assist Officers in charge of Area Groups and Adjutants of mounted regiments with whom he is brought into contact, and will see that the Field Artillery instructors of his brigade do not confine their attention entirely to the work of their own arm, but take their due share in the general work of training in areas.
- (2.) He may be called upon to take over the duties of the officer in charge of any of the groups from which his brigade is drawn, whenever any of these officers are absent on leave or from any other cause.

AREA SERGEANTS-MAJOR.

76. The duties of an Area Sergeant-major are as follows :—

- (1.) He is responsible for the registration of all persons in his area who become liable for military service, and for the necessary arrangements for their medical examination. He will issue record-books to those accepted for service, and will make the necessary entries therein.
- (2.) He will, together with other instructors in his area, hold himself at the disposal of all Territorial officers within his area, both to assist them in their training and to advise them in their administrative duties.
- (3.) He will keep the rolls of all Senior Cadets and all active members of Rifle Clubs in his area.

- (4.) He will do his best to obtain a thorough knowledge of the distribution of the population, conditions of employment, industries, and all matters affecting the interests of employers of labour and all those liable for training within his area. It is his business to bring to the notice of unit and other commanders responsible for training in his area any circumstances that may tend to make the holding of parades compatible with local conditions and convenient to the people.
- (5.) He is responsible for the inspecting of all small-arms on issue to men resident in his area.
- (6.) He will assist generally, as laid down in these regulations, standing or other orders, in carrying out the provisions of the Defence Act, and will bring to the notice of the Officer in charge of the Group any cases of contravention or evasion of the Act.
- (7.) He will keep a diary showing his itinerary and the duties he has performed. This diary will be forwarded on the last day of each month to the Officer in charge of the Group.

SECTION IV.—APPOINTMENT, PROMOTION, RETIREMENT, RESIGNATION, AND TRANSFER.

Officers.

GENERAL.

77. All appointments, promotions, exchanges, transfers, 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*. Notification in *Gazette*.

Commissions will be of three kinds:—

- (1.) Commissions in the New Zealand Staff Corps and Royal New Zealand Artillery. Commissions.
- (2.) Commissions in the Territorial Force.
- (3.) Direct commissions in the Reserve of Officers (in the rank of Lieutenant only) for specially qualified Junior Cadet officers.

78. No officer can hold more than one commission at one and the same time.

79. Where vacancies exist in the rank of Lieutenant, owing to 2nd Lieutenant being qualified for promotion, extra 2nd Lieutenants shall be appointed, provided the total establishment of subalterns is not exceeded. Total establishment of subalterns to be maintained.

79A. Supernumerary 2nd Lieutenants may be appointed to regiments and corps, on the recommendation of O.S.C. Districts, not exceeding in number 25 per cent. of the authorized total establishment of subalterns. Supernumerary 2nd Lieutenants.

APPOINTMENTS.

APPOINTMENTS TO FIRST COMMISSIONS IN THE NEW ZEALAND STAFF CORPS AND ROYAL NEW ZEALAND ARTILLERY.

80. All appointments to commissions in the New Zealand Staff Corps and R.N.Z.A. will eventually be made from cadets who have passed through a course of training at the Australian Military College, and will be made in the rank of Lieutenant. Appointments through Australian Military College.

APPOINTMENTS TO FIRST COMMISSIONS IN THE TERRITORIAL FORCE.

First Appointment in the Territorial Force.

81. First appointments to commissions in the Territorial Force will, as a rule, be made in the rank of 2nd Lieutenant. In the case of the New Zealand Medical Corps and New Zealand Veterinary Corps first appointments will be made in the rank of Lieutenant. Chaplains will be appointed to the Fourth Class with honorary rank of Captain. Quartermasters will be appointed as Honorary Lieutenants.

Commissions.

82. Recommendations for appointment to commissions to fill vacancies in the establishment, or as provided in para. 79, will be forwarded by O.S.C. units to the Officer Commanding the District. In the case of units forming part of Mounted Rifle, Artillery, and Infantry brigades, recommendations will be forwarded through the Brigade Commander. In the case of Coast Defence Units, through the Coast Defence Commander.

Age-limit.

83. Candidates for commissions in the combatant branches and in the A.S.C. must be between the ages of eighteen and twenty-five, and must be in possession of a Sixth Standard public-school proficiency certificate or similar certificate.

84. Candidates for commissions in the New Zealand Medical Corps and New Zealand Veterinary Corps must be below the age of forty, and must be registered practitioners.

District Selection Board.

85. Recommendations for appointments to commissions (but not to honorary commissions) will be considered by a District Selection Board, of which the O.C. District will be President. The Board will consist of the General Staff Officer of the District and of two Territorial officers not below the rank of Lieut.-Colonel, to be detailed as required by the O.C. District. In the case of a candidate for the N.Z.M.C. and the N.Z.V.C., the P.M.O. or P.V.O., as the case may be, of the district will be a member of the Selection Board. The Board will meet periodically under district arrangements, and will report to Headquarters. The final selection will rest with the G.O.C.

First appointment to higher rank.

86. In special cases a District Selection Board may recommend a first appointment to a higher rank.

Chaplains.

87. Appointment to commissions as Chaplains may be granted to clergymen of any denomination.

Unattached List of the Territorial Force.

Composition of Unattached List.

88. The Unattached List will include,—

(a.) Territorial officers for whom no employment in, or vacancies in units of, the Territorial Force are immediately available, and who are specially selected for transfer to the Unattached List.

(b.) Territorial officers, serving with the Senior Cadets, not borne on the strength of Territorial units.

Transfers to Unattached List.

89. Under category (a) only those officers will be transferred to the Unattached List who are certified by the O.C. District as being in every way efficient. Officers in this category will as a rule be required to resign their commissions or to be transferred to the Reserve of Officers on completing five years' unemployment on the Unattached List.

First appointments.

90. Under category (b) first appointments will be made direct to the Unattached List in the rank of 2nd Lieutenant.

Recommendations.

91. Recommendations for appointment to direct commissions on the Unattached List, under para. 88 (b), will be made by the officer commanding the company of Senior Cadets with which it is proposed that the candidate should serve. In the case of companies which form part of the school the recommendation will be forwarded

to the O.C. District through the headmaster. If the company does not form part of a school the recommendation will be forwarded to the O.C. District through the Officer in charge of the Area Group.

If the candidate is a soldier in any Territorial unit or corps, a certificate signed by his C.O. as to his fitness for a commission will be attached to the original recommendation.

92. Officers appointed to the Unattached List for service with the Senior Cadets will have, as individuals, the same liabilities for service as officers on the establishment of Territorial units and corps; their services on mobilization will be at the disposal of the G.O.C. They will enjoy the same privileges and precedence, and will be subject to the same rules and conditions as regards first appointment, promotion, retirement, and emoluments as other Territorial officers, with whom they are interchangeable.

Status of officers appointed direct to Unattached List.

93. Service on the Unattached List will be regarded as service in the Territorial Force for all purposes, except that no officer under category (a) will be eligible for promotion while on the Unattached List, except in the case of a Quartermaster, who may receive a step of honorary rank.

Service to correspond to service in Territorial Force.

94. For promotion of officers serving under category (b), see para. 104.

Promotion.

Honorary Colonels.

95. An Honorary Colonel may be appointed to any regiment or corps of the Military Forces, subject to the following conditions:—

Method of appointment.

(a.) The appointment to be purely honorary, and to confer no right of command.

(b.) No expense to the public to be entailed by such appointment.

96. Honorary Colonels shall not be subject to the provisions for compulsory retirement on account of age, but may continue to hold their appointments during the pleasure of His Excellency the Governor.

Honorary Colonels not liable to retirement for age.

97. The above honorary positions are reserved for officers and others who have rendered valuable, distinguished, or gallant service to New Zealand in a military or other public capacity. Appointments will be made by the Governor on the recommendation of the G.O.C.

Qualification for appointment.

PROMOTION.

GENERAL.

98. Promotion will, except in special cases, be governed by establishment; but no officer, except as provided in paras. 99 and 100, will be eligible for promotion until he shall have passed the prescribed examination.

Promotion to be by establishment.

99. Officers who hold a Staff College certificate will be exempt from all examinations for promotion except the practical examination in Tactical Fitness for the rank of Lieut.-Colonel.

Staff College graduates.

100. An officer whose turn for promotion occurs whilst he is on active service, or whilst he is medically unfit by reason of wounds or disease contracted on active service, will be promoted without examination.

On active service.

NEW ZEALAND STAFF CORPS AND PERMANENT FORCE.

101. Promotions of officers up to the rank of Major, inclusive, in the Staff corps and Permanent Force will be governed by establishment. Promotion to the rank of Lieut.-Colonel and upwards will be by selection by the G.O.C.

TERRITORIAL FORCE.

Recommendations.

Command of units.

Promotion—
Unattached List.

Medical and
veterinary
officers.

102. Promotions in the Territorial Force above the rank of Major will be subject to the recommendation of the G.O.C.

103. Appointments to the command of units will be made in terms of four years. In exceptional cases officers may, on the recommendation of the O.C. District, be granted an extension of not more than two years. If on the completion of their term of command they are considered eligible for further military employment, they will be transferred to the Unattached List (para. 88, category (a)).

104. Promotion of officers on the Unattached List of the Territorial Force under para. 88, category (b), will be as follows, subject to passing the prescribed examination, viz.:—

To Lieutenant, after two years' commissioned service.

To Captain, after eight years' commissioned service.

To Major, after fifteen years' commissioned service.

105. Subject to having passed the prescribed examination, and being recommended by the P.M.O. or P.V.O. of his district, a medical officer or a veterinary officer, on completing five years' efficient service, will be recommended for promotion to the rank of Captain, and after a total of twelve years' service to the rank of Major. Promotion to the ranks of Lieut.-Colonel and Colonel will be made by selection as required on the recommendation of the Director of Medical Services or the Director of Veterinary Services as the case may be.

Chaplains.

107. Chaplains will be recommended by O.C. Districts for promotion as follows:—

After ten years' service, to Chaplain Third Class, with honorary rank of Major.

After eighteen years' service, to Chaplain Second Class, with honorary rank of Lieut.-Colonel.

108. Promotions to the rank of Chaplain First Class, with the honorary rank of Colonel, will be made on the recommendation of the G.O.C. as required.

Quartermasters.

109. Recommendations for appointment as Quartermaster will be forwarded by Commanding Officers to O.C. Districts through the Brigade or Coast Defence Commander (*vide* para. 85).

110. On appointment a Quartermaster will be granted the honorary rank of Lieutenant. After eight years' service as a Quartermaster he will be eligible for promotion to the honorary rank of Captain, and after fifteen years' service as a Quartermaster he will be eligible for promotion to the honorary rank of Major.

111. In case of an officer holding substantive rank being appointed as Quartermaster he will continue to hold such rank, but will not be eligible for promotion to a higher substantive rank while so employed.

RESERVE OF OFFICERS.

Transfer to
Reserve of
Officers.

112. Officers of the New Zealand Staff Corps and New Zealand Permanent Force after the termination of any engagement under which they are serving, and officers of the Territorial Force after four years' commissioned service, may, if under the age laid down for retirement for their rank, be transferred to the Reserve of Officers, when they will remain liable to be called out in case of national emergency.

113. Officers of the Reserve of Officers may resign their commissions at any time after reaching thirty years of age. Resignation.

114. Officers of the Reserve of Officers will not be called upon to perform any training. Training.

116. There will be no promotion in the Reserve of Officers. Promotion.

117. All officers of the Reserve of Officers will notify Headquarters of any change in their address. Change of address.

RETIREMENTS AND RESIGNATIONS.

RETIRED LIST.

118. Officers of the Military Forces, after completing fifteen years' commissioned service, may be retired with permission to retain their rank and wear the prescribed uniform. Such officers will be placed on the Retired List, which will be published in the "New Zealand Army List." Officers on the Retired List will have no liability for service and no further connection with the Military Forces. Retired List.

AGES FOR RETIREMENT.

119. Officers of the Military Forces shall be compulsorily retired at the ages set forth in the following table, but in special cases the G.O.C. may grant extensions for a period not exceeding two years :— Age-limit.

Rank or Appointment.	Age for Retirement.	
	N.Z. Staff Corps and Permanent Force.	Territorial Force.
Colonel	55	60
Lieutenant-Colonel	55	55
Major	55	50
Captain	55	45
Lieutenant	55	40
Quartermaster and Bandmaster holding commissions	55	60

Local or temporary rank will not be considered in regard to the age for retirement.

RETIREMENTS.

120. Candidates for commissions in the New Zealand Staff Corps and R.N.Z.A. before being admitted to the Australian 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 by higher authority before that time. Subject to this proviso, officers of the New Zealand Staff Corps and R.N.Z.A. may resign their commissions at any time. Undertaking by cadet on admission to Australian Military College. Resignation of officers of N.Z.S.C. and R.N.Z.A.

121. Officers of the New Zealand Staff Corps and R.N.Z.A. 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. Agreement of officers sent out of N.Z. for training.

122. An officer of the Territorial Force may resign his commission at any time, but if within the military age, and not transferred to the Reserve of Officers under para. 112, will be required to complete the unexpired period of his obligatory military service in the ranks of the Territorial Force or in the Reserve. Resignation of officers of T.F.

Compulsory
resignation of
officers of T.F.

123. An officer of the Territorial Force may be required to resign his commission if—

- (1.) Absent without leave for more than three months ;
- (2.) Unsatisfactorily reported on in two successive years ;
- (3.) Found medically unfit.

In every case except (3) he will, if within the military age, be required to complete the training to which he is liable in the ranks of the Territorial Force or in the Reserve.

TRANSFERS.

Officers of
N.Z.S.C. and
R.N.Z.A.

124. Officers may be transferred from the R.N.Z.A. to the New Zealand Staff Corps and *vice versa* with the approval of the G.O.C. Officers so transferred will retain their rank and seniority.

Officers of T.F.

125. An officer of the Territorial Force transferred from one unit or corps to another unit or corps, or from the Unattached List to a unit or corps, will retain his rank and seniority subject to the fulfilment of the conditions laid down in para. 314. Transfers will be subject to the approval of the commanding officer of the unit or corps to which the officer wishes to be transferred.

SECONDING.

Officers of
N.Z.S.C. and
R.N.Z.A.

126. Officers of the R.N.Z.A. may be seconded for service on the Staff or for any other service authorized by the G.O.C. Officers of the New Zealand Staff Corps or R.N.Z.A. will 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.
- (b.) When their services are lent to any other Department of the State for more than one year.
- (c.) For any other special service approved by the G.O.C.

Period allowed.

No officer will remain seconded for a period of more than four years without being regazetted.

Officers of T.F.

127. Officers of the Territorial Force may be seconded for service on the Staff, for service with the Senior Cadets, or for any other service authorized by the G.O.C. When seconded for service on the Staff, an officer of the Territorial Force will be entitled to the pay (if any) attached to the appointment which he holds.

128. Officers who propose to be absent with leave from the Dominion for a period of more than one year may be seconded in their units.

Warrant Officers and Non-Commissioned Officers.

ROYAL NEW ZEALAND ARTILLERY.

Enlistment, &c.

129. The enlistment, appointment, promotion, and discharge of warrant officers, N.C.O.s, and men of the R.N.Z.A. (subject to paras. 137 and 138) will be in the hands of the O.C. R.N.Z.A. Depot, Wellington, in accordance with the authorized establishments and with the rules laid down from time to time.

Qualifications
for enlistment.

130. All applicants for enlistment must be between the ages of eighteen and twenty-five, must be unmarried, must have passed the Fourth Standard of education or its equivalent, and will be required to pass a medical examination in accordance with Appendix III.

131. Enlistments will be for a term of eight years, of which five years will be with the colours and three years in the Reserve. During the first six months of their service recruits will be on probation at the R.N.Z.A. Depot, Wellington, and will be liable to be discharged at the discretion of O.C. Depot, if found unsuitable. Period of enlistment.
132. W.O.s, N.C.O.s, and men may claim their discharge at any time after completion of their original term of engagement, unless a state of great emergency or imminent national danger has been declared. Claiming of discharge.
133. W.O.s, N.C.O.s, and men may, subject to the recommendation of their O.C. detachment or cadre, be re-engaged for terms of five years up to fifty-five years of age, subject to the limit laid down in para. 136. Re-engagement.
134. N.C.O.s and men may purchase their discharge before the completion of three years' service on payment of £10, and at any time during the succeeding two years on payment of the sum of £5. Purchase of discharge.
135. N.C.O.s and men shall, unless re-engaged under para. 133, be discharged on completion of their term of engagement with the colours. Discharge on completion of engagement.
136. Warrant officers, N.C.O.s, and men of the Permanent Force shall be discharged on completion of thirty-five years' service, or on reaching the age of fifty-five (*vide* New Zealand Public Service Classification and Superannuation Acts), whichever is the earlier. Final discharge.
137. In the case of warrant officers and artificers the G.O.C. may, at his discretion, permit continuance in the Force up to sixty years of age. Continuance in Force of W.O.s and artificers.
138. Warrant officers of the R.N.Z.A. will be appointed on the recommendation of the G.O.C. Appointment of W.O.s.

PERMANENT STAFF.

139. The enlistment, appointment, promotion, and discharge of warrant officers, non-commissioned officers, and men of the Permanent Staff will be in the hands of the Adjutant-General at Headquarters, subject to para. 140. Enlistment, &c.
140. Applicants for enlistment in or appointment to the Permanent Staff must be between twenty-two and forty years of age. Enlistments will be for a term of five years, of which the first six months will be on probation. While on probation candidates may be discharged at any time if found unsuitable. Members of the Permanent Staff may, on the recommendation of the Adjutant-General, be re-engaged for terms of five years up to fifty-five years of age, or up to the completion of thirty-five years' service, whichever is the earlier, if below the rank of warrant officer. Warrant officers may be allowed, at the discretion of the G.O.C., to continue to serve up to the age of sixty. Promotion will be by selection. Qualifications for enlistment, &c.
Re-engagement
Continuance in the service.
Promotion.
141. Members of the Permanent Staff may claim their discharge at any time after completion of their original term of engagement, except in case of great emergency or imminent national danger. They may purchase their discharge before completion of three years' service on payment of £10, and at any time during the next succeeding two years on payment of £5. Claiming of discharge.
Purchase of discharge.
142. To qualify for superannuation, members of the Permanent Staff must comply with the conditions of the New Zealand Public Service Classification and Superannuation Acts. Superannuation.
143. Officers Commanding Districts will submit from time to time the names of warrant and non-commissioned officers of the Permanent Force, Territorial Force, or of other applicants recommended for appointment to the Permanent Staff. Recommendation or appointment.

TERRITORIAL FORCE.

Appointment
of W.O.s.

144. Recommendations for the appointment of warrant officers will be made by O.C. units or corps and will be forwarded to Headquarters through O.C. Districts; their final appointment will be subject to the recommendation of the G.O.C.

Appointment
and promotion
of N.C.O.s.

145. The appointment and promotion of the non-commissioned officers and men of the Territorial Force will be in the hands of the O.C. units and corps.

Lance and
acting ranks.

146. O.s.C. Districts may, in cases of well-ascertained necessity, sanction the appointment of a small number of lance-sergeants, lance-corporals, and acting-bombardiers in excess of the establishment.

Transfer on
change of
residence.

147. N.C.O.s and men of the Territorial Force who change their place of residence from one area group to another are liable to be transferred to another unit of the Territorial Force, if possible, of the same arm of the service.

Qualification
for promotion.

148. No non-commissioned officer shall be appointed or promoted until he has passed such qualifying examination as may from time to time be prescribed.

Resignation
of rank.

149. Non-commissioned officers may, with their Commanding Officer's consent, resign their rank and revert to the rank or position they previously held; but, without the sanction of the O.C. District, they are not to be allowed to do so in order to escape trial by Court-martial.

Removal from
appointment.

150. For inefficiency, or a cause other than an offence, an N.C.O. or soldier may be removed from his appointment by order of his Commanding Officer, and will in that case revert to his permanent rank, remaining as a supernumerary in that rank until absorbed into the first vacancy.

Reversion to
permanent
rank.

151. An acting non-commissioned officer can be ordered by his Commanding Officer to revert to his permanent rank. The permanent rank of a lance-sergeant is corporal; that of a lance-corporal is private; that of an acting-bombardier is gunner.

Precedence
of N.C.O. on
reduction.

152. A non-commissioned officer reduced to a lower rank will take rank and precedence in that lower rank from the date of the signing of the original sentence of the Court-martial, or, in the case of reduction by order of the O.C. District, from the date of such order.

Continuance in
Force.

153. N.C.O.s of the rank of sergeant and upwards on reaching the age of twenty-five will be permitted to continue to serve with their units or corps, under agreement for a further period of two years, such periods to be renewable on the recommendation of their commanding officer. Subject to the above conditions, warrant officers and non-commissioned officers may continue to serve in the Territorial Force up to the following ages:—

	Age for Retirement.
Sergeants	40
Staff sergeants and colour-sergeants .. .	45
Warrant officers	50

TERRITORIAL FORCE RESERVE.

Transfer
to Reserve.

154. Men of the Territorial Force will be transferred to the Reserve in the ordinary course on reaching the age of twenty-five, and will remain in the Reserve until they attain the age of thirty.

Transfer to
Reserve before
reaching age
of twenty-five.

155. The transfer to the Reserve of N.C.O.s above the rank of corporal is regulated by para. 153. N.C.O.s and men of the Territorial Force may, subject to the upkeep of establishment, be transferred to the Reserve at the discretion of their Commanding Officer before reaching the age of twenty-five, provided that they

have completed not less than four years service in the Territorial Force, have reached the 1st class standard of efficiency (*vide* Appendix XI), and have been certified as of good character throughout their Senior Cadet and Territorial Force service.

156. Reservists will not be organized in units, but will carry out their training with Territorial Force units, if possible with those units on the Reserve List of which they are borne, and with which they will serve on mobilization.

157. The details of Reserve Training is laid down in para. 229.

158. On transfer to the Reserve, a Reservist will continue to be borne on the books of his unit or corps, being shown on the Reserve List. He will hand in his arms and accoutrements, and will retain his uniform. Should he change his place of residence to another area group, he may be transferred to the Reserve List of a unit in that group.

Borne on books of unit.

SECTION V. REGISTRATION, ENROLMENT, AND POSTING.

Registration.

159. All persons as they become liable under the Defence Acts for training in the Military Forces are required to register themselves in the area in which they reside. Registration forms are obtainable at any post-office, police-station, or Defence Office. The form must be filled in and posted or handed to the Area Sergeant-major as follows:—

All persons liable must register.

- (1.) By boys who are attending a primary school, or by the school authorities on their behalf, in May of the year in which they will attain or have attained fourteen years of age; or, if they remain at such primary school beyond the age of fourteen, in May of the year in which they will leave or have left such primary school. Boys at primary schools.
- (2.) By persons temporarily absent from the Dominion—within two months of their return. Persons abroad.
- (3.) By immigrants—within six months after arriving in the Dominion. Immigrants.
- (4.) By persons whose provisional exemption under para. 164 has ceased owing to change of residence—within thirty days of such change of residence. Persons removed from exempted areas.
- (5.) By all others residing in the Dominion, or, in the case of boys belonging to a secondary school or other recognized organization, by the school or other authorities on their behalf—in May of the year in which they will or have become liable. All other residents in Dominion.

160. Persons obviously unfit for service owing to permanent physical or mental defect will attach a certificate to that effect, signed by a clergyman or Justice of the Peace, to their registration form. Such persons will be exempted from service by the Area Sergeant-major without medical examination or other formality, an exemption certificate being issued in each case, and a report rendered to the Officer in charge Area Group.

Persons obviously unfit.

161. A Record-book will be prepared in duplicate by the Area Sergeant-major for each person who registers, except those referred to in para. 160. One copy of this book (the "Personal Record-book") will be sent to the individual, together with instructions

Record-book: how prepared.

as to when and where he will present himself for medical examination. The other copy (the "Duplicate Record-book") will be sent to the medical officer or practitioner who will conduct the examination. The medical officer will make the necessary entries in both books, returning the Personal Record-book to the holder and the Duplicate Record-book to the Area Sergeant-major.

Allowances to medical officers.

162. The allowance to be paid to medical officers for medical examination of persons registered for military service is laid down in the "Financial Instructions and Allowance Regulations for the N.Z. Military Forces."

Enrolment.

Action by Area Sergeants-major.

163. When the registration and medical examination are complete, the Area Sergeant-major will forward on the prescribed form (M.T. 7) the list of those accepted for service, together with the Duplicate Record-books, to the Officer in charge of the Area Group. To each individual on this list he will allot a registration-number, which the individual will retain throughout his service in the ranks of the Military Forces—*e.g.*, 518, 13 being the number of the area, and 5191 the serial number allotted to the individual. Those found medically unfit for the current year will be noted for re-examination in the following year by the Area Sergeant-major, who will retain their Duplicate Record-books; to those found permanently unfit the Area Sergeant-major will issue a certificate of exemption from training. The Area Sergeant-major will keep a record under these three categories of all persons registering in his area.

Registration-number.

Treatment of those found unfit.

Exemption of districts difficult of access.

164. In order to meet the cases of outlying districts where, on account of distance and lack of means of communication, military training cannot be properly or conveniently carried out, the Governor may by Proclamation from time to time:—

- (1.) Exempt from training in time of peace all or any persons residing within an area specified in the Proclamation;
- (2.) Vary or extend such area; or
- (3.) Withdraw any such area from exemption.

Officers of Junior Cadets.

165. Persons duly appointed officers of the Junior Cadets will be exempted from training in the Military Forces while so acting, but will not be given certificates of exemption.

Persons of bad character.

166. Area Sergeants-major will be furnished by the police with the names of persons in their area within the military age who have been convicted of any disgraceful crime or found by any Court of justice to be of notoriously bad character. Such persons are not eligible to be trained or to serve.

Posting.

How carried out.

167. The posting of Cadets to companies, and of individuals accepted for service (either direct or on completion of service in the Senior Cadets) to corps or units of the Territorial Force, will be carried out in the month of June in each year, and the necessary entries made in the Duplicate Record-books by the Officer in charge Area Group. He will be assisted by the Adjutants of the Mounted regiments and of the Artillery brigade concerned, and, in the case of area groups in which companies of Garrison Artillery are located, by the Staff Officer to the Coast Defence Commander.

In areas where there is no Divisional Garrison Artillery organization, either an officer of the R.N.Z.A. or a Territorial officer of the N.Z.G.A. will be detailed to assist in the posting. An officer of the New Zealand Medical Corps may also be detailed where necessary to assist in the posting to medical units.

Posting of Cadets.

168. In posting Cadets to companies, the posting officers will be guided by the principles laid down in paras. 701 to 706.

169. In posting men to the Territorial Force, due consideration is to be given to their physical fitness, trade or calling, and the general suitability of individuals for any particular branch of the service. Posting to Territorial Force.

As far as is compatible with these conditions, and with the vacancies available, men will be posted to that branch of the service in which they prefer to serve.

170. In order that the data at the disposal of the posting officer may be complete, every O.C. company of Senior Cadets will render on 1st May direct to the Officer in charge of the Area Group in which his company is located a nominal roll of the Cadets of his company who has become available for enrolment in the Territorial Force, or who will become available for enrolment during the following year; Duplicate Record-books will accompany the nominal roll. Posting to the Territorial Force from this roll will be subject to the passing of the necessary medical re-examination, at which the necessary entries will again be made in both Record-books by the examining medical officer. Nominal roll to be rendered by Cadet companies.

171. The names of those who have registered under para. 159, categories (2), (3), and (4) in the course of the past year will be brought forward for posting in June, irrespective of the date when their registration was received. All posting to be done in June.

172. When the posting is complete, the Officer in charge Area Group will in his capacity as Adjutant of the Infantry battalion arrange for the issue of arms, equipment, and clothing to the individuals posted to his own unit. The Duplicate Record-book will then be sent in each case to the officer commanding the company to which the soldier is allotted. The company commander will then issue his instructions as to training, and will complete and compare the entries in both Record-books, retaining the Duplicate Book and returning the Personal Book to the soldier. Issue of arms and equipment to Infantry.

In cases where the oath has not been previously taken on enrolment in the Senior Cadets, the company commander will administer it in the form laid down in the Record-book. Oath.

173. In the case of soldiers posted to units of other arms the procedure will be the same as in para. 172, being carried out:— Procedure as regards other arms.

- (a.) In the Mounted Rifles, by the Adjutant of the Mounted Rifle regiment. Mounted Rifles.
- (b.) In the Field Artillery, by the Adjutant of the Field Artillery brigade. Field Artillery.
- (c.) In the Signal Companies, by the Officer in charge of the Area Group in which the headquarters of the Signal Company is located. Signal companies.
- (d.) In the Garrison Artillery, by the Staff officer to the Coast Defence Commander. Garrison Artillery.
- (e.) In the Field Companies of Engineers, by the Adjutant, Field Artillery brigade. Field companies.
- (f.) In Departmental Corps, by the Adjutant, Field Artillery brigade. Departmental corps.

In every case the soldier will be handed over armed, equipped, and clothed, together with his Personal Record-book, to his squadron, battery, or company commander.

174. In the Senior Cadets the administering of the oath and arrangements for the issue of arms, equipment, and clothing will be carried out by the company commander, to whom the Duplicate Record-book will be sent immediately the Cadet is posted. Procedure as regards Senior Cadets.

175. When any soldier or Cadet is about to change his permanent place of residence from one area group to another, he must inform his company, &c., commander, who will render a report in duplicate on the prescribed form to the Officer in charge of the Area Group. Change of residence.

SECTION VI.—MILITARY LAW, DISCIPLINE, COURTS-MARTIAL, COURTS OF INQUIRY, AND BOARDS.

Military Law.

Definition of
Military law.

176. "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 any officer or soldier of the New Zealand Military Forces when attached to 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 by the King's Regulations.

Where held
down.

177. 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.

178. The Army Act, Rules of Procedure, and King's Regulations will be taken as a guide in all matters not especially dealt with in the Defence Act or in regulations made under the authority of the Act.

Discipline.

GENERAL INSTRUCTIONS.

179. The following general instructions as to discipline are adapted from section 8 of the King's Regulations, for the guidance of all ranks of the New Zealand Military Forces to whom they will strictly apply:—

Treatment of
subordinates.

180. An officer of any rank will adopt towards his subordinates such methods of command and treatment as will not only insure respect for authority, but also foster the feelings of self-respect and personal honour essential to military efficiency.

Behaviour of
warrant officers
and N.C.O.s.

181. Warrant officers and N.C.O.s will be guided by the foregoing principles in dealing with each other and with private soldiers. They will avoid intemperate language or an offensive manner.

Reproof of
N.C.O.

182. An officer is not to reprove a N.C.O. in the presence or hearing of privates, unless it is necessary for the benefit of example that the reproof be public.

Complaints
by officers.

183. If an officer thinks himself wronged by his commanding officer, and on due application made to him does not receive the redress to which he may consider himself entitled, he may complain, in writing, to his Brigade Commander, who is hereby required to examine into such complaint, make a report to the O.C. District, and receive his directions thereon.

184. In cases of officers not serving under a Brigade (or Coast Defence) Commander the complaint will be sent direct to the O.C. District. The O.C. District will then either give his directions thereon or submit the matter to the G.O.C.

Complaints by
soldiers.

185. If any soldier thinks himself wronged in any matter by any officer other than his Captain, or by any soldier, he may complain thereof to his Captain; and if he thinks himself wronged by his Captain, either in respect of his complaint not being redressed

or in respect of any other matter, he may complain thereof to his commanding officer; and if he thinks himself wronged by his commanding officer either in respect of his complaint not being redressed, or in respect of any other matter, he may complain thereof to his Brigade Commander; and every officer to whom a complaint is made in pursuance of this section shall cause such complaint to be inquired into, and shall, if on inquiry he is satisfied as to the justice of the complaint so made, take such steps as may be necessary for giving full redress to the complainant in respect of the matter complained of. If the soldier still thinks himself wronged, either in respect of his complaint not being redressed or in respect of any other matter, he may complain thereof, through the proper channel, to the G.O.C. A soldier may, if he so desire, submit his complaint in writing.

186. The senior combatant officer at any place where troops are located or assembled will in all cases be held responsible for the maintenance of discipline and order at that place, and to that extent will be the commander of all troops located or assembled there.

Responsibility of senior combatant officer.

187. An officer is at all times responsible for the maintenance of good order and discipline, and for upholding the credit of the Military Forces of the Dominion; he is to afford the utmost aid and support to his C.O. It is his duty to repress, and instantly report, any negligence or impropriety of conduct of N.C.O.s and private soldiers when in uniform, whether the offenders do or do not belong to his particular unit or corps.

Officers responsible for discipline, &c., at all times.

188. A C.O. should impress upon all under his command the propriety of courtesy in intercourse with all those with whom they, as officers and soldiers, are brought into contact, and should particularly caution them to pay deference and respect to Civil authorities.

Courtesy and respect.

189. Attempts to obtain favourable consideration of any application by the use of outside influence are forbidden, and, if resorted to, will be regarded as an admission on the part of the applicant that his case is not good on its merits, and it will be dealt with accordingly.

Outside influence not to be made use of.

190. When an interview is asked for, or a letter written on behalf of an officer by any person other than himself, such application will 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 such application.

191. Officers and soldiers in their capacity as such must guard against being placed in such a position that they may be influenced, or may lay themselves open to the suspicion of being influenced, in the discharge of their duty by other than purely public considerations.

All ranks should be influenced by purely public considerations.

192. An officer or soldier is forbidden to institute, or take part in, any meetings, demonstrations, or processions for party or political purposes, in barracks; quarters, camps, or their vicinity. Under no circumstances whatever will he attend such meetings, wherever held, in uniform.

Political meetings, &c.

193. Any information of a professional nature which an officer or soldier may acquire while travelling or employed on duty is to be regarded as the property of the Defence Department, and is not to be published in any form without previously obtaining the permission of the G.O.C. An officer or soldier is not to prejudice questions which are under the consideration of superior military authority, by the publication, 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.

Professional information the property of the Defence Department.

DISCIPLINE IN THE NEW ZEALAND STAFF CORPS, PERMANENT STAFF, AND ROYAL NEW ZEALAND ARTILLERY.

Subject to military law at all times.

Army Act and King's Regulations to apply.

Fines for drunkenness.

Powers of O.C.R.N.Z.A. Depot.

Powers of O.C. detachment.

Discipline in the N.Z.P.S., and powers of officers.

194. Officers, warrant officers, N.C.O.s, and men of the N.Z. Staff Corps, Permanent Staff, and R.N.Z.A. are subject to military law at all times.

* 195. In all cases when and where applicable, and when not otherwise provided for in the N.Z. Defence Acts or regulations made thereunder, the N.Z. Staff Corps, Permanent Staff, and R.N.Z.A. will be governed by the Army Act and King's Regulations so far as the maintenance of discipline is concerned.

196. As regards fines for simple drunkenness in the case of private soldiers of the Permanent Staff and R.N.Z.A. the following scale will be adhered to, subject to the soldier's right to elect, before award, to be tried by Court-martial:—

First offence of simple drunkenness, fine of £1.

Second offence, if within six months of previous offence, fine of £2; if over six months, £1.

Third offence, dismissal from the Force.

197. The O.C. Depot, R.N.Z.A., has the powers of a Commanding Officer.

198. O.C. detachments of R.N.Z.A. in districts—if not below the rank of Captain—will have the powers of commanding officers; if below the rank of Captain they will have the powers of a Company Commander as detailed in the King's Regulations. Cases which cannot be dealt with by an O.C. detachment will be referred to the O.C. District.

199. Members of the Permanent Staff will, as regards discipline, be under the officers of the N.Z. Staff Corps under whom they are serving. For this purpose Officers in charge of Area Groups and Adjutants will have the powers of Company Commanders. Offences requiring reference to superior authority will be submitted to the O.C. District, who will report the action taken, or refer the case, to Headquarters.

DISCIPLINE IN THE TERRITORIAL FORCE.

Offences.

Trial by Court-martial.

200. Officers and soldiers of the New Zealand Territorial Force who commit, when performing military duty or going to or from the place of parade, exercise, or military duty, any of the offences specified in Part I of the Army Act shall be liable to be arrested, tried by Court-martial, and punished in the manner laid down in the Army Act, and the Rules of Procedure: provided that when the offence for which the officer or soldier is tried is one of those specified in the Defence Act, the punishment awarded shall not exceed that therein laid down for that offence.

Arrest and Military Custody.

Arrest: Officers and men.

201. When mobilized or in camps of training, officers and soldiers of the Territorial Force charged with any military offence may be arrested as laid down in the King's Regulations. At all other times offences which cannot be dealt with on the spot will be reported to superior authority for instructions as to disposal, the offender in the meantime, except in cases of violence, being placed in open arrest. An officer or soldier in "open arrest" will not be allowed to wear uniform or attend parades until his case is dealt with by superior authority.

202. In cases of violence the offender will be handed over to the Civil authorities for temporary custody on the authority of the senior officer or N.C.O. available on the spot. The officer or N.C.O. ordering the arrest will report the case at once by telegram to the offender's company, &c., commander, and to the headquarters of the unit or corps to which the offender belongs.

Cases of violence.

Summary and Minor Punishments in the Territorial Force.

203. A commanding officer may, subject to the soldier's right to elect, previous to the award, to be tried by District Court-martial, inflict* the following summary punishments on a private soldier:—

Powers of O.C. summary awards.

- (1.) Fines not exceeding £2, but
- (2.) In the case of simple drunkenness, a fine not exceeding £1, according to scale.
- (3.) Fines sufficient to make good any expenses caused by him, or for any loss of, or damage, or destruction done by him to any arms, ammunition, equipment, clothing, instruments, or regimental necessities or military decoration, or to any buildings or property; provided that the total fines in any award under this sub-para. shall not exceed £5.
- (4.) In the case of non-commissioned officers not above the rank of corporal, reduction to the ranks.

204. The following scale of fines for simple drunkenness will be adhered to:—

Fines for simple drunkenness.

First offence, 10s.

Second offence within twelve months, £1.

Third offence within twelve months, trial by Court-martial.

Otherwise a fine of 10s. will be imposed for each instance of simple drunkenness.

205. A commanding officer may also inflict the following minor punishments, the soldier having no right to claim trial by Court-martial:—

Minor punishments.

- (1.) Fines not exceeding £1, except for drunkenness (private soldiers only).
- (2.) Confinement to camp or barracks (private soldiers only) for any period not exceeding fourteen days or to the termination of the training camp, during which defaulters will be required to answer to their names at uncertain hours throughout the day, and will be employed on fatigue duties to the fullest practicable extent, with a view to relieving well-conducted soldiers therefrom. Defaulters will attend parades, and take all duties in regular turn. When the fatigue duties required are not sufficient to keep the defaulters fully employed, the commanding officer may order defaulters to attend punishment drill, provided that they shall not be liable to punishment drill after the expiration of ten days from the date of the award of confinement to camp or barracks.
- (3.) Extra guards or picquets (private soldiers only). These are only to be ordered as a punishment for minor offences or irregularities when on, or parading for, these duties.
- (4.) Reprimand or severe reprimand (N.C.O.s only).

* Unless there are reasons against the adoption of such a course, a soldier may, on the following day, be given an opportunity of reconsidering his decision to be tried by Court-martial.

(5.) Admonition (N.C.O.s and private soldiers).

(6.) Reversion to permanent grade in case of a N.C.O. or private soldier holding acting rank or appointment.

Application for
Court-martial.

In cases calling for higher punishment than laid down in this paragraph, the C.O., through the proper authority, will remand the case, and will make application for the case to be tried by Court-martial.

Powers of
Company
Commander.

206. A Company Commander may award a private soldier,—

(1.) Confinement to camp or barracks not exceeding three days.

(2.) Extra guards or picquets.

(3.) Fines up to 10s. (except for drunkenness).

Such awards are subject to any remission a C.O. may order, but may not be increased.

Scale of Fines.

Scale of fines.

207. An officer in awarding a fine shall be guided by the following scale:—

	Maximum Fine. s. d.
(a.) For appearing on parade not in the order of the day, or with clothing, arms, and accoutrements dirty, incomplete, or improperly put on	2 6
(b.) Inattention or for minor irregularities	2 6
(c.) Neglect to notify change of address within fourteen days of such change	7 6
(d.) Failure to produce his Personal Record-book when called upon to do so by superior authority	10 0
(e.) Minor cases of non-compliance with orders or neglect of duty	10 0
(f.) Absent from parade without leave	10 0

Fines; how
recovered.

208. All fines not otherwise recovered or recoverable may be deducted from the soldier's pay, and will be paid into the Public Account. The liability for unpaid fines will continue so long as any fine or part of any fine remains unpaid.

DISCIPLINE IN THE RESERVE.

Reservists.

209. Reservists when mobilized or at training are subject to the same discipline as soldiers of the Territorial Force.

DISCIPLINE IN THE SENIOR CADETS.

In schools, &c.

210. 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.

Extra drills.

211. Punishments in the Senior Cadets will usually take the form of extra drill.

Loss or neglect
of arms, &c.

212. A Cadet may be fined by summary award of his Company Commander an amount sufficient to make good any loss, damage, or neglect of arms, accoutrements, uniform, or other Government property on issue to him: provided that no Cadet is fined more than a total amount of £2 in one year under this paragraph. Such fine, if not paid, may be recovered from the Cadet's parent or guardian in a Magistrate's Court, and shall be credited to the Public Account.

Serious cases to
be referred to
O.C. District.

213. When a case cannot be adequately dealt with under paras. 210-212, officers commanding companies will refer it to the O.C. District.

214. A Senior Cadet must produce his Personal Record-book when called upon to do so by superior authority; failure to do so will constitute a military offence, and be punished accordingly. Personal Record-book to be produced. Lost Record-books will be replaced at the Cadet's expense.

Courts-martial.—Courts of Inquiry.—Committees or Boards.

215. The names of officers authorized by Warrant from the Governor to convene or confirm General or District Courts-martial will be published in General Orders from time to time. Officers authorized to convene and confirm.

216. Courts-martial, Courts of Inquiry, Committees, and Boards will be conducted in accordance with the Rules of Procedure and King's Regulations.* Courts-martial: how conducted.

217. Imprisonment awarded by Court-martial may be carried out in a Civil prison. Imprisonment.

218. 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 Adjutant of a Territorial unit will be considered an officer of the Territorial Force for this purpose. Members of Courts-martial, &c.

219. No Court of Inquiry, Committee, or Board involving expense will be held without the authority of the O.C. District. Courts, &c., involving expense.

BOARDS OF INQUIRY IN CASES OF INJURY OR ILLNESS.

220. In cases of illness to an officer or soldier during the performance of military duty, a Board will be assembled as soon as possible by the C.O. for the purpose of investigating the cause of such illness or injury. The proceedings will be forwarded to district headquarters. Board of Inquiry. Proceedings.

221. When, after investigation by a Board of Inquiry, a C.O. is of the opinion that any injuries incurred by an officer or soldier of the Territorial Force while on duty will lead to incapacity or loss of employment, he may recommend to the O.C. District that the soldier be awarded pay and medical expenses as laid down in paras. 601 to 606. Pay and medical expenses.

SECTION VII.—TRAINING AND EDUCATION.

GENERAL INSTRUCTIONS.

222. All training will be carried out in strict accordance with the Imperial Training Manuals and Regulations issued by the Army Council for use throughout the Empire. The training will be distributed as far as possible evenly throughout the year. Training in accordance with manuals.

223. At every Territorial Force or Senior Cadet parade, other than those held during the course of the annual camps, the attendance will be marked up against each man's name in the Attendance Roll-book, and the book signed by the officer commanding the parade. From these Attendance Roll-books the monthly attendance return will be made out, and the necessary entries made at the Attendance Roll-book.

* Special Courts of Inquiry assembled under sections 67-71 of the New Zealand Defence Act, 1909, will be assembled and conducted with the provisions contained in those sections.

end of the training year in the Record-books. These monthly attendance returns will be forwarded on the last day of each month as under :—

- In the case of Infantry and Mounted Rifles, to the Adjutants.
- „ Field Artillery and Engineers, to the Adjutant F.A. Brigade.
- „ Garrison Artillery to the Staff Officer, to the Coast Defence Commander.
- „ Signal Companies, to the Brigade Major.
- „ Medical Corps, to the P.M.O. of the district.
- „ Other units or corps as ordered.

Senior Cadets. In the case of Senior Cadets no monthly attendance returns need be rendered, but the Attendance Roll-books will be examined from time to time by the inspecting officer and compared with the Record-books.

Training with other units. 224. An officer or soldier may, in exceptional cases, be permitted to carry out any portion of his drills, musketry, or training in camp with another unit, if possible, of the same arm of the service, provided the written consent of the two commanding officers is obtained ; an entry in his Personal Record-book duly signed by the officer under whom the training was performed being accepted as a voucher for such training.

Training may be performed in U.K. or British colony. 225. An officer or soldier residing temporarily in the United Kingdom or part of the British Empire may, with the approval of his own C.O. and the local Commander of the Forces, be attached to a regular or local unit or corps for not more than two years in succession for the purpose of carrying out any portion of the training required by para. 228. Such training will not count for the purposes of pay and other emoluments.

Programmes of parades. 226. Programmes, &c., of parades, showing the times and dates of parades in the Territorial Force and Senior Cadets, will be issued in advance by Company, &c., Commanders. The programme will be arranged as far as possible to suit the conveniences of employers and local conditions.

OBLIGATORY TRAINING.

Training year. 227. The training year will commence on the 1st June and terminate on the 31st May succeeding.

Minimum amount of training. 228. The minimum amount of training to be carried out annually by all ranks of the Territorial Force, Reserves, and Senior Cadets will be as follows :—

Territorial Force.

- (a.) Thirty drills (twenty of which will be out-of-door parades).*
- (b.) Twelve half-day or six whole-day parades (all of which will be exercises in the field, except in the case of Garrison Artillery units, which will be exercised at the works of defence to which they are allotted on mobilization).
- (c.) Seven days annual training in camp (exclusive of the days of arrival and departure).
- (d.) Prescribed course of musketry.

Reserve.

229. Two half-day parades or their equivalent with a Territorial unit or company, &c.

* Out-of-door parades may be carried out in the evening, and will not be devoted entirely to drill, but will include route-marching, outposts by day and by night, entrenching, signalling, driving, &c., and such work as cannot conveniently be carried out indoors. In the case of Artillery and technical corps the number of out-of-door parades may be reduced at the discretion of the C.O. The principle is that the drill-shed shall be avoided as far as possible.

Senior Cadets.

230. (a.) Fifty drills.
 (b.) Six half-day parades.
 (c.) Prescribed course of musketry.

231. In all cases the number of drills and parades, &c., performed Drills.
 will be entered in the Attendance Roll-books and in accordance with
 para. 223, and at the end of each year in the Record-books.

232. At the end of each year individual N.C.O.s and soldiers of the Classification.
 Territorial Force, and each Senior Cadet, will be classified according
 to the degree of efficiency attained, either as "1st," "2nd," or
 "3rd" class, or as "Not classed" (N.C.), in accordance with the
 table given in Appendix XI. The classification will be entered in
 the Record-books.

233. No soldier or Cadet will be eligible for advancement to the N.C.O.s to be
 rank of non-commissioned officer until he has reached the standard of first-class
 first-class efficiency, nor will any Territorial soldier be eligible for efficient.
 transfer to the Reserve, under para. 155, until he has reached the
 same standard.

DEFINITION OF DRILLS: WHOLE OF HALF-DAY PARADES.

Drills.

234. A "drill" will consist of one and a half hours' actual instruc-
 tion, except drills for Cadets, which will consist of one hour's actual
 instruction.

235. Training performed at drills should be of an elementary Nature of
 character, and consist of individual or company training in the Training.
 Infantry and the corresponding training in the other arms. The
 men will always be trained by their own officers or N.C.O.s,
 assisted by the Permanent Instructional Staff.

236. Drills will be arranged and distributed throughout the year Training to be
 so as to provide a progressive system of training which should progressive.
 culminate in the annual camp.

237. Attendances at war games, church parade, funerals, guards of Church
 honour, or on street duty will not count as part of the obligatory parades, &c.,
 training required under para. 228. not to count.

Whole or Half-day Parades.

238. (1.) A half-day parade, both in the Territorial Force and in Half-day
 the Senior Cadets, will consist of not less than three hours' con- parades.
 tinuous instruction in the open and during daylight.

(2.) A whole-day parade will consist of not less than six hours' Whole-day
 continuous instruction by day or night. parades.

(3.) Whole-day parades will be allowed to count as two half- Parades
 days, and a half-day parade will be counted as the equivalent of and drills
 two drills. convertible.

ANNUAL TRAINING IN CAMP.

239. Every officer and soldier of the Territorial Force will be All to attend
 required to carry out annual training in camp as prescribed in camp.
 para. 228. Attendance at a hospital or other selected institution Training in lieu.
 (for N.Z.M.C.), in defence-works, or at manœuvres may be counted
 as annual training in camp. Officers of the Unattached List serving Unattached
 with the Senior Cadets are not required to carry out annual training List.
 in camp; O.C. Districts will, however, afford such officers as may
 wish to carry out this training every opportunity of doing so, either
 by attaching them to Territorial units or by the formation of special
 camps.

- Camps: how to be held. 240. Camps may be held at any convenient season of the year. Camps will be held only at places where works of defence, modern armament, ranges, or ground for field training are available, according to the branch of the service. Artillery brigades must encamp at some place where gun practice is possible.
- Date and place. 241. The date and place of camps will be arranged by the Brigade or Coast Defence Commanders in consultation with the O.C. District.
- Work per diem in camp. 242. An average of at least six hours' work per day will be carried out whilst at annual training in camp. When officers, N.C.O.s, and soldiers of medical units carry out their annual training in a hospital or other selected institution, not less than three hours' work per day should be performed.
- Admission to hospital. 243. Individuals who, on joining 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, an individual 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 at once be informed, with a view to the individual's transfer to the local hospital for infectious diseases.
- Those found sick: how treated.
- Inspection of horses, &c. 244. On arrival at the place of assembly, or on arrival in camp, all horses, hired harness and vehicles, including mechanically-propelled vehicles, will be inspected by a Board of officers as to their 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.
- Notice to attend camp. 245. The C.O. will be responsible for the issue of notices (N.Z. Form E. 654) to attend the annual training in camp. Such notices will be sent by post so 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 X) will at the same time be sent to the post-offices and police-stations in the area group, who will be requested to affix a copy as soon as possible to the places to which Government notices are usually affixed in each locality within the area group from which the unit is furnished. These notices will be deemed sufficient intimation, notwithstanding any failure in the transmission or receipt of the notices sent by post; and any men not appearing at the time and place appointed in such public notice will be dealt with as absentees.
- Marching in and out returns. 246. 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 out returns on N.Z. Form B 230 will be furnished by its C.O. to the O.C. the troops at such camp or place.
- Camp training to be by units or brigades. 247. At the annual field training units will assemble in camp for the purpose of being trained as complete units or brigades, and, where possible, arrangements will be made to carry out combined training of the different arms. The training of batteries, squadrons, and companies, &c., should be carried out by the Battery, Squadron, and Company Commanders as part of the training laid down for the rest of the year.
- Medical officers. 248. At least one medical officer will be detailed for duty at every annual camp. The P.M.O. of the District will be responsible (under the O.C. District) that the necessary number of medical officers is always present.

249. When, during the annual training of coast-defence units of the N.Z.G.A., practice is carried out in detachments at different batteries at the same time, the attendance of a medical officer with each detachment may, if necessary, be sanctioned by the Coast Defence Commander. Medical officers for coast defence units.

250. Units of Garrison Artillery specially allotted to defended ports will be detailed to carry out their annual training in camp at the works of defence to which they are allotted on mobilization, all units in the same district carrying out their training simultaneously. Units of other arms, detailed as Coast Defence Troops in the local scheme of defence, will also carry out their annual field training at the same time as the Garrison Artillery, in order to permit of the whole of the defences being manned as for war. Coast defence units to train together.

INSPECTION.

251. With a view to testing not only the efficiency and capacity for command of its C.O., but also its readiness for war, including mobilization arrangements, each unit will be inspected annually under arrangements made by the O.C. District, the Brigade or Coast Defence Commander.

252. The inspection will be divided into three parts:—

- (1.) In the field to be held during the annual training, for the purpose of ascertaining whether the unit is efficient in training and discipline.
- (2.) Administrative inspection: To be held at any convenient time during the year in order to ascertain that the arms, clothing, and equipment are sufficient and in good order, and that the books and records are properly kept.
- (3.) In special subjects—*i.e.*, subjects not common to all arms: To be held when convenient.

Inspection in three parts.

253. The inspection in (1) and (3), para. 252, will include the following subjects, so far as applicable to the branch of the service to which the unit belongs: Drill, fire discipline, physical training, bayonet fighting, sword exercise, revolver practice, machine-gun drill and practice, signalling, range-finding, musketry efficiency, field firing, judging distance, or other musketry practice, field manoeuvres, and the subjects prescribed for the annual course of training.

Subjects of inspection.

254. The inspection of a company, &c., in the above subjects will be directed towards testing the capacity of the individual officers, section leaders, and N.C.O.s generally to act as instructors and leaders, as well as the efficiency and readiness for war attained by the rank and file of their respective commands.

Inspection of a company, &c.

255. The inspection in (1) and (2) for all arms will be carried out by the officer exercising the powers of not less than a Brigade Commander, under whom the unit is placed for purposes of command in peace.

Rank of inspecting officer.

256. The inspection in (3) will be carried out as follows:—

- N.Z. Field Artillery: Under arrangements to be made by the Director of Artillery at Headquarters.
- N.Z. Engineers: Under arrangements to be made by the Director of Artillery at Headquarters.
- N.Z. Army Service Corps: Under arrangements to be made by the Director of Supply and Transport at Headquarters.
- N.Z. Medical Corps: By the P.M.O. District.

In all other cases by the officer exercising the powers of not less than a Brigade Commander, under whom the unit is placed for purposes of command in peace. Other branches.

Confidential reports on units. 257. Annual confidential reports on units will be rendered on N.Z. Form E 657.

Opinion of inspecting officers. 258. An inspecting officer will record an opinion on the efficiency of the officers of a unit as a whole, on that of the men and horses, the handling of troops, the system of training, the suitability and completeness of equipment, the mobilization arrangements, and, generally, all that affects the readiness of the unit for war. He will take notice of and encourage suggestions for improvement of training, equipment, and efficiency, and will bring to notice any that may be considered worthy of the attention of the officer to whom he renders his report.

Reports: how rendered. 260. The reports on units mentioned in paragraph 257 will be rendered by the inspecting officer, in duplicate, through the usual military channel, to the O.C. District, who will state on the same document and in continuation of the inspecting officer's report, whether he concurs therein—and will, within two months of the inspection of the unit, forward one copy of each brigade report and one copy of the report on each unit comprising the brigade with his own remarks thereon to Headquarters, for the information of the G.O.C.

Ages of officers. 261. The inspecting officer, when submitting his annual confidential report, will examine the ages of all officers given in N.Z. Form E 657, and satisfy himself that no officer who has exceeded the age-limit is serving.

Musketry.

Training: how carried out. 262. Musketry training will be carried out in accordance with the principles laid down in "Musketry Regulations." Every officer of and below the rank of Captain, and every member of the Territorial Force and Senior Cadets, will be exercised each year in the course prescribed in the "N.Z. Musketry Instructions" for the arm of the service to which he belongs, and his classification (except in the case of officers) entered in his Record-books.

Exemptions. 263. The following may be excused musketry: Bandmasters, regimental staff sergeants, trumpeters, buglers, and drummers.

When fired. 264. The musketry course will not be fired during the annual training in camp.

Returns. 265. O.C. units will be held entirely responsible for the musketry returns of their units.

Company Commanders. 266. Company, &c., Commanders are responsible for the musketry training of their men.

Judging distance. 267. Practice in judging distance will form part of all musketry parades.

Superintendence of firing at annual tests. 268. During the annual camp, judging-distance parades will be held with a view to awarding the regulation badges to companies.

269. Brigade and Coast Defence Commanders will arrange for superintendence of the firing of the standard tests, both at the firing points and at the butts, by officers of other units than the unit which is firing. Officers above the rank of Major will not be employed on this duty, and a Major will only be employed on ranges where more than sixteen targets are in use. The Adjutant of the unit which is firing may act as one of the superintending officers either at the firing point or the butts, in special cases where there is a difficulty in obtaining the services of other officers.

Should it be found impossible to arrange for independent supervision, as described above, a note to that effect will be made in the regimental or battalion annual musketry return, N.Z. Form E 569.

It is desirable that the marking should be performed by men of other units.

Ammunition.

270. A soldier of the Territorial Force is strictly forbidden (a) to carry any rounds of ball ammunition to a place of parade or instruction, and (b) to take any Government ammunition (whether obtained on payment or not) away from a rifle range or place of instruction. An order to this effect will be published annually in regimental or battalion orders at the commencement of the training season.

Ball ammunition.

271. Whenever possible, ammunition for musketry practice, private practice, or competition, will be issued only on the range. If no magazine exists on a range, then the ammunition must be conveyed thither in bulk under regimental arrangements.

Issue of ammunition.

Conveyance of ammunition.

272. Before blank or dummy ammunition is delivered to the men, an officer will ascertain that no ball ammunition remains in the pouches, pockets, bandoliers, or magazines. The men will be reminded that they are not allowed to have any ball ammunition in their possession.

Inspection of pouches, &c.

273. Whenever ammunition is issued from, or returned to, store for or by the troops at the issuing-station, an officer or member of the Permanent Staff of the unit will attend.

Attendance of officer or N.C.O. at ammunition store.

274. The issue of ammunition from the regimental magazine or ammunition store 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 member of the Permanent Staff, who may be specially permitted the use of the key for the purpose.

Issue: how made.

275. All ammunition for the use of a squadron, battery, or company, when paraded as such, will, before distribution to the men, be inspected by the company, &c., commander, who will satisfy himself that the description and quantity of ammunition drawn is correct, and who will be personally responsible (a) that such ammunition is properly used and expended; (b) that all unexpended rounds are collected from the men at the termination of the parade, and (c) that the whole of such unexpended balance is checked as correct and duly returned to the magazine.

Inspection of ammunition.

276. On all occasions of field practices, classification or instructional firing, or competitions, an officer or N.C.O. of the Permanent Staff, or other N.C.O., is to be specially detailed to compare the number of rounds unexpended at the conclusion of the firing with the registers. Registers will always be kept in such a way as to facilitate this check. The officer or N.C.O. detailed will be responsible for returning the unexpended rounds to the magazine.

Check on number of rounds fired.

277. All ammunition in regimental charge is to be inspected at least once a month by the C.O., or an officer deputed by him, who will see that it is deposited in a place of safety.

Inspection by C.O.

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

Government ammunition only to be used.

279. When ammunition is found to be defective, the date of manufacture marked on the box is to be noted. The O.C. the unit will render a report, through the usual channel, to the O.C. District, who will arrange to have the rounds complained of, with their wrappers or card boxes and further samples from the same box, and the arms with which failure occurred, examined locally if possible. The O.C. District will, if necessary, forward the above

Defective ammunition.

with *précis* of information, direct to the Director of Ordnance, Headquarters. The arms are to be kept available for special inspection if ordered.

TRAINING IN SPECIAL DUTIES.

Machine-gun Sections.

280. Machine-gun sections will be trained in each regiment of Mounted Rifles and battalion of Infantry. The strength of the section is laid down in Appendix I. Spare numbers should, when possible, be trained. The instruction and training will be carried out in accordance with the Musketry Regulations, and will be as laid down in the "N.Z. Musketry Instructions."

Scouts.

281. In each Mounted Rifle regiment and Infantry battalion courses of instruction for the training of scouts should be held. The numbers to be trained, the system of training, and the number of badges awarded will be in accordance with the instructions contained in the Training Manuals.

Sanitation.

282. Os.C. units will be responsible that a sufficient number of men are specially trained in sanitary and police duties to insure good order and cleanliness when the unit is in camp.

Signallers.

283. The system laid down in the "Training Manual, Signalling," is to be adhered to.

Instructor. 284. The instruction of signallers will be carried out in each unit by the Adjutant or other qualified officer.

Inspection. 285. Signallers of each unit will be inspected annually under arrangements made by the O.C. District. When possible, the officer in command of the Brigade Signal Company will be detailed as inspecting-officer.

Establishment. 286. The establishment of signallers will be as laid down in "Territorial Force Establishments."

Staff Tours.

Submission of programmes. 287. O.C. Districts will arrange suitable dates and places for at least one Staff tour to take place in their districts annually for officers not below field rank. The general and special ideas, together with a map and programme of work, should be submitted to Headquarters for approval at least one month before the proposed date of the tour.

Applications to attend. 288. Officers who wish to take part in a Staff tour will apply through the usual channel to their respective O.C. Districts.

Brigade and Regimental Tours.

Submission of programmes. 289. Brigade Commanders and officers commanding units will, when possible, arrange brigade or regimental tours of from one to three days' duration for the instruction of officers of their units. Officers of other arms should be invited to attend. General and special ideas, together with a map and programme of work, should be submitted to district or brigade headquarters as the case may be one month previous to the proposed date of the tour. Any expenditure involved must be approved by the O.C. District.

Expenditure.

ATTACHMENT TO REGULAR TROOPS OUTSIDE THE DOMINION.

290. Officers of the New Zealand Staff Corps and R.N.Z.A. may be sent to the United Kingdom or to India for courses of instruction or for attachment to regular troops. No officer will be eligible for selection under this paragraph until he has passed the prescribed examination for promotion to the next higher rank. Officers of N.Z.S.C. and R.N.Z.A.

291. Officers sent out of the Dominion under para. 290 will not be absent for more than twelve months. The pay and allowances of officers so absent will be as laid down in Financial Instructions. Period allowed,

STAFF COLLEGES.

292. The Director of Staff Duties and Military Training will keep the "Selected List" referred to in King's Regulations, para. 721, for officers of the N.Z. Staff Corps and Permanent Force. "Selected List."

293. On a vacancy or nomination at Camberley or Quetta being placed at the disposal of the G.O.C. N.Z. Military Forces by the Army Council or Government of India, the officers whose names are recorded on this list may compete at the entrance examination under the "Regulations for Admission to the Staff College." No officer will be allowed to compete unless he is fully qualified under the King's Regulations, and no officer will be allowed to attend the Staff College course unless he has duly qualified at the entrance examination. Entrance examination.

OBLIGATORY COURSES OF INSTRUCTION, TERRITORIAL FORCE.

Officers.

294. All Territorial officers of the rank of 2nd Lieutenant upwards to that of Major, inclusive, will be required to undergo a prescribed course of instruction of six days, or its equivalent in hours (thirty-six), before they are eligible to attend the examination for promotion to the next higher rank. Courses before promotion.

295. The courses referred to in para. 294 will be held under District arrangements.

Non-commissioned Officers.

296. Corporals of all arms of the Territorial Force before promotion to sergeant will be required to undergo a prescribed course of instruction of six days, or its equivalent in hours (thirty-six). Courses before promotion to sergeant.

297. The courses referred to in para. 296 will be held under arrangements made by Brigade and Coast Defence Commanders.

VOLUNTARY COURSES.

298. Special courses of instruction for Territorial officers or N.C.O.s and men will be held at such times and places as may be directed by O.C. Districts, provided that the money placed at their disposal for training purposes is not exceeded. Special courses.

299. The dates and hours of attendance will be arranged, as far as possible, to suit the personal and professional obligations of officers and others attending, and to meet local circumstances. Dates and hours of attendance.

300. Officers, warrant officers, and N.C.O.s and men, before attending a course of instruction, will be expected to have read and studied the authorized manuals. Previous preparation.

301. Officers commanding units will, when recommending officers or N.C.O.s for a course of instruction, certify that those recommended have such a knowledge of their duties as will enable them to benefit by the instruction imparted at the course. Knowledge of duties required.

- Number to be limited. 302. The number of officers, warrant officers, and N.C.O.s and men attending each course will be limited by O.C. Districts according to circumstances and according to the facilities that may exist for providing individual instruction and supervision.
- Accommodation. 303. Officers, warrant officers, and N.C.O.s and men attending courses will, where it is possible, be accommodated in quarters or under canvas.
- Syllabus. 304. The syllabus to be followed at these courses of instruction will be laid down by the O.C. District to suit the status and degree of efficiency of those under instruction.
- Pay and allowances. 305. The pay and allowances of officers and men attending courses of instruction is regulated by the instructions contained in paras. 559-567.

Qualification of Officers for Promotion, &c.

N.Z. STAFF CORPS AND PERMANENT FORCE.

- Qualifying examinations. 306. To be eligible for promotion, officers of the N.Z. Staff Corps and N.Z. Permanent Force will be required to pass the necessary qualifying examinations laid down in the King's Regulations for officers of the Regular Forces.

N.Z. TERRITORIAL FORCE.

- Qualifying examinations. 307. To be eligible for promotion an officer will be required to qualify in the following examinations, and to attend and qualify at a course of instruction as laid down in para. 294. The details of these examinations for each arm are given in Appendix IV.

2ND LIEUTENANT BEFORE PROMOTION TO THE RANK OF LIEUTENANT (EXCEPT N.Z.M.C. AND N.Z.V.C.).

Examination A (practical and oral).

308. LIEUTENANT BEFORE PROMOTION TO THE RANK OF CAPTAIN.

Mounted Rifles	}	Examination B (written).
Artillery		
Engineers		
Infantry		
Signal Corps		
A.S.C.		
N.Z.M.C.	}	Examination A (practical and oral) and Examination B (written).
N.Z.V.C.		

309. CAPTAIN BEFORE PROMOTION TO THE RANK OF MAJOR.

Captains of Dismounted Branches will be required to be in Possession of a Riding Certificate.

Mounted Rifles	}	Examination C (practical and oral). Examination D (written).
Artillery		
Engineers		
Infantry		
Signal Corps		
A.S.C.		
N.Z.M.C.	}	Examination C (written).
N.Z.V.C.		

310. MAJORS BEFORE PROMOTION TO THE RANK OF LIEUT.-COLONEL.

Mounted Rifles	}	Tactical Fitness for Command.
Artillery		
Engineers		
Infantry		
Signal Corps		
A.S.C.	}	Examination E (written).
N.Z.M.C.		
N.Z.V.C.		

GENERAL CONDITIONS.

311. An officer can only take up the examination to qualify for the next higher rank to that which he holds. Qualifying for next higher rank only.

(1.) A Lieutenant of the N.Z.V.C. cannot take up Examination B until he has completed two years' service.

(2.) A Captain cannot take up Examination C and D until he has completed three years' service in that rank.

312. An officer who has been superseded for promotion to the rank of Lieutenant or to the rank of Captain in consequence of not having obtained the qualification required by paragraph 307 will, unless he qualifies at any one of the three subsequent examinations held within eighteen months of the date of such supersession, be required to resign his commission. Resignation required after two failures.

313. Brevet rank will not exempt an officer from passing the usual examination laid down before promotion to each substantive grade. Brevet-rank does not exempt.

314. An officer transferred from one branch to another in the Territorial Force will be required to qualify for his rank in the branch to which he is transferred, in those subjects of Appendix IV in which he has not already qualified, within one year of his transfer. Qualification on transfer to another arm.

An officer who does not so qualify will usually be required to retransfer to his former branch, or to resign his commission. An officer appointed direct to a rank higher than that of 2nd Lieutenant (except to the rank of Lieutenant in the N.Z.M.C. or N.Z.V.C.) will be required to qualify for his rank in the branch to which he is appointed within one year of his appointment. An officer who does not so qualify will be required to take the next lower rank, or to resign his commission.

315. A Quartermaster will be required to qualify, within two years of his appointment, in the examination for Quartermasters laid down in Appendix IV, 7. Quartermasters.

316. Examinations A and C (except Examination C for A.S.C. Captains) and the examination for Quartermasters will be carried out periodically under arrangements made by the O.C. District. Arrangements to be made by O.C. District.

Except under special circumstances, when authority will be necessary from Headquarters, an officer will not be permitted to attend Examination A or C outside the command to which his unit is allotted. Attendance outside command not allowed.

317. The number of officers to constitute a Board will be not less than one President and two members. Number of officers on Board.

At least one-half of the members will be regular officers not below the ranks of Lieutenant and Captain respectively. The remaining members may be officers of the Territorial Force, not below the ranks of Captain and Major respectively. Rank, &c., of members.

The Board will comprise at least one officer of the arm or branch of every candidate examined. Branch of service.

Qualification in practical/examination.	318. To qualify in the practical Examinations A and C a candidate must be reported by the Board as being "fit for promotion." To qualify in the examination for Quartermasters a candidate must be reported as "fit for his appointment." Each examination must be taken up as a whole.
Dates when held.	319. Examinations B, D, and E (and C for A.S.C. Captains) (see Appendix IV and Part I of the "Tactical Fitness for Command") will be held in all districts during the weeks containing the third Monday in May and the third Monday in November, at such places as are decided upon by the O.C. District.
Returns of candidates.	For the time-table for these examinations see Appendix IV. 320. O.S.C. Districts will forward to Headquarters, not later than the 7th April and 7th October in each year, a return of officers of the Territorial Force in their commands who are desirous of attending Examination B, D, or E (and C for A.S.C. Captains), and in "Tactical Fitness for Command."
Percentage of marks required.	321. To qualify in Examination B and D (and C for A.S.C. Captains) a candidate must obtain 0.5 of the total marks allotted to each paper. To qualify in Examination E, a candidate must obtain 0.6 of the total marks allotted to each paper.
Examinations to be taken as a whole.	322. Subject to the provisions of para. 324, Examinations B, D, and E must each be taken up as a whole.
Failure.	323. Except under special circumstances, a candidate who presents himself for Examination B, D, or E (and C for A.S.C. Captains) and fails to attend the examination in any paper will be deemed to have failed in that paper.
Failure in one paper.	324. A candidate for Examination in B, D, or E (and C for A.S.C. Captains) who fails in one paper only will be considered as having partially failed, and will only be required, at a subsequent examination, to undergo re-examination in the paper in which he failed.
Opinion of Board.	325. (1.) In the case of Examination A or C (except C for A.S.C. Captains) the result recorded will be the collective opinion of the Board: should one member only be of opinion that a candidate has not attained the required standard, he will record his reason 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 are of opinion that a candidate has not attained the required standard, the President will inform the candidate that he has failed.
Forwarding proceedings.	The President of the Board will forward the proceedings and results of Examinations A and C respectively (except C for A.S.C. Captains) to the O.C. District, who will, if satisfied that the examination has been conducted in accordance with the regulations, write a certificate to that effect on the proceedings. If any irregularity has occurred the O.C. District will decide whether the examination is to be annulled.
Names of officers who qualify put in orders.	The names of officers who have qualified will be notified in District Orders, and such notification will be the authority for the return of an officer as qualified in Examination A or C (except C for A.S.C. Captains). Each officer will be furnished by his commanding officer with a certified copy of the notification.
Results of practical and oral examinations.	O.S.C. Districts will furnish to Headquarters results of all practical and oral examinations held in their respective districts.
Proceedings: how disposed of.	The proceedings of Boards of Examinations in A and C (except C for A.S.C. Captains) will be retained in the District Headquarters office. (2.) In the case of Examinations B, D (C for A.S.C. Captains), and E, the O.C. District will transmit the proceedings to Headquarters,

whence he will be furnished with lists of successful and unsuccessful candidates; the names of those officers who have passed will be notified in District Orders, together with the marks they have made, and such notification will be the authority for the return of an officer as qualified in these subjects. Each officer who fails will be furnished direct from District Headquarters with a list of the marks he has obtained.

326. An officer may be examined for a riding-certificate by an officer deputed by the O.C. District, or by the Board at Examination A or C, provided that no expense is caused to the public thereby. Riding-certificate.

The certificate will state definitely whether the candidate can ride sufficiently well to perform the duties of a Mounted officer.

TACTICAL FITNESS FOR COMMAND.

327. The examination will be divided into two parts, as described below:—

Part I. Theoretical—

A tactical problem involving the operations of a Force not exceeding a brigade of Infantry, with a brigade of Artillery and a regiment of Mounted Rifles, and a proportion of Engineers and A.S.C., as may be ordered. A small scale map to be used. The candidate to write (i) a general appreciation of the situation, (ii) the action which he proposes to take, and (iii) the orders necessary for the execution of his plan. Time allowed—three hours.

Part II. Practical—

Commanding in the field in any minor tactical operations which may be ordered, a Force of all arms, of which the strength must be not less than one battalion of Infantry, a battery of Artillery, and one squadron of Mounted Rifles, to which may be added, at the discretion of the Board, a proportion of Engineers.

This examination will be carried out as far as possible in accordance with the instructions contained in Appendix XII, "King's Regulations." To be carried out in accordance with K.R.

SECTION VIII.—GENERAL DUTIES, AND MISCELLANEOUS.

Responsibility for Public Money and Stores.

328. An officer entrusted with public money will keep such a record of his cash transactions 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 them himself or see that they are made in his presence; he is personally responsible for any sum of money he may intrust to subordinates. Any officer or other person in charge of public stores of any kind is strictly forbidden to lend any article under his charge for any purpose not sanctioned by his C.O. Record of cash transactions.
Payments.
Public stores.

Responsibility of Company, &c., Commander.	329. A Company, &c., Commander is responsible that all cash payments made to a soldier, and all moneys due from time to time, are duly recorded. The cash payments will be made in the presence of an officer and two witnesses (other than the pay-sergeant), who will certify that the amounts charged have been actually paid.
Detachment Pay-sheet.	330. In the case of soldiers of the Permanent Force serving with a detachment where no officer is present, each man will sign the detachment pay-sheet.
Responsibility of Quartermaster.	331. A Quartermaster will not in any circumstances deal with, or be held responsible for, the quality of the supplies admitted to or held in store, but will deal solely with the quantities to be received and with their distribution.
	332. A Quartermaster will not perform any cash duties except in circumstances in which he is by the regulations recognized as a sub-accountant.
Adjutant to act as Paymaster.	333. The duties of Paymaster to a unit will be performed by the Adjutant.

Garrison and Regimental Duties.

ROSTER OF DUTIES.

Roster to commence with senior.	334. For all duties, whether with or without arms, and whether performed by units or individuals, the roster will commence from the senior downwards.
Classification of duties.	335. Duties are classified as,— (1.) Guards to the Governor. (2.) Duties under arms—(a) district, (b) brigade, (c) regimental. (3.) Courts-martial—(a) general, (b) district. (4.) Working-parties. (5.) Fatigues.
Performance of duties simultaneously.	336. When an officer falls due for more than one duty at the same time, he will be detailed for that duty which takes precedence in para. 335.
"Overslaugh."	337. 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 receive an "overslaugh" for 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.
Court-martial: attendance as tour of duty.	338. 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 dissolved without trying any person. On any day on which a Court-martial is not actually sitting, its members will be considered available for other duties; they will not, however, quit the area without the authority of the convening officer until the Court has been dissolved. This rule is also applicable to Courts of Inquiry and Boards.
Tour of duty of guards, &c.	339. A unit, detachment, guard, picquet, or fatigue party is only entitled to count a tour of duty when it has, in pursuance of that duty, marched off the ground where it was ordered to parade.
Exchange of duty.	340. An officer detailed in orders will not exchange his duty with another without permission of the authority by whom he was detailed.

DAILY DUTIES IN CAMP.

341. The hours for "Reveille," "Retreat," and "Tattoo" will be: "Reveille," varying from 5 a.m. in summer to 6.30 a.m. in winter; "Retreat," at sunset; "Tattoo" ("last post"), at 9.30 p.m., unless otherwise specially ordered.

342. Between "Tattoo" and "Reveille" no call will be sounded except "Lights out" (which will be sounded a quarter of an hour after "Last post"), and the "Alarm," "Fire alarm," or other signal for troops to turn out. On the "Alarm" being sounded all troops will turn out under arms and fall in on their parade-ground or alarm post.

343. In camps of more than one unit the field officer of the day will be present at guard-mounting, and will visit all guards by day and night; these duties will be performed mounted, unless otherwise ordered. He will take command of the picquets in case of fire, riot, or alarm. In the morning, when the guards dismount, the reports of their commanders will be forwarded by the field officer to the O.C. camp, together with his own report.

344. In a small camp a Captain may do the duty of field officer of the day in the same manner in all respects as a field officer, except that his being mounted may be dispensed with.

345. A Captain of the day or week, and a subaltern of the day, will be detailed in each unit to superintend regimental duties.

346. Soldiers will be warned for all duties, &c., by means of daily orders posted in a suitable place in the camp or 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.

347. The O.C. of a camp will be responsible that the number of camp and regimental guards and picquets is the lowest possible, and they will be replaced wherever possible by a system of police. Guards and picquets will mount at the hours the O.C. the camp may deem best suited to the climate and season. All guards and armed parties, before going on duty, will be inspected by the Adjutant or some officer of their unit.

348. 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.

349. An officer or soldier will not take off any article of clothing or accoutrements while on guard, but the wearing of the great-coat or cloak in the guard-room will be optional.

350. The commander will visit his sentries at least twice by day and twice by night to ascertain that they are alert on their posts and acquainted with their orders, and, in addition, he will send a N.C.O. with a file of men to perform the same duty at frequent and uncertain intervals.

351. A commander will never quit his guard except to visit his sentries, and will then inform the next in command of the probable time he will be absent. He will not allow any N.C.O. or soldier to quit the guard without leave, which will be granted only for special purposes.

352. Every guard will turn out at the commencement of the "Reveille," "Retreat," and "Tattoo" sounding. The commander will then carefully inspect it.

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

- Reliefs of sentries. 354. Sentries will be relieved every two hours; but at night, in cold or inclement weather, they may, at the discretion of the C.O., 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 of the guard.
- Refreshments.
- Stable guard. 355. A sentry furnished by a stable guard will mount with or without arms, at the discretion of the C.O.
- Guard report. 356. A commander of a guard will render his guard report on the prescribed form. He will also send an immediate report to the field officer, or captain, or subaltern of the day of any unusual occurrence on or near his guard.
- Dismissal. 357. Every guard will be dismissed on its regimental parade, where it will be inspected and its arms examined. In the case of an officer's guard, the men will be dismissed by the commander after he has reported to any officer of superior rank present on the parade. If the commander of a guard is a N.C.O., a report will be made to the Adjutant or orderly officer previous to dismissal.
- Articles in charge of guard. 358. All stores and furniture in charge of a guard will be handed over from one commander to another. The commander of the relieving guard will be responsible for their correctness, and will, in his report, note the condition of each article when taken over.

EXAMINATION OF ARMS AND POUCHES WHEN AMMUNITION IS ISSUED.

- Examination of pouches, &c. 359. Arms, pouches, or bandoliers must on all 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 are again to be examined, and any unused ammunition collected. O.C. companies, &c., will report personally to the senior officer present that this has been done.
- Cleaning of arms. 360. 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 a parade.

EMPLOYMENTS.

- Numbers to be reduced. 361. Brigade Commanders and C.O.s are responsible that the number of officers and men required for guards, fatigues, and other duties and employments is reduced to the lowest possible limit. The practice of excusing men warned for or coming off guards or other duties from attending parades is prohibited.
- Orderly officer to attend parades. 362. The Captain or subaltern of the day or week, and all orderly sergeants and corporals, will attend all parades.
- Charge of camp. 363. The Quartermaster, assisted by the regimental police, will take general charge of and be responsible for the conduct and safe custody of the camp whenever a unit is absent from its lines.
- Guards to be sparingly employed. 364. Brigade and regimental guards should be sparingly employed, and may generally be dispensed with between "Reveille" and "Retreat," their duties being taken by an effective system of police supervision. In any case, during the day parades, regimental guards will be reduced as far as possible.
- Picquets in ranks. 365. Picquets will be in the ranks unless specially required.
- Orderly-room. 366. Orderly-room should be held at any convenient time of the day which does not interfere with instruction.
- Those excused from parades in camp. 367. The following N.C.O.s and men only may be excused from attending parades in camp:—

Brigade.

Brigade office	1 Clerk and 1 orderly.
Brigade refreshment-room or tent	2 men.
Grooms to all Staff officers	All.

Regimental.

Officers' servants	(1 per field officer) (1 per company) from morning parades only.
Officers' mess	1 N.C.O. and 1 man.
Sergeants' mess	1 N.C.O. and 1 man.
Cooks	2 men per company.
Wash-houses and latrines	2 men.
Regimental refreshment-room or tent	1 man.
Regimental recreation-room or tent	1 man.
Police	1 N.C.O. and three men.
Grooms to mounted officers	All.
Staff sergeants except N.Z.A.M.C.	All.

368. Brigade and regimental fatigues will be carried out in the Fatigues early morning or in the evening, and will be limited as follows :—

Cleaning lines.

Officers' mess.

Sergeants' mess.

Refreshment room or tent.

Recreation room or tent.

Kitchens (all cleaning-up to be done by the cooks).

Rations for sick (as required, but not to exempt from any parade or duty).

Guard-room or tent (to be done by the guard).

Rations should, if possible, be issued in the early morning, and drawn by the Quartermaster of the unit. Rations: when issued.

Medical and Hospital Duties in Camp.

GENERAL INSTRUCTIONS.

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

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

371. The name of every soldier reporting himself sick will be entered in the "Sick Report," which will be prepared in duplicate. "Sick Report."

372. 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. Temporarily unfit.

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

Light duty.

374. 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 fact in writing to the O.C. the unit concerned. Discharge from hospital.

Messes.

OFFICERS' MESSES.

375. Every officer of the unit or corps will be a member of the regimental mess. The C.O. is responsible that all the regulations relating thereto are observed. He will also insure that the mess is conducted without unnecessary expense or extravagance, and by his personal example and advice will encourage economical habits and careful management. Membership. Responsibility of C.O. Economy.

376. The senior combatant officer present at mess is responsible for the maintenance of discipline. Discipline.

SERGEANTS' MESSES.

377. A sergeants' mess will invariably be formed when practicable. The C.O. will be responsible that it is conducted with economy, regularity, and order. The senior Major will, as a rule, be charged with its immediate supervision.

Supervision.

SOLDIERS' MESSING AND COOKING.

Meals, system of cooking.

378. It is the duty of the C.O. 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 practicable.

Inspection of meals.

379. 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.

Exemptions from Jury Service.

Exemptions from service.

380. All members of the N.Z. Military Forces, except officers of the Reserve of Officers, N.C.O.s and men of the Territorial Force Reserve, and members of Rifle Clubs, are exempted from jury service.

Bands.

Maximum allowed.

381. Officers commanding Infantry battalions and regiments of Mounted Rifles may form regimental bands up to the maximum of twenty-five bandmen, exclusive of the bandmaster. No extra allowance or pay will be made from the Government funds for bands or in respect of men acting as bandmen.

No extra allowance or pay.

Training.

382. Men acting as bandmen will perform the training laid down for their arm in para. 228, except that they will only be called upon to perform half the drills and parades laid down in para. 228 (a) and (b).

Stretcher-bearers.

383. During the annual training in camp they will be trained as stretcher-bearers and in first-aid to the wounded.

Supernumerary to establishment.

384. Acting bandmen when their turn comes for transfer to the Reserve may be retained with the unit as supernumerary to the establishment under agreement with their C.O. Men so retained will attend the annual training in camp, but will not be called upon to perform any other training during the year, except such as may be required in their capacity as musicians. They will be entitled to rations when in camp, and to free issue of uniform and accoutrements, and will be subject to military law as Territorial soldiers.

Rations, free issue.

Uniforms.

Not to perform in public without C.O.s consent.

386. Men acting as bandmen will wear the uniform of their unit.
387. Regimental bands will not perform as such in public, or appear in uniform for any purpose outside the ordinary training, without the consent of their C.O.

Veterinary Duties, Transport, Horses, Forage, &c.

VETERINARY DUTIES.

Responsibility of P.V.O.

388. Principal Veterinary Officers will be appointed in each district, and will be responsible to their respective O.C. District for,—

- (1.) The distribution, instruction, and efficiency of the N.Z. Veterinary Corps in his district.
- (2.) Supervision of veterinary instruction in units.
- (3.) Maintenance and supply of veterinary stores.
- (4.) Veterinary charge of all horses on permanent military establishments within his district, and examination of all horses submitted for purchase for permanent establishments.

- (5.) He will be the adviser of the O.C. District and other commanding officers on all points connected with his department. He will attend the O.C. District at his inspection of horses proposed for casting. He is to have free access at all times to all military stables and horses; infirmaries, stables, sick-horse depots, or sick-horse lines, but he will acquaint the commanding officer of his intended visit.

(6.) Questions of veterinary hygiene.

389. Officers of the N.Z.V.C. will not exercise any military command outside their corps, except over such officers and soldiers as may be attached thereto for duty or who may be placed under their orders. Military command.

390. Other officers of the New Zealand Veterinary Corps will be responsible for— Responsibility of other officers of N.Z.V.C.

- (1.) Veterinary duties in the units to which they are attached.
- (2.) The veterinary stores issued to the unit to which they are attached.
- (3.) Veterinary instruction in units.
- (4.) Such other duties as may be required of them by the P.V.O. from time to time.

391. Veterinary arrangements for units which have no Veterinary Officer attached will be made by the P.V.O. District. Arrangements for units without a V.O.

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

393. The Veterinary Officer when the unit is in camp is to make a daily report to the commanding officer of such horses as are unfit for service through sickness, lameness, or other causes. Daily report.

PRIVATELY OWNED HORSES.

394. All units will render a return, immediately on arrival at the camp of continuous training, or at manœuvres of all privately owned horses brought in for military duty. Return of.

The return will show the age, sex, description, owner's name, and valuation.

395. The officer in command of the camp or body of troops referred to in the preceding paragraph will have the return of horses verified as soon as possible after their arrival in camp, &c., and an official valuation will be made and inserted in the return by the Senior Veterinary Officer or any other officer detailed for the duty. Verification of return.
Valuation.

396. For compensation for loss or injury of a privately owned or hired horse, see "Financial Instructions and Allowance Regulations for N.Z.M.F." Compensation.

In all cases involving a claim for compensation, a Board will be assembled to investigate and report on the circumstances of the case.

REGIMENTAL TRANSPORT.

397. A C.O. will maintain the full complement of trained men for the regimental transport of the unit, as given in "Territorial Force Establishments." Trained men.

398. The number of horses and vehicles allowed for the annual camp are laid down in "Territorial Force Establishments" (Appendix I). C.O.s will make their own arrangements for hiring according to their requirements within the limits laid down. Horses and vehicles for camp.

398A. The regimental transport of all units will be subject to periodic inspection by the O.C. Army Service Corps in each district, or by an officer deputed by him.

SECTION IX.—MOVEMENTS.

General Instructions.

- Movements out of district.** 428. No movement of any corps or unit, or any portion of a corps or unit, from one military district to another shall take place without sanction previously being obtained from Headquarters.
- Issue of travelling-warrants.** 429. An O.C. District may delegate to officers to be named by him the power of issuing travelling-warrants for certain defined purposes. As a rule, this power should only be delegated to officers at out-stations where reference to District Headquarters would involve a loss of time.
430. The names of officers to whom the power to issue travelling-warrants is delegated will be published in District Orders, and these officers will furnish monthly to the O.C. District a return of the passes issued by them.
- Warrant-books.** 431. Warrant-books should be kept under lock and key, and the officers intrusted with them will be responsible for any improper use of the forms. On being relieved, they will hand over the books to their successors, obtaining a receipt.
- Travelling on duty.** 432. Travelling-warrants may be issued to officers, N.C.O.s, and men of the Military Forces when ordered or permitted by competent authority to travel on duty.
- Names to be inserted.** 433. The names of the individuals to whom warrants are granted shall in each case be inserted in such warrant.
434. Officers issuing warrants will observe the instructions laid down on the cover of these books.
- Passes: First-class, second-class.** 435. All officers, warrant officers, and Acting Sergeants-major travelling on duty shall be entitled to first-class passes; other ranks will travel second-class.
- Ride meetings, &c.** 436. Railway warrants shall not be issued for the purpose of attending military sports or rifle meetings, except by special permission of the G.O.C.
- Uniform to be worn.** 437. Officers as a rule, and warrant officers, N.C.O.s, and men at all times, will wear uniform when travelling on duty.

Movements of Troops by Railway.

- Compliance with railway regulations.** 438. Officers in command of troops moving by railway are responsible that the railway regulations are complied with by the troops. They are not to interfere with the prescribed running of the trains or the general working of the Railway service.
- Compartments to be numbered.** 439. Previous to entrainment the compartments provided should be numbered and lettered with chalk to facilitate the entrainment of squadrons, companies, or sections.
- Entrainment.** 440. The entrainment will take place by word of command. It should be complete five minutes before the time of departure.
- Leaving carriages.** 441. No man is to leave his carriage without the permission of an officer.
- Horses.** 442. Horses should usually be entrained with saddlery and harness on, except when the journey will exceed six hours, in which case harness and saddlery will be removed after arrival at the station, and loaded into covered goods-trucks.

443. When the train is ready to proceed, "Fall in" will be sounded. "Fall in." Silence must be maintained until the train moves off.

444. Departure of trains should be telegraphed by the officer ^{Departure to be} telegraphed. superintending the entrainment to the place where the troops are telegraphed. to halt for refreshment, and also to the place of final destination.

445. On arrival at the place appointed for the train to halt, the ^{Halting.} officers will get out and go to the carriages of which they are in charge. Sentries will be posted if necessary. The "Dismiss" will then be sounded, and men may get out of the train, leaving their arms in the carriages.

446. When it is necessary that the troops should be fed or horses ^{Feeding, &c.,} watered *en route*, previous preparations should be made ^{en route.} regimentally, an officer, with one or more N.C.O.s, being, if necessary, sent forward to make arrangements.

447. When it is intended to water and feed horses during a halt, "Water," followed by "Feed," will be sounded, and the men proceed to water their horses from buckets. After being watered the horses will be fed from nosebags. No hay or straw is to be left among the horses, and any forage conveyed should be in closed or tarpaulin-covered wagons.

448. When it is time to proceed, the "Fall in" will sound. Men will return to their carriages, and the officers will see that they are all present, and report to the C.O. Any sentries that have been posted will then be withdrawn. Lastly, the officers will get in, and the C.O. will then give directions that the train may proceed.

449. In case of accident to the train the officers will proceed at ^{Accident to} train. once to the carriages of which they are in charge, and the men will retain their seats until ordered to descend. Directions given by railway officials must be promptly executed.

450. In detrainments the O.C. the troops must insure the speedy ^{Detrainment.} evacuation of the railway-station.

451. As they are detrained, riding-horses will be led to the place of assembly, and draught horses to their own wagons.

452. The detrainment of guns and vehicles will be carried out by parties told off for the purpose. If it cannot be done simultaneously with that of the horses, the latter will, as a rule, be first detrained. Each carriage should be drawn off to the place of assembly as soon as horsed, so as to clear the ground.

Transport of Baggage and Stores to Annual Camps.

453. Railway warrants for the conveyance of baggage and stores ^{Conveyance to} to camps and manœuvres will be permitted only for those stores ^{annual camp.} which are issued or authorized by the Defence Department for use at such camps, and for the personal baggage of those proceeding on duty to attend such camps, according to the following scale:—

	Not exceeding.	Scale authorized.
Officers of Headquarters, District, and Brigade		
Staffs, and commanding officers	150 lb.	
Other Mounted officers	100 ..	
Dismounted officers	70 ..	
Warrant officers	50 ..	
Other ranks	20 ..	

454. At manœuvres, when personal baggage is to be carried by ^{Hired transport.} military or hired transport, the scale will be as authorized by the Director of the Manœuvres, but not greater than that laid down in the Field Service Manuals.

SECTION X.—UNIFORM, EQUIPMENT, DECORATIONS, AND MEDALS.

General Instructions.

- Orders of dress. 455. The orders of dress laid down in Tables A and B, section XII, "King's Regulations," will be taken as a guide as to the orders of dress to be worn on parade and on special occasions.
- Full dress at ceremonies. 456. Officers attending Levées, Courts, State balls, and ceremonies at which Royalty or the Governor is present, and on the occasions mentioned in Table A, section XII, "King's Regulations," must wear the authorized full dress, excepting in the case of officers of the Territorial Force who do not possess full dress; these officers will wear service-dress, with drab serge overalls and Wellington boots, "Sam Brown" belts, slouch hats, and medals (as for full dress).
- Full dress at parades. 457. Full dress will not be worn by officers parading with their men, unless the latter are wearing full dress or "walking-out" dress.
- "Sam Browne" belt. 458. The universal pattern "Sam Browne" belt in brown leather will be worn by all officers and warrant officers of all units and corps with the service dress. Mounted officers will wear steel spurs.
- Spurs. 459. Horse-furniture will be of the universal pattern as laid down in the "N.Z. Dress Regulations," with such special regimental ornaments as may be approved by the G.O.C.
- Horse-furniture. 460. No deviation from authorized patterns of uniform is permitted, and no new patterns of uniform, badges, or horse-furniture are to be introduced without approval of the G.O.C.
- Deviation from patterns. 461. Officers in uniform, when in mourning or attending funerals, will wear a crape-band, 3½ in. wide, round the left arm above the elbow.
- Mourning.

N.Z. STAFF CORPS, ROYAL N.Z. ARTILLERY, AND PERMANENT STAFF.

462. Officers of the Staff Corps and R.N.Z.A. will wear the uniform laid down for them in the "N.Z. Dress Regulations."
- Staff Uniform. 463. Officers of the Staff Corps will not wear Staff uniform or Staff distinctions unless appointed to the Headquarters Staff of the Dominion or appointed as O.C. District, General Staff Officer on a District Staff, or A.A.G. on a District Staff.
464. Staff uniform and Staff distinctions will be the same as those laid down in the "Dress Regulations for the Regular Army."
- Warrant officers, N.C.O.s. 465. Warrant officers, N.C.O.s, and men will wear the dress laid down for them in the "Clothing and Equipment Regulations for the New Zealand Military Forces."

OFFICERS OF THE TERRITORIAL FORCE.

- Obligatory uniform. 466. The only obligatory uniform for officers of the Territorial Force is service dress as authorized in the "N.Z. Dress Regulations."
- Full dress. 467. An authorized pattern of full dress for officers is laid down for each unit, but its provision is optional.
- Mess-dress. 468. Territorial units and corps may adopt a mess-dress on the design being approved by the G.O.C. The provision of this dress is optional to the individual officer.
- Aides-de-Camp to the Governor. 469. Officers appointed Aides-de-Camp to the Governor will wear regimental uniform, with a gold aiguillette on the right shoulder. The aiguillette will be worn with full dress uniform by these officers when doing duty with their units.

470. Civic insignia, mayoral chains and badges, will not be worn with military uniform. Civic insignia.

471. Brigade Commanders and Coast Defence Commanders will wear the uniform laid down in the "N.Z. Dress Regulations" for substantive Colonels, or the uniform of the unit or corps in which they last served, with the badges of rank of a full Colonel. Brigade and Coast Defence Commanders.

472. Medical officers will wear the uniform of the N.Z.M.C., whether on the Staff or not. Medical officers.

473. Veterinary officers will wear the uniform of the N.Z.V.C., whether on the Staff or not. Veterinary officers.

474. A blue serge frock may be worn as an undress garment by all officers and warrant officers of the Territorial Force, with badges of rank and collar badges in metal. This garment must not be worn when parading with troops. Its provision is optional. Officers of the Territorial Force will not provide themselves with frock coats. Undress uniform.

475. Uniform is not obligatory for Chaplains except on active service, but a "scarf," with the crown and monogram N.Z.M.F. in gold, may be worn. The scarf is described fully in the "N.Z. Dress Regulations." The uniform authorized for Chaplains is laid down in the "N.Z. Dress Regulations." Chaplains.

476. Officers retiring with permission to wear uniform are entitled to wear the uniform of the unit or corps in which they last served. Retired officers.

477. Officers of the Reserve of Officers will wear the uniform of the unit or corps in which they last served, with the letter "R" on the shoulder-cords or on the shoulder-strap below the badges of rank. Reserve of Officers.

478. Officers on the Unattached List of the Territorial Force, category (b), will wear the universal pattern service-dress, but without collar-badges. The optional full dress and mess-dress of these officers will be as described in the "N.Z. Dress Regulations." Unattached List.

W.O.s, N.C.O.s, AND MEN OF THE TERRITORIAL FORCE.

479. The dress for W.O.s, N.C.O.s, and men of the Territorial Force will be as laid down in the "Clothing and Equipment Regulations for the N.Z.M.F." N.C.O.s, rank and file.

480. The numerical designation of the unit or corps in brass letters will be worn on the shoulder-straps of tunics, serge-frocks, service-dress jackets, and great-coats. Numerical designation.

481. Chevrons, badges of rank, and badges for skill at arms, &c., will be as laid down in the "Clothing and Equipment Regulations for the N.Z. Military Forces." No other badges than those laid down may be worn. Chevrons, badges, &c.

483. Uniform will be worn at all parades, and when travelling on duty. Wearing of uniform.

Identity Discs.

484. An identity-disc, fitted with a cord, will be held by O.s.C. units and corps for every officer, N.C.O., and man on the establishment.

They will be stored in peace-time, stamped with the title of the unit or corps. On mobilization they will be completed with the registration-number, name, and religious denomination of the individual to whom issued. The marking will be carried out by the unit.

Equipment.

485. The regulations governing the issue of arms and equipment to the Military Forces are laid down in the "Clothing and Equipment Regulations for the N.Z. Military Forces."

Medals.

- Issue.** 486. The rules governing the issue of medals are laid down in Appendix IX.
- When worn.** Medals and decorations are worn in the order prescribed in the "N.Z. Dress Regulations" by all ranks when in full dress.
- In units and corps which have no full dress, medals will be worn with the service dress when in review order. On other occasions ribbons only are to be worn. The ribbons of medals will be $\frac{1}{2}$ in. in length, and will be sewn on to the garment or worn on a bar with-out intervals.

SECTION XI.—CEREMONIAL.

Precedence of Corps.

487. The following is the order of precedence of corps in the Military Forces of the Dominion :—

- (1.) The Royal New Zealand Artillery.
- (2.) The regiments of Mounted Rifles.
- (3.) The New Zealand Field Artillery.
- (4.) The New Zealand Garrison Artillery.
- (5.) The New Zealand Engineers.
- (6.) The Infantry regiments.
- (7.) The New Zealand Army Service Corps.
- (8.) The New Zealand Medical Corps.
- (9.) The New Zealand Veterinary Corps.
- (10.) The Rifle Clubs.
- (11.) The Senior Cadets.

On mounted parades regiments of Mounted Rifles will take the right of the line; the R.N.Z.A. will be on the right of dismounted troops.

Different units of the same arm take precedence in accordance with their numerical succession as given in the New Zealand Army List.

Command, Rank, Precedence, &c.

OFFICERS.

Precedence of officers.

488. Officers of His Majesty's Imperial Regular Forces serving in the Dominion, if holding local rank conferred by the Governor, will rank with officers of the Staff Corps and Permanent Force according to the date of their local rank. If serving in the Dominion in the rank granted by the King they will rank as senior to all officers of the New Zealand Military Forces of that rank. Officers of the Staff Corps and Permanent Force will take precedence of all Territorial officers of the same rank.

Command.

489. An officer appointed to the command of a unit or corps in the Military Forces shall exercise command over any other officers serving therein, irrespective of the date of his commission. All Territorial officers doing duty with their unit or corps shall take rank according to their dates of appointment in that rank to such unit or corps; and all officers serving together with officers of other

units or corps shall take rank according to the dates of their respective appointments to that rank in the Military Forces. 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 an officer appointed to command a regiment, battalion, or corps, be determined by the date of their previous commissions, or, in the case of first commissions, by the order in which their names appear in the *Gazette*.

490. The function of command is to be exercised by the senior combatant officer, except in cases where an officer has been specially appointed to the command.

Local and temporary rank will carry the same precedence as permanent rank within the limits wherein the rank is granted. Local and temporary rank.

491. Departmental officers shall be entitled to precedence according to their rank. Such rank or position will not, however, entitle the holder of it to the presidency of Courts-martial, or to military command of any kind except over such officers and soldiers as may be specially placed under their command. Departmental Officers.

WARRANT OFFICERS AND NON-COMMISSIONED OFFICERS.

492. The position of warrant officers is inferior to that of all commissioned officers, but superior to that of all non-commissioned officers. Position of warrant officers.

493. The following will be the order of precedence of warrant and non-commissioned officers. Those bracketed together rank with one another according to the dates of promotion or appointment. Precedence of warrant officers.

(1.) Warrant Officers.

- (Garrison sergeant-major.
- (Master gunner, first class.
- (Master gunner, second class.
- (Staff regimental sergeant-major.
- (Brigade or regimental sergeant-major.
- *Bandmaster.
- *Armament sergeant-major.
- *Mechanist sergeant-major.

(2.) Non-commissioned Officers.

- (Master gunner, third class.
- (Brigade or regimental sergeant-major who is not a W.O.
- (Brigade or regimental quartermaster-sergeant.
- *Armament Q.M.S.
- *Mechanist, Q.M.S.
- (Staff squadron, battery, or company sergeant-major.
- (Squadron, troop, battery, or company sergeant-major.
- (Colour sergeant and staff sergeant.
- †Squadron, troop, battery, or company quartermaster-sergeant.
- Sergeant.
- Lance-sergeant.
- (Corporal.
- (Bombardier.
- (Second corporal.
- (Acting-bombardier.
- (Lance-corporal.

Precedence of Non-commissioned officers.

Armament, armourer, artificer, collar-maker, farrier, mechanist, pioneer, saddler, shoeing-smith, and wheeler non-commissioned officers take precedence according to their rank as Q.M.S., sergeant, &c.

Command.

494. Warrant and non-commissioned officers against whose names an asterisk (*) is placed are not entitled to assume any command on parade or duty, except over such W.O.s, N.C.O.s, and men as may be specially placed under their orders. In matters of discipline, however, they will at all times exercise the full authority attached to their rank.

Classification for pay.

495. Classification for pay shall not affect the above classification for purposes of command and precedence.

† A squadron, troop, battery, or company sergeant-major will rank regimentally senior to the squadron, troop, battery, or company quartermaster-sergeant, except for promotion.

Honours and Salutes.

GENERAL INSTRUCTIONS.

496. The honours and salutes to be given by troops on parade are as follows :—

- | | |
|---|--|
| The King. | (1.) <i>To the King.</i> —On all occasions, Royal Salute. Standards and colours lowered, officers saluting, men presenting arms, bands playing the National Anthem through. |
| The Royal Family. | (2.) <i>To Members of the Royal Family.</i> —Same as (1), except that the bands will only play the first part (six bars) of the National Anthem. |
| Foreign Sovereigns. | (3.) <i>To Foreign Sovereigns; Presidents of those Republican States in which the Sovereign is represented by an Ambassador; and members of Foreign Imperial and Royal Families.</i> —Same as (1) or (2) respectively, except that their own National Hymn will, when practicable, be played. |
| The Governor. | (4.) <i>To the Governor at State Ceremonials such as the Opening or Closing the Session of the New Zealand Legislature.</i> —Same as (1), except that the bands may only play the first part (six bars) of the National Anthem. |
| Field-Marshal. | (5.) <i>To Field-Marshal.</i> —General salute, same as (6), and regimental colours of all Forces to be lowered, except when a member of the Royal Family is present. |
| General Officer and Inspecting Officer. | (6.) <i>To General Officers and Inspecting Officers below the rank of General Officer.</i> —General salute by the troops under their command; by mounted services with swords drawn, officers saluting, and bands playing the first part of a slow march; by dismounted services, officers saluting, men presenting arms, colours flying, bands playing the first part of a slow march, and drums beating; by corps not having bands, the trumpets or bugles sounding the salute, or the drums beating a ruffle. |
| Commanding Officer. | (7.) <i>To Commanding Officers (if under the rank of General Officer) of Districts, Garrisons, Camps, or Stations.</i> —Honours (not extending to a salute of guns) due to the rank one degree higher than that which they actually hold. |
| Standards. | (8.) <i>To Standards, Guidons, and Colours.</i> —When uncased they are at all times to be saluted with the highest honours—viz., arms presented, trumpets or bugles sounding the salute, drums beating a ruffle. |

National Anthem.

497. The National Anthem is not to be played in connection with salutes on any other occasion than those mentioned in paragraph 10., and is only due to those personages who are entitled to a Royal Salute.

498. The Governor, if he is also a naval or military officer, is entitled in every respect to the honours due to his rank as well as to his civil office. The Governor.
499. Officers temporarily acting in any higher command are entitled during their temporary tenure to all the honours and salutes appertaining to such command, provided, so far as artillery salutes are concerned, the officer is not under the rank of Brigadier-General. Officers acting temporarily in higher command.
500. 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. Officers holding temporary civil office.
501. 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. Officers of allied Powers.
502. Officers or soldiers passing troops with uncased colours salute the colours, and also the commanding officer (if senior). Colours.
503. Officers, soldiers, and colours passing a funeral will salute the body. Funerals.
504. 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. Armed parties.
505. 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 confirm to the rules laid down for officers. O.C. armed party.
506. All officers will salute their seniors before addressing them on duty or on parade; when in uniform they will salute with 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 of soldiers. A salute made to two or more officers will be returned by the senior only. Salute to seniors.
507. Officers will salute those officers of the Royal Navy when in uniform who would be saluted by individuals of corresponding ranks in their own service. Officers of Royal Navy.
508. Officers and soldiers boarding any of His Majesty's ships or foreign men-of-war will salute the quarter-deck. Saluting the quarter-deck.
509. Warrant officers, non-commissioned officers, and men of the Permanent Forces will salute all commissioned officers whom they know to be such, whether dressed in uniform or not, including officers of the Royal Navy, Royal Marines, His Majesty's Army, and such warrant officers as have rank corresponding to that of commissioned officers in the Army. Warrant officers, non-commissioned officers, and men of the Territorial Force, in uniform, will similarly salute all commissioned officers when in uniform. Warrant officers and non-commissioned officers when wearing swords will salute with the right hand, irrespectively of the side on which the officer saluted may be passing. Warrant officers, N.C.O.s., and men saluting.
510. Non-commissioned officers and men will address warrant officers in the same manner as they do officers, but will not salute them. N.C.O.s., when addressed by their juniors or by private soldiers, will be called by their rank. N.C.O.s. addressing warrant officers.
N.C.O.s. to be addressed by rank.
511. 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. Civil Court.

OFFICIAL VISITS.

512. The following rules are to be observed for the interchange of official visits between naval and military officers at stations where there is a military garrison :—

- | | |
|------------------------|--|
| Vessel of war. | (1.) On the arrival of a British or foreign vessel of war an officer is to be sent on board to arrange with the naval officer in command as to the exchange of visits. |
| Order of calls. | (2.) The O.C. District or other officer commanding is to call first on any naval officer (British or foreign) senior to him, as soon as practicable after arrival, or await his visit if he be junior. The visit is to be returned within twenty-four hours. |
| Returning calls. | (3.) The visit of a naval officer below the rank of Captain is to be returned by a Staff officer on behalf of the O.C. District or other commanding officer. |
| Consultation with A.G. | (4.) The O.C. District in which Headquarters are situated before taking action in sub-para. (1) and (2) will consult with the Adjutant-General. |

GUARDS OF HONOUR.

513. A Guard of Honour, as a general rule, of 100 rank and file, with a Captain in command, two subaltern officers (one carrying the standard of Mounted Rifles, or the King's colour of Infantry), a proportion of sergeants, and a regimental band, will attend,—

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|--------------|---|
| For Royalty. | (1.) Upon the King and other Royal personages; and upon Presidents of those Republican States in which the State is represented by an ambassador. |
| | (2.) At State ceremonials. |

For the Governor.	Similar Guards of Honour, but with the regimental colour, will attend upon the Governor and officers administering the governments of His Majesty's possessions, and such occasions as are customary within the governments. (Guards of Honour will not be detailed when the Governor and officers administering the government are returning after leave of absence, the duration of which has not exceeded three months; nor when they are merely arriving at, or departing to or from, one or other of the ports within their government; nor on merely changing their residence.)
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514. A Guard of Honour of fifty rank and file, with two officers, one carrying the regimental colour, and a band, will attend,—

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|-------------------------------|--|
| For foreign Generals. | (1.) When a foreign General or Flag Officer lands at a military station, within His Majesty's dominions, to visit the Governor or Commandant. |
| For distinguished personages. | (2.) To receive distinguished personages other than those mentioned in paragraph 513, or on occasions not specified in paragraph 10, if it is deemed expedient. |
| For Naval Commander-in-Chief. | (3.) (a.) At the port where the Naval Commander-in-Chief of the Australian Stations lands for the first time within the Dominion.
(b.) On each occasion on which he receives an artillery salute on paying an official visit to the Governor. |

Voluntary guards for the Governor.	515. Voluntary Guards of Honour as in 513 may be furnished for the Governor when visiting cities or towns in the Dominion on other than State occasions, and provided that troops are available without expense.
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516. Mounted escorts will attend if ordered when Guards of Honour are furnished, as provided for in Regulation 513. The strength of the escort for the Governor will be 1 officer, 1 sergeant, 1 trumpeter, 12 rank and file. Mounted escorts
for the
Governor.

Voluntary escorts may be furnished as in para. 515.

FLAG STATIONS AND FLAGS TO BE FLOWN.

517. Where two flags are issued, the smaller is for use in bad weather.

Flags will be flown as follows :—

Flag Stations.	New Zealand Ensign.	
	12 ft. by 6 ft.	6 ft. by 3 ft.
Auckland,—		
Saluting battery, North Head ..	1*	1*
The barracks, Auckland	1*†	1†
Wellington,—		
Headquarters, Alexandra Barracks ..	1*†	1†(a)
Saluting battery, Pipitea Point ..	1*	1*
Fort Ballance.. ..	1†	1†
Christchurch,—		
King Edward Barracks	1*†	1†
Lyttelton,—		
Fort Jervois	1*†
Dunedin,—		
District Headquarters	1*†	1†
Central Battery	1†

* On anniversaries, State occasions, and when required for saluting or other special purposes. † Daily, except Sundays. ‡ On Sundays and anniversaries.
(a) Union Jack.

SALUTING STATIONS.

518. The following is a list of stations at which salutes are authorized to be fired :—

Auckland	Saluting battery, North Head.
Wellington	Saluting battery, Pipitea Point.

ARTILLERY SALUTES.

519. The forts and batteries referred to in paragraph 28 will fire salutes as follows :—

Number of guns, 21—

Royal Salute—

Royal salutes.

- (1.) The sovereign; a member of the Royal Family; a foreign crowned head; sovereign Prince or his consort; a Prince who is a member of a foreign Royal Family; President of a Republican State.
(Salutes will be fired both on arrival and departure.)
- (2.) The standard of the sovereign, or Prince of Wales, when passing in a vessel.
- (3.) Anniversaries—Birthday (as notified in the *Gazette*), Accession, Coronation of sovereign, birthday of consort of sovereign, and Empire Day.
(These salutes will be fired at noon.)

Parliament.	Number of guns, 19— (1.) The opening, proroguing, and dissolving Parliament of the Dominion.
Admirals of the fleet.	(2.) *† Admirals of the Fleet.
Governors.	Number of guns, 17— The Governor of the Dominion of New Zealand.
Admirals.	Governors of His Majesty's Colonies or States. *† Admirals.
Vice-Admirals.	Number of guns, 15— *† Vice-Admirals.
Lieutenant-Governors.	Lieutenant-Governors and officers administering the government of Colonies or States, and Administrators acting under the Governor.
Rear-Admirals.	Number of guns, 13— *† Rear-Admirals.
Commodores.	Number of guns, 11— *† Commodores (no senior Captain being present).
Consuls-General.	† Consuls-General.
Consuls.	Number of guns, 7— † Consuls.
Distinguished foreigners.	520. A foreigner of high distinction, or a foreign General, or a flag officer when visiting the Governor or the Commandant may, on landing, be saluted with the number of guns which from his rank he is entitled to receive from a ship of war of his own nation, or with such number, not exceeding nineteen, as may be deemed proper; but such salute will not in any case exceed the number of guns given to officers of corresponding rank in His Majesty's Army and Navy.
The Governor when saluted.	521. The Governor and officers administering the government will be saluted on the following occasions. They will not receive artillery salutes on any other occasions :— (1.) On first landing in their governments. (2.) On reading of Royal Commission and taking the oaths of office. (3.) On departing from their governments on leave of absence exceeding three months. (4.) On returning from leave of absence exceeding three months. (5.) On finally quitting the Dominion on expiration of term of office. (6.) When officially visiting States, ports, and dependencies within their governments, but not oftener at any one place than once in twelve months.
Salutes to be returned.	522. All salutes from ships of war of other nations to His Majesty's forts or batteries named in paragraph 518 are to be returned gun for gun. His Majesty's ships and His Majesty's forts will not on any account exchange salutes.

* The salutes will not be repeated oftener than once in twelve months, except in case of advance of rank, when the scale for the new rank is granted. The salutes, being personal, will not be returned.

† (1.) The salute to be fired on the landing of the Naval Commander-in-Chief for the first time will be given on the occasion of his landing to pay his first official visit to the Governor.

(2.) The salute to which the Naval Commander-in-Chief is entitled after the expiration of twelve months from the first salute, or on promotion, will in the same manner be fired on the occasion of an official visit to the Governor.

(3.) No salute will be fired on any other occasion of the Naval Commander-in-Chief landing within the limits of the Dominion.

‡ On going on board or leaving one of His Majesty's ships; but this is only to be done when within the State to which they are accredited, and only once in twelve months from the same ship to the same person.

523. Such of the authorities mentioned in the foregoing instructions as may, from their rank and appointments, be entitled to be saluted in more than one capacity will be saluted under that rank which shall entitle them to the greatest number of guns, but on no occasion is the same individual to be saluted in more than one capacity. Individuals entitled to salutes in more than one capacity.

524. Upon the occasion of the celebration of the birthday of the King or Queen of a foreign nation or other important national festivals or ceremonies by any ships of war of such nation, a salute not exceeding twenty-one guns may be fired in conjunction with any of His Majesty's ships that may be present, on official intimation of the intended celebration being received from the Governor. Birthday of the King and the Queen.

525. No salutes other than those authorized by these regulations are to be allowed, except such as may be necessary for the fulfilment of any treaty obligation; provided that, upon any important occurrence, such as a great victory gained by his Majesty's arms, or highly advantageous national event, the Governor may direct such salutes to be fired as the occasion may seem to him to require. Only authorized salutes allowed.

Military Funerals.

526. Military funerals will be accorded to officers and soldiers of the N.Z. Staff Corps, R.N.Z.A., and Permanent Staff, and to officers and soldiers buried within the area group furnishing the unit or corps with which they are serving at the time of their death. Officers and soldiers.

527. Military funerals will not be ordered without special authority, unless troops are available within reasonable distance of the burial-ground. Gun-carriage and other appliances will be supplied when practicable.

528. Officers are not to be interred with military honours unless they are at the time of their decease on full pay, or employed on the Staff, or in the exercise of some military command or office. No honours are to be paid officially at the funerals of other officers or of retired soldiers. Officers, when entitled to.

529. Provided the troops are available, military funerals are to be attended and saluted in accordance with the following table:— Firing-parties and attendance.

Rank, or Corresponding Rank.	Salute of Guns.	Blank Rounds of Rifle Ammunition.	Troops to attend with due Proportion of Officers.
Lieut-General ...	13	...	3 battalions and 4 squadrons.
Major-General ...	11	...	2 " 3 "
Brigadier-General ...	9*	...	1 " 2 "
Colonel Commanding	His own regiment, or detachments equivalent thereto.
Lieut.-Colonel	Three rounds in each case.	300 rank and file.
Major		200 "
Captain		His own company or 100 men.
Lieutenant or Second Lieutenant		40 rank and file, under a Lieutenant or Second Lieutenant.
Warrant officer		25 rank and file, under a Sergeant.
Sergeant		19 " "
All other grades		13 " "

* Only when commissioned as Brigadier-General.

530. At the funeral of general or flag officers, or of Commodores and Brigadier-Generals, minute guns are to be fired while the body is proceeding to the burial-ground; but these minute guns are not to exceed the number to which the officer's General officers, Commodores, &c.

rank entitled him when living. When any such officers who have died when afloat are to be buried on shore, minute guns are to be fired from the ship, if a ship of war, while the body is being conveyed to the shore, and, where the means exist, minute guns will be fired from the shore while the procession is moving from the landing-place to the burial-ground. The total minute guns so fired must not exceed twice the number of guns to which the deceased was entitled when living.

Salute, when
fired.

531. The salute of guns prescribed by paragraph 530, or, in the case of flag officers and Commodores, a salute of the number of guns to which the deceased was entitled when living, will be fired after the body is deposited in the grave.

Pall-bearers.

532. The pall is to be supported by officers of the same rank as that held by the deceased, but if a sufficient number of that rank cannot be obtained officers next in seniority are to supply their places.

Honours accord-
ing to rank.

533. Honours paid at the funerals of Staff and departmental officers are to be regulated according to their ranks, or corresponding ranks, as the case may be.

Attendance at
funerals.

534. In addition to the firing-parties, the funeral of an officer will be attended by the officers, that of a warrant officer by the warrant officers, that of a sergeant by the sergeants, and that of a corporal by the corporals, of the corps to which the deceased belonged or was attached. The funeral of a non-commissioned officer or private will be attended by the squadron, troop, battery, or company (officers included) to which he belonged or was attached.

MINUTE GUNS AT CIVIL FUNERALS.

Minute guns.

535. Upon the authority of the Governor at the funerals of civil functionaries the same number of guns will be fired as minute guns, while the procession is going to the burial-ground, as they were entitled to as salutes when living. Civil functionaries not entitled to salutes of cannon when living are not to have salutes fired at their funerals.

Foreign officers,
&c.

536. Should a vessel carrying the remains of any foreigner of high distinction, foreign General, or foreign flag officer arrive during saluting-hours at any of the authorized saluting-stations, the same number of minute guns will be fired on its arrival as the deceased was entitled to as a salute under para. 519, when living.

Compliments by Guards.

GUARDS AND SENTRIES.

Compliments to
be paid.

537. 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 and Governors within their respective governments 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.

Guards to turn
out.

538. Guards are at all times to turn out and pay the compliments specified in paragraph 539 of the regulations to general officers in uniform, and to civil governors within the limit of their jurisdiction. Guards and parties on the march will also pay the prescribed compliments to general officers in uniform.

Bugle flourish.

539. No officer under the rank of general officer is entitled to the compliment of the bugle sounding a flourish, or the drum beating a ruffle, when guards "present arms" to him. No officer who is not

dressed in uniform is entitled to the compliment of a guard turning out, except members of the Royal Family, the Governor-General, and Governors or officers administering the government within the precincts of their governments.

540. To regimental commanding officers—irrespective of their rank—their regimental guards are to turn out and present arms once a day. Regimental commanding officer.

541. When a general officer in uniform, or a person entitled to a salute, passes in rear of a 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 while in the act of relieving guard, both guards are to salute as they stand, receiving the word of command from the senior commander. Passing in rear of guard.

542. Guards are to get under arms 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 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. Approach of armed parties.

543. Sentries will present arms to general and field officers, and to all armed parties, and slope to officers of inferior rank. Sentries furnished from a Royal guard will "present arms" only to members of the Royal Family or to armed corps; when officers of whatever rank pass their posts in uniform, they will stand with sloped arms. In the same manner sentries furnished from guards over the residence of the Governor will not present arms to persons of inferior rank. Sentries presenting arms.

544. Sentries mounted over the quarters of a general officer will "present arms" to general officers only; to officers below that rank they will stand with sloped arms.

545. All guards and sentries are to pay the same compliments to commissioned officers of the Royal Navy and Royal Marines as are directed to be paid to officers of the Military Forces. Guards and sentries will pay compliments to commissioned officers of the departments of the Military Forces according to their ranks, or corresponding ranks, as the case may be. Compliments to officers of Royal Navy and Royal Marines.

ARTILLERY SALUTES.

546. As a rule no salutes will be fired before 8 o'clock in the morning nor after sundown, nor during the usual hours for Divine service on Sundays. The same principle will apply to guards of honour and official receptions. In exceptional cases the course to be pursued will be determined by the Governor. When to be fired.

FLAGS IN VESSELS AND BOATS.

547. The Union Jack, being the distinguishing flag of the Admiral of the Fleet only, is not to be flown on military boats and vessels. Union Jack.

548. Defence Department vessels and boats are authorized to carry the Blue Ensign of the Dominion. Blue Ensign.

549. 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 authorized to be flown by the G.O.C. New Zealand Forces when embarked in boats or vessels on duty. Commandant's flag.

* By the expression "armed corps" is meant a regiment of Mounted Rifles, a battery of Artillery with its guns, Garrison Artillery of not less than three companies, and a battalion of Infantry with or without colours.

SECTION XII.—FINANCE.

Pay and Allowances.

OFFICERS OF THE STAFF CORPS AND PERMANENT FORCE.

- Rates.** 550. The pay and allowances of officers of the N.Z. Staff Corps and the N.Z. Permanent Force will be at the rates laid down in "Financial Instructions and Allowance Regulations for the N.Z. Military Forces."
- Messing.** For each day spent in an annual training camp of the Territorial Force an allowance of 4s. a day to cover mess-expenses will be admissible.
- Field allowance.** 551. When, during annual training in camp or at courses of instruction, officers are placed under canvas, they will be granted field allowance.

INSTRUCTORS AND AREA SERGEANT-MAJORS.

- Rates.** 552. The pay and allowances of Warrant Officers and N.C.O.s of the Permanent Staff and of the Permanent Force while serving as instructors or Area Sergeants-major, are governed by "Financial Instructions and Allowance Regulations."
- Rations.** 553. During attendance at the annual training camp of the Territorial Force, warrant officers, N.C.O.s, and men of the Permanent Staff and Permanent Force will be fully rationed.

REGIMENTAL OFFICERS AND MEN OF THE TERRITORIAL FORCE.

General.

- How and when paid.** 554. Pay and allowances will be drawn by officers, N.C.O.s, and men of the Territorial Force at the rates and under the conditions laid down in the "Financial Instructions and Allowance Regulations." They will be drawn only for the days of actual attendance at annual training in camp (including days of leave authorized with pay and days of arrival and departure), at continuous obligatory courses of instruction, and, if approved by the O.C. District, at Staff rides, instructional tours, continuous voluntary courses of instruction, when specially called up for duty, or when serving on Courts-martial or Courts of Inquiry. They will in no case be drawn during attendance at the obligatory drills, musketry, &c., performed outside the period of annual training in camp, nor for attendance at rifle meetings or Guards of Honour.
- Messing-allowance.** 555. For each day an officer is entitled to pay, he will be granted an allowance of 4s. in aid of mess-expenses, unless lodging or travelling allowances are drawn or allowances under para. 554.
- Unattached List.** 556. An officer on the Unattached List who is permitted to attend an annual camp of the Territorial Force, or a special camp, under para. 239 will receive the pay and allowances of his rank.
- Supernumerary.** 557. Officers attending as supernumerary officers under para. 79 (a) will be allowed pay and allowances while attending camp.
- Pay of N.C.O.s when performing duties of higher rank.** 558. A warrant officer, N.C.O., or man of the Territorial Force appointed to perform the duties of a higher rank or appointment during a vacancy at the annual camp will be granted the minimum rate of pay attached to the rank or appointment, provided the proportionate establishment of such higher ranks in the unit is not exceeded.
- Rations.** 559. During annual training in camp warrant officers and N.C.O.s and men will be rationed.

Pay and Allowances while at Courses of Instruction.

560. Pay will be issued to an officer while attending an obligatory continuous course of instruction or other continuous course, provided he remains for the period prescribed and obtains a satisfactory report on completion of the whole course, or, in the case of a musketry course, is placed on the list of qualified officers. If obliged to leave the course in consequence of sickness duly certified, pay will be issued for the period of attendance. Officers.

561. In cases of failure to obtain the report referred to in para. 560, or where the officer has completed as a continuous period only one-half of the course, pay will be admitted for the first half of the course on a certificate from the officer conducting the course that he has displayed all proper zeal and industry, and has profited by the course. Failure to qualify.

562. When attending a continuous course of instruction with pay, officers who do not reside at the station where instruction is given will, if not provided with quarters or tents, receive lodging-allowance. Lodging-allowance.

563. Lodging-allowance for the night of an officer's arrival at the station will be admissible when he necessarily proceeds there for the purpose of reporting himself at the school or place of instruction on the following morning. Night of arrival.

564. The issue of pay to N.C.O.s and men during authorized courses of instruction will be made at the end of the course, and will be subject to the production of a certificate that they have been punctual and attentive during the period for which pay is issued. N.C.O.s and men.

565. The issue of pay during attendance at voluntary continuous courses of instruction will be subject to the discretion of the O.C. District, who will state whether it will be admissible when sanctioning the attendance. Pay at voluntary courses to be sanctioned by O.C.D.

566. Pay due will be issued by the Adjutant or Paymaster of the unit to which the officer or man belongs, and the charge will be vouched by a copy of the order for the officer or man to attend (containing the decision of the O.C. District regarding the admissibility of pay in the case of a voluntary course), a certificate showing the period of attendance, and, in the case of an officer a reference to the date of the order notifying that the officer has received a satisfactory report. In the case of a man the certificate will be attached. Pay : how issued.

567. N.C.O.s or men who do not reside at their usual place of abode while attending a continuous course of instruction will be provided with quarters or tent, or lodging-allowance in lieu, if accommodation is not available during the period. Lodging-allowance.

568. When under instruction at continuous courses of instruction for which pay is authorized, N.C.O.s and men (if not able to live at their own homes) will be entitled to rations in kind or the allowance as laid down in "Financial Instructions and Allowance Regulations." Ration allowance.

PROVISION OF HORSES AND FORAGE.

569. Officers of the Staff Corps and Permanent Force, and warrant officers and N.C.O.s of the Permanent Staff whose duty necessitates their being mounted will be entitled to forage allowance for one horse if actually kept. Forage allowance.

570. All officers, N.C.O.s, and men of the Territorial Force (other than those belonging to units of the Mounted brigades, or detached squadrons of Mounted Rifles), authorized to be Horse-hire for Territorial Force.

mounted at annual training in camp, or other duty authorized by the O.C. District, will be entitled to the allowance for horse-hire if not provided with a Government horse.

Forage, or
allowance in
lieu.

571. Forage, or the allowance in lieu, will be granted, under the conditions and at the rates laid down in the "Financial Instructions and Allowance Regulations," and at the rate published from time to time in General Orders, for one horse each for mounted officers and men during annual training in camp or other authorized duty for which the employment or hire of a horse has been sanctioned by the O.C. District.

Acting Brigade-
Major or Acting
Adjutant.

572. An officer of the Territorial Force serving temporarily as Acting Brigade-Major or Acting Adjutant in the place of an officer of the Staff Corps or Permanent Force will, if entitled to forage, but not keeping a horse, be allowed the sum actually and necessarily expended in horse-hire as limited by the "Financial Instructions and Allowance Regulations" for any mounted duties he may be called upon to perform. When horse-hire is claimed for an Acting Brigade-Major or Acting-Adjutant, the name of the officer of the Staff Corps or Permanent Force for whom he is acting will be shown in the claim.

TRAVELLING-ALLOWANCES.

District, Mounted, and Infantry Brigade Headquarters.

573. Travelling expenses and allowances for District Headquarters and for Mounted and Infantry brigade headquarters will be governed by the "Financial Instructions and Allowance Regulations."

Brigade: O.C.D.
to allot.

574. The O.C. each district will allot from his training-grant an amount for the travelling-allowances of District Headquarters and of the headquarters of brigades in his district to cover travelling-expenses for all duly authorized journeys, as follows:—

- (a.) Travelling allowances for individual officers, when admissible, to and from the annual training in camp, including cost of conveyance of horses.
- (b.) Travelling allowances when selecting sites for camps.
- (c.) Travelling-allowances for actual and necessary visits to units (including in special cases visits to company and detachment headquarters) during the non-training period by the Brigade Commander and Brigade-Major.
- (d.) Travelling expenses and allowances for all duly ordered journeys other than the above (as, for instance, when a Brigade Commander is ordered to go to the headquarters of a district for consultation, or to the station to which his brigade is allotted on mobilization or to a rifle range) expenses in these cases to be only allowed on the special authority of the O.C. District, or on the authority of an officer delegated by him.

Brigade
headquarters.

575. An allotment from the amount referred to will be made at the discretion of the O.C. District to each brigade headquarters as the maximum to be allowed for travelling-allowances during the year. Charges will be governed by the "Financial Instructions and Allowance Regulations," and vouched for in the ordinary way.

How calculated.

576. All travelling-allowances will be calculated from the officers' official headquarters, or, if no greater expense is involved, from the officers' residences.

Officers of the Staff Corps and R.N.Z.A.

577. All officers of the Staff Corps and Permanent Force will be entitled to draw travelling-allowance as laid down in the "Financial Instructions and Allowance Regulations."

578. When an officer is permitted by his O.C. District to live away from his headquarters, no extra expense for travelling thereby incurred will be admissible as a charge against the public, nor will any charge be admissible on account of travelling between his residence and headquarters. Travelling to and from residence.

Warrant Officers, N.C.O.s, and Men of the Permanent Staff and R.N.Z.A.

579. The travelling-allowances of instructors and Area Sergeants-major of the Permanent Staff and Permanent Force will be governed by the "Financial Instructions and Allowance Regulations." Instructors.
Travelling-allowances will not be drawn for distances of less than four miles, or, in the case of an instructor or Area Sergeant-major who draws horse-allowance, for a distance of less than ten miles.

580. Travelling-allowance will be granted subject to para. 579:—

- (a.) To an instructor or Area Sergeant-major proceeding to an outlying squadron, battery, company, or recognized drill station for drill or instruction, for the inspection of arms, or to any distant place in connection with registration. Visits to outlying squadrons, &c.
- (b.) To an instructor or Area Sergeant-major travelling on other military duties when specially authorized by the O.C. District or Brigade Commander. Other duties.

In claims under (a) and (b) a certificate from the officer giving the order for the instructor to travel will be attached to the voucher.

Officers and Men of the Territorial Force.

581. The cost of conveyance of units to and from annual training in camp, drills, and musketry will be defrayed out of the district training-grant. No personal allowances or expenses will be given. Conveyance of units in camp.

582. No grant from public funds will be made for the conveyance of officers' chargers or other horses in excess of the number laid down in the Territorial Force establishments. Excess horses.

583. Officers and men joining a continuous course of instruction for which pay is drawn will be allowed travelling-allowances from their places of residence to the nearest available place of instruction. Travelling-allowances in connection with the same course will only be admitted once. If an officer or man is permitted for his own convenience to attend a school or course which is not the nearest available one, any extra expense caused thereby will not be admissible. Officers and men attending a course of instruction will not be entitled to travelling-allowances for their horses unless they are required to be mounted, and it is certified that they could not be supplied with a public horse. Travelling to course of instruction.
Horse allowances at courses.

584. Officers and men who reside at their homes while attending a continuous course of instruction will be allowed their travelling-expenses to and from daily, provided such expenses do not exceed the lodging-allowances to which they would have otherwise been entitled. Travelling to and from residence daily.

585. Travelling-allowances to voluntary courses of instruction, whether pay is given or not, may be admitted as laid down, if the O.C. District so directs when sanctioning the attendance. Voluntary courses.

586. Officers will be allowed travelling-allowances as laid down in "Financial Instructions and Allowance Regulations" to and travelling- Officers travelling.

allowance to attend examination.

from the nearest place at which arrangements could be made for their examination when attending,—

- (1.) The examination for promotion. Such travelling-allowances will be admitted for one return journey only in respect of each examination;
- (2.) An examination in a foreign language, provided they qualify as interpreters.

Voluntary examination.

587. Travelling-allowances will not be admissible for officers attending voluntary examinations except as provided in para. 586 (2).

Special duties.

588. Officers travelling on military duties specially authorized by the G.O.C. or O.C. District may be granted travelling-allowances as laid down in "Financial Instructions and Allowance Regulations."

Warrant to be given up at booking-office.

589. Officers travelling in the Dominion on duty of a nature which entitles them to travel at the public expense should be provided with a warrant, which must be given up at the booking-office in exchange for a ticket. The warrant will be indorsed as follows, and signed by the authorized person, "Territorial Force officer travelling on military duty at the Government expense."

Claims.

Forms for claims.

590. All claims for horse-hire and travelling or other allowances will be made out on the proper form provided for the purpose, and dealt with as laid down in the "Financial Instructions and Allowance Regulations."

Railway warrants.

591. Instructors and Area Sergeant-majors, when entitled to travelling-allowances, will be furnished with railway warrants whenever practicable. The remainder of their travelling-allowances will be claimed in the usual manner.

Miscellaneous Grants, &c.

TERRITORIAL FORCE.

OUTFIT GRANTS.

592. Officers gazetted to the Territorial Force (including the Un-attached List), who have not previously held commissions in the Volunteers, will be allowed on first appointment an outfit grant of £15 for the provision and upkeep of uniform. The issue of this grant is subject to the following conditions:—

Conditions.

- (1.) The officer must pass the examination for promotion to the rank next above that in which he was appointed within two years of his appointment.
- (2.) The officer must serve for five years as an officer from the date of his appointment.

Refunds.

Should he fail to comply with (1) at the end of two years he will forfeit half of the total amount. Should he fail to comply with (2) he will be liable to refund £3 in respect of each complete year in which he has not so served.

Officers only uniformed on mobilization.

593. Outfit grant will not be issued to chaplains or to officers whose services are only available on mobilization until they are called up on mobilization being ordered. Such officers will then receive the grant, and will not be required to qualify for it.

PAYMENT OF CIVILIAN MEDICAL PRACTITIONERS AND VETERINARY SURGEONS.

Civilian practitioner.

594. In units in which a medical officer or a veterinary officer is not present at the annual training in camp a civilian practitioner may be employed.

595. A medical practitioner thus employed will be paid at the rates laid down in the "Financial Instructions and Allowance Regulations." When it is proposed to employ a civilian veterinary surgeon, the rates of remuneration will be arranged by the O.C. the unit, and submitted to the O.C. District for approval, before any engagement is entered into. Rate of pay.

596. A civilian medical practitioner or civilian veterinary surgeon will be required before appointment to make an agreement accepting the rates. Agreement to be made.

CHAPLAINS.

597. For each service held on a Sunday or Good Friday a Chaplain will receive, to cover his out-of-pocket expenses, the sum of £1 1s. Remuneration.

598. No other allowances will be paid to a Chaplain in connection with attendance at annual camp.

599. In exceptional cases, where the O.C. District considers that more than one Chaplain is required to perform service during an annual camp, he may approve payment to additional Chaplains. Additional Chaplains.

PAY WHILE IN HOSPITAL, AND MEDICAL EXPENSES.

600. An officer suffering from disability contracted in and through the performance of military duty will be entitled to treatment in a hospital, or to medical attendance or reimbursement of medical expenses under the conditions laid down in the regulations. Should the injury sustained, though not of a permanent nature, be such as temporarily to disable him from pursuing his civil employment, the pay of his rank may be granted for a period not exceeding six months, at the discretion of the G.O.C. Officers.

601. W.O.s, N.C.O.s, and men of the Territorial Force when at annual training in camp, manœuvres, during an authorized continuous course of instruction, or when specially called up for duty, may be admitted to a hospital. They will be entitled to draw pay, if in hospital, up to the date of expiration of the period of training for which they are called up. W.O.s, N.C.O.s, and men.

602. Should a W.O., N.C.O., or man be detained in hospital beyond the expiration of the annual training in camp of his unit, manœuvres, &c., or the completion of an authorized course of instruction, as the result of injuries received in and through the performance of military duty and through no fault of his own, pay may be granted for a period not exceeding six months. Detention in hospital.

603. No charge will be made for subsistence in a hospital for the period of such detention under the above conditions. Subsistence.

604. A sum not exceeding the pay of his rank may be granted, for a period not exceeding six months, to a W.O., N.C.O., or man who is injured in and through the performance of military duty and rendered incapable of resuming his trade or calling. The injury will be at once reported to the O.C. District, who will, if he considers it necessary after perusal of the medical evidence, direct an officer of the N.Z.M.C. to report on the case unless the injured man is in a hospital. In the latter event the injured man should be directed to furnish a medical certificate from the hospital authorities as to the nature of his injuries. Injury to W.O., N.C.O., or man.

605. The issue of pay referred to in para. 602 may be made under the same conditions to a W.O., N.C.O., or man who is incapacitated by illness, proved to the satisfaction of the Director-General N.Z. Medical Service to have been contracted in and through the performance of military duty, but no claim will be allowed which is not preferred within three months of the termination of the military duty in question. Illness.

Medical
expenses.

606. In cases where, although the W.O., N.C.O., or man is able to follow his trade or calling, medical attendance is necessary in consequence of injury or sickness, his actual medical expenses up to a maximum of 4s. a day may be repaid, provided that the Director-General N.Z. Medical Service is satisfied that the disability was contracted in and through the performance of military duty. The total amount issued will not in any case exceed that of a payment of 4s. a day for six months.

Application for
expenses.

607. If pay or medical expenses are claimed on account of an injury, the application will be forwarded for the decision of the O.C. District; if on account of illness, it will be sent to Headquarters; and in all cases it will be accompanied by—

- (a.) The proceedings of the Board, if any, which reported on the case, or, if no Board was assembled, a statement setting forth in detail the circumstances in which the disability was contracted.
- (b.) A certificate showing the period during which the N.C.O. or man was unable to follow his trade or calling. If this period exceeds two months, a medical certificate showing the state of the case will be forwarded to the O.C. District or Headquarters as the case may be at intervals of one month.

The charges in the accounts will be supported by these documents.

Where the disability is prolonged, the pay may, if desired, be issued in monthly or weekly instalments, provided that it has been duly approved.

FUNERAL EXPENSES.

608. The actual expenses necessarily incurred for the burial of members of the Territorial Force whose death occurs while on, or as the result of, military duty, will be borne by the public.

TRAINING-GRANT.

Payments
made out of
training-grant.

609. To enable the O.C. District to meet the cost of training and instruction he will be credited annually with a sum not exceeding an amount representing the following payments:—

- (a.) Nine days' pay at the rates laid down for the various ranks and arms of the Territorial Force attending the annual camps.
- (b.) Allowances for officers for nine days at the rates admissible.
- (c.) Rations in kind or an allowance in lieu, as provided, for seven days for each N.C.O. and man, including the Permanent Staff and Permanent Force.
- (d.) General expenses of training outside the annual camp, including travelling grants and allowances, pay and allowances at courses of instruction, Staff rides, regimental tours, towage of targets, &c.
- (e.) Hire of horses and vehicles required for annual camp and other training.
- (f.) Cost of conveyance of units, with their horses, wagons, stores, guns, cycles, and baggage, to and from annual training camps, drills, and instruction.
- (g.) Expenses of camps, hiring of ground, laying-on of water, sanitation, &c.
- (h.) Grants for rents of buildings used for training purposes (other than for the Permanent Force), lighting, and for structural repairs.

The sum thus arrived at will be placed at the disposal of the O.C. District, no portion being specifically allocated to the training of any particular arm or unit. He will defray from it all expenses in connection with the annual training in camp and instruction of the members of the Military Forces within his command. Sum at disposal of O.C. District.

610. Personal emoluments are only to be given subject to the conditions laid down in regulations. Personal emoluments

611. The emoluments of individuals as prescribed in regulations according to their rank and arm of the service are not to be varied.

612. The O.C. District is given a free hand as to the allocation of his grant. This does not relieve him from the necessity of observing the ordinary rules by which expenditure is regulated. Allocation of grant.

613. When W.O.s, N.C.O.s, and men attend instructional tours, &c., and their personal expenses are paid by their Company, &c., Commander, an amount representing the pay and allowances admissible under the regulations may be issued to such commander, provided that the conditions are explained to, and concurred in by, those attending the tours, &c. The charge in the accounts will be supported by a nominal roll, showing the names and periods of attendance, and by the Company, &c., Commander's receipt. Instructional tours.

614. Tents and camp equipment will be issued from store, and the cost of their conveyance to and from the place of annual training in camp will fall against the O.C. District's training-grant. Tents, &c.

615. The O.C. District will be responsible for all supplies, fuel, light, &c., for the troops during the annual training in camp. Rations will, wherever possible, be drawn under existing Defence Department contracts, and where no such contracts exist special contracts will be entered into. In any special case where this cannot be done, the daily ration allowance of 2s. per man will be paid to the O.C. the unit. In the case of individuals or small bodies attending courses of instruction, where the ration cannot be issued in kind, the 2s. will be paid to the individual. Rations in camp.

616. Where Defence Department ground is not used for camping, the co-operation of the local authorities should be secured with a view to obtaining the most suitable sites on advantageous terms. Sites for camps.

618. The term "annual training in camp" includes training in the works of defence of a defended port and attendance at manœuvres. Definition of annual camp.

Maintenance Grants.

TERRITORIAL FORCE AND SENIOR CADETS.

619. To meet the general expenses of administration a maintenance grant will be made to each unit of the Territorial Force and each Senior Cadet Company at the following annual rates :— Rates.

For each mounted unit in which men supply their own horses, a sum equal to £1 per man.

For each dismounted unit and mounted units in which the man does not bring his own horse, 10s. per man.

For each company of Senior Cadets, 2s. 6d. per cadet.

620. This grant will be credited as a lump-sum to the C.O., and will be used at his discretion for purposes which are calculated to increase the efficiency of his unit and for which grants are not otherwise provided. How credited.

The grant must not be spent on providing full dress uniforms, extra rations, entertainments, or in prizes for any competitions (military or otherwise), or for training-purposes except for the provision of extra appliances. How to be spent.

621. The following are examples of legitimate expenditure under this grant :—

- (1.) Extra stationery, extra Training Manuals, and printing of regimental orders or instructions.
- (2.) The provision of cleaning material for arms, saddlery, horses, &c.
- (3.) The provision of extra appliances for camps, such as canvas water-troughs, messing utensils, necessaries, &c.
- (4.) Extra training-appliances, such as sub-target machines, miniature targets, &c.
- (5.) The improving of saddlery, &c.
- (6.) Regimental band.

Accumulation.

622. No moneys will be paid to individual men from this grant. The grant will not be allowed to unduly accumulate, but reasonable debits and credits will be carried on from year to year. The accounts in connection with this grant will be kept by the Adjutant, and will be audited annually.

Doubtful expenditure.

623. Any proposed expenditure from this grant, the legitimacy of which is at all doubtful, should be referred to the O.C. District for approval before the expenditure is incurred.

SECTION XIII. — CORRESPONDENCE, FORMS, BOOKS, AND STATIONERY.

Correspondence.

GENERAL INSTRUCTIONS.

Reference to superior authority.

624. An officer will only in exceptional circumstances refer to superior authority matters which he has power to decide himself. An O.C. District will impress upon officers the desirability of dealing promptly with correspondence, and will suppress any tendency to unnecessary correspondence.

Correctness of documents.

625. An officer is responsible for the correctness of documents submitted by him. In transmitting correspondence to higher authority, he is to record his opinion or recommendation thereon, adding such observations, based on local knowledge, as may enable a final decision to be arrived at.

626. Correspondence will usually be dealt with as indicated below :—

Correspondence: how dealt with.

- (a.) Important matters, requiring the individual opinion of every officer comprised in the chain of command, must be passed through the hands of Brigade Commanders to the O.C. District, and, if necessary, to Headquarters.
- (b.) Other matters, which do not require the individual opinion of each officer in the chain of command, may be transmitted direct to the authority who has power to dispose of the case, copies or *précis* of the 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.

- (c.) Routine matters on which it is not necessary for the intermediate officers to be informed, and regarding which direct communication is authorized, will be so dealt with.

As no rules can be laid down classifying subjects as (a), (b), or (c), the responsibility of deciding the course to be adopted will rest with the officer originating the correspondence. Classification of correspondence.

It may happen that correspondence may pass from one of the above categories to another. In such cases the officer i/c the papers when the change occurs will be responsible that they are passed through the proper channel.

627. Official letters to superior authority are to be written on foolscap paper with quarter margin. Memoranda may be written on half-foolscap size. Letters addressed to superior authority are to be headed thus:— Official letters:
how written.

[Here state subject.]	From	[Officer or head of department.]
[Office number.]	To	[Officer or head of department.]
	Station:	Date:

628. Each subject must be treated in a separate letter, and is to be briefly indicated in the upper left-hand corner of the letter, thus: Discipline—Equipment—Transport—Route, &c. Paras. are to be numbered, and enclosures described in the margin or in a separate schedule. Unnecessary enclosures are to be avoided, and blank leaves removed. The rank and unit or appointment of officers are to be added after their signatures. Signatures are to be in manuscript, and not stamped. When a communication has reference to previous correspondence, the registered numbers and dates of the former letters are to be quoted.

629. Unless instructions are given to the contrary, replies, remarks, Minutes. or queries arising out of an original letter or memorandum are to be made in the form of minutes. The first minute is to follow where the original ends, and the person who affixes it will mark the original No. 1, and his minute No. 2. Each succeeding minute is immediately to follow that which by date precedes it, and will be numbered in sequence. A fresh half-sheet is to be added when required. Attached documents and enclosures will be added at the end of the file in the order in which reference is made to them, and each should be distinguished by a separate alphabetical letter.

Correspondence addressed to individuals unconnected with the army will be treated in the manner customary in civil life, and replies will not be sent in minute form.

630. Correspondence, returns, &c., for Headquarters will be addressed to the "Headquarters, N.Z. Military Forces, Wellington." Local correspondence will not ordinarily be forwarded; if the matter cannot be clearly elucidated in the letter, a *précis* of the local correspondence, bringing out the salient points, will usually suffice. Replies to Headquarter letters will bear in addition any further address indicated in those letters. Replies to Headquarter letters must quote the Headquarters Office registry number. All envelopes containing periodical returns are to be inscribed "Returns" in the left-hand upper corner.

631. When documents (other than periodical returns or state- Separate parcels. ments), plans, or other articles are forwarded to Headquarters in a separate parcel, they will be accompanied by a memorandum identifying them with the letter to which they refer.

632. Official communications intended for Headquarters are to be transmitted through the O.C. District, except as provided in Transmission. para. 626.

- Addresses.** 633. Letters for the O.C. District and for Brigade or Coast Defence Commanders and their staffs are to be addressed as follows :—
- “ Headquarters, Military District. (Place).”
 “ Headquarters, Brigade. (Place).”
 “ Headquarters, Coast Defences. (Place).”
- Signature.** 634. An O.C. District or brigade will himself sign letters intended for superior authority which are initiative or important in their character. When an O.C. District or brigade is absent, letters of an urgent character may be signed by an officer of the staff. In letters so signed, “ For O.C. Districts or brigades,” the cause of his absence will be stated.
- Direct correspondence.** 635. In direct correspondence between O.C. Districts and brigade commanders, between C.O.s, and between heads of departments, letters are to be signed by these superior officers themselves. When an officer employs his staff to conduct any correspondence with another officer of equal rank or position, the staff of that officer is to be addressed, the general rule being that official correspondence will be conducted between equals in rank, and that any officer of junior rank corresponding with an officer of senior rank will do so through the staff officer of the latter.
- Through staffs.**
- To subordinates.** 636. Communications from commanders to their subordinates may be signed by a Staff officer.
- Regimental correspondence.** 637. An application from a regimental officer is to be submitted to the C.O. through the Adjutant. An application from a N.C.O. or man is to be made to his company, &c., commander, who, if necessary, will lay it before the C.O. of the unit.
- Official covers.** 638. Letters not on public service are not to be enclosed under official covers.
- Channels of correspondence.** 639. A diagram showing the channels of correspondence emanating from units of the N.Z. Military Forces is given in Appendix V.

RECORDS.

- Records.** 640. Officers Commanding Districts will keep a record of all correspondence passing through their offices. Files will never be sent to districts from Headquarters. O.C. Districts will see that the system employed in their offices conforms generally to the system in force at Headquarters as detailed in “ Office Instructions.”

SECRET AND CONFIDENTIAL DOCUMENTS AND MAPS.

- “ Secret ” documents.** 641. A document marked “ Secret ” is intended only for the personal information of the individual to whom it is officially intrusted, and of those officers under him whose duties it affects. He is personally responsible for its safe custody, and that its contents are disclosed to those officers and to them only.
- “ Confidential.”** 642. A document marked “ Confidential ” is of a privileged nature. The contents are only to be disclosed to authorized persons, or in the interests of the public service.
643. Communications addressed to any O.C., and marked “ Confidential,” will be sent unopened to his private address.
- Use of official documents.** 644. An official document or map is not to be used for private purposes, literary or other. It is not to be referred to in any catalogue or publication which is not itself a secret or confidential document. The only legitimate use an officer or soldier may make of documents or information of which he becomes possessed in his official capacity is for the furtherance of the public service in the performance of his duty. Publishing official documents, or using them for personal controversy or for any private purpose, without

N.Z. Dress Regulations.
 Training Manual (for arm of service).
 Training Manual (Signalling).
 Field Service Regulations, Part I.
 *Field Service Regulations, Part II.
 Musketry Regulations.
 N.Z. Musketry Instructions.
 Priced Vocabulary of Stores.
 *Field Service Manual (for arm of service).
 *Training and Manœuvre Regulations.
 *Manual of Map Reading and Field Sketching.
 *Manual of Military Engineering.
 *Field Service Pocket-book.
 *Animal Management.
 *N.Z. Mobilization Regulations.

Free issue. 650. A free issue will be made to each officer and sergeant (except N.C.O.s of Senior Cadets) of all arms of one copy of "Regulations for N.Z. Military Forces," and one copy of "Field Service Regulations," Part I, and to each officer and sergeant of each arm, and to each man of the N.Z.M.C., of one copy of the Training Manual relating to the arm to which he belongs. The books marked * will be issued on the scale of one per squadron, battery, or company for use when required by officers and others. The remaining books will be issued on the scale of one per unit.

Books as public property. 651. All books issued under this regulation are to be regarded as public property, and those issued to individual officers and sergeants are to be handed over for re-issue when officers and sergeants leave the Forces. These books must be produced for inspection when called for.

Printing. 652. All printing required in districts in connection with training will be done locally, and the cost borne by the O.C. District's training-grant.

Supplies now obtainable. 653. Supplies of army forms and books, whether on payment or as a free issue, can be obtained on application to the Director of Equipment and Stores, Headquarters, Wellington. When issued on payment they will be paid for out of the maintenance grant.

SECTION XIV.

Rifle Clubs.

FORMATION.

How established. 654. Rifle Clubs may be established in such localities as may be authorized by the Governor: Provided, however, that all Rifle Clubs which have been duly gazetted or authorized by General Order prior to these regulations shall be considered Rifle Clubs duly established under these regulations.

Application for formation. 655. Before any club can be formed, an application on a prescribed form, signed by not less than thirty men eligible to become active members, who must be natural-born or naturalized British subjects, and who are *bona fide* residents of the locality in which it is desired to form the club, must be forwarded to the Officer in charge Area Group in which the club will be situated. In special cases the Governor may authorize the formation of clubs in remote districts with a less number than thirty. If at any time after the first year of formation the strength of a Rifle Club falls

below thirty active members, such club may be disbanded by the Governor.

MEMBERSHIP.

656. Rifle Clubs shall consist of—

Composition.

- (a.) Active members ;
- (b.) Honorary members.

657. Active members must be under the age of fifty-five, and shall undertake to serve as a Secondary Reserve to be drafted in time of emergency into the ranks of the Territorial Force when the Territorial Force Reserve has been exhausted. Qualification of members.

658. Officers on the Active List and soldiers of the Permanent Force, Permanent Staff, and Territorial Force may not become active members of Rifle Clubs. Active members.

659. Any person desiring to become a member of a Rifle Club must apply to join the one situated nearest to his place of domicile. No person shall be eligible to join a Rifle Club as an active member whilst he is on the roll of another Rifle Club.

660. Every person who is accepted as an active member of a Rifle Club shall take and subscribe before an officer of the New Zealand Military Forces, or a Justice of the Peace, or the President of the club, the oath of allegiance as laid down in the Record-books for soldiers of the Territorial Force, unless he is still serving under the oath already taken. Oath of allegiance.

661. The President of the club shall not accept any person as an active member unless the candidate can prove by the production of his Record-book that he has been passed as medically fit either for service in the Territorial Force or for service in a Rifle Club. Medical fitness.

662. In the case of persons who have never been supplied with Record-books, the President of the club will be held responsible that every candidate accepted as an active member is fit for service in the field.

663. Except when a state of national emergency or imminent national danger has been proclaimed, any member of a Rifle Club may resign by giving fourteen days' notice, in writing, to the President of his club, and, on such resignation being accepted, his name shall be removed from the list of members. In the case of members who are in possession of Government property, the same must be returned and delivered in good order to the President of the club before the resignation can be accepted. Resignation of membership.

664. The President of a club shall at once forward to the Area Sergeant-major of the area in which the club is situated a notification of the death, departure from the district, or resignation of any active member. Absence for a longer period than three months from the locality in which a club is established shall mean departure from the district, and any active member so absent, except on leave obtained from the President of the club, shall be liable to be struck off the strength of the club to which he belongs. Death, departure, &c., of member to be reported.

665. Any active member on leaving the area in which his club is located may, at his own request made in writing to the club President, be transferred to a club convenient to his intended place of residence ; provided that the transfer is approved by the President of the club to which transfer is sought. Transfers.

666. Any member of a club may be recommended by the President to be struck off the roll for misconduct or for other sufficient cause, the existence and sufficiency of such cause to be determined by the committee of the club. Liability to be struck off roll.

667. The O.C. District may dismiss any member of a Rifle Club for a breach of these regulations, or for any conduct which, in his opinion, may bring discredit on Rifle Clubs. Dismissal.

CONTROL.

- Orders.** 668. All orders and directions of the G.O.C. with respect to the administration of Rifle Clubs will be communicated by the O.C. District to the Officer i/c Area Group, who will issue the necessary orders to give effect to the same.
- Committee.** 669. Every club shall elect a committee, consisting of a President, Secretary, Treasurer, and four members; and the private property of the club shall be vested in such committee.
- Discipline.** 670. Presidents shall maintain order and discipline amongst the members of their Rifle Club at all rifle practices and other meetings thereof, 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. It shall be the special duty of the President to see that rifle practice is carried out with due precaution to the safety of the public and all concerned, but he may appoint any member of the club to perform such duties as his deputy when he cannot attend personally.
- Military regulations.** 671. At all times when members of Rifle Clubs are carrying out training or rifle practice under these regulations, or rules thereunder, the regulations for the time being governing the Military Forces shall be followed in all matters of discipline not dealt with under these regulations. In the absence of a duly commissioned officer, the President and the individual members of the committee are to be responsible for the maintenance of discipline and due compliance with these regulations.
- Rules.** 672. The rules for clubs shall be modelled on the lines indicated in para. 700.

ARMS AND AMMUNITION.

- Supply of rifles.** 673. Presidents of clubs may, on application, be supplied with rifles and spare parts, &c., for active members of their club at the prices given from time to time in the "Ordnance Store Price-list."
- Deferred payments.** 674. Magazine Lee-Enfield rifles may be sold to active members of Rifle Clubs on a deferred-payment system, the conditions of which will be published from time to time in Orders.
- Guarantee of club.** 675. Rifles will not be sold to members of Rifle Clubs on the "deferred-payment system" unless the club undertakes to act as guarantor for the due fulfilment on the part of the purchaser of the agreement between the purchaser and the Defence Department.
- Non-payment of instalment.** 676. In cases of non-payment of any instalments when due by any member, or of the breach of any condition of the agreement between the purchaser and the Defence Department, the Rifle Club of which the purchaser is or was a member shall be responsible for, and shall on demand pay the amount due.
- Withdrawal of privilege to purchase.** 677. The privilege of purchasing rifles from the Government by active members of Rifle Clubs is subject to a sufficient supply of rifles being available for this purpose, and may be withdrawn at any time at the discretion of the G.O.C.
- Arms and accoutrements.** 678. Members of clubs will be required to keep their arms and accoutrements in good order, and to produce them for inspection when called upon. No member may dispose of the rifle purchased by him to another member of the club, or to the club, until three years after such purchase, except on approval of the President.
- Free delivery of ammunition.** 679. No rifle purchased by a member of a Rifle Club from the Government may be taken out of the Dominion.
680. Ammunition supplied by the Government as a free issue will be delivered free at any railway-station in the vicinity of the club.

681. In the case of rifles, ammunition, and other stores supplied by the Government, either by purchase or on loan, the freight will be paid by the club. Otherwise freight to be paid by club.

682. The President of the club, or, in his absence, a member authorized by him in writing, shall sign the receipt for such, or any other article of Government property issued for the use of members of the club. He will be held responsible for their safe custody and proper distribution, and will issue no article without obtaining the written receipt of the member to whom he issues it. Receipt to be given.

683. The following free issues of ammunition will be granted subject to the conditions laid down in para. 684:— Free issue of ammunition.

(1.) For each active member 150 rounds annually.

(2.) Where field firing can be carried out in a locality considered absolutely safe by the O.C. District, a special allowance of 20 rounds per man. This allowance, however, will only be granted when arrangements can be made for the ammunition to be expended under the supervision of an officer of the Military Forces not below the rank of Captain.

684. Ammunition issued free annually to clubs for the use of members is to be expended during the year for which it is issued. Ammunition is not to be accumulated from year to year. Presidents of clubs will furnish a yearly return to District Headquarters on or before the 15th May in each year, showing the balance of musketry ammunition on hand; and such unexpended balance shall be deducted from the issue for the following year. Accumulation of ammunition to be prohibited.

685. Each active member of a Rifle Club shall be entitled to purchase 200 rounds of ammunition per annum at a reduced rate. Purchase of ammunition.

686. Presidents of clubs will make arrangements for the collection of empty cartridge-cases, and for the disposal of the same; the proceeds of the sale of such empty cases to be credited to club funds, and to be used only for club purposes. Empty cases.

ANNUAL COURSE OF MUSKETRY.

687. Every active member of a Rifle Club will fire a prescribed annual course of musketry as laid down in the "N.Z. Musketry Instructions." Musketry course.

688. The nominal rolls furnished to Area Sergeant-majors at the end of each training-year will show that this has been done.

689. Any active member who has not fired this course will be struck off the strength of the club.

690. Rifle practice shall only be carried out on ranges which have been inspected and passed by the Defence Department authorities. Inspection of ranges.

691. Units of the Territorial Force and Senior Cadet Companies have priority of claim to the use of any Government range. Claim to use of ranges.

692. If any accident should happen to a marker or to any other person while practice is proceeding on a rifle range, the same must be reported in writing at once by the President of the club to the headquarters of the nearest Infantry battalion or Mounted regiment. Accidents.

RETURNS.

693. On or before the 15th May in every year the President of each club shall prepare and forward to the Area Sergeant-major a nominal roll on the prescribed form showing:— Nominal roll.

(1.) The names of all active members of the clubs on the last day of April.

(2.) The number of the rifle in each member's possession.

(3.) The drills and musketry performed by each active member during the year.

Disbandment.

694. Any Rifle Club which fails to furnish this return, or furnishes a return which, in the opinion of the O.C. District, is unsatisfactory, shall be reported to the G.O.C., who, if he thinks fit, may recommend that such club shall be disbanded.

UNIFORM.

695. A pattern of service dress has been approved, and may be worn by members of Rifle Clubs. It will not be issued free, and its provision is optional. Uniform will only be worn when at training, or when performing military duty, or on other occasions when uniform is authorized to be worn. Commissioned officers will wear the uniform to which they are entitled.

696. Active members of Rifle Clubs who are still serving in the Territorial Force Reserve will wear the uniform of their unit or corps; otherwise no member of a Rifle Club, as such, shall wear any uniform except that authorized for Rifle Clubs in the "N.Z. Clothing and Equipment Regulations." Badges and chevrons of rank laid down for officers and men for the Permanent and Territorial Forces will not be worn with this uniform.

RAILWAY WARRANTS.

When issued.

697. Active members of Rifle Clubs will be entitled to railway warrants (second class) when proceeding to the nearest rifle range to carry out practice or drill.

Issue of.

698. Warrants will be issued by the authorized officer as described in paras. 428-437.

Authority for.

699. No railway warrants will be issued to members of Rifle Clubs to visit rifle meetings or the ranges of other clubs for purposes of competitions except by the special authority of the G.O.C.

MODEL RULES.

700. In drawing up the rules for Rifle Clubs, the following shall be taken as a model:—

Rules of the Rifle Club.

(1.) This club shall be known as the Rifle Club.

(2.) No person shall be admitted as a member of the club unless proposed by two or more members of the club, except in the case of a transfer, which is provided for by para. 665 of the regulations, and on payment of such entrance fee and annual subscription as may be fixed by the by-laws.

(3.) The business of the club shall be managed by a committee consisting of the President, Secretary, Treasurer, and four members, three to form a quorum.

(4.) The office-bearers and members of committee shall be elected at the annual meeting of the club, which shall be held on such date as may be fixed by the by-laws.

(5.) Any office-bearer or member of committee being absent without leave for three consecutive meetings of the committee shall be liable, at the discretion of the committee, to have his seat declared vacant.

(6.) Any extraordinary vacancy in the committee, caused either by resignation or enforced retirement under Rule 5, may be filled up by the committee.

(7.) All meetings of the committee shall be convened by the Secretary.

(8.) The annual meeting of the club for the election of office-bearers shall be convened by notice to each member, and not less than seven days' notice shall be given of such meeting. Model rules—
continued.

(9.) A balance-sheet, audited by two members appointed at the preceding annual meeting, shall be laid before the members at every annual meeting.

(10.) The President shall preside at all committee and general meetings at which he is present.

In his absence, the members present may elect a chairman for any meeting.

(11.) The President, or a deputy appointed by him, will conduct all correspondence with the Area Sergeant-major or Officer i/c Area Group in which the club is situated.

(12.) The Secretary shall keep minutes of all general meetings of members, and of meetings of the committee, and shall conduct all correspondence ordered by the committee, and he may, if duly authorized, act as the deputy of the President.

(13.) The subscription of every member shall become due on such date as may be fixed by the by-laws, and no one shall be entitled to the privileges of the club as defined by the by-laws until his subscription be paid.

(14.) No member, by reason of his being such, shall have any estate or interest in the property of the club other than the right to use the club property at the rifle ranges, in accordance with the resolutions or decisions of the committee.

(15.) A general meeting of the club shall be called at any time by the Secretary on receiving a requisition signed by so many members as may be prescribed by the by-laws; the time and object of such general meeting to be notified to each member one week previous to such meeting.

(16.) The practice days of the club shall be fixed by the by-laws, but the committee may, on giving due notice to every member, alter the time as they may think necessary, or appoint such other days in addition to the above as may appear expedient.

(17.) After providing for the necessary expenses of the club, the committee may expend the balance of any moneys other than those received from Government in granting prizes to its members, the rifle matches at which such prizes are to be competed for being duly notified by advertisement.

(18.) In addition to the annual subscription, if any, the committee shall have power to exact such entrance fee as may be prescribed by the by-laws from every member who shall compete in a match for prizes; provided always that the entrance fees be devoted to the prize-list.

(19.) The rules for the matches and club practices, the distances, the conditions of firing, the nature and value of the prizes, and all other details, shall be decided by the committee.

(20.) The committee shall have power to frame such by-laws as may from time to time be necessary for carrying on the business of the club; such by-laws shall, however, be subject to approval of the club at a general meeting thereof.

(21.) Any active member of the club may, on his resignation, become an honorary member of the club without payment of any annual subscription, provided that a resolution to this effect is passed at a general meeting of the members of the club convened for this purpose.

(22.) The conditions and regulations of the Dominion Rifle Association shall generally be observed in the matches and practices of the club, other than those carried out under the regulations for the N.Z. Military Forces.

SECTION XV.—SENIOR CADETS.

General.

Organization. 701. The unit of organization in the Senior Cadets will be the company of Infantry.

Boy Scouts and school-boys, &c. 702. Students at schools, or members of other recognized organizations, such as the Boy Scouts, may be formed in distinct companies or half-companies according to their number. Companies or half-companies so formed will be an integral part of a school or other organization to which they belong, and will be subject to its discipline.

Co-operation with school authorities, &c. 703. In the management of these companies and half-companies the military authorities will co-operate with the headmaster and the recognized head of the organization as regards both discipline and training.

School contingents. 704. In schools which furnish two or more companies of Senior Cadets the companies will be grouped into a school contingent, and a senior officer may be appointed as O.C. Contingent. The officer so appointed will be in addition to the company commanders, whose work he will supervise and co-ordinate.

Registration. 705. Senior Cadets belonging to schools furnishing distinct companies or half-companies may be registered in the area in which such school is situated, and will carry out their training in that area. In such cases the Area Sergeant-major of the area in which the Cadet resides will be notified on the prescribed form by the Area Sergeant-major of the area in which the Cadet has been registered for training.

Performance of drills. 706. A Senior Cadet temporarily resident in another part of the country may perform his drills with a Senior Cadet Company in that part, provided the consent of the company commander and of his own company commander be obtained. The necessary entries in his Record-book will be accepted as vouchers for the training performed.

Transfers. 707. On a Cadet being transferred from one area to another during the course of his cadet training, his Record-books will be completed by the officer commanding his company, and the Duplicate Record-book forwarded to the Area Sergeant-major of the area to which the Cadet is going. The Duplicate Record-book will be passed by the Area Sergeant-major to the officer commanding his company to which the Cadet is posted in his new area.

Training. 708. Under the O.C. District the O.s.C. companies of Senior Cadets are responsible for the command and training of their respective companies. They will be assisted by officers of the Staff Corps and the members of the Permanent Staff of the area group to which they belong.

Annual Inspection.

Inspection. 709. The Senior Cadet Companies in each district will be inspected annually under arrangements to be made by the O.C. District.

Reports. Inspection reports will be rendered on the prescribed form.

District Staff Officer for Senior Cadets.

710. An officer will be attached to each district headquarters as Staff Officer for Senior Cadets.

He will deal under the O.C. District with all matters affecting Senior Cadets in the district.

Appointment of Officers in Senior Cadets.

711. The rules governing the appointment, promotion, and retirement of officers for service in the Senior Cadets are laid down in paras. 88-91, 104-119.

Duties of the Officer Commanding a Company.

712. The duties of the officer commanding a company of Senior Cadets are detailed in para. 42.

Appointment of Non-commissioned Officers in the Senior Cadets.

713. Selected N.C.O.s of the Territorial Force may, on the recommendation of their commanding officer, be appointed by the O.C. District as colour-sergeant cadet instructors and attached to Senior Cadet Companies. While so attached they will attend the annual camp of their unit, but during the rest of the year will be at the disposal of the O.C. Senior Cadet Company to which they belong. Colour-sergeant
cadet instructors.

714. Senior Cadets of the age of sixteen and over may be appointed Cadet non-commissioned officers, and promoted by the O.C. company, within the establishment laid down. Cadet N.C.O.s.

715. No Senior Cadet, while serving as such, can rise above the rank of colour-sergeant, and no Senior Cadet N.C.O. has any authority or powers of command except in the Senior Cadets. Rank.

716. In companies forming part of a school the appointment of N.C.O.s shall be subject to the approval of the headmaster. Approval of
headmaster.

Uniform.

717. The uniform and equipment of the Senior Cadets is laid down in the "Clothing and Equipment Regulations for the New Zealand Military Forces."

718. Uniforms, arms, and accoutrements of the authorized pattern will be issued free, under the conditions laid down in the "N.Z. Clothing and Equipment Regulations" to Senior Cadets or to Boy Scouts enrolled in the Senior Cadets. This uniform is Government property. Free issue.

719. Senior Cadets transferred from one company to another will take their uniforms with them, but will hand in their arms and accoutrements to their company commander prior to transfer. On transfer.

Maintenance Grants.

720. The maintenance grant to Senior Cadets is laid down in para. 619.

Training.

721. The training to be performed by Senior Cadets is laid down in para. 230.

Musketry
course.

The musketry course for Senior Cadets is laid down in "N.Z. Musketry Instructions."

Discipline.

Discipline.

722. Discipline in the Senior Cadets is dealt with in paras. 210-214.

APPENDICES.

APPENDIX I.—ESTABLISHMENTS OF THE NEW ZEALAND MILITARY FORCES.

Section 1.—Provisional Establishments of the New Zealand Staff Corps, Royal New Zealand Artillery, Permanent Staff, and New Zealand Garrison Artillery (Territorial Force).

NEW ZEALAND STAFF CORPS.

Normal Establishment.

Colonels.	Lieut.-Colonels.	Majors.	Captains.	Lieutenants.	Total.
3	6	13	26	52	100

NEW ZEALAND PERMANENT STAFF.

Temporary Establishment.

Sergeants-major (Warrant Officers).	Staff Sergeants.	Total.
23	60	83

TEMPORARY ESTABLISHMENT OF ROYAL N.Z. ARTILLERY (PERMANENT FORCE).

Showing Distribution of Instructional Cadres of Field and Garrison Artillery.

	Garrison Artillery.								Total.	Field Artillery.							Total Field Artillery.	Total R.N.Z.A.	Remarks.	
	Auckland.		Wellington.		Lyttelton.		Port Chalmers.			Auckland.	Hamilton.	Wellington.	Napier.	Christchurch.	Nelson.	Dunedin.				Invercargill.
	A.	B.	A.	B.	A.	B.	A.	B.												
Major(a)	1	1	1		
Captain	1	..	1	2	1	..	1	..	4		
Lieutenants (or 2nd Lieutenants)	1	..	1	..	1	..	1	..	4	1	..	1	6		
Master-gunners 2/c(b)	1	..	1	3	3		
Sergeant-major (W.O.) (c)	1	..	1	1	3	1	..	1	..	1	..	1	..	7		
Company Sergeant-major(c)	1	..	1	..	3	2		
Quartermaster-sergeant	1	1	1		
Sergeants	13	1	13	1	3	11	1	1	1	1	1	1	1	8	19		
Corporals	13	1	13	1	13	13	13	..	10	1	..	4	..	1	..	1	4(d)	14		
Bombardiers	3	1	3	1	13	13	13	..	12	..	1	..	1	..	1	..	1	16		
Gunners	16	8	24	9	9	74	13	13	13	13	13	13	13	16	90		
Bätmen	12	..	5	..	1	..	1	..	9	9		
Drivers(e)	7	6	7	6	7	6	7	6	52	52		
Sad ⁴ lers(f)	1	..	1	..	1	..	1	..	4		
Clerks(g)	13	..	4	..	13	..	13	..	10	10		
Armament artificers(h)	13	..	13	..	1	..	1	..	6	1	..	1	..	1	..	1	..	4		
Carpenter artificers	1	..	13	3	3		
Mechanist instrument-repairers(i)	..	1	..	1	2	2		
Sergeant-coxswains	1	1	..	2	2		
Totals	34	12	51	15	22	..	20	1	155	15	10	15	10	15	10	15	100	255		

(a) Officer in command of depot and officer in charge of R.N.Z.A. records.

(b) One master gunner at Wellington to keep Ordnance Store Ledgers. Duties of master gunner at Lyttelton and Dunedin to be performed by one of the senior N.C.O.s specially detailed. All master gunners in the R.N.Z.A. will be graded as 2/c with warrant rank.

(c) The senior Sergeant-major at each station to act as regimental Sergeant-major to the Garrison Artillery Division.

The Garrison Artillery details shown in column A. comprise the establishment of the Gunnery Section. The Electric-light Section details are given in column B.

- (d) Either a corporal or bombardier in each Field Artillery cadre, as found convenient.
- (e) One driver at each station to be detailed as batman and groom to the Adjutant F.A. Brigade.
- (f) The saddler at Headquarters will do all the necessary repairs to harness and saddlery of both batteries of the brigade. The establishment of saddlers will be as follows : 1 sergeant, 1 corporal, 1 bombardier, and 1 gunner.
- (g) In each district one clerk will be detailed for the Coast Defence Commander and O.C. Division, and one clerk for the R.N.Z.A. detachment.' At Wellington, in addition to the above, there will be one Pay Clerk and one clerk in charge of P.F. Records. The establishment of clerks will be : 1 company sergeant-major, 3 sergeants, 3 corporals, and 3 bombardiers.
- (h) The Armament artificers in the Field Artillery section must be qualified farriers, in addition to being trained as fitters.
- (i) For repairing electrical instruments in connection with electrical lighting equipment, in addition to general artificers' work.

An N.C.O. will be detailed by the O.C. R.N.Z.A. detachment to act as instructor for each Garrison Artillery Company, and to assist the Company Commander in administration.

Summary of Establishment (R.N.Z.A.).

Majors.	Captains.	Lieutenants.	Master Gunners (W.O.).	Regimental Sergeants- major (W.O.).	Staff Sergeants.	Sergeants.	Corporals.	Bombardiers.	Gunners.	Drivers.	Artificers.	Total.
1	4	6	3	7	4	25	18	20	100	52	15	255

NEW ZEALAND GARRISON ARTILLERY (TERRITORIAL FORCE).

	Number of Companies.	Field Officers.		Captains.	Quartermasters.	Lieutenants.	2nd Lieutenants.	Total Company Officers.	Company Sergeant-major.	Company Quarter-master-sergeants.	Sergeants.	Total Sergeants.	Trumpeters.	Corporals.	Bombardiers.	Gunners.	Total Rank and File.	Total, excluding Officers.	Total all Ranks.	Permanent Staff.		At-tached.	
		Lieut.-Colonels.	Majors.																	Adjutant.	Sergeant-major.	Medical Officers.	Medical Corps.
Establishment of a company	1	1	..	2	1	5	1	1	6	8	2	6	6	123	137	145	150
Auckland G.A.,—																							
No. 1 Company																						
No. 6 Company ..	3	(c)1	(d)4	3	1	6	3	15	3	3	18	24	6	18	18	369	411	435	450	(a)1	(b)1	2	6
No. 7 Company																						
Wellington G.A.,—																							
No. 3 Company																						
No. 5 Company ..	3	(c)1	(d)4	3	1	6	3	15	3	3	18	24	6	18	18	369	411	435	450	(a)1	(b)1	2	6
No. 9 Company																						
Lyttelton G.A., No. 4 Company	1	..	1	1	..	2	1	5	1	1	6	8	2	6	6	123	137	145	150	..	(b)1	1	2
Westport G.A., No. 8 Company	1	..	1	1	..	2	1	5	*1	1	6	8	2	6	6	123	137	145	150	1	2
Otago G.A., No. 2 Company ..	1	..	1	1	..	2	1	5	1	1	6	8	2	6	6	123	137	145	150	..	(b)1	1	2

* To be detailed from the R.N.Z.A. at Lyttelton.

NOTES.—The above establishments include the number required for electric-lighting details in each company allotted to works of defence where electric lights are installed. The number detailed for E.L. duties will be arranged locally, and will include the number of Permanent Force E.L. specialists available.

(a) An officer of the R.N.Z.A. At Lyttelton and Port Chalmers the O.C.R.N.Z.A. detachment will act as Staff Officer to the Coast Defence Commander.

(b) When assembled for training and on mobilization, the Sergeant-major of the R.N.Z.A., district detachment, will act as Sergeant-major to the Territorial G.A. in addition to his ordinary duties.

(c) Officer commanding the Division of 3 companies.

(d) Includes 1 major to command each company, and 1 major as second in command of the Division.

An N.C.O. will be detailed to each company from the R.N.Z.A. as instructor. This N.C.O. will assist the O.C. Company in the rendering of returns and in keeping the necessary company records. The clerical work of Divisional Headquarters will be carried out by a clerk detailed from the R.N.Z.A.

Section 2.—Notes on the Establishments of the Territorial Force.

1. THE establishments of units of the New Zealand Territorial Force, except as regards a few minor details which are shown in the tables, are constant, and based on Imperial War Establishments.

2. Establishments are given in tabular form, showing the composition of each unit when complete, in *personnel*, animals, and vehicles.

3. The establishment of each unit is shown under two headings,—

(1.) Establishment of unit.

(2.) Transport.

4. The Army Service Corps provides the transport *personnel* for medical units, the 2nd Line transport *personnel* for all units, and, in addition, the 1st Line transport *personnel* of headquarters units, except where otherwise stated.

5. The numbers of *personnel* shown in italics are not included in the total of units.

6. The medical arrangements for units for whom no medical officer is provided in establishments are as follows:—

Headquarters of Mounted Rifles brigade and of Infantry brigades, in charge of a medical officer of a unit of the brigade, to be detailed by the Brigadier commanding.

Transport and Supply columns in charge of a medical officer to be specially detailed by the O.C. Division.

7. The veterinary arrangements for units for which no veterinary officers are provided in establishments will be made by the Director of Veterinary Services, or his representative, attached to the headquarters of the division of which these units form part.

8. Bâtmen in the field or in camp are allowed at the rate of one for each dismounted officer; in addition, one groom for each mounted officer with less than three horses, and two grooms for each mounted officer with three horses. Bâtmen are fully armed and trained soldiers, and are available for duty in the ranks.

9. Spare drivers are allowed at the rate of 10 per cent. after including the drivers of spare horses.

10. A driver is allowed for each pair of spare horses.

11. The normal composition of field army units, when their mobilization is complete both as regards war establishment and war outfit, is laid down in the Imperial Field Service Manuals. These manuals will be accepted as provisionally applying to units of the New Zealand Territorial Force.

12. Additional arrangements to be made on mobilization are laid down in New Zealand Mobilization Regulations.

13. Orders for the movement of field army units, when their mobilization is complete, will be issued to O.C. Districts from Headquarters.

14. The tables in Section 3 show the scales of ammunition, tools, rations, and fuel, and forage, on which the transport of units is calculated.

15. No blankets for men are included in the normal scale of war outfit, but one blanket per man will be carried when specially ordered. In units where this necessitates an addition to the normal scale of transport, the extra *personnel*, horses, and vehicles required are shown in a note on the establishment tables.

16. Certain articles carried in regimental transport which are not included in the tables in Section 2, such as spare parts and materials for repair, vary with the particular unit; they are calculated on the assumption that it will be possible to replenish them at intervals of about a fortnight.

17. Plain figures show *personnel* and horses on normal establishment; figures in brackets show *personnel* and horses to be added on mobilization. *Personnel* and horses shown in brackets in the establishments of staffs may be supplied from the formation as required for annual training and manœuvres.

18. For the purpose of calculating the allowance of transport where G.S. wagons are not available a load of 3,000 lb. will be allowed for each G.S. wagon (4-horse) with a slow-moving unit, and 2,700 lb. for each G.S. wagon with units of Mounted Rifles.

19. The horses and vehicles allowed for annual training are shown in the tables. The scales of transport authorized for manœuvres will be laid down in the special instructions issued in each case before the manœuvres are held, in accordance with para. 454, "Regulations for the Military Forces of the Dominion of New Zealand."

20. The number of horses and vehicles allowed for annual training are shown in a separate table after the transport of each unit. If the nature of the training requires additional transport to that laid down, special sanction must be obtained from the Officer Commanding District, who will issue instructions as to the hire of vehicles and horses.

Section 3.—Data on which the Transport of Units is calculated.

TABLE I.—AMMUNITION.

(A.) *Approximate Number of Rounds provided in the Field per Gun.*

Description of Gun.	With Battery.	With Brigade Ammunition Column.	Total with Field Units.	To be maintained on the Lines of Communication.	Total to be maintained in the Field.
15-pounder	440	220	660	340	1,000
18-pounder	176	202*	378	622	1,000

* 76 rounds in ammunition-wagons, and 126 rounds in G.S. wagons.

(B.) *Approximate Number of Rounds provided in the Field for each Man armed with the Rifle.*

For each Rifle of	With Unit.		With Brigade Ammunition Column.	Total with Field Units.	To be maintained on Lines of Communication.	Total to be maintained in the Field.
	On the Soldier.	In Regimental Reserve.				
Mounted Rifles	100	100	100	300	} Under consideration.	
Artillery	50	50		
Engineers	50	50*	..	100		
Infantry	150†	100	100	350		
Army Service Corps	20	20		

* For dismounted men of field units only.

† 1908 pattern. Each man will also carry an entrenching tool.

NOTE.—For the purpose of arriving approximately at the number of rounds to be carried in ammunition columns, the number of rifles in units is calculated at 500 for regiments and at 1,000 for Infantry battalions; other units are not considered.

(C.) *Approximate Number of Rounds provided in the Field for each Machine Gun.*

For each Machine Gun of	With Units.		With Brigade Ammunition Column.	Total with Field Units.	On Lines of Communication.	Total to be maintained in the Field.
	Service Ammunition.	Regimental Reserve.				
Mounted Rifles	3,500	16,000	10,000	29,500	} Under consideration.	
Infantry	3,500	8,000	10,000	21,500		

(D.) *Approximate Number of Rounds provided in the Field for each Pistol.*

For each pistol a total of 36 rounds is carried in the field—viz., 12 rounds on the man, 12 rounds in regimental transport, and 12 rounds in the brigade ammunition column.

TABLE II.—TOOLS AND EXPLOSIVES.

(Wagon and cart equipment is excluded from this table: See footnote.)

Tools.	Mounted Rifle Regiment.	Field Artillery Battery (4 Guns).	Field Company.	Infantry Battalion.	Headquarters, Infantry Brigade.	Remarks.
(a.) <i>Entrenching Tools.</i>						
Shovels	18	24	111	222	120	(a) 88, 4½ lb. ; 19, 8 lb.
Spades	19	
Pickaxes	12	12	107 (a)	148	80	
(b.) <i>Cutting Tools.</i>						
Felling-axes	13	4	47	47	..	
Hand-axes	7	..	28	28	1	
Billhooks	12	12	39	40	..	
Handsaws	4	8	27	27	..	
Crosscut saws	4	4	..	
Reaping-hooks	36	8	10	10	3	
Folding-saws (complete)	3	3	..	
(c.) <i>Miscellaneous.</i>						
Crowbars	3	..	8	8	9	
Guncotton (including primers) lb.	105	..	570	
Sandbags	150	..	852	20	..	

NOTE.—(1.) 1 pickaxe, 1 billhook, and 2 shovels, in addition to the tools shown in the table, are carried as part of the wagon or cart equipment of all G.S. and G.S. Engineer wagons and Maltese carts.

(2.) 1 pickaxe and 1 shovel are carried with each machine-gun tripod as part of its equipment.

TABLE III.—RATIONS AND FUEL.

Detail of Rations carried in the Field with Units, and in Transport and Supply Columns and Parks for each Officer and Man.

How carried.	Field Ration.		Jam, Limejuice, and Rum : (As detailed in Imperial Al- lowance Regu- lations.)	Vegetables : $\frac{1}{2}$ lb. fresh, or 2 oz. dried, or $\frac{1}{2}$ lb. preserved fruit.	Emergency Ration : 6 $\frac{1}{2}$ oz. net, 9 $\frac{1}{2}$ oz. gross.	Remarks.
	1 $\frac{1}{2}$ lb. fresh or 1 lb. (nominal) preserved (*) or salt meat. 1 $\frac{1}{2}$ lb. bread, or 1 lb. biscuits (†) or flour.	Groceries : Tea, sugar, salt, and pepper (as detailed in Im- perial Allow- ance Regula- tions).				
On the soldier	1 (‡)	1	(*) Packed in wood cases not ex- ceeding 80 lb. weight, con- taining 60 rations in nominal 1 lb. tins.
In regimental transport ..	1	2 (§)	1 ()	.. (¶)	..	(†) Packed in wood cases not ex- ceeding 80 lb. weight, con- taining 50 rations. (‡) The unexpended portion of the day's ration issued the pre- vious evening, less any por- tion consumed.
In transport and supply columns to replace issues	1	1	1	1	1	(§) Carried in panniers. () Limejuice and rum, to be is- sued at the discretion of the General Officer Commanding, on the recommendation of the medical officer.
In transport and supply parks..	3	3	3	3	..	(¶) To be issued when available, but not to be carried in regi- mental transport, when marching daily.
Total	6	6	5	4	2	

NOTES.—(1.) No fuel will be carried normally, except the wood of the ration-boxes, which will be issued for kindling purposes, and be supplemented by fuel obtained locally.

(2.) One day's supply of cattle will usually be driven with T. and S. column, and, when necessary, up to three days' supply with the T. and S. park.

TABLE IV.—FORAGE.

Detail of Forage carried in the Field with Units, and in Transport and Supply Columns and Parks, for each Horse.

How carried.	Corn Ration. 12 lb. (*)	Compressed Forage.	Remarks.
On the horse	$\frac{1}{2}$ (†)	..	(*) In the case of heavy draught horses the corn ration is 15 lb.
In regimental transport	1	(‡)	(†) The unexpended portion of the day's ration issued the previous evening.
In transport and supply columns, to replace issues	1	(‡)	(‡) One bale (82 lb. gross weight) is carried in the locker of each G.S., G.S. R.E., and ambulance-wagon.
In transport and supply parks	3	(‡)	
Total	$5\frac{1}{2}$..	

NOTE.—The above scale of forage is applicable to a country where hay is available.

Section 4.—Composition of Mixed Divisions.

A. COMPOSITION OF A MIXED DIVISION.

1. *Staff.*

Divisional headquarters.

2. *One Mounted Rifles brigade.*

3. *One Infantry brigade.*

4. *Divisional troops.*

(a.) Divisional Artillery.

1 Field Artillery brigade (including Ammunition column).

(b.) Divisional Engineers.

1 Field company.

(c.) Divisional Cavalry.

1 squadron Mounted Rifles.

(d.) Divisional Transport and Supply column.

(e.) 1 Mounted Field Ambulance.

1 Infantry Field Ambulance.

B. COMPOSITION OF WELLINGTON DIVISION.

1. Divisional headquarters.

2. *Wellington Mounted Rifles Brigade.*

Brigade headquarters.

2nd Mounted Rifles.

6th Mounted Rifles.

9th Mounted Rifles.

Wellington Mounted Signal Company.

3. *Wellington Infantry Brigade.*

Brigade headquarters.

5th Regiment.

7th Regiment.

9th Regiment.

11th Regiment.

Wellington Infantry Signal Company.

4. *Divisional troops.*

(a.) Wellington Field Artillery Brigade.

Brigade headquarters.

D Battery.

F Battery.

Ammunition column.

- (b.) Divisional Engineers.
No. 4 Field Company.
- (c.) Divisional Cavalry.
— Squadron Mounted Rifles.
- (d.) Divisional Transport and Supply column.
— Companies A.S.C.
- (e.) No. 8 Mounted Field Ambulance.
No. 4 Field Ambulance.

C. COMPOSITION OF AUCKLAND DIVISION.

1. Divisional headquarters.
2. *Auckland Mounted Rifles Brigade.*
Brigade headquarters.
3rd Mounted Rifles.
4th Mounted Rifles.
11th Mounted Rifles.
Auckland Mounted Signa Company.
3. *Auckland Infantry Brigade.*
Brigade headquarters.
3rd Regiment.
6th Regiment.
15th Regiment.
16th Regiment.
Auckland Infantry Signal Company.
4. *Divisional troops.*
 - (a.) Auckland Field Artillery Brigade.
Brigade headquarters.
A Battery.
G Battery.
Ammunition column.
 - (b.) Divisional Engineers.
No. 3 Field Company.
 - (c.) Divisional Cavalry.
— Squadron Mounted Rifles.
 - (d.) Divisional Transport and Supply column.
— Companies A.S.C.
 - (e.) No. 5 Mounted Field Ambulance.
No. 1 Field Ambulance.

D. COMPOSITION OF CANTERBURY DIVISION.

1. Divisional headquarters.

2. *Canterbury Mounted Rifles Brigade.*

Brigade headquarters.
 1st Mounted Rifles.
 8th Mounted Rifles.
 10th Mounted Rifles.
 Canterbury Mounted Signal Company.

3. *Canterbury Infantry Brigade.*

Brigade headquarters.
 1st Regiment.
 2nd Regiment.
 12th Regiment.
 13th Regiment.
 Canterbury Infantry Signal Company.

4. *Divisional troops.*

- (a.) Field Artillery brigade.
 Brigade headquarters.
 E Battery.
 H Battery.
 Ammunition column.
- (b.) Divisional Engineers.
 No. 1 Field Company Engineers.
- (c.) Divisional Cavalry.
 — Squadron Mounted Rifles.
- (d.) Divisional Transport and Supply column.
 — Companies A.S.C.
- (e.) No. 6 Mounted Field Ambulance.
 No. 3 Field Ambulance.

E. COMPOSITION OF OTAGO DIVISION.

1. Divisional headquarters.

2. *Otago Mounted Rifles Brigade.*

Brigade headquarters.
 5th Mounted Rifles.
 7th Mounted Rifles.
 12th Mounted Rifles.
 Otago Mounted Signal Company.

3. *Otago Infantry Brigade.*

Brigade headquarters.
 4th Regiment.
 8th Regiment.
 10th Regiment.
 14th Regiment.
 Otago Infantry Signal Company.

4. *Divisional troops.*

- (a.) Otago Field Artillery Brigade.
 - Brigade headquarters.
 - B Battery.
 - C Battery.
 - Ammunition column.
 - (b.) Divisional Engineers.
 - No. 2 Field Company.
 - (c.) Divisional Cavalry.
 - Squadron Mounted Rifles.
 - (d.) Divisional Transport and Supply column.
 - Companies A.S.C.
 - (e.) No. 7 Mounted Field Ambulance.
 - No. 2 Field Ambulance.
-

Section 5.—Composition of Brigades

A. COMPOSITION OF A MOUNTED RIFLES BRIGADE.

Headquarters.
 3 regiments of Mounted Rifles.
 1 Mounted Signal company.

B. COMPOSITION OF AN INFANTRY BRIGADE.

Headquarters.
 4 Infantry battalions.
 1 Infantry Signal company.

Section 6.

HEADQUARTERS OF MIXED DIVISION ON MOBILIZATION.

Establishment.

Detail.	Personnel.				Horses.			Remarks.
	Officers.	Staff Sergeants and Sergeants.	R. and F.	Total.	Riding.	Draught.	Total.	
Divisional Commander (Brigadier-General) ..	1(a)	1	3	..	3	This Staff will be formed entirely on mobilization. (a) Officers of normal district Staff in peace. (b) N.Z.S.C. or Territorial officers to be specially appointed, if not always serving on normal district Staff in peace. The personnel other than those in (a), (b), will be detailed on mobilization from the Reserve; or from units of the division, in which case they will be replaced in those units by personnel from the Reserve. Signallers with their transport will be detailed from Signal companies as required. The Divisional Signalling Officer will be the senior signalling officer of the division, and will be attached to headquarters. (c) Provided by the A.S.C.
Orderly officers	2(b)	2	6	..	6	
Staff { General Staff—								
General Staff officer, 3rd grade ..	1(a)	1(a)	3	..	3	
General Staff officer, attached ..	1(b)	1	3	..	3	
Administrative Staff—								
Assistant Adjutant and Q.M.G. ..	1(a)	1(a)	3	..	3	
Staff Capt. in	1(b)	1	3	..	3	
Administrative medical officers	1(a)	1	1	..	1	
Administrative veterinary officers	1(a)	1	1	..	1	
Divisional ordnance officer	1(b)	1	1	..	1	
Assistant Provost Marshal	1(b)	1	2	..	2	
Military mounted police	1	4	5	5	..	5	
Clerks to General Staff	2	2(c)	
Clerks to administrative Staff	4	4(c)	
Acting Quartermaster-sergeant	1	..	1(c)	
Farrier	1	..	1	1	..	1	
Cook	1	..	1	
Battmen	17	..	17	
Drivers, A.S.C.	3	..	3(c)	..	6	6	
Medical corps	2	2	
Total	11	3	33	47	32	6	38	

Transport.

Detail.	Vehicles.	Drivers.	Horses.		Remarks.
			Draught.	Pack.	
<i>1st Line.</i>					
Bicycles for intercommunication ..	4	1(a)	(a) Medical officer's orderly.
Pack-animals for medical equipment	1(b)	..	1	(b) One of the veterinary officers batmen.
Pack-animal for veterinary equipment ..	1	1(c)	2	..	
Carts, water ..					
<i>2nd Line.</i>					
Wagons, G.S., for baggage store and supplies ..	1	2(c)	4	..	(c) Provided by the Army Service Corps.
Light cart ..	1	1(d)	1	..	(d) A batman.
Total ..	7	6	7	2	

HEADQUARTERS OF A MOUNTED RIFLES BRIGADE.

Establishment.

Detail.	Personnel.				Horses.			Remarks.
	Officers.	Staff Sergeants and Sergeants.	Rank and File.	Total.	Riding.	Draught.	Total.	
Brigadier (Colonel)	1	1	1 (2)	..	1 (2)	(a) Drawn from the <i>personnel</i> of brigade. May be appointed temporarily for annual training or manoeuvres.
Staff { Orderly officer	(1) (a)	(1)	(3)	..	(3)	
Staff { Brigade-Major	1	1	1 (2)	..	1 (2)	
Staff { Staff Captain	(1) (b)	(1)	(3)	..	(3)	(b) Appointed on mobilization from the N.Z.S. Corps.
Clerk	1 (c)	..	1 (c)	(c) Detailed from A.S.C.
Military mounted police	(1) (d)	(9) (d)	(10)	(10)	..	(10)	(d) Detailed from the Reserve on mobilization.
Cook	(1) (d)	(1)	May be detailed from <i>personnel</i> of brigade as required for annual training or manoeuvres.
Batmen	(11) (e)	(11)	(e) Brigadier (Colonel) 3.
Drivers, A.S.C.	(2) (f)	(2)	..	(4)	(4)	(f) Detailed from A.S.C. on mobilization, and for training or manoeuvres as required.
Total headquarters	2 (2)	1 (1)	(23)	3 (26)	2 (20)	(4)	2 (24)	

The O.C. Signal company will accompany brigade headquarters, and will act as brigade signalling officer. He will detail headquarters signallers and telephone detachments as required. *Personnel* so detailed from the Signal company will bring their own transport and horses.

Transport.

Detail.	Vehicles.	Drivers.	Draught Horses.	Remarks.
<i>1st Line.</i>				
Bicycles for intercommunication	4	
<i>2nd Line.</i>				
Wagon, G.S., for baggage and supplies	1	2 (g)	4	(g) Provided by the Army Service Corps.
Total	5	2	4	

HEADQUARTERS OF AN INFANTRY BRIGADE. Establishment.

Detail.	Personnel.				Horses.				Remarks.
	Officers.	Staff Sergeants and Sergeants.	Rank and File.	Total.	Riding.	Draught.	Pack-horses.	Total.	
Brigadier (Colonel) ..	1	1	1 (2)	1 (2)	(a) Drawn from the personnel of the Infantry brigade. May be appointed temporarily for annual training or manoeuvres.
Staff : Orderly officer ..	(1) (a)	(1)	(2)	(2)	
Brigade-Major ..	1	1	1 (1)	1 (1)	(b) Two sections each consisting of 1 N.C.O., 5 privates, and 1 driver, with a pack-horse for equipment. One forage-cart with an A.S.C. driver and 2 horses is allotted to the detachment. The detachment works under the brigade signalling officer.
Signallers	
Telephone detachment (b)	(c) Detailed from A.S.C.
Clerk	1 (e)	..	1	
Military mounted police	(1)	(4)	(5)	(5)	(5)	(d) Includes a corporal.
Cook	(1)	(1)	
Bâtmén	(8)	(8)	(e) Provided by the Army Service Corps.
Drivers, A.S.C.	(6) (d)	(6)	(1)	(10)	..	(11)	
Total headquarters ..	2 (1)	1 (1)	(19)	3 (21)	2 (11)	(10)	..	2 (21)	

The O.C. Signal company will accompany brigade headquarters, and will act as brigade signalling officer. He will detail headquarters signallers and telephone detachments as required. Personnel so detailed from the Signal company will bring their own transport and horses.

Transport.

Detail.	Vehicles.	Drivers.	Draught Horses.	Packhorses.	Remarks.
<i>1st Line.</i>					
Bicycle for intercommunication	1	(e) Provided by the Army Service Corps.
Wagon, G.S., for entrenching tools	1	2 (e)	4	..	
<i>2nd Line.</i>					
Wagon, G.S., for baggage and supplies ..	1	2 (e)	4	..	
Total	3	4	8	..	

A FIELD ARTILLERY BRIGADE.
(Two Batteries, each of Four 18-pounder Q.F. Guns.)

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Detail.	Personnel.						Horses.				Remarks.	
	Officers.	Warrant Officers.	Staff Sergeants and Sergeants.	Artificers.	Trumpeters.	Rank and File.	Total.	Riding.	Draught.	Pack.		Total.
Headquarters.												
Lieut.-Colonel	1	1	1 (1)	1 (1)	(a) The Adjutant will be an officer of the R.N.Z.A.
Adjutant	1(a)	1	1 (1)	1 (1)	(b) A warrant officer of the R.N.Z.A. on the strength of the R.N.Z.A. cadres attached to the brigade.
Orderly officer	(1)	(1)	(2)	(2)	(c) Comprising: Telephone detachment—1 (mounted) N.C.O., 2 gunners, 1 driver for cable-cart; also 2 signallers, 2 range-takers, 2 orderlies, 3 horse-holders.
Sergeant-major	1(b)	1	1	1	(d) Detailed from R.N.Z.A.
Trumpeter	(1)	..	(1)	(1)	(1)	(e) Two men (one as acting-bombardier) trained to the duties are placed under the orders of the medical officer. The gunner drives the cart for medical equipment.
Corporal	(2)	(13)(c)	(10)	(2)	..	(12)	(f) An additional batman is allowed to the veterinary officer for the pack-animal.
Bombardiers	(2)						(g) Pack-animal for veterinary equipment.
Gunners	(2)						(h) Includes one corporal.
Drivers	(7)	1 (d)	(i) May be Lieutenants or 2nd Lieutenants.
Clerk	1						
Orderlies for medical officer	(2) (e)	(2)	(1)	(2)	..	(3)	
Batmen	(9) (f)	(9)	
Attached,—												
Medical officer	2 (1)	(1)	(1)	1 (24)	4 (26)	3 (16)	(4)	..	3 (20)	
Veterinary officer	(1)	(1)	1	..	1 (g)	2	
Armament artificer	(1)	(1)	
Drivers, A.S.C. (2nd Line transport)	(2)	(2)	..	4	..	4	
M.C. for water duties	(4) (h)	(4)	
Total headquarters (including "attached")	2 (3)	(1)	..	(1)	(1)	1 (30)	4 (35)	5 (16)	4 (4)	1	10 (20)	
Battery.												
Major	1	1	1 (1)	1 (1)	
Captain	1	1	1 (1)	1 (1)	
Subalterns	3 (i)	3	3 (3)	3 (3)	

Battery sergeant-major	1	1	1	1	1	1	1	1	1
Battery quartermaster-sergeant	1	1	1	1	1	1	1	1	1
Sergeants	5	5	5	5	5	5	5	5	5
Farrier-sergeant	1	1	1	1	1	1	1	1	1
Shoeing-smith	3(j)	3	3	3	3	3	3	3	3
Saddlers	2	2	2	2	2	2	2	2	2
Fitters or wheelers	2	2	2	2	2	2	2	2	2
Trumpeters	5	5	5	5	5	5	5	5	5
Corporals	9	9	9	9	9	9	9	9	9
Bombardiers	52	52	52	52	52	52	52	52	52
Gunners	36	36	36	36	36	36	36	36	36
Drivers { For vehicles	7 (l)	7	7	7	7	7	7	7	7
For spare horses	4	4	4	4	4	4	4	4	4
Spare	4	4	4	4	4	4	4	4	4
Total	5	7	2	121	135	39 (5)	82	121 (5)	121 (5)
Attached,— Drivers, A.S.C. (2nd Line transport)	5	5	5	5	5	5	5	5	5
Total battery (including "attached")	5	7	2	126	140	39 (5)	92	131 (5)	131 (5)

Ammunition Column.

Captain	1	1	1	1	1	1	1	1	1
Subalterns	4(m)	4	4	4	4	4	4	4	4
Battery sergeant-major	1	1	1	1	1	1	1	1	1
Battery quartermaster-sergeant	1	1	1	1	1	1	1	1	1
Sergeants	8	8	8	8	8	8	8	8	8
Farrier-sergeant	1	1	1	1	1	1	1	1	1
Shoeing-smiths	7 (n)	7	7	7	7	7	7	7	7
Saddlers	3	3	3	3	3	3	3	3	3
Fitters or wheelers	3	3	3	3	3	3	3	3	3
Trumpeters	2	2	2	2	2	2	2	2	2
Corporals	9	9	9	9	9	9	9	9	9
Bombardiers	9 (o)	9	9	9	9	9	9	9	9
Gunners	42 (o)	42	42	42	42	42	42	42	42
Drivers { For vehicles	61	61	61	61	61	61	61	61	61
For spare horses	7	7	7	7	7	7	7	7	7
Spare	6	6	6	6	6	6	6	6	6
Total	5	11	2	147	165	37	134	164	164
Attached,— Drivers, A.S.C. (2nd Line transport)	5	5	5	5	5	5	5	5	5
Total ammunition column (including "attached")	5	11	2	152	170	37	144	174	174

(j) Includes one corporal shoeing-smith.
(k) Composed as follows :—
Ground scouts 2
Observing party, including
range-takers 6 (l)
Mounted orderly 1
Battery Commander's sig-
nallers 3 (l)
Patrol 3 (l)
Coverers 4
Total 19

(l) Includes horse-holders.

(m) Includes two 2nd Lieutenants.

(n) Includes one corporal shoeing-smith.

(o) Includes five mounted and two dis-
mounted N.C.O.s and men trained in
signalling, for communications.

A FIELD ARTILLERY BRIGADE—continued.

Detail.	Personnel.							Horses.			Remarks.
	Officers.	Warrant Officers.	Staff Sergeants and Sergeants.	Artificers.	Trumpeters.	Rank and File.	Total.	Riding.	Draught.	Pack.	Total.
<i>Recapitulation.</i>											
Headquarters (including "attached")	5	1	1	1	1	22	30	18	8	1	27
2 batteries (including "attached")	10	..	14	..	4	272	300	88	184	..	262
Ammunition column (including "attached")	5	..	11	..	10	152	170	37	144	..	181
Total Field Artillery brigade (p)	20	1	25	1	7	446	500	133	336	1	470
<i>R.N.Z.A. Cadre for each Brigade. (q)</i>											
Sergeants	10	10	10	10
Corporals	1	1
Bombardiers	1	1
Gunnery	4	4
Saddlers	1	1
Artificers (Fitters)	1	1
Drivers	13	13	..	24	..	24
Total permanent cadres for each brigade (q),(r)	10	21	23	10	24	..	26

(p) 1 N.C.O. and 6 men are trained in sanitary duties.
 (q) Exclusive of the Adjutant and Sergeant-major shown under "Headquarters."
 (r) Each battery cadre R.N.Z.A. will consist of 12 N.C.O.s and men and 14 horses, and will form part of the establishment of the unit.

The *personnel* shown in brackets will be detailed from the batteries on mobilization, and will be replaced from the Reserve. For annual training they will be drawn from the batteries as required.

Transport.

Detail.	Headquarters.				Two Batteries.				Ammunition Column.				Total Brigade.				Remarks.		
	Horses.		Drivers.	Pack.	Horses.		Drivers.	Vehicles.	Horses.		Drivers.	Vehicles.	Horses.		Drivers.	Draught.		Riding.	Pack.
	Draught.	Pack.			Draught.	Riding.			Draught.	Riding.									
<i>1st Line.</i>																			
Carriages, gun, with limbers	24	48	24	48	(g) Medical officer's orderly.
Cart { Maltese, for medical equipment	1	14	
Cart { Small-arm ammunition	7	14	
Cart { Cable, for telephone equipment	1	14	
Wagon { Ammunition, with limbers	16	48	96	24	72	144	
Wagon { G.S., for Gun	6	18	36	
Wagon { ammunition { Small-arm	4	12	24	
Drivers { For spare horses	14	12	24	
Pack-animal for veterinary equipment	8	4	12	
Carts, water	14	
<i>2nd Line.</i>																			
Wagons, G.S., for baggage	10	20	4	3	6	
Total	3	5	8	..	30	104	164	..	28	79	144	2	61	187	316	2	1	..	

Horses and Vehicles allowed for Annual Training.

	Horses.				Vehicles.			
	Riding.	Draught.		Total.	Guns.	A. Wagons.		Maltese Carts.
Brigade headquarters	8	2	10	2*
Each Field battery	36	42	78	..	4	4	..	4
Ammunition column	20	50	70	9	..	3

* One Maltese cart for medical equipment; one light cart for baggage of brigade headquarters.

REGIMENT OF MOUNTED RIFLES.

Establishment.

Detail.	Personnel.							Horses.				Remarks.
	Officers.	Warrant Officers.	Staff Sergeants and Sergeants.	Artificers.	Trumpeters.	Rank and File.	Total.	Riding.	Draught.	Pack.	Total.	
Headquarters.												
Lieut.-Colonel	1	1	1(2)	1(2)	(a) The orderly-room clerk may be of the rank of corporal, in which case he will be deducted from the sergeants and added to the rank and file.
Major	1	1	1(2)	1(2)	
Adjutant	1	1	1(2)	1(2)	
Quartermaster	1	1	1	1	
Regimental Sergeant-major	1	1	1	1	
Quartermaster-sergeant	1	1	1	1	
Transport-sergeant	1	1	1	1	
Orderly-room clerk	1(a)	1	1	1	
Sergeant-trumpeter	1	1	1	1	
Sergeant-cook	1	1	1	1	
Signalling-sergeant	(1)	(1)	
Farrier-quartermaster-serjeant	1	1	1	1	
Saddler-sergeant	1	1	1	1	
Saddletree-maker	1	1	1	1	
Orderlies for medical officer	(1)	(1)	(1)	(1)	
Total	4	1	5 (1)	2 (1)	..	(2)	12(4)	12(7)	(2)	..	12(9)	(b) Two men of the regiment (one a lance-corporal), trained for the duties, are placed under the orders of the medical officer. The private drives the cart for medical stores.
Attached.—												
Medical officer	1	1	1(1)	1 (1)	(c) Includes a corporal.
Veterinary officer	1	1	1(1)	..	1	2 (1)	
Armourer-sergeant	(1)	(1)	
Drivers, A.S.C. (2nd Line transport)	(3)	(3)	(6)	(6)	
Medical Corps for water duties	(3)(c)	(3)	
Total headquarters (including "attached")	6	1	5(1)	2 (2)	..	(8)	14(11)	14(9)	(2)	1(6)	15(17)	

Machine-gun Section.*														
Subaltern	1	1	1(2)	1(2)
Sergeant	1	1	1	1
Corporal	12	12	12	..	12
Privates	8	8	..	16	16
Drivers (1st Line transport)	8	8	..	16	16
Total machine-gun section	1	21	22	15(2)	16	31(2)
Squadron.														
Major	1	1	1(2)	1(2)
Captain	1	1	1(2)	1(2)
Subalterns	3	3	3(6)	3(6)
Squadron sergeant-major	1	1	1	1
Squadron quartermaster-sergeant	1	1	1	1
Sergeants	5	5	5	5
Farric-sergeant	1	1	1	1
Shoeing-smith-corporal	1	1	1	1
Shoeing-smiths	3	3	3	3
Saddler	1	1	1	1
Trumpeters	2	2	2	2
Corporals	6	6	6	..	6
Privates	87	87	87	2(d)	87
Signallers { Corporal	1	1	1	..	1
{ Privates	4(e)	4	4	..	6
Drivers (1st Line { For vehicles	4	4	..	8	8
transport) { For spare draught horses	1	1	..	2	2
Total squadron	5	..	7	6	2	103	123	118(10)	10	130(10)
Attached—														
Drivers, A.S.C. (2nd Line transport)	4	4	..	8	8
Total squadron (including attached)	5	..	7	6	2	107	127	118(10)	18	138(10)
Recapitulation.														
Headquarters (including " attached ")	..	6	1	5(1)	2(2)	(8)	14(11)	14(9)	2	1(6)	15(15)	
Machine-gun section	1	21	22	15(2)	16	..	31(2)	
4 squadrons	..	20	..	28	24	8	428	508	472(40)	72	8	524(40)		
Total regiment in the field (g)	..	26(f)	1	34(1)	26(2)	8	449(8)	544(11)	501(51)	90	9(6)	600(57)		

* The machine-gun section will, as a rule, be commanded by the Assistant Adjutant.

(d) For scouts.

(e) Not more than two per squadron may be lance-corporals.

(f) One subaltern officer of the regiment will act as transport officer, and one as signalling officer.

(g) 1 N.C.O. and 8 men are trained in sanitary duties.

Transport.

Detail.	Vehicles.	Drivers.	Horses.		Remarks.
			Draught.	Pack.	
1st Line.					
Headquarters	Cart, Maltese, for medical equipment	1	2	..	
	Pack-animal for veterinary equipment	1	..	1	
	Cart, water	1	
Machine-gun Section	Wagons, limbered, G.S., for 2 machine-guns, tripods, ammunition, and 2 sets of machine-gun pack-saddlery (6 packsaddles)	4	8	16	..
	Wagons { limbered, G.S., for S.A.A. (1 per squadron)	4	8	16	..
Squadrons	Wagons { "squadron" for tools and signalling equipment (1 per squadron)	4	8	16	..
	Drivers, for spare draught horses (1 per squadron)	4	8	..	
	Packhorses, for scouts (2 per squadron)	8
2nd Line.					
Headquarters	(Wagons, G.S., for baggage, stores, and supplies)	1	2	4	..
4 Squadrons	—Wagons, G.S. for baggage, stores, and supplies (2 per squadron)	8	16	32	..
Total		23	49	96	9

Horses and Vehicles allowed for Annual Training in Camp.

8 horses for 2 machine-guns.
8 horses for 2nd Line transport.

2 machine-guns.
4 2nd Line regimental transport wagons.

AN INFANTRY BATTALION.
Establishment.

Detail.	Personnel.						Horses.				Remarks.
	Officers.	Warrant Officers.	Staff Ser- geants and Drummers or Buglers.	Rank and File.	Total.	Riding.	Draught.	Pack.	Total.		
<i>Headquarters.</i>											
Lieut.-Colonel	1				1	1 (1)			1 (1)	* An officer of the New Zealand Staff Corps. (a) One subaltern of the battalion will act as transport officer, one as signalling officer. (b) The orderly-room clerk may be of the rank of corporal, in which case he will be deducted from the sergeants and added to the rank and file.	
Major	1				1	1			1		
Adjutant	1				1	1 (1)			1 (1)		
Quartermaster						1 (1)			1 (1)		
Transport officer (a)										(c) Two men (one a lance-corporal), trained for the duties, will be placed under the orders of the medical officer. The private drives the cart for medical equipment. (d) Includes a corporal.	
Signalling officer (a)											
Sergeant-major											
Quartermaster-sergeant											
Orderly-room clerk			1 (b)		1						
Sergeant-drummer			1		1						
Pioneer-sergeant			1		1						
Sergeant-cook			1		1						
Transport-sergeant			1		1						
Signalling-sergeant			1		1						
Sergeant-shoemaker			1		1						
Drivers (1st Line)							(14)		14		
For vehicles							(4)	(2)			
transport)							(1)				
For spare animals											
Orderlies for medical officer											
Total	4	1	4 (4)		13 (12)	5 (3)	(19)	(2)	5 (24)		
Attached,—											
Armourer											
Drivers, A.S.C. (2nd Line transport)											
N.Z.M.C.											
Total headquarters (including "attached")	4 (1)	1	4 (5)	(27)	13 (29)	5 (4)	6 (33)	(2)	11 (39)		

AN INFANTRY BATTALION—continued.

Detail.	Personnel.						Horses.				Remarks.	
	Officers.	Warrant Officers.	Staff Sergeants and Sergeants.	Drummers or Buglers.	Rank and File.	Total.	Riding.	Draught.	Pack.	Total.		
<i>Machine-gun Section.</i>												
Subaltern (e)	1	1	(e) The machine-gun section will, as a rule, be commanded by the Assistant Adjutant.	
Sergeant	1	1		
Corporal	1	1		
Privates	12	12		
Drivers (1st Line transport)	12	12	..	4	..	4		
Total machine-gun section	1	..	15	16	1	4	..	5	(f) Two companies will each have two pioneers and 92 privates. (g) One company per battalion will have 1 corporal and 3 privates. In the remaining companies one of the four signallers may be a lance-corporal.	
<i>Company.</i>												
Major or Captain	1	1		
Subalterns	12	12		
Colour-sergeant	1	1		
Sergeants	4		
Drummers or buglers	12	..	12		
Corporals	5	5		
Pioneers	1	1		
Privates	96 (f)	96		
Signallers	4 (g)	4		
Stretcher-bearers	12	12		
Drivers for pack-animals (1st Line transport)	12	12	12	12		
Total company	3	..	5	2	110	120	2	2		
<i>Recapitulation.</i>												
Headquarters (including "attached") ..	5	1	9	..	27	42	9	39	2	50		
Machine-gun section	1	..	15	16	1	4	..	5		
8 companies	24	..	40	16	*886	966	16	16		
Total battalion	29	1	50	16	928	1,024	10	43	18	71		

NOTE.—The above establishment includes 8 lance-sergeants (1 per company) and 49 lance-corporals (orderly for medical officer with headquarters, and 6 per company; the latter including signallers).
 * Six of the companies will have an establishment of 121 instead of 120, in order to permit of the allotment of batmen to headquarters.

Transport.

Detail.		Vehicles.	Drivers.	Horses.		Remarks.
				Draught.	Pack.	
1st Line.						
Headquarters	Bicycle, for intercommunication	1	(h) Medical officers orderly.
	Carts { S.A.A.	5	5	10	..	
	Maltese, for medical equipment	1	1(h)	1	..	
	Wagons, limbered, G.S., for tools	2	2	4	..	(i) Provided by A.S.C.
	Drivers for spare animals	3	4	2	
	Carts, water	2	2(i)	4	..	
Machine-gun section ..	Wagon, limbered, G.S., for 2 machine guns, tripods, and ammunition	1	1	2	..	
	Cart, S.A.A.	1	1	2	..	
	Bicycles, for intercommunication (1 per company)	8	
Companies	Pack-animals { for ammunition (1 per company)	8	..	8	
	for tools (1 per company)	8	..	8	
2nd Line.						
Headquarters	Wagons, G.S., for baggage, stores, and supplies	4	8(i)	16	..	
Total		25	39	43	18	

NOTE.—If, when specially ordered, one blanket per man is carried, 2 G.S. wagons in addition will be required. For these vehicles, 4 extra A.S.C. drivers and 8 extra draught horses will be added to the 2nd Line transport of the battalion.

Horses and Vehicles allowed for Annual Training in Camp.

5 riding-horses.	1 limbered wagon or 4 packhorses for 2 machine-guns.
6 draught horses.	2 G.S. wagons.

A FIELD COMPANY OF ENGINEERS.
Establishment.

Detail.	Personnel.								Horses.				Remarks.		
	Officers.	Staff Sergeants and Sergeants.		Artificer.	Trumpeter and Bugler.		Rank and File.		Total.		Riding.	Draught.		Pack.	Total.
		Mounted Branch.	Dismounted Branch.		Mounted Branch.	Dismounted Branch.	Mounted Branch.	Dismounted Branch.	Mounted Branch.	Dismounted Branch.					
Major	1	1	..	1 (1)	1(1)	(a) The company sergeant-major will be a W.O. or N.C.O. of the Permanent Staff.
Captain	1	1	..	1 (1)	1(1)	
Subalterns	4	4	..	4	4	
Company sergeant-major (a)	1	1	
Company quartermaster-sergeant	1	1	..	1	1	
Sergeants	1	5	1	5	1	1	
Shoeing and carriage smith	1	1	..	1	1	
Trumpeter and bugler	1	1	1	1	1	1	
Corporals	1	6	1	6	1	1	
2nd corporals	1	6	1	6	1	1	
Sappers	138	..	138	(b) For lance-corporals.
Drivers, { For vehicles	26	..	26	..	2(b)	48	..	50	
1st Line " pack-animals	4	..	4	4	4	
transport " spare draught horses	3	..	3	5	..	5	
Spare	3	..	3	(c) 2 men are trained in sanitary duties.
Total (c)	6	2	6	1	1	1	38	150	48	157	14 (2)	53	4	71(2)	
Attached,— Medical Corps for water duties	2	..	2	
Total field company (including " attached ")	6	2	6	1	1	1	38	152	48	159	14 (2)	53	4	71(2)	
		8			2			190		207					

NOTES.—(1.) This unit consists of headquarters and 4 sections.

(2.) This establishment includes 1 N.C.O. and 2 men trained in signalling for communications.

Transport.

Detail.						Vehicles.	Drivers.	Horses.		Remarks.
								Draught.	Pack.	
<i>1st Line.</i>										
Headquarters	Wagons	Pontoon (d)	2	6	12	..	(d) Carrying 2 pontoons capable of constructing 15 yards of medium bridge.
		Trestle (e)	1	3	6	..	
		G.S., for technical stores, baggage, and supplies	1	2	4	..	(e) Carrying 2 trestles and 1 bay of superstructure capable of constructing 5 yards of medium bridge.
	Drivers	For spare draught horses	3	5	..	
		Spare	3	
		cart, water	1	1	2	..	
Sections	Carts	Tool, double, R.E. (1 per section)	4	8	16	..	
		Forage, for technical stores, baggage, and supplies (1 per section)	4	4	8	..	
	Drivers	for pack-animals (1 per section)	4	..	4	
	Total	13	34	53	4	

Horses and Vehicles allowed for Annual Training in Camp.

14 riding-horses.	4 tool-carts, R.E.
2 packhorses.	1 G.S. wagon.
20 draught horses.	

A MOUNTED SIGNAL COMPANY.
Establishment.

Detail.	Personnel.					Horses.				Remarks.
	Officers.	Staff Sergeants and Sergeants.	Artificers.	Rank and File.	Total.	Riding.	Draught.	Pack.	Total.	
Captain	1	1	1 (2)	1 (2)	
Subaltern	1	1	1 (2)	1 (2)	
Sergeant	12	12	1 (1)	1 (1)	
Shoeing and carriage smith	1	..	1	1	1	
Corporal	1	1	1	1	
Lance-corporal	1	1	1	1	
Privates, including a cook	20	20	19	19	
Drivers { For vehicles	12	12	..	4	..	4	
{ For pack-animals	12	12	3	3	
Total	12	12	1	26	31	27 (5)	4	3	34 (5)	

Transport.

Detail.								Vehicles.	Drivers.	Horses.		Remarks.
										Draught.	Pack.	
<i>1st Line.</i>												
Wagon	Light spring	1	1	2	..	
	Limbered	1	1	2	..	
Pack-animals	2	..	3	
Total	2	4	4	3	
<i>2nd Line.</i>												
Wagon, light spring	1	1 (a)	2	..	(a) Provided by A.S.C.
Total	1	1	2	..	

Horses and Vehicles allowed for Annual Training in Camp.

27 riding-horses. 4 draught horses. 2 packhorses.		1 light spring wagon. 1 limbered wagon.
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AN INFANTRY BRIGADE SIGNAL COMPANY.
Establishment.

Detail.	Personnel.				Horses.				Bicycles.	Remarks.
	Officers.	Staff Sergeants and Sergeants.	Rank and File.	Total.	Riding.	Draught.	Pack.	Total.		
No. 1 Section.										
Captain	1	1	1 (1)	1 (1)	..	
Subaltern	1	1	1 (2)	1 (2)	..	
Two Telephone Detachments.										
Sergeant	1	..	1	
Corporal	
Privates	
Drivers	
For Signal-work and Despatch-riding.										
Sergeant	1	..	1	1 (a)	13	(a) Cyclists who, when specially ordered, will be mounted on horses. In this case 13 horses will be added, and the bicycles omitted.
Corporal	
Privates, including a cook	10	10		
Spare private	
Driver for vehicle	1	1	2	..	
Total section	3	3	25	31	3 (3)	..	2	7 (3)	13	
No. 2 Section.										
One Telegraph-cable Detachment.										
Sergeant	1	..	1	1 (1)	1 (1)	..	(b) Includes 3 cyclists who, when specially ordered, will be mounted on horses. In this case 3 horses will be added, and the bicycles omitted.
2nd corporal	1	1	..	
Privates, including a cook	16	16	8	8	..	
Drivers for vehicles	6	6	..	12	..	12	..	
For Signal-work and Despatch-riding.										
Corporal	1	1	2 (b)	2	3	
Privates	4	4		
Total section	2	29	31	12 (1)	12	..	24 (1)	3	
Recapitulation: total company	3	5	54	62	15 (4)	12	2	31 (4)	16	

Transport.

Detail.	Vehicles.	Drivers.	Horses.			Total.	Remarks.
			Draught.	Riding.	Pack.		
1st Line.							
Bicycles for intercommunication	16	
No. 1 Section (Light carts	1	1	2	2	
(Pack-animals	2	2	2	
(Cable-wagon	2	4	8	8	
No. 2 Section (Light spring wagon	1	1	2	2	
(Carts, water.. .. .	1	1	2	2	
	21	9	14	..	2	16	
2nd Line.							
Wagons, G.S., for baggage, stores, and supplies	1	2 (c)	4	4	(c) Provided by the A.S.C.
Total	22	11	18	..	2	20	

Horses and Vehicles allowed for Annual Training in Camp.

17 riding-horses.	1 light cart.
12 draught horses.	2 cable wagons.
2 packhorses.	1 light spring wagon.
16 bicycles.	1 wagon, G.S.

A MOUNTED FIELD AMBULANCE (2 SECTIONS.)
(Accommodating 50 Patients.)

Detail.	Personnel.						Horses.			Remarks.
	Officers.	Warrant Officer.	Staff Sergeants and Sergeants.	Bugler.	Rank and File.	Total.	Riding.	Draught.	Total.	
Total mounted field ambulance (excluding attached)	6	1	7	2	60	76	9	..	9	
Attached	2	..	38	40	2	58	60	
Total ambulance (including attached) ..	6	1	9	2	98	116	11	58	69	

Transport.

Detail.	Vehicles.	Draught Horses.	Remarks.
Bicycles for intercommunication (1 per section)	12	..	
Carts, { forage, for medical stores, baggage, and supplies (1 per section)	12	4	
{ water (1 per section)	12	4	
Wagons { ambulance, { 6-horsed (2 per section)	4 (a)	24	(a) Each capable of carrying 4 cases lying down, or 12 sitting up, or 2 lying and 4 sitting.
{ 2-horsed, light (3 per section)	6 (b)	12	
{ G.S., for medical stores (1 per section)	2	8	(b) Each capable of carrying 2 cases lying down or 8 sitting up.
Drivers { for spare draught horses	6	
{ spare	
Total	18	58	

NOTE.—When a blanket per man is specially ordered to be carried, one forage cart will be required in addition per section. For these vehicles 2 extra A.S.C. drivers and 4 extra draught horses will be added to the transport details attached.

This extra transport is sufficient for the carriage of tents in addition if these are ordered to be taken.

Composition in Detail.

Detail.	Personnel.					Horses.			Remarks.	
	Officers.	Warrant Officers.	Staff Sergeants and Sergeants.	Bugler.	Rank and File.	Total.	Riding.	Draught.		Total.
SECTION A OR B.										
Bearer Subdivision.										
Captain or subaltern	1	22	1	..	1	(a) Forming 3 stretcher squads of 4 bearers each.
Bugler	1	..		1	..	1	
Corporals, wagon orderlies	2 (b)		
Privates { stretcher bearers	12 (a)		
Privates { wagon orderlies (b)	(b) 2 wagon orderlies are allotted to each light ambulance wagon, and 1 orderly to each heavy ambulance; 1 corporal will be with the light ambulance wagons and 1 with the heavy ambulance wagons.
Tent Subdivision (25 patients).										
Lieut.-Colonel or Major (c)	1	16	1	..	1	(c) The senior commands the unit.
Captain or subaltern	1		1	..	1	
Sergeant-major	1 (d)		1 (e)	..	1	
Sergeants { nursing duties	1	
Sergeants { steward	1	(d) The sergeant-major will be with Section A, and the supernumerary sergeant with Section B.
Sergeants { dispenser	1		
Sergeants { supernumerary	1 (d)		
Corporals { cook	1		
Corporals { pack storekeeper	1	
Corporals { clerk	1		
Privates { nursing duties	5		
Privates { cook	1		
Privates { washerman	1	
Total Section A or B	3	4	..	1	30 (e)	38	5	..	5	(e) Includes 2 men trained in semaphore signalling (1 for bearer subdivision and 1 for tent subdivision), and 1 trained in the use of carpenters' tools.
Attached—										
Transport details, A.S.C.—										
Sergeant	1	20	1	..	1	
Drivers { for vehicles	13		..	26	26	
Drivers { for spare draught horses	3		..	3	3	
Bätmen	(3)		
Total Section A or B (including attached)	3	5 (d)	..	1	46 (3)	58	6	29	35	

NOTE.—The above establishment includes 1 lance-sergeant and 2 lance-corporals.

Horses and Vehicles allotted for Annual Training in Camp.

8 riding-horses. | 16 draught horses. | 4 field ambulances. | 1 G.S. wagon.

A² FIELD AMBULANCE (3 SECTIONS).

(Accommodating 150 Patients).

Detail.	Personnel.						Horses.			Remarks.
	Officers.	Warrant Officer.	Staff Sergeants and Sergeants.	Buglers.	Rank and File.	Total.	Riding.	Draught.	Total.	
Total field ambulance (excluding attached)	10	1	13	3	165	192	11	..	11	
Attached	3	..	56	59	3	84	87	
Total field ambulance (including attached)	10	1	16	3	221	251	14	84	98	

Transport.

Detail.	Vehicles.	Draught Horses.	Remarks.
SECTIONS A, B, AND C.			
Bicycle for intercommunication	1	..	
Carts { forage, for medical stores (1 per section)	3	6	
{ water (1 per section)	3 (a)	6	
Wagons { ambulance (4 section A, and 3 per sections B and C)	10	40	
{ G.S., for medical stores, baggage, and supplies (2 per section)	6	24	
Drivers { for spare draught horses	8	
{ spare	
Total	23	84	(a) Each capable of carrying 4 cases lying down, or 12 sitting up, or 2 lying and 4 sitting.

NOTE.—When a blanket is specially ordered to be carried, one forage-cart will be required in addition per section. For these vehicles 3 extra A.S.C. drivers and 6 extra draught horses will be added to the transport details attached.

This extra transport is sufficient for the carriage of tents in addition if these are ordered to be taken.

Composition in Detail.

Detail.	Personnel.					Horses.			Remarks.	
	Officers.	Warrant Officer.	Staff Sergeants and Sergeants.	Buglers.	Rank and File.	Total.	Riding.	Draught.		Total.
SECTION A, HEADQUARTERS.										
Bearer Subdivision.										
Captain or subaltern	1	43	1	..	1	(b) 1 wagon orderly to each ambulance wagon.
Sergeant, general duty	1	
Bugler	1	
Corporal, wagon orderly	1 (b)		
Privates { stretcher bearers	36 (c)		
Privates { wagon orderlies	3 (b)	(c) Forming 6 stretcher squads of 6 bearers each.
Tent Subdivision (50 patients).										
Lieut.-Colonel (d)	1	23	1	..	1	(d) Commands the unit.
Captain or subaltern	1		1	..	1	(e) Also for stewards' duties in Section A.
Quartermaster	1 (e)		1	..	1	(f) Also for nursing duties in Section A.
Sergeant-major	1 (f)		1	..	1	..
Sergeants { dispenser	1
Sergeants { clerk	1
Corporals { cook	1	
Corporals { pack storekeeper	1	
Corporals { nursing duties	7	
Corporals { clerk	1	
Privates { cook	1	
Privates { washerman	1	
Privates { bicycle orderly	1	
Privates { orderly for commanding officer	1	
Privates { supernumeraries	3	
Total Section A	4	1	3	1	57 ₄ (g)	66	5	..	5	(g) Includes 2 trained in semaphore signalling (1 for bearer subdivision and 1 for tent subdivision) and 1 trained in the use of carpenters' tools.
Attached—										
Transport details A.S.C.—										
Sergeant	1	23	1	..	1	
Drivers { for vehicles	14		..	28	28	
Drivers { for spare draught horses	2		..	4	4	
Bätmen	2	(4)	
Bätmen	
Total Section A (including attached) ..	4	1	4	1	75 (4)	89	6	32	38	

A FIELD AMBULANCE (3 SECTIONS)—continued.

Detail.	Personnel.						Horses.			Remarks.	
	Officers.	Warrant Officer.	Staff Sergeants and Sergeants.	Buglers.	Rank and File.	Total.	Riding.	Draught.	Total.		
SECTION A, HEADQUARTERS—continued.											
SECTION B OR C.											
Bearer Subdivision.											
Captain or subaltern	1	42	1	..	1	(h) Section commander.	
Sergeant, general duty	1		
Bugler	1		
Corporal, wagon orderly	1 (b)			
Privates { stretcher bearers	36 (c)			
wagon orderlies	2 (b)			
Tent Subdivision (50 patients).											
Major	1 (h)	21	1	..	1		
Captain or subaltern	1		1	..	1		
Sergeants { nursing duties	1		
steward	1		
dispenser	1		
clerk	1		
Corporals { cook	1			
pack storekeeper	1			
nursing duties	7			
clerk	1			
Privates { cook	1	3		
washerman	1			
supernumeraries	3			
Total Section B or C	3	..	5	1	54 (g)	63	3	..	3		
Attached—											
Transport details A.S.C.—											
Sergeant	1	18	1	..	1		
Drivers { for vehicles	12		..	24	24		
for spare draught horses	1		..	2	2		
spare	1			
Bätmen	3		
Total Section B or C (including attached)	3	..	6	1	71	81	4	26	30		

NOTE.—The above establishment includes 1 lance-sergeant and 6 lance-corporals.

Horses and Vehicles allowed for Annual Training in Camp.

14 riding-horses.

12 draught horses.

4 field ambulances.

2 G.S. wagons.

SUMMARY OF ESTABLISHMENTS OF THE NEW ZEALAND MILITARY FORCES.

	Personnel.						Horses allowed for Annual Training.			Remarks.
	Officers.	Warrant Officers, Staff Sergeants, and Sergeants.	Trumpeters and Buglers.	Rank and File.	Total all Ranks.		Riding.	Draught and Pack.	Total.	
New Zealand Staff Corps	100205	100	
R.N.Z.A.	11	39	..	255	255	
Divisional Headquarters	44	12	..	132	188	
Mounted Rifles brigade headquarters	12	8	..	92	112	
Infantry brigade headquarters	8	8	..	76	92	
Mounted Rifles	312	432	96	5,820	6,660	6,624	6,624	192	6,816	
Field Artillery	80	104	28	1,788	2,000	400	400	544	944	
New Zealand Garrison Artillery	51	72	18	1,215	1,356	
Engineers	24	32	8	764	828	56	56	88	144	
Infantry	448	816	256	14,848	16,368	80	176	96	176	
Signal Companies	20	28	..	372	420	176	80	80	256	
Army Service Corps	
Medical Corps	64	108	20	900	1,092	88	112	112	200	
Veterinary Corps	
Ordnance Corps	
Railway Corps	
Post Office Corps	
Pay Department	
Chaplains' Department	
Totals	1,174	1,659	426	26,212	29,471	7,424	1,112	1,112	8,536	

* Details of organization not yet available.

A COMPANY OF SENIOR CADETS.

Establishment.

Detail.	Personnel.					Remarks.
	Officers.	Staff Sergeants and Sergeants.	Buglers.	Rank and File.	Total.	
Captain	1	1	(a) Colour-sergeant-instructor detailed from the Territorial Force. (b) The minimum strength of a Cadet company will be 60.
Subalterns	2	2	
Colour-sergeant-instructor	1(a)	1	
Cadet colour-sergeants	1	1	
Cadet sergeants	4	4	
Cadet corporals	5	5	
Buglers	2	..	2	
Privates	104	104	
Total	3	6	2	109	120(b)	

NOTE.—The internal organization of a company will be similar to that of an Infantry company of the Territorial Force.

APPENDIX II.—RULES FOR MEDICAL EXAMINATION OF OFFICERS, SOLDIERS, AND CADETS OF THE NEW ZEALAND MILITARY FORCES.

New Zealand Staff Corps and Permanent Force.

1. CANDIDATES for commissions in the New Zealand Staff Corps will be medically examined before being admitted to the Australian Military College, as laid down in Appendix III.

NEW ZEALAND PERMANENT FORCE.

2. Recruits for the Permanent Force will be required to pass the medical examination as laid down for recruits for the Regular Army. The minimum height will be as follows: For Garrison Artillery, 5 ft. 9 in. For Field Artillery—gunners, 5 ft. 6 in.; drivers, 5 ft. 4 in.

NEW ZEALAND PERMANENT STAFF.

3. Candidates for the Permanent Staff will undergo a medical examination before being appointed. This examination will be for the purpose of ascertaining if they are fit to carry out the duties required of them as laid down in the regulations.

New Zealand Territorial Force.

4. Particulars of the examination of candidates for the Territorial Force are given in the Record-book, Form XIV. In order that a candidate may be classified as "fit" the examining officer will satisfy himself that the candidate is fit for the service and training required of him under the regulations, subject to any special instructions that may be issued from time to time regarding standards of physical fitness required. Medical officers are not to reject candidates otherwise sound simply because they do not reach the standards laid down, but are to exercise their judgment, having always in view that the training is in a great measure for the purpose of improving physique, and is to be as far as possible universal.

The minimum standard of height for the Garrison Artillery will be 5 ft. 7 in., Field Artillery gunners 5 ft. 6 in., for all other arms it will be 5 ft. 4 in.

The following table showing the correlation of age, height, weight, and chest girth is published for the information of examining officers.

Age.	Height.	Weight : see Note (b).	Chest.	
			Girth when fully expanded.	Range of Expansion not less than
	Inches.	lb.	Inches.	Inches.
18	60 and under 62 ..	110	32	2
	62 " 64 ..	110	32½	2
	64 " 65 ..	115	34	2
	65 " 68 ..	115	34½	2
	68 " 72 ..	118	35	2
	72 and upwards ..	122	35½	2½
19	60 and under 62 ..	112	33	2
	62 " 64 ..	112	33	2
	64 " 65 ..	115	34½	2
	65 " 68 ..	117	34½	2
	68 " 70 ..	120	35	2
	70 " 72 ..	124	35½	2
	72 and upwards ..	128	36	2½

Age.	Height.	Weight : see Note b.	Chest.	
			Girth when fully expanded.	Range of Expansion not less than
	Inches.	lb.	Inches.	Inches.
20	60 and under 62 ..	112	33½	2
	62 .. 64 ..	112	33½	2
	64 .. 65 ..	115	34½	2
	65 .. 68 ..	120	34½	2
	68 .. 70 ..	123	35	2
	70 .. 72 ..	126	35½	2½
	72 and upwards ..	130	36	2½
21	64 and under 65 ..	118	34½	2
	65 .. 68 ..	121	35	2
	68 .. 70 ..	124	35½	2
	70 .. 72 ..	127	36	2½
	72 and upwards ..	132	36½	2½
22 and over	64 and under 65 ..	120	34½	2
	65 .. 68 ..	123	35	2
	68 .. 70 ..	126	35½	2
	70 .. 72 ..	130	36	2½
	72 and upwards ..	133	36½	2½

SENIOR CADETS.

5. Particulars of the medical examination of Senior Cadets are given in the Record-book, Form II. No absolute standard of height and chest-measurement will be laid down for "fitness" to serve in the Senior Cadets, and medical officers in deciding the question will have in view the physical measurements and will be guided by the following considerations:—

- (a.) Those who are insufficiently developed to undergo safely the exertions required of them in the authorized Senior Cadet training will be classed as "unfit."
- (b.) Those who are not unfit in the sense explained in the preceding clause, but who are subject to some defect in development or otherwise which will undoubtedly prevent them from attaining the standard required of soldiers at the age of eighteen years, will also be classified as "unfit."

APPENDIX III.—PARTICULARS RESPECTING THE ROYAL MILITARY COLLEGE OF AUSTRALIA.

I. Royal Military College of Australia.

1. THE Military College of Australia is established to educate candidates for commissions in all Arms of the Permanent Military Forces of the Commonwealth of Australia and of the Dominion of New Zealand. Service as a Cadet at the Military College will be deemed service in the ranks of the Permanent Military Forces of the Commonwealth and of the Dominion.

II. Conditions of Eligibility.

2. Admission to the College as Cadets will be granted only to successful candidates at an open competitive examination who have passed the prescribed medical examination.

It is suggested to all candidates that, before leaving their places of residence for the place of examination, they should cause themselves to be thoroughly examined by a competent physician and by a teacher in good standing. By such examinations any *serious* physical disqualification or deficiency in mental preparation would be revealed. It must be clearly understood that the informal examination herein recommended is solely for the convenience and benefit of the candidate himself, and can in no way be recognized by the Official Examiners.

3. The syllabus of the entrance examination and the table of physical equivalents, as well as the dates and places of examination, can be obtained from the Commandant of any military district in the Commonwealth [and in New Zealand from the officer commanding any military district].

4. Only candidates who are natural-born British subjects and who have resided in the Commonwealth [or New Zealand], or whose parents or guardians have resided in the Commonwealth [or New Zealand], for one year immediately preceding the date of the entrance examination shall be eligible as candidates.

5. To be eligible the candidate's sixteenth birthday must fall on or before the 1st March, 1911, and his nineteenth birthday after that date.

III. Allotment of Cadetships.

6. Vacancies at the College will be allotted to the States of the Commonwealth on the basis of population, and the candidates from each State will compete among themselves. In the event of the number of qualified candidates from any State being less than the number of vacancies allotted to the State, such vacancies will be offered to candidates in their order of merit who have qualified at the same examination but have not obtained a Cadetship.

IV. Payments and Allowances.

7. No fees will be charged for equipment, or instruction, or maintenance of Cadets; and their travelling-expenses between their parents' or guardians' residences and the College will be paid on first joining and on graduation.

8. An allowance estimated to cover the expenses of uniform, books and instruments, messing, washing, and other contingencies will be admitted as a charge against the public for each Cadet as long as he is borne on the books of the Military College. In the event of the Cadet exceeding this amount, the deficiency shall be chargeable to the parent or guardian of a Cadet.

9. If a Cadet is absent, owing to sickness, during a portion of the term, his allowance shall continue to be issued and credited to his account.

10. If a Cadet is rusticated or removed during a term, his daily allowance shall cease from the date of such rustication or removal.

11. No Cadet will be permitted to receive money or any other supplies from his parents, guardians, or from any person whomsoever, without the sanction of the Commandant. A most rigid observance of this order is urged upon all parents and guardians, as its violation would make distinctions between Cadets which it is particularly desired to prevent.

V. Discipline.

12. Cadets will be subject to the Defence Act and to such regulations and orders as may be from time to time established for the maintenance of good order and discipline at the College.

13. In cases of misconduct the Commandant has power of expulsion, and also of sentencing a Cadet to,—

- (a.) Be removed;
- (b.) Be rusticated;
- (c.) Lose places on the list of successful candidates for commissions.

14. Expulsion will only be inflicted in case of a Cadet guilty of dishonourable conduct, or for a serious breach of discipline. It shall render a Cadet ineligible for further service in the Permanent Military Forces of the Commonwealth. The name of any Cadet expelled, and the cause thereof, will be recorded in the Defence Department, and will be made known to the Commonwealth Public Service Commissioner and the head of each Department of the Commonwealth public service.

15. No married person is eligible as a Cadet, and no Cadet will be permitted to marry while on the books of the College. Disobedience of this regulation will entail expulsion.

16. A Cadet will be liable to removal,—

(a.) For moral or physical unfitness.

(b.) For unsatisfactory progress in his studies or physical exercises.

(c.) If reported as not likely to become an efficient officer.

17. Officers appointed to the Staff of the Military College will have certain powers of punishment delegated to them, reporting all punishments they inflict to the Commandant.

Cadet non-commissioned officers will have certain limited powers of punishment conferred on them at the discretion of the Commandant.

18. Officers and civil instructors will not be permitted to give private instruction on payment to Cadets, either during the vacation or at any other time.

19. Cadets will salute all officers in uniform, and those whom they know to be officers when not in uniform. They will also salute all civilian professors and lecturers of the College.

20. No person belonging to the College is to receive a present from any Cadet, or from the relations or friends of any Cadet. Any non-commissioned officer or employee discovered accepting a present will be liable to be removed or discharged, and the Cadet giving it punished for disobedience of orders.

21. Cadets are required to appear at all times in uniform, except when exempted by the Commandant.

VI. Instruction.

22. The normal length of the course of instruction will be four years, divided into eight terms; but, whenever the demand for officers requires it, the course may be shortened by one or more terms.

The terms will be,—

Autumn Term.—From about 1st March to about 24th June.

Spring Term.—From about 14th July to about 15th December.

Between the end of the Spring Term to beginning of Autumn Term Cadets will go into camp.

23. The subjects which will form the ordinary course of studies will be,—

Military Subjects.—

Strategy, military history, and geography.

Tactics.

Military engineering and mechanical drawing.

Map-reading and surveying.

Artillery.

Military law and administration.

Drills of all Arms, musketry, physical training, signalling, riding and driving, and horse-management.

Civil Subjects.—

Mathematics.

English.

Physical science (chemistry, physics, and electricity).

Languages—French and German.

Sanitation, hygiene, and first aid.

Manual training in workshops.

VII. Leave.

24. Cadets, except those in their first year's service, may be granted short leave of from four to six days, between the end of the Autumn and beginning of the Spring Term, provided their conduct throughout the previous six months has been satisfactory. Excepting such short leaves for good conduct, Cadets will be allowed but one leave of absence, of about two and a half months, during the four-years course. As a rule this leave will be granted at the second Christmas after joining the College.

VIII. Resignation.

25. Only Cadets who intend to make the Military Forces their profession in life will be admitted to the Military College. Parents or guardians are therefore not at liberty to withdraw their sons or wards at will. A Cadet's resignation will not be accepted except under very special circumstances, and then only after the payment of £50 if during the first year of service, and an additional £25 for every subsequent year at the College.

IX. Medical Examination.

26. Cadets will be medically and dentally examined on joining the College, and at least once a year thereafter, to ascertain that they are up to the prescribed physical standard.

X. Uniform.

27. Every Cadet is to have in his possession all the articles shown in the following provisional lists. Articles that are not uniform a Cadet may bring with him :—

Clothing not Uniform.	Uniform.
4 white shirts.	1 greatcoat (and cape).
4 flannel shirts.	1 tunic.
12 handkerchiefs.	2 undress jackets.
4 pairs summer drawers.	2 pairs trousers.
4 pairs winter drawers.	1 pair breeches.
4 summer undershirts.	1 pair leggings.
4 winter undershirts.	1 pair putties.
8 pairs socks.	2 pair boots.
4 sleeping-suits.	1 gymnastic belt.
8 towels.	2 gymnastic jerseys.
1 pair slippers.	1 pair gymnastic trousers.
{ Hair.	1 helmet.
{ Nail.	2 caps.
Brushes { Tooth.	2 pair gloves.
{ Cloth.	
{ Boot.	
1 comb.	
1 sponge.	
1 clothes-bag.	
Trunk and valise.	

XI. Miscellaneous.

28. No Cadet shall drink any spirituous or intoxicating liquor, or bring or cause the same to be brought within the College, or have the same in his room, tent, or otherwise in his possession.

29. Any Cadet found drunk or under the influence of intoxicating liquor will be dismissed.

30. Cadets will not enter any place, public or private, where intoxicating liquors are sold or disposed of, nor any billiard-room, theatre, concert or ball room, or place of entertainment in the vicinity of the College, without written permission.

31. Gambling, lotteries, and raffles are strictly prohibited. They are serious offences, which will be severely punished.

32. Smoking will be permitted during certain hours and in authorized places. The smoking of cigarettes is at all times prohibited. A Cadet found in possession of cigarettes is liable to punishment for disobedience of orders.

33. The use of fire-arms, air-guns, or saloon-pistols is prohibited. Cadets are on no account to have such articles, or fireworks or explosives, in their possession.

34. A Cadet will not be allowed to keep a dog or other animal, or ride at race meetings.

EXTRACT FROM REGULATIONS FOR THE ENTRANCE EXAMINATION TO THE MILITARY COLLEGE OF AUSTRALIA.

Part II.—Syllabus.

1. To qualify, a candidate must pass in each of the five subjects comprising Division I, and in two subjects of Division II.

2. A candidate may choose any two of the four subjects in Division II, but may not take up more than two subjects.

DIVISION I.

Subject.	Marks.	
	Max.	Pass.
<i>1. English.</i>		
(i.) Essay	250	125
(ii.) One short <i>précis</i>	200	100
(iii.) Meaning of selected passages	100	50
(iv.) Dictation—Passage from a standard work	250	125
(v.) Handwriting	200	100
<i>2. History</i>	1,000	500
Any two of the following sections:—		
(i.) The History of Great Britain from 1750, with outlines of preceding periods.		
(ii.) English history in outline from 1485, with fuller treatment of the growth of the British Empire.		
(iii.) Australian history from 1851 to 1901		
(iv.) History of the nineteenth century.		
<i>3. Geography</i>	1,000	500
Any three of the following four sections:—		
(i.) New Zealand, chief physical features, external and internal trade.		
(ii.) The chief physical features, form of government, and commerce of the leading countries of the world.		
(iii.) British Empire, physical, commercial, and political.		
(iv.) Physical geography—climate, winds, currents, and rainfall.		
Map-drawing from memory may be required.		

DIVISION I—*continued.*

Subject.	Marks.	
	Max.	Pass.
<i>4. Elementary Mathematics.</i>		
(a.) Arithmetic The ordinary rules, with applications more especially to the mensuration of plane figures and solids. The metric system and the use of decimals in approximate calculation, with contracted methods, will be specially insisted upon. Neither the extraction of the cube root nor the use and theory of recurring decimals is required. (Neatness and accuracy of working are expected, and the methods of solution employed must be clearly indicated. There will be no objection to the intelligent use of algebraic formulæ and symbols.)	1,000	500
(b.) Geometry The elements of geometrical drawing and practical geometry. The substance of Euclid—Books I, II, and III, treated according to the methods of Euclid or of modern geometry; and easy deductions.	1,000	500
(c.) Algebra To solve simple quadratic equations. (Skill in elaborate analysis, such as the simplification of complicated fractions, will not be looked for.)	1,000	500
<i>5. General-knowledge Paper</i>	1,000	500
DIVISION II.		
(Only two of the four subjects comprising Division II, which the candidate may choose, to be taken up.)		
<i>6. Mathematics.</i>		
(a.) Arithmetic As in Division I, with more difficult questions; theorems and exercises involving the use of four-figure logarithms.	1,000	500
(b.) Trigonometry Up to and including the solution of plane triangles. Proof of the main properties of similar triangles may be asked for.	1,000	500
<i>7. Chemistry</i>	2,000	1,000
(a.) Classification of matter—Gases, liquids, solids.		
(b.) Constitution of matter—Elements, compounds, mixtures.		
(c.) Study of water,— (i.) Solution of gases, of liquids, of solids in water; natural waters. (ii.) Evaporation, distillation, solidification of water. (iii.) Qualitative and quantitative chemical constitution of water.		
(d.) Study of the atmosphere,— (i.) Pressure. (ii.) Constitution.		
(e.) Chemical action—Combustion, flame; plant and animal life; conservation of matter and weight.		
(f.) Oxides—Acidic, basic, and neutral.		
(g.) Acids and salts—Formation of acids from acidic oxides; neutralization of acids by bases.		

DIVISION II—continued.

Subject.	Marks.	
	Max.	Pass.
7. <i>Chemistry</i> —continued.		
(h.) Study of the non-metallic elements, hydrogen, oxygen, nitrogen, chlorine, carbon, sulphur, with their more simple or common compounds.		
8. <i>Physics</i>		
Either, but not both, of the following two sections:—	2,000	1,000
Section 1.		
(a.) <i>Mensuration</i> —		
Properties of matter with regard to mass and volume.		
Measurement of lines, areas, volumes, mass, time.		
(b.) <i>Light</i> —		
Rectilinear propagation; shadows; velocity of light; photometry; laws of reflection—plane, concave, and convex mirrors; laws of refraction—prism, convex lens; explanation of simple phenomena.		
(c.) <i>Magnetism</i> —		
Magnets and their properties; permanent and induced magnetism; methods of magnetization; molecular theory; magnetic fields and lines of force; terrestrial magnetism.		
(d.) <i>Statical Electricity</i> —		
Electrification; induction; gold-leaf electroscope; electrophorus; elementary notions of potential and distribution of charge.		
(e.) <i>Current Electricity</i> —		
Construction of batteries; magnetic field due to current; simple galvanometers; Ohm's Law, with simple applications; chemical action of the currents; heating effects of currents; transformations of energy.		
Section 2.		
Measurement of mass and density; pressure of fluids at rest and under gravity; principle of Archimedes; equilibrium of a floating body; air-pressure; mercurial and aneroid barometers; Boyle's Law, with applications; uniform motion; uniform accelerated motion; projectiles; impact; moment of a force; principle of moments; measurement of work in gravitational units; power; horse-power; simple machines; distribution of heat by conduction, convection, radiation; change of state due to heat; measurement of quantity of heat; specific heat; latent heat; mechanical equivalent of heat; absorption and emission of heat.		
9. <i>French, or German, or Latin</i>		
French or German—	2,000	1,000
(a.) Simple translation from French or German.		
(b.) Simple translation into French or German.		
(c.) Free composition on some given subject.		
Latin—		
(a.) Elementary Latin accidence and syntax.		
(b.) Easy Latin sentences for translation into English.		
(c.) Easy English sentences for translation into Latin.		

Part III.—Regulations for the Physical and Medical Examination.

1. Candidates for admission to the Military College of Australia must be in good mental and bodily health, and free from any physical defect likely to interfere with the efficient performance of military duty.

2. They will be examined by a Medical Board, and no candidate will be accepted unless he be pronounced by the Medical Board physically fit for His Majesty's service.

3. The Board has power—

(a.) To pass a candidate as physically fit.

(b.) To reject a candidate as physically unfit.

4. The attention of the Board will be directed to the following points:—

(a.) That the correlation of age, height, weight, and chest-girth is not less than that which is given in the following table:—

Age Last Birthday.	Height without Shoes.		Minimum Weight without Clothes.		Chest.	
					Girth when fully expanded.	Range of Expansion.
15	In.	In.	lb.	lb.	In.	In.
	60 and under 62	..	106 to 108		31	1
	62 .. 65	..	108 to 110		32	1½
	65 .. 68	..	110 to 114		33	1½
16	68	114		33	2
	60 and under 62	..	108 to 110		32	1½
	62 .. 65	..	110 to 112		33	2
	65 .. 68	..	112 to 117		34	2
17	68 .. 72	..	119 to 128		34½	2½
	72	128		35	2½
	62 and under 65	..	110 to 112		34	2
	65 .. 68	..	112 to 119		34½	2
18	68 .. 72	..	119 to 130		35	2
	72	130		35½	2½
	62 and under 65	..	111 to 117		34½	2
	65 .. 68	..	117 to 124		35	2
19	68 .. 72	..	124 to 136		35½	2
	72 and upwards	..	136		36	2½
	62 and under 65	..	113 to 121		35	2
	65 .. 68	..	121 to 129		35	2
19	68 .. 70	..	129 to 137		35½	2
	70 .. 72	..	137 to 145		36	2
	72 and upwards	..	145		36½	2½

(b.) Measurement of Height.—

The candidate will be placed against the standard with his feet together, and the weight thrown on the heels, and not on the toes or outside of the feet. He will stand erect without rigidity, and with the heels, calves, buttocks, and shoulders touching the standard; the chin will be depressed to bring the vertex of the head level under the horizontal bar, and the height will be noted in parts of an inch to eighths.

(c.) Measurement of Chest.—

The candidate will be made to stand erect with his feet together, and to raise his arms over his head. The tape will be carefully adjusted round the chest with its posterior upper edge touching the inferior angles of the shoulder-blades, and its anterior lower edge the upper part of the nipples. The arms will then be lowered to hang loosely by the side, and care will be taken that the shoulders are not thrown upwards or backwards so as to displace the tape. The candidate will then be directed to take a deep inspiration several times, and the maximum expansion of the chest will be carefully noted. It is often attempted to conceal the true minimum measurement, but it can be obtained by a little manipulation and by drawing off attention from the examination by a few questions.

The maximum expansion rarely exceeds the average minimum by more than 2 in. to 2½ in.

The minimum and maximum will then be recorded thus : $\frac{33}{85}$, $\frac{34}{86}$, &c.

In recording the measurements, fractions of less than half an inch should not be noted.

*(d.) The candidate will also be weighed without clothes, and his weight recorded on the proceedings of the Board.**(e.) Eyesight. The following are the regulations for examination of eyesight :—*

Squint, inability to distinguish the principal colours, or any morbid condition of the eyes, or of the lids of either eye, liable to the risk of aggravation or recurrence, will cause the rejection of the candidate.

The examination for determining the acuteness of vision includes two tests—one for distant, the other for near vision. The Army Test Types will be used for the test for distant vision, without glasses, except where otherwise stated below, at a distance of 20 ft. ; and Snellen's Optotypi for the test for near vision, without glasses, at any distance selected by the candidate. Each eye will be examined separately, and the lids must be kept wide open during the test. The candidate must be able to read the tests without hesitation in ordinary daylight.

A candidate possessing acuteness of vision, according to one of the standards herein laid down, will not be rejected on account of an error of refraction, provided that the error of refraction, in the following cases, does not exceed the limits mentioned—viz., (a) In the case of myopia, that the error of refraction does not exceed 2.5 D ; (b) that any correction for astigmatism does not exceed 2.5 D ; and, in the case of myopic astigmatism, that the error of refraction does not exceed 2.5 D.

Subject to the foregoing conditions, the standards of the minimum acuteness of vision with which a candidate will be accepted are as follows :—

STANDARD I.—*Right Eye.*

Distant vision.— $V = 6/6$.

Near vision.—Reads 0, 6.

Left Eye.

$V = 6/6$.

Reads 0, 6.

STANDARD II.—*Better Eye.*

Distant vision.— $V = 6/6$.

Near vision.—Reads 0, 6.

Worse Eye.

V , without glasses, = not below 6/60 ;
and, after correction with glasses, =
not below 6/24.

Reads 1.

STANDARD III.—*Better Eye.*

Distant vision.— V , without glasses, =
not below 6/24 ; and, after correction
with glasses = not below 6/6.

Near vision.—Reads 0, 8.

Worse Eye.

V , without glasses, = not below 6/24 ;
and, after correction with glasses, =
not below 6/12.

Reads 1.

The degree of acuteness of vision of all candidates will be recorded in the following manner:—

Sufficient	Right eye V =	Reads.....
	Left eye V =	Reads.....
Defective	Right eye V =	Reads.....
	Left eye V =	Reads.....

No relaxation of the standard of vision will ever be allowed.

The following additional points will be observed:—

- (f.) That his hearing is good.
- (g.) That his speech is without impediment.
- (h.) That his teeth are in good order. Loss or decay of ten teeth will be considered a disqualification. Decayed teeth, if well filled, will be considered as sound. Non-erupted wisdom teeth are not to be counted as deficient.
- (j.) That his chest is well formed, and that his lungs and heart are sound.
- (k.) That he is not ruptured.
- (l.) That he does not suffer from a severe degree of varicoccele* or varicose veins. A candidate who has been successfully operated on will be accepted.
- (m.) That his limbs are well formed and developed.
- (n.) That there is free and perfect motion of all joints.
- (o.) That his feet and toes are well formed.
- (p.) That he does not suffer from any inveterate skin-disease.
- (q.) That he has no congenital malformation or defect.
- (r.) That he does not bear traces of previous acute or chronic disease pointing to an impaired constitution.
- (s.) If the candidate is not of pure European descent, the fact should be recorded by the Board.

5. The proceedings of the Board will be recorded on C.M. Form A 23, as follows:—

Name.	Age.	Height without Shoes.	Weight.	Chest-girth.	Remarks as to Fitness or the Reverse.

6. The proceedings of the Board are to be forwarded to the Director of Medical Services for transmission to the G.O.C. N.Z. Forces.

* Severe varicoccele is defined in para. 282 of the Standing Orders for the Australian Army Medical Services, 1909.

APPENDIX IV.—EXAMINATIONS OF OFFICERS N.Z. TERRITORIAL FORCE FOR PROMOTION.

1. Examination A.

SECOND-LIEUTENANTS BEFORE PROMOTION TO LIEUTENANT. LIEUTENANTS OF N.Z.M.C. AND N.Z.V.C. BEFORE PROMOTION TO CAPTAIN (IN ADDITION TO EXAMINATION B).

This examination is entirely practical and oral.

The subjects applicable to each arm and branch are given at the end of the syllabus.

To pass, an officer must be reported by the Examining Board as "fit for promotion."

All official books referred to are the latest editions.

Chapters and sections, the numbers of which are mentioned below, are all inclusive.

Syllabus of Examination.

1. Cavalry Training (as modified by Appendix IV). Definitions: Sections 10-67, 87-106, 136-140, 170-176, 179-184, 206.
2. Cavalry Training (as modified by Appendix IV). Sections 10-37, 47-62, 87, 90, 179-184.
3. Cavalry Training (as modified by Appendix IV). Sections 47-62, 87, 90.
4. Field Artillery Training (as far as applicable to the candidate's branch). Definitions: Chapters ii (omitting Section 6), iii, iv, v (omitting Brigade Drill).
5. Garrison Artillery Training, Vol. I. Definitions: Chapters ii, iv, viii, ix, and xi (as far as applicable to the gun and instruments in use in the candidate's unit).
6. Handbook of the gun with which the candidate's unit is equipped. General knowledge of the gun, ammunition and equipment. Standing gun drill. Range-finding with the instruments in use in the candidate's unit.
7. Royal Engineers' Training. Sections 5-19, 25-64, 67-71.
8. Military Engineering, Part i (Field Defences).
9. Infantry Training. Definitions: Sections 3-90, 183-186, 200-205. (For A.S.C. officers only, Sections 3-23, 45-58, 76-90, 200-205.)
10. Infantry Training. Definitions: Sections 3-44, 60-69, 183-186, 200-205.
11. Mounted Infantry Training. Definitions (as far as applicable to Mounted Rifles).
12. Capability of taking charge of a detachment of the candidate's unit in its technical duties.
13. The details of the working and maintenance of Defence electric lights and of the electrical communications of a fortress.
14. A.S.C. Training, Part I, Chapters ii to v, vii, and x.
15. R.A.M.C. Training, Part ii* (omitting Chapter i).
16. Animal Management. Chapters iv to viii, ix (transport by rail only). For units with mule transport, Chapter x ("The Mule") in addition.

* Officers will be examined in the R.A.M.C. drills and exercises applicable to their units.

17. Musketry Regulations, Part i. Paragraphs 1-7, 12-34 or 53-74 (according to the rifle in use in the candidate's unit), 84-116, 146-175, 198-292, 301-321 (General Knowledge); "Target Practice for the N.Z.M.F." Infantry Training, Appendices i and iii (as far as applicable to the arms in use in the candidate's unit).
18. Regulations for the New Zealand Military Forces, paras. 159-221. The organization of the candidate's squadron, battery, company, medical field unit, or veterinary section. The duties and powers of a subaltern officer. Manual of Map-reading and Field Sketching. Chapters i to vi, Appendices ii and iii.
19. Training Manual: Signalling. Chapter i, ii, iii, iv, v, vi.

The subjects applicable to each arm or branch are:—

Mounted Rifles	A 1, 11, 16, 17, and 18.
Artillery—				
Field Batteries	A 2, 4, 6, 16, 17, and 18.
Coast Defence Companies	A 5, 6, 10, 17, and 18.
E.L. Sections	A 10, 13, 17, and 18.
Engineers—Field Companies	A 3, 7, 8, 9, 16, 17, and 18.
Infantry	A 9, 17, and 18.
Signal Companies (Mounted)	A 1, 16, 17, 18, and 19.
Signal Companies (Dismounted)	A 10, 17, 18, and 19.
Army Service Corps	A 9, 14, 16, 17, and 18.
Medical Corps	A 15 and 18.
Veterinary Corps	A 18.

2. Examination B.

LIEUTENANTS BEFORE PROMOTION TO CAPTAIN.

This examination is entirely written.

The subjects applicable to each arm and branch are given at the end of the syllabus.

To pass, an officer must obtain 0.5 in each of the subjects applicable to his arm or branch of the Territorial Force.

All official books referred to are the latest editions.

Chapters and sections, the numbers of which are mentioned below, are all inclusive.

Syllabus of Examination.

1. Field Service Regulations, Part i.
Manual of Military Engineering, Part i (omitting Chapters xiii, xiv, and xvi).
(Marks allotted, 200. One paper—3 hours.)
2. Manual of Military Law. Chapters i, ii (paragraphs 33-35 only), iii, iv, v, vi, and xiv. The Army Act, omitting Part iii. The Rules of Procedure, omitting Field General Courts-martial.
King's Regulations. Paragraphs 301-305, 431-599, 666-678, 1909, 1916-1925.
Regulations for the N.Z. Military Forces. Sections vi, vii, viii, ix.
Manual of Military Law, King's Regulations, and the Regulations for the N.Z. Military Forces are allowed for use at this examination.
(Marks allotted, 200. One paper—3 hours.)
3. Organization, Administration, and Equipment.
A detailed knowledge for both peace and war of the organization, administration, equipment, establishment, terms of service, and pay of the candidate's own unit.

A general knowledge of the following subjects :—

The titles and general contents of official publications, so as to know roughly what each deals with.

The general system of organization and administration of the N.Z. Military Forces.

Organization of the general and administrative staffs of Headquarters and of the districts in the Dominion.

Establishments.

General principles of registration, enrolment, and posting, terms of enlistment, transfer and discharge in the N.Z. Military Forces.

The N.Z. Regulations for Mobilization, so far as they affect the candidate's unit.

(Marks allotted, 200. One paper—3 hours.)

4. Cavalry Training (as modified by Appendix IV).

(Marks allotted, 200. One paper—3 hours.)

5. Field Artillery Training (as far as applicable to the candidate's branch.)

(Marks allotted, 200. One paper—3 hours.)

6. Garrison Artillery Training, Vol. i (as far as applicable to the gun in use in the candidate's unit).

(Marks allotted, 200. One paper—3 hours.)

7. Instruction in Military Engineering—Part i, Field Defences; "Military Bridging and Use of Spars"; Part iv, Mining and Demolitions.

(Marks allotted, 200. One paper—3 hours.)

8. Instruction in Army Telegraphy and Telephony—Vol. i, Chapters i, ii (1-5, 11-14, 20, 21, 23-26, 34, 36), iii (1, 2, 5), x, xi (1-17), xii (29, 54), xv, xvii (1-5), xviii (1, 2, 4, 8), xix (1-9, 17, 20, 21, 23-25, 27, 30-33), and xxi. Vol. ii, Chapters i, iv (general knowledge only).

Training Manual: Signalling. Chapters i, ii, iii, iv, v, vi, vii, viii, ix, x, xi.

(Marks allotted, 200. One paper—3 hours.)

9. The details of the working and maintenance of defence electric lights, and of the electrical communications of a fortress.

(Marks allotted, 200. One paper—3 hours.)

10. Infantry Training.

(Marks allotted, 200. One paper—3 hours.)

11. Army Service Corps Training.

Duties of an O.C. and other officers of a Territorial A.S.C. company in peace and war.

Duties of an officer i/c a Field Depot.

Organization of Territorial A.S.C. companies in peace and war.

Books recommended :—

Financial Instructions and Allowance Regulations for the N.Z. Military Forces.

Animal Management.

A.S.C. Training (Parts i and ii).

Field Service Pocket-book.

King's Regulations, paras. 1211, 1224-1228, 1238-1244, 1424-1429, 1438-1458, 1465.

N.Z. Mobilization Regulations.

Regulations for Supply. Transport and Barrack Services (except as regards Barrack Services).

Regulations for the N.Z. Military Forces.

(Marks allotted, 200. One paper—3 hours.)

12. Sanitation and other duties in camp, barracks, and in the field.

Books recommended :—

R.A.M.C. Training.

Standard works on military hygiene.

(Marks allotted, 200. One paper—3 hours.)

13. The duties of executive veterinary officers in camp and in the field.

Books recommended :—

Regulations for Army Veterinary Services.

Standing Orders Army Veterinary Corps.

Animal Management.

(Marks allotted, 200. One paper—3 hours.)

The subjects applicable to each arm or branch are :—

Mounted Rifles	B 1, 2, 3, and 4.
Artillery—					
Field Batteries	B 1, 2, 3, and 5.
Garrison Artillery Companies	B 1, 2, 3, and 6.
E.L. Sections	B 1, 2, 3, and 9.
Engineers—Field Companies	B 1, 2, 3, and 7.
Infantry	B 1, 2, 3, and 10.
Signal Companies (Mounted)	B 1, 2, 3, and 8.
(Omitting Vols. i and ii, "Army Telegraphy and Telephony").					
Signal Companies (Infantry Brigade)	B 1, 2, 3, and 8.
Army Service Corps	B 1, 2, 3, and 11.
Medical Corps	B 2, 3, and 12.
Veterinary Corps	B 2, 3, and 13.

3. Examination C.

CAPTAINS BEFORE PROMOTION TO MAJOR.

This examination is entirely practical and oral (except for A.S.C. Captains).

The subjects applicable to each arm and branch are given at the end of this syllabus.

To pass, an officer must be reported by the examining Board as "fit for promotion."

Syllabus of Examination.

The candidate, according to his arm or branch, will be required :—

Mounted Rifles—

To command a regiment in a tactical exercise with other troops.*

Artillery—

Field—

- (1.) To command a battery of his branch in a tactical exercise.
- (2.) To command a brigade of his branch in a tactical exercise with other troops.*

Coast Defence Companies—

- (1.) To command a coast defence battery.
- (2.) To exercise a "fire command" in a coast-defence action, and to show a practical knowledge of the mobilization and fighting of a section of a fortress, including the tactical use of electric lights, with special reference to the defended port to which the candidate's unit is allotted.

Engineers—

Field Companies—

To command a field company in a tactical exercise with other troops.*

Signal Companies—

To command his unit in a tactical exercise with other troops.*

* In cases where the attendance of other troops is not practicable, their presence may be indicated as in a Staff Tour

Infantry—

To command a battalion in a tactical exercise with other troops.*

Army Service Corps (written examination)—

(1.) Supply (see syllabus below).

(Marks allotted, 200. One paper—3 hours.)

(2.) Transport (see syllabus below).

(Marks allotted, 200. One paper—3 hours.)

SYLLABUS.

- (a.) Duties of O.C. Transport and Supply Column as organized in the N.Z. Forces in peace and war.
- (b.) Duties of Transport and Supply Officers in peace and war.
- (c.) Duties of an Officer i/c a Supply Depot in the field.
- (d.) Organization of A.S.C. units in the field.
- (e.) Administration of Transport and Supply Services generally, in peace, during mobilization, and in war.

Books recommended and sources from which information may be obtained :—

Financial Instructions and Allowance Regulations for the New Zealand Military Forces.

Animal Management.

A.S.C. Training, Parts i and ii.

Supply Handbook.

Field Service Pocket-book.

Field Service Regulations, Parts i and ii.

King's Regulations.

N.Z. Mobilization Regulations.

Regulations for Supply (except as regards Barrack Services) and Transport.

Supply Manual (War).

Regulations for the N.Z. Military Forces.

Transport Manual (War) (*when issued*).

Medical Corps (nil).

Veterinary Corps (nil).

4. Examination D.

CAPTAINS (EXCEPT A.S.C.) BEFORE PROMOTION TO MAJOR.

This examination is entirely written.

The subjects applicable to each arm and branch are given at the end of the syllabus.

To pass, an officer must obtain 0.5 in each of the subjects applicable to his arm or branch of the Territorial Force.

All official books referred to are the latest editions.

Chapters and sections, the numbers of which are mentioned below, are all inclusive.

Syllabus of Examination.

1. Field Service Regulations, Part i.

Manual of Military Engineering, Part i (omitting Chapters xiii, xiv, and xvi).

(Marks allotted, 200. One paper—3 hours.)

* In cases where the attendance of other troops is not practicable, their presence may be indicated as in a Staff Tour.

2. Manual of Military Law. Chapters i, ii (paragraphs 33-35 only), iii, iv, v, vi, and xiv. The Army Act, omitting Part iii. The Rules of Procedure, omitting Field General Courts-martial.
King's Regulations. Paragraphs 301-305, 431-599, 666-678, 1909, 1916-1925. Regulations for the N.Z. Military Forces. Section VI and Appendix VIII.
Manual of Military Law, King's Regulations, and the Regulations for the N.Z. Military Forces are allowed for use at this examination.
(Marks allotted, 200. One paper—3 hours.)
3. Organization, Administration, and Equipment.
A detailed knowledge for both peace and war of the organization, administration, equipment, establishment, terms of service, and pay of the candidate's own unit.
A general knowledge of the following subjects:—
The titles and general contents of official publications, so as to know roughly what each deals with.
The general system of organization and administration of the N.Z. Military Forces.
Organization of the general and administrative staffs of Headquarters and of the districts in the Dominion.
Establishments.
General principles of registration, enrolment, and posting, terms of enlistment, transfer and discharge in the N.Z. Military Forces.
The N.Z. Regulations for Mobilization, so far as they affect the candidate's unit.
Transport, supply, lines of communication, ammunition supply, medical and veterinary services.
Transport by land or sea.
(Marks allotted, 200. One paper—3 hours.)
4. Cavalry Training (as modified by Appendix IV).
(Marks allotted, 200. One paper—3 hours.)
5. Field Artillery Training (as far as applicable to the candidate's branch.)
(Marks allotted, 200. One paper—3 hours.)
6. Garrison Artillery Training, Vol. i (as far as applicable to the gun in use in the candidate's unit).
(Marks allotted, 200. One paper—3 hours.)
7. Instruction in Military Engineering—Part i, Field Defences; Part iii, Military Bridging and Use of Spars; Part iv, Mining and Demolitions.
(Marks allotted, 200. One paper—3 hours.)
8. Instruction in Army Telegraphy and Telephony—Vol. i, Chapters i, ii (1-5, 11-14, 20, 21, 23-26, 34, 36), iii (1, 2, 5), x, xi (1-17), xii (29, 54), xv, xvii (1-5), xviii (1, 2, 4, 8), xix (1-9, 17, 20, 21, 23-25, 27, 30-33), and xxi. Vol. ii, Chapters i, iv (general knowledge only).
Training Manual: Signalling. Chapters i, ii, iii, iv, v, vi, vii, viii, ix, x, xi.
(Marks allotted, 200. One paper—3 hours.)
9. The details of the working and maintenance of defence electric lights, and of the electrical communications of a fortress.
(Marks allotted, 200. One paper—3 hours.)
10. Infantry Training.
(Marks allotted, 200. One paper—3 hours.)
11. Army Service Corps Training.
Duties of an O.C. and other officers of a Territorial A.S.C. company in peace and war.
Duties of an officer i/c a Field Depot.
Organization of Territorial A.S.C. companies in peace and war.

Books recommended :—

Financial Instructions and Allowance Regulations for the New Zealand Military Forces.

Animal Management.

A.S.C. Training, Parts i and ii.

Field Service Pocket-book.

King's Regulations, paras. 1211, 1224-1228, 1238-1244, 1424-1429, 1438-1458, 1465.

N.Z. Mobilization Regulations.

Regulations for Supply. Transport and Barrack Services (except as regards Barrack Services).

Regulations for the N.Z. Military Forces.

(Marks allotted, 200. One paper—3 hours.)

12. Sanitation and other duties in camp, barracks, and in the field.

Books recommended :—

R.A.M.C. Training.

Standard works on military hygiene.

(Marks allotted, 200. One paper—3 hours.)

13. The duties of executive veterinary officers in camp, barracks, and in the field.

Books recommended :—

Regulations for Army Veterinary Services.

Standing Orders Army Veterinary Corps.

Animal Management.

(Marks allotted, 200. One paper—3 hours.)

The subjects applicable to each arm or branch are :—

Mounted Rifles	D 1, 2, 3, and 4.
Artillery—					
Field Batteries	D 1, 2, 3, and 5.
Garrison Artillery Companies	D 1, 2, 3, and 6.
E.L. Sections	D 1, 2, 3, and 9.
Engineers—Field Companies	D 1, 2, 3, and 7.
Infantry	D 1, 2, 3, and 10.
Signal Companies (Mounted)	D 1, 2, 3, and 8
(Omitting Vols. i and ii, "Army Telegraphy and Telephony").					
Signal Companies (Infantry Brigade)	D 1, 2, 3, and 8.
Army Service Corps	D 1, 2, 3, and 11.
Medical Corps	D 2, 3, and 12.
Veterinary Corps	D 2, 3, and 13.

5. Examination E.

MAJORS OF THE N.Z. MEDICAL CORPS AND N.Z. VETERINARY CORPS BEFORE PROMOTION TO LIEUT.-COLONEL.

This examination is entirely written.

To pass, an officer must obtain 0.6 of the marks allotted to each of the subjects mentioned below.

All official books referred to are the latest editions.

Syllabus of Examination.

Medical Corps—

(1.) The medical organization of the Territorial Force in peace and war.

Books recommended—

Territorial Force Establishments (as contained in Regulations for the N.Z. Military Forces).

Regulations for the A.M. Service.

Regulations for the N.Z. Military Forces.

(Marks allotted, 100. One paper—3 hours.)

- (2.) Sanitation of towns, camps, and all places likely to be occupied by Territorial Force troops in peace and war. Epidemiology and management of epidemics.

Books recommended—

Regulations for A.M. Service.

Field Service Manual for A.M. Service.

Standard works on military hygiene.

(Marks allotted, 100. One paper—3 hours.)

- (3.) "The Laws and Customs of War on Land," so far as they relate to the sick and wounded.

Books recommended—

Manual of Military Law, Chapter xiv.

(Marks allotted, 100. One paper—2 hours.)

Veterinary Corps—

- (4.) The veterinary organization of the N.Z. Military Forces in peace and war. The duties of administrative veterinary officers. The organization and management of large numbers of sick animals.

Books recommended—

Regulations for Army Veterinary Services.

Standing Orders, A.V.C.

Field Service Manual, A.V.C. (*when issued*).

(Marks allotted, 100. One paper—3 hours.)

- (5.) The care and management of army animals in barracks, camp, and on the line of march. Diseases and injuries to which army animals are specially liable, and methods of prevention. Sanitation of stables and camps from a veterinary point of view. Epizootology, and the management of epizootics in peace and war.

Books recommended—

Animal Management.

Standard works on epizootology and veterinary hygiene.

(Marks allotted, 100. One paper—3 hours.)

6. Examination in Tactical Fitness for Command.

MAJORS (EXCEPT N.Z.M.C. AND N.Z.V.C.) BEFORE PROMOTION TO LIEUT.-COLONEL.

This examination will be divided into two parts—viz., Part I, Theoretical, and Part II, Practical (*vide* para. 327).

Instructions for the carrying-out of this examination are laid down in Appendix XII, King's Regulations.

Part I of this examination will be held as laid down in the time-table on page 154. Part II will be arranged locally by the O.C. District.

7. Examination for Quartermasters.

QUARTERMASTERS (EXCEPT MEDICAL CORPS).

Within two years of appointment, a Quartermaster will be required to qualify in :—

- (1.) Practical examination in :—

Packing and loading baggage, so as to facilitate its issue at the end of a march.

Choosing the site of and laying out a camp.

- (2.) Written examination in :—

Army forms to be used in peace and war.

Making out returns, and keeping necessary books for the receipt and issue of rations, forage, stores, equipment, &c.

QUARTERMASTERS OF THE N.Z. MEDICAL CORPS.

Within two years of his appointment, a Quartermaster who has not served as such in the Regular Forces, or has not passed the examination laid down for N.C.O.s, R.A.M.C., before promotion to the rank of Quartermaster-sergeant in paragraph 285, Standing Orders, R.A.M.C., will be required to qualify in the following subjects :—

Practical examination in :—

- (1.) First aid, as laid down for the recruit (R.A.M.C. Training, Part i).
- (2.) Mode of packing and loading field equipment and baggage.

Written examination in :—

- (3.) Sanitation and other duties in camp, barracks, and on the line of march (Field Service Regulations, Part i, and Manual of Sanitation).
- (4.) Army forms, preparation of requisitions and vouchers for issue, receipt and repair of stores, &c.
- (5.) Care of equipment.

Practical and written :—

- (6.) Laying out camps.

Not more than three written questions in subjects 3, 4, and 5, and not more than three written questions in subject 6, will be set by the Board.

A candidate who fails in one subject only will be considered as having partially failed, and will only be required at a subsequent examination to undergo re-examination in the subject in which he failed. A candidate who fails in more than one subject will be considered as having failed entirely, and must undergo the whole examination again to qualify.

8. Instructions for the Guidance of Examining Boards and Candidates in Examinations B, D, and E, and Tactical Fitness for Command, Part I.

(1.) Examinations B, D, and E (and C for A.S.C. Captains), and Tactical Fitness for Command, Part I, will be held twice annually, during the weeks containing the third Tuesday in May and the third Tuesday in November.

Candidates will report themselves half an hour before the time fixed for the first examination which they are taking up, in order to receive and sign for their index-numbers, and also to be allotted their seats by the Board.

(2.) The order of examination will be as follows :—

TIME-TABLE.

Day.	Hours.	Examination.				
		Lieutenants. Examination B.	Captains A.S.C. Examination C.	Captains, except A.S.C. D.	Majors, N.Z.M.C. and A.V.C. Examination E.	Majors, ex- cept Medical Corps and Veterinary Corps.
Tuesday	10.0-1.0	E 1	} Tactical Fitness, Part i.
	2.30-5.30	E 2	
Wednesday	10.0-12.0	E 3	
	10.0-1.0	B 1	..	D 1	E 4	
	2.30-5.30	B 2	..	D 2	E 5	
Thursday	10.0-1.0	B 3	..	D 3	..	
	2.30-5.30	B 4 to 13*	..	D 4 to 13*	..	
Friday	10.0-1.0	..	C 1	
	2.30-5.30	..	C 2	

* One paper according to the arm or branch of the candidate.

(3.) Whilst under examination, candidates are to be placed at least 6 ft. apart, and no officer is to be examined in any subject or subhead except at the time specified above.

(4.) The Board will, as indicated in para. 1, assign the seats of candidates in order of index-numbers. Each candidate will occupy the same seat throughout the examination, unless otherwise ordered by the Board, who may make any necessary subsequent change.

(5.) The sealed packets containing the examination-papers are not to be opened by the President of the Board until the time fixed for the examination in the subject concerned, and then only in the presence of the candidates.

(6.) All the officers constituting the Board are to be present during the entire examination. They must on no account give any opinion to the candidates as to the meaning or correctness of any word or sentence contained in the examination-papers.

(7.) At the commencement of the examination the President of the Board will read out the certificate mentioned in para. (14) (b) to the candidates, and will inform them that they will be required to furnish the certificate at the close of their examination.

(8.) The index-number assigned to each candidate (para. 1) must be recorded plainly upon each Army Book 4* map or sketch. If the candidate uses more than one book, the number of books used in any one subject or subhead should be stated in the space provided for that purpose at the foot of Army Book 4. The name of a candidate under examination is on no account to appear on his worked papers.

(9.) Candidates should not be permitted to speak to each other or to communicate with any person in the room, except with a member of the Board, and with that exception, strict silence is to be observed in the examination-room.

(10.) Any candidate detected in the examination-room in the possession of a book or MS. brought with him for his assistance (except the books authorized), or in copying from the papers of another candidate, or in permitting his own papers to be copied, or in attempting to give or receive assistance of any description, will be disqualified; his examination will be discontinued, and the circumstance reported.

(11.) Candidates cannot leave the room during the hours of examination without finally giving up their papers. No candidate will be allowed to leave within the first half-hour, nor will a candidate who arrives after another has left be admitted.

(12.) The examination-papers will be distributed and the replies collected by a member of the Board at the appointed hours. Any candidate, however, who may have finished his replies on any paper before the specified hour may deliver them to a member of the Board.

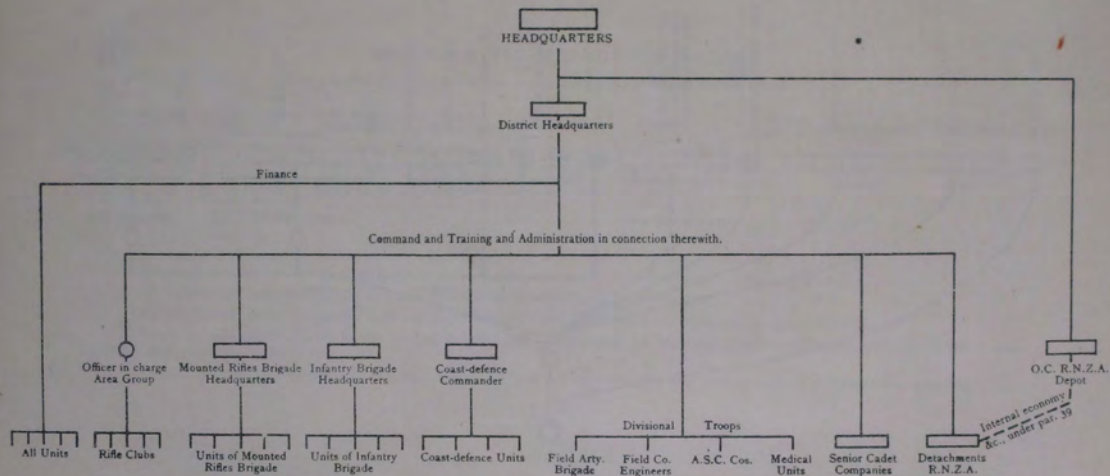
(13.) At the close of the examination in each paper the Board will see that all Army Books 4 are marked with the correct index-numbers, and, after having marked on the attendance-list the number of books, maps, &c., handed in by each candidate, will at once place them, unfolded, in the large envelopes supplied for the purpose by the Director of Military Training. These envelopes will then be securely fastened and sealed. Each envelope should contain a list of the index-numbers (without names) of the candidates whose papers are in it. This list should be signed by a member of the Board, but no other papers should be placed in the envelope. The worked papers for Examination B must not be put in the same envelope as those of Examination D. The President will not allow the envelopes out of his own possession, but he will, after ascertaining that they are securely fastened and sealed, post them himself to the Director of Military Training, Headquarters, N.Z. Military Forces, Wellington, as soon as possible.

* The President of the Board will ascertain, before the commencement of the examination, that a sufficient supply of Army Book 4 is sent to the examination-room.

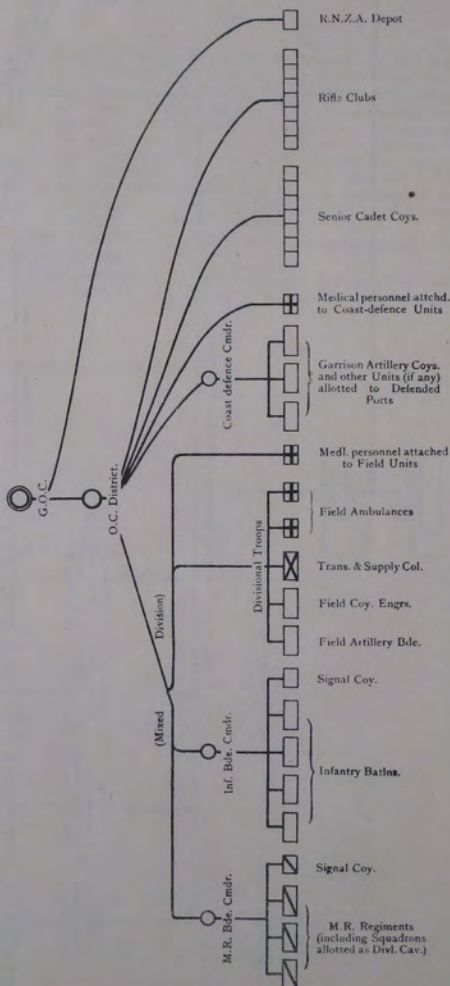
(14.) The proceedings of the Board will be recorded on N.Z. Form A 2, and forwarded to the Director of Military Training, Headquarters, N.Z. Military Forces, Wellington, accompanied by the following certificates and documents:—

- (a.) A certificate that the prescribed order of examination was strictly observed, that each member of the Board was present during the entire examination, and that none of the candidates received any assistance during the examination from books or other sources beyond that sanctioned for the paper in B 2.
 - (b.) A certificate written and signed by each candidate that he has not received or given any assistance during the examination beyond that sanctioned for the paper in B 2.
 - (c.) Lists of candidates examined, with their signatures and addresses.
 - (d.) The attendance-lists.
 - (e.) Lists of candidates who absented themselves, or withdrew from the examination, together with an explanation from the candidates.
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APPENDIX Y.—Channels of Communication in the New Zealand Military Forces.



APPENDIX VI.—Chain of Command in the New Zealand Military Forces.



NOTE.—Detachments and Cadres, R.N.Z.A., are, through their own officers, under the command of the O.C. District. On mobilization they come under the command of the formation of which they form part. The relations of the O.C. Detachments and Cadres to the O.C. Depot, R.N.Z.A., are laid down in paras. 39-41.

APPENDIX VII.—EFFICIENCY BADGES.

Badges for efficiency will be granted annually to the various arms of the Service as shown below :—

Field Artillery Batteries.	Garrison Artillery Companies.	Field Engineer Companies.	Signal Companies.	Mounted Rifles.	Infantry.	Army Service Corps.	Medical Corps.	Senior Cadets.
Gunnery. Signalling.* Driving. Gun-laying.*	Gunnery. Range-finding. Signalling.* Electric lighting and engine-driver. Gun-laying.*	Field Engineering. Signalling.*	Signalling.*	Scouts. Signalling.* Judging distance.	Scouts. Signalling.* Judging distance.	General proficiency.	General proficiency.	Marksmen's Badge.*

The conditions for qualification for badges will be laid down annually by the Director of Military Training.

All N.C.O.s and men who qualify as marksmen will be awarded marksmen's badges.

All N.C.O.s and men who qualify in the subjects marked * will be awarded efficiency badges for those subjects.

Scout badges will be issued in the proportion of eight per regiment of Mounted Rifles or Infantry battalion to those who qualify as regimental scouts.

For each of the other subjects three badges will be allowed per squadron, battery, and company for competition annually.

APPENDIX VIII.—DEFENCE ACTS.

The Defence Act, 1909.

ANALYSIS.

Title.

1. Short Title.
2. Interpretation.

PART I.

GENERAL POWERS OF THE GOVERNOR.

3. Governor may divide New Zealand into districts.
4. Regulations.
5. Governor to be Commander-in-Chief, and may appoint officers of the Defence Forces.
6. Governor may divide Forces into brigades, &c., and may disband such Forces.
7. Officers and members of Forces to be British subjects.
8. Relative rank of officers.
9. Officers already appointed deemed to be appointed under this Act.
10. Appointment and reduction of non-commissioned officers.
11. Oath of allegiance by officers and men of Defence Forces.

COMMANDANT AND INSPECTOR-GENERAL OF DEFENCE FORCES.

13. Inspector-General.

PART II.

PERMANENT FORCE.

14. Governor may embody Permanent Force.
15. Period of service by members of Permanent Force.
16. Permanent Force to be subject to its own officers.
17. In special cases Governor may order Permanent Force to assist Police Force.
18. Disposition of estate of deceased intestate member of Permanent Force.

PART III.

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Formation and Government of the Territorial Force.

19. Governor may raise Territorial Force.
20. Volunteer Force to become Territorial Force.
21. Restricting the operation of regulations under this Act.
22. Territorial Force not to serve outside New Zealand.
23. Complement of Force to be made up from General Training Section.
24. Appointment of officers.

Training.

25. Training of the Territorial Force.

Special Service.

26. Volunteers for special service outside New Zealand.

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MILITIA.

27. Persons liable to service in Militia. Persons exempt from such service.
28. Militia may be called out by Proclamation.
29. Parliament to be summoned, if not sitting.
30. Militia when called out to form part of Defence Forces.
31. Rank of retired naval or military officers in Militia.
32. Miners' rights to be protected during absence on duty.

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LIABILITY TO SERVE IN TIME OF WAR.

33. Embodiment of Forces in time of war.
34. Governor may disembody those Forces.

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35. Liability of male inhabitants to be trained.

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36. Governor may appoint a Commandant of Junior Cadets.
37. Training of the Junior Cadets.
38. Defence Cadet and Reserve corps to cease to exist on a day to be notified.
39. Boy Scouts.

Senior Cadets.

40. Training of the Senior Cadets.

General Training Section.

41. Training of the General Training Section.

The Reserve.

42. Training in the Reserve.

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43. Rifle Clubs may be established.
44. Training with Rifle Clubs may be accepted in certain cases.

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45. Registration of persons liable to be trained.

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46. Commandant of Junior Cadets to have right to examine schools in physical drill.
47. Officers in Junior or Senior Cadets may be granted commissions.
48. Discipline, &c., of Senior Cadets and General Training Section.
49. Persons physically unfit to be exempt from training.

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51. Refusal to register under Part VI an offence.
52. Employers not to prevent training.
53. Penalty for refusing to give information as to persons liable to be trained.
54. Failure to enrol in Militia when so required an offence.
55. Failure to account for property issued to members of Defence Forces. Wilful injury to butts or targets.
56. Wrongful buying of arms, &c., from member of Defence Forces.
57. Obstructing parades, &c.
58. Penalty for giving false certificate, &c.
59. Liquor not to be brought into camp, &c. Power to search for and confiscate liquor. Bringing liquor into camp, barracks, &c., or inciting officers or men in Defence Forces to desert. Power to apprehend person acting contrary to section.
60. Military uniforms not to be worn without authority. Penalty for bringing contempt on uniform.
61. Disclosure of information relating to defences. Disclosure to foreign State. Breach of official trust. Punishment for inciting or counselling offence. Restriction on prosecution. Penalty for trespassing upon any fort, battery, &c. Trespassers, loiterers about fort, battery, &c., may be apprehended. Drawings, sketches, tools, apparatus, &c., may be seized.
62. Breach of Act or regulation punishable by fine.
63. Continuing liability.
64. Recovery of fines.
65. Commanding officer may appear by solicitor, &c.
66. Application of fines.

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COURTS OF INQUIRY AND COURTS-MARTIAL.

67. Constitution of Court of Inquiry. How summoned. Neglecting to attend Court.
68. Witnesses to be sworn. Refusal to attend or give evidence.
69. Proceedings when officer charged.
70. In certain cases Court only to take evidence and report.
71. Remuneration of members of Court and witnesses.
72. Courts-martial.

PART IX.

MILITARY PENSIONS.

73. Interpretation.
74. Medical Board. Remuneration of Board.

Pensions and Allowances to Officers and Men.

75. Pensions and allowances.

Pensions to Widows.

76. Pensions to widows.
77. Claim of widow.
78. Pension to be according to regimental rank of husband.

Special Allowances to Relatives.

79. Gratuities to widow and children.
80. Allowance to mother.
81. Allowance to sister.
82. Allowance to children.
83. Periods of allowances to children.
84. Scale of allowances to families.

General Provisions.

85. Exemption from seizure.
86. Governor to grant pensions, &c.

PART X.

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Ammunition Supply.

87. Governor may enter into contracts for manufacture or supply of ammunition. Crown may purchase works.

Training-grounds, Rifle Ranges, &c.

88. Governor may set apart land for purposes of this Act.

Foreign Troops.]

89. Landing soldiers or sailors from foreign warships.

Arms and Appointments, &c.

90. Arms, &c., property of Government.
91. Arms, &c., not distrainable.

Miscellaneous.

92. Exemption on grounds of religious objections.
93. Control of canteens.
94. Limitation of actions. Costs.
95. Paymaster to find security.
96. General Orders, &c., sufficiently notified when published in *Gazette*.
97. Orders authorized by Act, how promulgated.
98. Orders by Officer Commanding District, &c., how promulgated.
99. Evidence of such order.
100. Exemption from tolls, &c.
101. Exemption from serving on juries.
102. Repeals. Savings. Schedules.

1908, No. 28.

Title.

AN ACT to make Better Provision for the Internal Defence of New Zealand.

[24th December, 1908.]

BE IT ENACTED by the General Assembly of New Zealand in Parliament assembled, and by the authority of the same, as follows:—

Short Title.

1. (1.) This Act may be cited as the Defence Act, 1909.
- (2.) This Act is divided into Parts, as follows :—

PART	I.—General Powers of the Governor.	(Sections 3 to 13.)
PART	II.—Permanent Force.	(Sections 14 to 18.)
PART	III.—Territorial Force.	(Sections 19 to 26.)
PART	IV.—Militia.	(Sections 27 to 32.)
PART	V.—Liability to serve in Time of War.	(Sections 33 and 34.)
PART	VI.—Universal Obligation to be trained.	(Sections 35 to 49.)
PART	VII.—Offences.	(Sections 50 to 66.)
PART	VIII.—Courts of Inquiry and Courts-martial.	(Sections 67 to 72.)
PART	IX.—Military Pensions.	(Sections 73 to 86.)
PART	X.—General Provisions.	(Sections 87 to 102.)

Interpretation.

2. In this Act, if not inconsistent with the context,—
 - “Appointments” includes accoutrements and equipments of every kind other than clothing :
 - “Army Act” means the Imperial Act called the Army Act, and includes any Act containing or amending the same, and the Rules of Procedure for the time being in force made under the authority thereof respectively :
 - “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 Commander-in-Chief or other competent authority :
 - “Commandant of the Defence Forces” or “Commandant” means the officer appointed by the Governor to command the whole of the Defence Forces, and to have charge of the defences of New Zealand :
 - “Commanding officer” means such officer as may be appointed by the Governor to command a district or camp, or, in his absence, the senior combatant officer, according to relative rank, serving in or belonging to the Defence Forces :
 - “Commanding officer of corps” means the senior officer present in command of any regiment, battalion, division, or corps, or any part thereof :
 - “Corps” means a regiment of mounted rifles, a battery of artillery, a division of garrison artillery, or a battalion of infantry, a company of engineers, a transport corps, an ambulance company, and a reserve corps forming part of the Defence Forces :
 - “Defence Forces” or “Forces” means all officers, non-commissioned officers, and men in the Permanent Force, the Territorial Force, and Reserve; and includes any Rifle Club and any Volunteer body enrolled in the Forces under the authority of the Governor for special service within or beyond New Zealand :
 - “District” means a district constituted under this Act :
 - “Field Officer” means an officer above the rank of captain :
 - “Militia” means and includes all commissioned and non-commissioned officers and men in the Militia constituted under this Act :
 - “Minister” means the Minister of Defence :
 - “Officer” means any commissioned officer appointed under this Act to the Defence Forces, or to any branch thereof :
 - “Prescribed” means prescribed by this Act or by regulations or military orders hereunder :
 - “School” means any school giving primary education, and “attending school” means attending such a school and receiving primary education :
 - “Unit” means a subdivision of a corps :

"War" means an invasion or apprehended invasion of, or attack or apprehended attack on, the Dominion of New Zealand or any part thereof by an enemy or armed force; and "time of war" means any time during which a state of war actually exists, and includes the time between the issue of a Proclamation of the existence of war or of danger thereof and the issue of a Proclamation declaring that that war or danger no longer exists:

"D.A. Act" means the Defence Amendment Act, 1910.

PART I.

GENERAL POWERS OF THE GOVERNOR.

Governor may divide New Zealand into districts.

3. The Governor may from time to time divide New Zealand into districts for the purposes of this Act, and designate the same respectively by such names as he thinks fit, and may alter or abolish such districts or designations, and appoint others in place thereof respectively.

Regulations.

4. (1.) The Governor may from time to time make regulations, not inconsistent with this Act, for any of the following purposes:—

- (a.) Fixing the number of men to be embodied in the Permanent Force, and determining the qualifications required of recruits:
- (b.) The enrolment, promotion, discipline, training, exercise, arms, appointments, clothing, conveyance, pay, rations, and lodging of the Forces or of any portion or individual thereof:
- (c.) The punishment, dismissal, discharge, or disbandment of any portion or members of the Forces:
- (d.) The regulation of artillery and rifle practice, and the control of the grounds used for the purpose of this Act, and the prevention of intrusion thereon during the times of shooting or practice:
- (e.) The granting of rewards and prizes for long service or efficiency:
- (f.) The issue of certificates for efficiency to members of the Territorial Force:
- (g.) Fixing a limit of age at which officers, non-commissioned officers, and men shall cease to serve in the Defence Forces:
- (h.) The establishment and conduct of canteens in camps or other assemblies of the Defence Forces:
- (i.) Prescribing the mode and subjects of examination for commissions in the Defence Forces:
- (j.) Anything deemed necessary for effectually carrying this Act into effect.

(2.) All such regulations shall be gazetted, and shall come into force at a time to be therein prescribed, and shall thereupon have the force of law.

Governor to be Commander-in-Chief, and may appoint officers of the Defence Forces.

5. The Governor shall be the Commander-in-Chief of all the Defence Forces of New Zealand, and shall have all the powers and may exercise and discharge all the duties and obligations respecting the Forces or any part thereof appertaining to the office of Commander-in-Chief; and, among other things, shall have the following powers, and may exercise the same from time to time:—

- (a.) He may, in the name and on behalf of His Majesty, by commission under the Public Seal of New Zealand, appoint to the Forces or any part thereof such officers as seem to him necessary; and may, by notice in the *Gazette*, attach or cause to be attached such officers to the general or headquarters' staff of the Forces, or to the regimental staff of any portion of such Forces, or to any corps, regiment, or battalion, or other division thereof, as he thinks fit; and may from time to time cancel any such commission, or summarily dismiss any such officer, and annul or vary any such appointment, or may dis-

continue the services of any officer in any capacity wherein such officer is no longer required :

Provided that it shall not be competent for the Governor to confer or cancel a commission or appointment in any of the Forces except under the restrictions and in conformity with this Act and any regulations hereunder :

- (b.) He may appoint an officer to be the Commandant of the Defence Forces, who shall be responsible for the organization, discipline, training, and efficiency of the Forces; and may also appoint such Staff as may be necessary to assist the Commandant :
- (c.) He may appoint District Commanding Officers, of such rank as he deems fit, to command all or such portions of the Forces within any district as the Governor determines, and appoint also for such district a permanent paid staff :
- (d.) He may appoint any officer or officers to inspect the Forces, or any portion thereof, and to report upon the state thereof :
- (e.) He may contract for the engagement of such officers and non-commissioned officers of the Imperial or other Forces as he thinks fit for any period not exceeding five years :
- (f.) He may establish a Reserve of Officers.

Governor may divide Forces into brigades, &c., and may disband such Forces.

- 6. The Governor may from time to time, by notice in the *Gazette*,—
 - (a.) Divide any portion of the Forces into brigades, battalions, regiments, corps, squadrons, companies, or other divisions, and designate such bodies by such names as he thinks proper; and also alter or cancel such divisions, and change or abolish any such designations, and regulate the uniforms to be worn :
 - (b.) Disband any portion of the Forces, or dismiss any member thereof for misconduct or insubordination.

Officers and members of Forces to be British subjects.

7. No person shall be an officer or member of any of the Forces unless he is a subject of His Majesty by birth or naturalization.

Relative rank of officers.

8. (1.) Officers of the Permanent Staff and Permanent Force shall take precedence in rank of officers of the same rank in other branches of the Defence Forces.

(2.) Officers of the Territorial Force and Militia of like rank, when serving together or on the staff, shall rank with each other according to the dates of their commissions.

(3.) Where any commissions of like rank bear the same date, the holders thereof respectively shall rank according to the dates of their prior commissions, and in case there are no such prior commissions, then the aforesaid holders shall take rank according to order of merit on passing the prescribed examination.

Officers already appointed deemed to be appointed under this Act.

9. All officers already appointed to any portion of the Defence Forces shall be deemed to have been appointed under and subject to this Act, and their commissions and appointments shall remain and subsist according to the seniority thereof respectively as if this Act had not been passed.

Appointment and reduction of non-commissioned officers.

10. (1.) Non-commissioned officers of the Defence Forces shall be appointed and may be reduced as prescribed by regulations.

(2.) All appointments of non-commissioned officers heretofore made shall be deemed to have been made under the authority of and subject to this Act.

Oath of allegiance by officers and men of Defence Forces.

11. (1.) Every officer on receiving his commission, and every man on his enrolment in the Defence Forces, or as soon afterwards as may be, shall take the following oath of allegiance before a Justice or a prescribed officer :—

I, A. B., do sincerely promise and swear that I will be faithful and bear true allegiance to our Sovereign Lord the King, and that I will faithfully serve in the Permanent Force [or Territorial Force, or Militia, as the case may be] until lawfully discharged.

(2.) No person who has already taken the oath of allegiance aforesaid shall be required to take a new oath under this Act.

Inspector-General.

13. (1.) The Governor may from time to time appoint some fit person to be Inspector-General of the Defence Forces.

(2.) The duties of the Inspector-General of the Defence Forces shall be, under the orders and direction of the Commandant, to inspect and report annually upon the training and efficiency of all branches of the Defence Forces, on the suitability of their armament and equipment, on the conditions of the fortifications and defences, and generally on the readiness and fitness of the Defence Forces for war.

PART II.

PERMANENT FORCE.

Governor may embody Permanent Force.

14. The Governor may from time to time cause the prescribed number of fit and able men to be embodied to serve as a Permanent Force in and throughout New Zealand or beyond the limits thereof.

Period of service by members of Permanent Force.

15. Every member of the Permanent Force embodied under the provisions of the last preceding section shall serve for a period of eight years from the time of his enrolment, subject to the following provisions :—

- (a.) At the expiration of five years' service he shall be enrolled in the Reserve, and shall serve therein for the remainder of such period of eight years.
- (b.) Every member enrolled in such reserve list shall be liable during the remainder of his term of service to be called on at any time to rejoin the Permanent Force for duty.
- (c.) Every member of the Permanent Force may at the expiration of five years' service, if of good character, be allowed to continue in active service for a further period to be fixed by regulations.
- (d.) Every member of the Permanent Force may obtain his discharge at his own request at any time during the first three years on payment of the sum of ten pounds, and at any time during the next succeeding two years on payment of the sum of five pounds, and after five years of service without payment :

Provided that the right conferred by this paragraph shall not be exercisable during any period in which members of the Permanent Force are on actual service.

- (e.) Every member obtaining his discharge by payment as aforesaid shall be enrolled on the reserve list, and shall be liable to be called on at any time to rejoin the Force for duty during the remainder of the period of eight years aforesaid.

Permanent Force to be subject to its own officers.

16. Members of the Permanent Force shall, unless on actual service, be subject only to the orders of their own officers, and of the Commander-in-Chief, and of the Commandant, and of the officers and non-commissioned officers of the Permanent Staff.

(2.) A person shall not be compelled to make such an offer, or be subjected to such liability as aforesaid except with his own consent; and a commanding officer shall not certify any voluntary offer previously to his having explained to every person making the offer that the offer is to be purely voluntary on his part.

PART IV.

MILITIA.

Persons liable to service in Militia.

27. (1.) All the male inhabitants of New Zealand between the ages of seventeen and fifty-five, not hereinafter exempted, who have resided in New Zealand for a period of six months are liable to be trained and serve in the Militia.

Persons exempt from such service.

(2.) The following persons shall be exempt from the liability to training and service in the Militia:—

- The Judges of the Supreme Court :
 - The Judge of the Arbitration Court :
 - The members of the Executive Council :
 - The members of the General Assembly :
 - The officers of the General Assembly :
 - Secretaries and Under-Secretaries of the General Government :
 - The Judges of the Native Land Court :
 - The Public Trustee :
 - Magistrates :
 - Telegraph clerks :
 - Postmasters, mail-carriers, and ferrymen :
 - All officers, clerks, or other persons acting in the management or collection of the Customs revenue :
 - Persons employed on railways open for traffic :
 - All Officiating Ministers within the meaning of the Marriage Act, 1908 :
 - The professors in the New Zealand University or in any college or university affiliated thereto :
 - All sheriffs and constables :
 - All wardens of any proclaimed mining district or gold-mining district respectively :
 - All duly registered medical practitioners in practice :
 - The warders and keepers and guards of every public prison and lunatic asylum, and the attendants on the sick in every public hospital :
 - Teachers of schools actually engaged in teaching :
 - Seafaring men (other than watermen and boatmen) actually engaged in their calling :
 - All persons enrolled under this Act in the Permanent Staff, Permanent Force, or Territorial Force :
 - All persons who are certified by a duly registered medical practitioner, appointed by the Governor for the purpose, to be physically unfit :
- (3.) The Militia shall be divided into the following classes, namely:—
- Class I : Unmarried men between seventeen and thirty years of age ;
 - Class II : Married men between seventeen and thirty years of age, and unmarried men between thirty and forty years of age ;
 - Class III : Married men between thirty and fifty-five years of age, and unmarried men between forty and fifty-five years of age.
- (4.) Where any person claims exemption, whether on the ground of age, period of residence, or otherwise, or alleges that he ought to be placed in a class different from that in which he is placed, the burden of proof shall rest on the person so claiming exemption, or so alleging.

Militia may be called out by Proclamation.

28. (1.) In time of war it shall be lawful for the Governor (the occasion being first communicated to Parliament if Parliament is then sitting, or noti-

fied by Proclamation if Parliament is not then sitting) by Proclamation to call upon persons liable to serve in the Militia to enrol in the Militia, and thereupon such persons shall within the time and in the manner prescribed enrol in the Militia for the prescribed period.

(2.) A Proclamation under this section may call upon all the persons specified in any one or more of the classes hereinbefore mentioned so to enrol, but so that the persons specified in any class shall not in any case be called upon so to enrol until the persons specified in every preceding class are or have been so called upon.

Parliament to be summoned, if not sitting.

29. If Parliament is not sitting at the date of the issue of the Proclamation calling upon persons to enrol in the Militia, it shall be summoned to meet within ten days after that date, notwithstanding that it may then stand adjourned or prorogued until a later date.

Militia when called out to form part of Defence Forces.

30. On the issue of any Proclamation calling upon persons to enrol in the Militia, the Militia shall be deemed to be included in the Defence Forces, and shall so continue until the Militia is disembodied in the manner prescribed by section thirty-four hereof.

Rank of retired naval or military officers in Militia.

31. No officer who has voluntarily retired or has been superannuated from His Majesty's military or naval service shall be required to serve in the Militia in a lower rank than he held in such service.

Miners' rights to be protected during absence on duty.

32. Where any miners or any holders of miners' rights are called out for Militia duty, their claims and interests in claims or water-rights and other mining privileges shall be protected during their absence on such duty.

PART V.

LIABILITY TO SERVE IN TIME OF WAR.

Embodiment of Forces in time of war.

33. (1.) On the issue of a Proclamation calling upon persons to enrol in the Militia as mentioned in section twenty-eight hereof, it shall be lawful for the Council of Defence from time to time to give, and when given to vary or revoke, such directions as it deems necessary for embodying all or any part of the Defence Forces, and in particular to make such special arrangements as the Council thinks proper with regard to units or individuals whose services may be required in other than a military capacity.

(2.) All such directions shall be obeyed as if enacted in this Act; and where such directions for the time being direct the embodiment of any part of the Defence Forces, every officer and man belonging to that part shall attend at the place and time fixed by those directions, and after that time shall be deemed to be embodied.

Governor may disembody those Forces.

34. (1.) It shall be lawful for the Governor, by Proclamation, to order that the Defence Forces be disembodied, and thereupon the Commandant shall give such directions as he thinks necessary for carrying the said Proclamation into effect.

(2.) After the date fixed by the directions for the disembodiment of any part of the Defence Forces the officers and men belonging to that part shall be in the position of officers and men not embodied.

PART VI.

UNIVERSAL OBLIGATION TO BE TRAINED.

Liability of male inhabitants to be trained.

35. Subject to the provisions of this Act, all male inhabitants of New Zealand who have resided therein for six months and are British subjects shall be liable to be trained as prescribed as follows :—

- (a.) From twelve years to fourteen years of age or to the date of leaving school, whichever is the later, in the Junior Cadets ; and
- (b.) From fourteen years of age or the date of leaving school, as the case may be, to eighteen years of age, or in the case of those who on attaining the age of eighteen are attending a secondary school, then to the date of their leaving school, in the Senior Cadets ; and

Section 35 of principal Act amended.

6. (1.) Section thirty-five of the principal Act is hereby amended by omitting paragraphs (c) and (d), and substituting the following :—

“(c.) From eighteen years of age, or from any later date on which they cease to attend a secondary school as aforesaid, to twenty-five years of age, in the General Training Section, or the Territorial Force in the case of their transfer to that Force ; and

“(d.) From twenty-five years to thirty years of age, in the Reserve.”

(2.) Nothing in this section shall affect any person who on the commencement of this Act is over the age of twenty-one years, but every such person who is over that age and is not over thirty years of age shall continue to be liable to be trained as if this Act had not been passed.

Junior Cadets.

Governor may appoint a Commandant of Junior Cadets.

36. (1.) The Governor may from time to time on the recommendation of the Minister of Education appoint a Commandant of the Junior Cadets and such other officers and instructors as he thinks fit.

(2.) The Commandant of the Junior Cadets shall be responsible to the Minister of Education for the administration and training of the Junior Cadets, and shall report annually to him on its efficiency.

Training of the Junior Cadets.

37. (1.) The training in the Junior Cadets shall begin on the first day of February in the year in which the persons liable attain the age of twelve years ; or in the case of persons who attain the age of twelve years, thirteen years, or fourteen years in the year in which this Act commences, and are then attending school, the training shall begin on the first day in February in the next succeeding year ; and in the case of each person shall continue until he attains the age of fourteen years or ceases to attend school, whichever is the later.

(2.) The prescribed training in the Junior Cadets in each year shall be of not less than fifty-two hours' duration :

Provided that the Minister of Education may at any time or times require attendance at such drills or parades and for such periods as he thinks fit.

(3.) The training shall be carried out in the manner and at the times prescribed under the direction and to the satisfaction of the Commandant of the Junior Cadets.

(4.) Non-commissioned officers shall be appointed by the prescribed officer from among the persons being trained in the Junior Cadets ; and officers of the rank of lieutenant or above that rank shall be appointed by the Minister of Education from amongst the male teachers on the staffs of schools, or, with the consent of the Commandant, from the General Training Section or Reserve hereinafter mentioned :

Provided that in the case of any male person who is a teacher at any school the consent of the Commandant shall not be required to the appointment of that person as an officer in the Junior Cadets.

(5.) Every person so appointed shall act in the position to which he is appointed, and his training while so acting shall be deemed to be training in the Junior Cadets or in the General Training Section, as the case may be.

(6.) The Commandant of the Junior Cadets, the staff officers and instructors, and all persons liable to be trained in the Junior Cadets, including their officers, shall, while being so engaged or being so trained, be under the control of the Minister of Education.

(7.) Subject to the provisions of section thirty-nine hereof, all persons liable to be trained shall, on attaining the age of fourteen years or on ceasing to attend school, whichever is the later, be drafted, in the manner prescribed, into the Senior Cadets.

Defence Cadet and Reserve corps to cease to exist on a day to be notified.

38. (1.) On a day to be notified by Proclamation, being not earlier than twenty-eight days after the gazetting of the Proclamation, all Defence Cadet and Reserve corps then in existence under the Defence Act, 1908, shall cease to exist.

(2.) On or before the day so notified all arms, clothing, and appointments (being public property or the property of the corps) issued to any member of any such corps shall, in the prescribed manner, be delivered to the prescribed officer.

(3.) On the day so notified all the assets of any such corps and all the liabilities of any such corps incurred prior to the gazetting of the said Proclamation, which after investigation by the Commandant are considered lawful and necessary, shall become the assets and liabilities of the Crown, and all persons other than the Crown shall be deemed to be effectually discharged from any such liability.

Scout Cadets.

7. (1.) The Minister of Defence and the Minister of Education may, at the request of the controlling authority, take over the control of the Boy Scouts, or permit the formation of Boy Scout units in the Senior and Junior Cadets respectively.

(2.) Such units may be designated Boy Scout Cadets, and wear the Scout uniform, but shall be subject to the provisions of the principal Act so far as they relate to Senior and Junior Cadets.

(3.) The training of the Boy Scout Cadets shall be as prescribed for Senior and Junior Cadets, and in addition they may practice the training set out in the Scout-training text-book.

(4.) All Scout Cadets, on attaining the age of eighteen years, or on any later date on which they cease to attend a secondary school, shall be drafted in the manner prescribed into the General Training Section.

Repeal.

(5.) This section is in substitution for section thirty-nine of the principal Act, and that section is hereby accordingly repealed.

Senior Cadets.

Training of the Senior Cadets.

40. (1.) The training in the Senior Cadets, in the case of those who are drafted into it from the Junior Cadets as aforesaid, shall begin as from the date of their being so drafted, and in all other cases shall begin on the first day of March in the year in which they attain the age of fourteen years, or in the case of those who attain the age of fourteen, fifteen, sixteen, or seventeen years in the year in which this Act commences shall begin on the first day of March in the next succeeding year, and in the case of each person shall continue until he attains the age of eighteen years, or until such later date as he ceases to attend a secondary school.

PART VII.

OFFENCES.

Refusal to take oath of allegiance an offence.

50. Every person who, being required by this Act to take the oath of allegiance, refuses so to do is liable to a fine not exceeding five pounds.

Refusal to register under Part VI an offence.

51. (1.) Every person who, being required to be registered under Part VI of this Act, fails so to do within the time and in the manner prescribed, or who without lawful excuse evades or fails to render the personal service required of him under that Part, is liable to a fine not exceeding five pounds, and shall not be entitled to be enrolled as an elector under Division II of the Legislature Act, 1908, nor to employment or continuation of employment in any branch of the Government service.

(2.) Every person required under subsection five of section thirty-seven or subsection five of section forty to act as therein mentioned, who fails to so act, is liable to a fine not exceeding fifty pounds.

Employers not to prevent training.

52. (1.) Every person is liable to a fine not exceeding ten pounds who prevents or attempts to prevent any person in his employ and required to serve in the Senior Cadets or General Training Section or Territorial Force from rendering the personal service required of him by Part VI of this Act, or in any way penalizes such last-mentioned person for rendering such service, whether by reducing his wages or deducting therefrom any money, or by dismissing him from his employment, or in any other manner :

Provided that this section shall not be construed to require any person to pay any person in his employ any wages for the time when he is absent from work for the purpose of being trained under the said Part.

(2.) In any proceedings for a breach of this section it shall lie on the employer to show that any employee who is proved to have been penalized as aforesaid was so penalized for some reason other than for having rendered the personal service required of him as aforesaid.

Penalty for refusing to give information as to persons liable to be trained.

53. (1.) Every person of whom information is required by any authorized person in order to enable him to comply with the provisions of this Act relating to enrolment in the Militia, or to registration of persons liable to be trained under Part V hereof, who fails without just cause (proof whereof shall lie on him) to give such information, or gives false information, is liable to a fine not exceeding five pounds.

(2.) Every person appointed in that behalf who without just cause (proof whereof shall lie on him) fails to make any enrolment or registration, or to make or transmit in the prescribed manner any prescribed roll or return, is liable to a fine not exceeding fifty pounds.

Failure to enrol in Militia, when so required, an offence.

54. Every person who fails, when so required by this Act, to enrol himself in the Militia, or fails, without just cause (proof whereof shall lie on him) to appear at the time and place appointed for assembling or embodiment is guilty, according to the circumstances, of deserting, or of absenting himself without leave within the meaning of the Army Act, and shall be punishable accordingly.

Failure to account for property issued to members of Defence Forces.

55. (1.) If any person designedly makes away with, sells or pawns, or wrongfully destroys or damages, or negligently loses anything issued to him as an officer, non-commissioned officer, or man of any branch of the Defence

Forces, or as an officer or other member of the Junior or Senior Cadets, or of the General Training Section, or wrongfully refuses or neglects to deliver up on demand anything so issued to him, the value thereof shall be recoverable from him, or, if he is under the age of twenty-one years, then from his father (if alive), on complaint to a Court of summary jurisdiction by the prescribed officer, and he shall also for any such offence of designedly making away with, selling or pawning, or wrongfully destroying or damaging as aforesaid, be liable on conviction to a fine not exceeding five pounds.

Wilful injury to butts or targets.

(2.) Every person who wilfully commits any damage to any butt or target or other property belonging to or lawfully used by the Forces, or any branch thereof, or without the leave of an officer of the Permanent Staff searches for bullets in or otherwise disturbs the soil forming such butt or target, is liable for every such offence to a fine not exceeding ten pounds.

Wrongful buying of arms, &c., from member of Defence Forces.

56. Every person who—

(a.) Solicits or entices any member of the Defence Forces or of the Junior or Senior Cadets or of the General Training Section to sell or pawn, or knowingly assists or acts for any such member in selling or pawning, any arms, clothing, or appointments being public property or property of any branch of the Forces, or of any corps thereof, or any public stores or ammunition issued for the use of any such branch or corps; or

(b.) Has any such property, stores, or ammunition in his possession or keeping without satisfactorily accounting for the fact,—

is liable to a fine not exceeding twenty pounds, with or without imprisonment for any period not exceeding six months.

Obstructing parades, &c.

57. Every person who—

(a.) Interrupts or obstructs any muster, inspection, or parade held under this Act; or

(b.) Goes or remains upon any place where any persons are exercising, or at muster, inspection, or parade under this Act after being warned by any officer not to go thereon or to depart therefrom,—

is liable for every such offence to a fine not exceeding one pound, and may be arrested by order of the senior officer present, and kept in custody until the exercising, muster, inspection, or parade is over for the day, and then either taken in custody before a Justice or discharged from custody, as the senior officer present at the conclusion of the parade, muster, or inspection thinks fit.

Penalty for giving false certificate, &c.

58. Every person who knowingly gives any false certificate, or makes any false statement or return respecting any matter or thing required by or under this Act, is liable to a fine not exceeding one hundred pounds.

Liquor not to be brought into camp, &c.

59. (1.) No person shall bring or convey any intoxicating liquor into any camp, barrack, fort, or other place where any of the Defence Forces are quartered, stationed, or serving, or are being exercised or trained.

Power to search for and confiscate liquor.

(2.) Any officer or non-commissioned officer in the Defence Forces, with or without persons under his command, may lawfully enter into or upon and search any ship, vessel, or boat, or any conveyance or vehicle of any kind, hovering about or approaching, or that may have hovered about or approached, any such camp, barrack, fort, or other place as aforesaid, and if any intoxicating liquor is found on board such ship, vessel, or boat, or in or on such conveyance or vehicle, may seize such liquor, and the same shall be forfeited to His Majesty.

bringing liquor into camp, barracks, &c., or inciting officers or men in Defence Forces to desert.

- (3.) Every person is liable to a fine not exceeding twenty pounds who—
 - (a.) Brings or conveys any intoxicating liquor into any such camp, barrack, fort, or other place as aforesaid; or
 - (b.) Approaches or hovers about any such camp, barrack, fort, or other place as aforesaid (and whether in any ship, boat, vessel, conveyance, or vehicle or not) for the purpose of bringing any intoxicating liquor thereon or thereto, or for the purpose of giving or selling intoxicating liquor to persons engaged or serving therein, or of inciting, aiding, or assisting any officer, non-commissioned officer, or private, or other person enrolled or serving in the Defence Forces or any branch thereof, to desert or improperly absent himself from any camp, barrack, fort, or other place as aforesaid.

Power to apprehend person acting contrary to section.

(4.) Any commissioned officer or non-commissioned officer of the Defence Forces, or any constable, may, with or without any warrant or other process, apprehend or cause to be apprehended any offender or person acting contrary to this section, and bring him or cause him to be brought before a Justice for the purpose of being dealt with under this section.

Military uniforms not to be worn without authority.

60. (1.) It shall not be lawful for any person not serving in His Majesty's Military Forces, or in His Majesty's Naval Forces, or in the Defence Forces, or in the Junior Cadets, or for any honorary member of a Volunteer corps, to wear without the Governor's permission the uniform, or any portion of the uniform, of any of those Forces:

Provided that nothing herein shall prevent any persons from wearing any uniform or dress in the course of a stage play performed in a place duly licensed or authorized for the public performance of stage plays, or in the course of a music-hall or circus performance, or of a ball, or in the course of any *bona fide* military representation.

(2.) Every person who offends against this section is liable to a fine not exceeding five pounds.

Penalty for bringing contempt on uniform.

(3.) Every person not serving in His Majesty's naval or military Forces, or in the Defence Forces, or in the Junior Cadets, who wears without the Governor's permission the uniform of any of those Forces, or any dress having the appearance or bearing any of the regimental or other distinctive marks of any such uniform, in a manner or under circumstances likely to bring contempt upon that uniform, or employs any other person so to wear that uniform or dress, is liable to a fine not exceeding ten pounds, or to imprisonment for a term not exceeding one month.

(4.) For the purposes of this section "His Majesty's Military Forces" means the Regular Forces, the Reserve Forces, and the Auxiliary Forces within the meaning of the Army Act (other than the Naval Coast Volunteers and Naval Volunteers); and "His Majesty's Naval Forces" means the Navy, the Naval Coast Volunteers, and the Naval Volunteers within the meaning of the Imperial Acts relating thereto.

Disclosure of information relating to defences.

61. (1.) Every person is liable at the discretion of the Court to imprisonment with or without hard labour for a term not exceeding one year, or to a fine, or to both imprisonment and a fine, who—

(a.) For the purpose of wrongfully obtaining information—

(i.) Enters or is in any part of a place belonging to His Majesty, being a fortress, fort, arsenal, factory, dockyard, camp, ship, office, or other like place, in which part he is not entitled to be; or

(ii.) Being lawfully or unlawfully in any such place as aforesaid, either obtains any document, sketch, plan, model, or knowledge of any thing he is not entitled to obtain, or makes without lawful authority any sketch or plan; or

(iii.) Being outside any fortress, fort, arsenal, factory, dockyard, or camp belonging to His Majesty, makes or attempts to make without authority given by or on behalf of His Majesty any sketch or plan of that fortress, fort, arsenal, factory, dockyard, or camp; or

- (b.) Knowingly having possession of or control over any document, sketch, plan, model, or knowledge obtained or taken by means of any act amounting to an offence against this section, at any time wilfully and without lawful authority communicates or attempts to communicate the same to any person to whom the same ought not in the interests of the State to be communicated at that time: or
- (c.) Being intrusted in confidence by some officer under His Majesty with any document, sketch, plan, model, or information relating to any such place as aforesaid, or to the naval or military affairs of His Majesty, wilfully and in breach of such confidence communicates the same to any person when in the interest of the State it ought not to be communicated: or
- (d.) Having possession of any document, sketch, plan, model, or information relating to any fortress, fort, arsenal, factory, dockyard, camp, ship, office, or other like place belonging to His Majesty, or otherwise relating to the naval or military affairs of His Majesty, in whatever manner the same has been obtained or taken, at any time wilfully communicates the same to any person to whom he knows the same ought not in the interest of the State to be communicated at that time.

Disclosure to foreign State.

(2.) Where a person commits any act punishable under the last preceding subsection he shall, if he intended to communicate to a foreign State any information, document, sketch, plan, model, or knowledge obtained or taken by him, or intrusted to him as aforesaid, or if he communicates the same to any agent of a foreign State, be liable at the discretion of the Court to imprisonment with hard labour for life or for any term not less than five years, or to imprisonment for any term not exceeding two years with or without hard labour.

Breach of official trust.

(3.) Every person is guilty of a breach of official trust who, by means of his holding or having held an office under His Majesty, has lawfully or unlawfully either obtained possession of or control over any document, sketch, plan, or model, or acquired any information, and at any time corruptly or contrary to his official duty communicates or attempts to communicate that document, sketch, plan, model, or information to any person to whom the same ought not in the interest of the State, or otherwise in the public interest, to be communicated at that time.

(4.) Every person guilty of a breach of official trust is liable, at the discretion of the Court,—

- (a.) If the communication was made or attempted to be made to a foreign State, to imprisonment with hard labour for life or for any term not less than five years, or to imprisonment for any term not exceeding two years with or without hard labour: and
- (b.) In any other case, to imprisonment with or without hard labour for a term not exceeding one year, or to a fine, or to both imprisonment and a fine.

(5.) The two last preceding subsections of this section apply to a contractor with any Department of the Government of New Zealand, or with the holder of any office under His Majesty as such holder, where such con-

tract involves an obligation of secrecy, and to any person employed by any such contractor and being under a like obligation of secrecy, in the same manner as if the contractor and the person so employed were respectively holders of an office under His Majesty.

Punishment for inciting or counselling offence.

(6.) Any person who incites or counsels or attempts to procure another person to commit an offence against any of the preceding provisions of this section is liable to the same punishment as if he had committed the offence.

Restriction on prosecution.

(7.) A prosecution for an offence against any of the preceding provisions of this section shall be by indictment, and the prosecution shall not be instituted except by or with the consent of the Attorney-General or Solicitor-General of New Zealand.

Penalty for trespassing upon any fort, battery, &c.

(8.) Every person is liable on summary conviction before a Magistrate or two or more Justices to imprisonment for any period not exceeding one month, or a fine not exceeding twenty pounds, who—

- (a.) Is found loitering in the immediate vicinity of any defences, and with sketching, drawing, photographic, or printing materials or apparatus in his possession, with the intention or apparent intention of committing an offence against this Act; or
- (b.) Without authority or permission of the person in charge of any defences, enters upon or trespasses on such defences or any part thereof, or on any land reserved for or forming part of such defences, whether any erection, fortification, or work of any kind is standing thereon or not; or
- (c.) Refuses to depart from the vicinity of such defences, or to quit or leave such defences or any part thereof, or any land reserved for or forming part of any such defences or used in connection therewith, on being requested by the person in charge thereof to do so.

Trespassers, loiterers about fort, battery, &c., may be apprehended.

(9.) Any officer or non-commissioned officer of the Defence Forces, or any constable, may,—

- (a.) Without any warrant or other authority, arrest any person found offending against the last preceding subsection, and take or cause him to be taken, as soon as conveniently may be, before a Justice, to be dealt with under this Act:

Drawings, sketches, tools, apparatus, &c., may be seized.

- (b.) Seize and take possession of any drawing, sketch, or model, or any tools, implements, materials, or apparatus in the possession of any person found committing an offence against this section; and all things so seized shall, on the conviction of the offender, be forfeited to His Majesty, and may be destroyed, sold, or otherwise disposed of as the Governor directs.

(10.) For the purposes of this section—

“Defences” means any fort, battery, field-work, or fortification, and any vessel of any kind and any place or erection of any kind armed with artillery or other means intended to repel hostile aggression; and includes any magazine or store in which arms, ammunition, or warlike material is stored or kept, or intended for any such purpose as aforesaid, and also any mine (on land or in or under water), torpedo, or torpedo-boat, and any guns, arms, weapons, or warlike implements or machinery of any kind used, placed, or being in any such fort, battery, field-work, fortification, vessel, torpedo-boat, mine, place, or erection as aforesaid:

"Document" includes part of a document :

"Model" includes design, pattern, and specimen :

"Office under His Majesty" includes any office or employment in New Zealand in or under any Department of the Government of the United Kingdom, or in or under any Department of the Government of New Zealand :

"Sketch" includes any drawing, photograph, or other mode of representation of any place or thing :

Any reference to a place belonging to His Majesty includes a place in New Zealand belonging to any Department of the Government of the United Kingdom or of New Zealand, whether such place is or is not actually vested in His Majesty :

Expressions referring to communications include any communication, whether in whole or in part, and whether the document, sketch, plan, or information itself, or the substance or effect thereof only, is communicated :

Breach of Act or regulations punishable by fine.

62. Every person who commits any breach of this Act for which no other penalty is imposed by this Act or by regulations hereunder is liable to a fine not exceeding ten pounds for each such offence, but this shall not prevent his being indicted and punished for any greater offence, if such appears to have been committed.

Continuing liability.

63. Any fine duly imposed under regulations shall not in any way be released or invalidated by reason of the person on whom such fine is imposed quitting the branch of the Forces to which he belonged.

Recovery of fines.

64. All fines under this Act shall be recoverable in a summary way, as provided by the Justices of the Peace Act, 1908, as follows :—

- (a.) Before one Justice if the amount does not exceed five pounds :
- (b.) Before two Justices if the amount exceeds that sum.

Commanding officer may appear by solicitor, &c.

65. (1.) In all proceedings under this Act the commanding officer, or the commanding officer of any corps, may appear in any Court or before any Justice by any officer or non-commissioned officer of such corps, or any member of the Permanent Staff, or by a solicitor authorized in writing under the hand of such commanding officer.

(2.) The production of a writing purporting to be signed by such commanding officer shall be *prima facie* evidence that the same has been so signed.

(3.) Any member of any corps in the Forces shall be a competent witness in any such proceedings, although the fine may be applied for the benefit of the corps to which he belongs.

Application of fines.

66. All fines imposed under this Act, or under any regulations under this Act, shall, when recovered, be paid and applied as follows :—

- (a.) If imposed in respect of the breach of this Act or the regulations thereunder by any member of the Permanent Force, they shall be paid to the Public Trustee, to be placed to the credit of an account to be called the "Permanent Force Reward Fund," which (together with the moneys which on the commencement of this Act are standing to the credit of the Permanent Militia Reward Fund) shall be applied for the benefit of the Permanent Force in such manner and at such times as the Governor directs :

Provided that all rewards given for special services shall be paid at once to the persons entitled to receive the same.

- (b.) If imposed under section fifty-nine hereof, one moiety of each fine shall be paid to the informer or complainant, and the residue shall be paid into the Public Account and form part of the Consolidated Fund.
- (c.) Excepting as aforesaid, all fines recovered under this Act shall be paid into the Public Account and form part of the Consolidated Fund.

PART VIII.

COURTS OF INQUIRY AND COURTS-MARTIAL.

Constitution of Court of Inquiry.

67. (1.) The Commander-in-Chief, or the Commandant in any case, and any officer commanding a district in cases arising within his district, may from time to time summon commissioned officers of the Defence Forces under their command to form a Court of Inquiry, consisting of not less than three such officers, of whom the senior officer present shall be the President, to inquire into any matter relating to Government property which in the opinion of the Minister requires investigation, or to examine into the truth of any charge or complaint preferred against any officer, non-commissioned officer, or any other member of the Defence Forces :

Provided that no officer except those on the Permanent Staff or in the Permanent Force shall sit on a Court of Inquiry dealing with a charge or complaint relating solely to the Permanent Force, and no officer in the Territorial Force shall sit on a Court dealing with a charge or complaint relating solely to the Militia.

How summoned.

(2.) The Court shall be summoned by delivering to each member thereof a summons in the prescribed form.

(3.) Every summons shall be delivered personally to the officer summoned at least twenty-four hours before the time appointed for the meeting of the Court.

(4.) No officer shall be compelled to attend as a member of any Court when the place of meeting is distant more than twenty miles from his usual place of residence.

(5.) No officer who has conducted or held a preliminary inquiry as to any charge or complaint preferred against an officer, non-commissioned officer, or member of the Defence Forces shall sit as President or member of a Court of Inquiry dealing with the same charge or complaint.

(6.) If the Court is appointed to inquire into the conduct of an officer of the Defence Forces, every member of the Court shall be of equal or superior rank to the officer whose conduct is to be inquired into, and one member at least shall be of superior rank.

Neglecting to attend Court.

(7.) Subject as aforesaid, if any officer of the Defence Forces, being duly summoned, refuses or neglects to attend at the time and place named in such summons for the meeting of the Court, his commission may be cancelled.

Witnesses to be sworn.

68. (1.) All Courts of Inquiry so constituted shall have power and authority, and are hereby required, to administer an oath to every witness or other person examined before such Court in any matter relating to any proceeding before the same.

(2.) All persons who may be required to give or produce evidence, whether on behalf of the prosecution or of the person charged, shall be summoned by the President or any member of the Court.

Refusal to attend or give evidence.

(3.) Every person who, being duly summoned, does not attend the Court, or refuses to be sworn, or to give evidence, or to answer all such questions as the Court may legally demand of him, is liable to the same pains and penalties as if the proceedings were an action in the Magistrate's Court.

Proceedings when officer charged.

69. Where a charge or complaint is preferred against any commissioned officer of the Defence Forces, such officer may be placed under arrest by the senior officer present, and such charge or complaint shall, with all convenient speed, be heard before a Court of Inquiry constituted as hereinbefore provided.

In certain cases Court only to take evidence and report.

70. The duties of every Court of Inquiry shall be confined to taking evidence on oath and reporting thereon, and such report and evidence shall forthwith be forwarded by the President of the Court to the commanding officer for transmission to the Minister, who shall submit the same to the Governor for his decision.

Remuneration of members of Court and witnesses.

71. All officers comprising a Court as hereinbefore constituted shall, if they are not at the time in receipt of regular pay from the Government, be paid for their services at the rate of one pound one shilling for each day or part of a day during which they respectively sit as members of such Court; and all witnesses duly summoned shall be entitled to the same fees and privileges as if they had been duly subpoenaed to attend on the trial of any action in the Magistrate's Court.

Provision as to Courts-martial.

13. (1.) The Governor may from time to time, by warrant under his hand,—

- (a.) Convene, or authorize any qualified officer to convene, a General Court-martial for the trial, under this Act, of any person subject to military law; and
 - (b.) Give a general authority to any qualified officer to convene General or District Courts-martial for the trial, under this Act, of such persons subject to military law as are for the time being under or within the territorial limits of his command; and
 - (c.) Empower any qualified officer to delegate to any officer under his command, not below the degree of field-officer of the Permanent Force or Permanent Staff, a general authority to convene General or District Courts-martial for the trial, under this Act, of such persons subject to military law as are for the time being under or within the territorial limits of his command; and
 - (d.) Reserve for confirmation by himself, or empower any qualified officer to confirm, the findings and sentences of General or District Courts-martial; and
 - (e.) Empower any officer for the time being authorized to confirm the findings and sentences of General or District Courts-martial to reserve for confirmation such findings and sentences; and
 - (f.) Make regulations for the convening, composition, procedure, and powers of Courts-martial.
- (2.) For the purposes of this section "qualified officer" means the Commandant of the Defence Forces; the Officer Commanding the Permanent Force; an Officer Commanding a District.

(3.) For the purposes of this section the following persons are persons subject to military law as officers:—

- (a.) Officers of the Permanent Force and Permanent Staff; and
- (b.) All other officers of the Defence Forces on all occasions when performing military duty, or going to or from the place of parade, exercise, or military duty.

(4.) For the purposes of this section the following persons are persons subject to military law as soldiers : Non-commissioned officers and men of the Defence Forces (including the Permanent Staff), on all occasions when performing military duty, or going to or from the place of parade, exercise, or military duty.

(5.) The powers and duties of Courts-martial shall be as prescribed by regulations made hereunder.

(6.) The provisions of the Army Act in so far as they relate to Courts-martial shall, subject to the provisions of this Act, apply to Courts-martial convened under this Act.

(7.) All military inquiries shall be open to the Press, except when the Court is dealing with matters of procedure, or is deliberating.

(8.) The rules of evidence and the rules of procedure contained in the Manual of Military Law published by the British War Office shall, *mutatis mutandis*, apply to all proceedings of Courts-martial.

(9.) This section shall extend and apply to all dismissals made during the twelve months preceding the passing of this Act :

Provided that the right to a trial by Court-martial be claimed by the person dismissed within three months after the passing of this Act.

(10.) This section is in substitution for section seventy-two of the Defence Act, 1909, and that section is hereby repealed accordingly.

Recovery of fines for breach of regulations.

14. Where, pursuant to any regulations made under the principal Act, any member of the Defence Forces is ordered by the officer commanding his unit or corps to pay any fine for breach of any regulation, the following provisions shall apply :—

- (a.) Every such order shall be served upon the person to whom the order relates by delivering a copy thereof to him personally, or by posting the copy by registered letter addressed to him at his last-known place of abode.
- (b.) If the fine is not paid to the officer who made the order within seven days after service thereof as aforesaid, that officer may transmit a duplicate of the order, certified under his hand, to the Clerk of the nearest Magistrate's Court, who shall file the same; and the order so filed shall operate as if it were a judgment duly recovered in that Court in an action for debt.
- (c.) Any person on whom any such order is served as aforesaid may, at any time within seven days after the said order has been so served, notify the officer who made the order that he intends to appeal therefrom to the Officer Commanding the District; and, on such appeal being made, the Officer Commanding the District shall, as soon as practicable, inquire into the matter, and may either confirm or cancel the order or may reduce the amount of the fine.
- (d.) In the event of such appeal not being upheld, the provisions of paragraph (b) of this section shall apply to the order made on such appeal.
- (e.) The Governor may, by regulations under the principal Act, prescribe the manner in which appeals under this section are to be made and determined.

Regulations to be laid before Parliament.

15. All regulations made under this Act or the principal Act shall be laid before Parliament within fourteen days after the gazetting thereof if Parliament is then sitting, or, if not, then within fourteen days after the commencement of the next ensuing session.

Consequential amendments.

16. The principal Act is hereby further amended in the manner and to the extent indicated in the Schedule hereto.

SCHEDULE.

CONSEQUENTIAL AMENDMENTS OF THE DEFENCE ACT, 1909.

Number of Section affected.	Nature and Extent of Amendment.
Section 13 (2) ..	By omitting the words "to review generally and to report to the Council on the results of the policy of the Council, and for that purpose."
Section 24 (1) ..	By omitting the words "Council of Defence," and substituting the words "Commandant with the approval of the Minister."
Section 40 (5) ..	By omitting the words "Council of Defence," and substituting the word "Governor."
Section 67 (1) ..	By omitting the words the "Council of Defence."

PART IX.

MILITARY PENSIONS.

Interpretation.

73. In this Part of this Act, if not inconsistent with the context,—

"Board" means the Medical Board appointed under this Part :

"New Zealand Forces" includes all officers, non-commissioned officers, and privates enrolled by and serving under the New Zealand Government :

"Officer" means an officer holding a commission in the New Zealand Forces under the Public Seal of New Zealand.

Medical Board.

74. (1.) The Governor may from time to time appoint a Board, consisting of not less than three duly qualified medical practitioners, whose duty it shall be to inquire into every claim for a pension, gratuity, or allowance under this Act, and to report thereon to the Governor.

(2.) No such pension, gratuity, or allowance shall be granted except on the unanimous recommendation of the Board.

Remuneration of Board.

(3.) Medical officers comprising the Board shall, if they are not at the time being in the receipt of consecutive pay from the New Zealand Government, be entitled to a remuneration of one pound one shilling for each day or part of a day during which they respectively sit as members of such Board.

Pensions and Allowances to Officers and Men.

Pensions and allowances.

75. There shall be paid out of the Consolidated Fund pensions and allowances, as hereinafter specified, to officers, non-commissioned officers, and privates of the New Zealand Forces who are wounded in action or injured in the actual performance of military duty whilst on active service :—

(a.) In respect of officers :—

(i.) If an officer receives a wound as aforesaid occasioning the loss of an eye or a limb, or the total loss of the use of a limb, or receives bodily injury as aforesaid fully equal to the loss of a limb, he may be eligible to receive a gratuity in money of one year's full pay of the regimental rank or staff appointment held by him at the time he was wounded or injured :

(ii.) If an officer is wounded or injured as aforesaid, and it appears upon examination by the Board that he has in consequence of his wound lost an eye or a limb, or has totally lost the use of a limb, or that he has sustained a severe injury fully equal in every respect to the loss of a limb, he shall be entitled to a pension not exceeding the rate set out in Part I of the First Schedule hereto, according to the rank held by him when he was wounded or injured, and commencing one year after the wound or injury was received, the continuance of which pension shall depend upon subsequent examination before the Board :

(iii.) If the officer has lost more than one eye or limb the amount of the pension may be increased by not more than one-half the aforesaid rate :

(iv.) If such wound or injury is so severe in its permanent effects as to be nearly equal but not fully equal to the loss of a limb, the officer may be recommended for a gratuity of eighteen months' full pay for his regimental rank or staff appointment held by him when wounded or injured, in which case no pension shall at any subsequent time be granted to him :

(v.) If such wound or injury is certified to be severe and dangerous, but in its permanent effects not equal to the loss of a limb, the officer may, in consideration of the expense attending the cure thereof, receive a gratuity varying according to the nature of the case from three to twelve months' full pay of the regimental rank or staff appointment held by him at the time he was wounded or injured :

(vi.) If an officer has held a pension for a wound or injury for a term of five years, and has been examined twice at the least before the Board, he may be recommended for the permanent continuance of such pension; but if before the expiration of the term of five years he has so far recovered that his wound or injury is not fully equal to the loss of a limb, then he shall cease to receive such pension, and shall receive a gratuity as aforesaid according to the degree of his injury :

(vii.) If the officer does not apply for a pension within five years after the wound or injury was received, or if on his applying therefor the wound or injury is not proved to be fully and permanently equal to the loss of a limb, his claim to a pension shall not at any subsequent period be entertained :

(viii.) No gratuity or allowance for any wound or injury shall be granted after the lapse of five years from the time the wound or injury was received :

(ix.) No pension for the loss of one eye from a wound or injury shall be granted unless the actual loss of vision occurred within five years after the wound or injury was received, and is solely attributable to such wound or injury :

(x.) As a general rule the pension shall be granted according to regimental rank, but in cases where officers with brevet rank were employed at the time they were wounded or injured in discharge of duties superior to those attached to their regimental commissions the pensions shall be given according to the brevet rank :

(b.) In respect of non-commissioned officers and privates :—

(xi.) Pensions for wounds received in action or injuries received in the actual performance of military duty whilst on active service shall be granted according to the scales set out in Part II of the First Schedule hereto, and such pensions may be either permanent or temporary, according to the circumstances of the case and the report of the Board :

(xii.) In special cases, where it is considered more advantageous to the grantee that instead of a pension there should be given to him a gratuity in money proportioned to the rate and duration of the pension that would otherwise have been awarded, a sum varying from one pound to thirty pounds may be allowed at the discretion of the Governor.

Pensions to Widows.

Pensions to widows.

76. (1.) Subject to the limitations and restrictions hereinafter provided, pensions in accordance with the scale set out in Part III of the First Schedule hereto may be given to the widows of officers, non-commissioned officers, and privates of the New Zealand Forces in the following cases :—

- (a.) If the deceased was killed in action, or died of his wounds within twelve months after being wounded, then in either of those cases, but in those only, the special pension fixed in the first column of the said scale may be allowed.
- (b.) The special pension fixed in the second column of the said scale may be allowed if the deceased died from illness brought on by the fatigue, privation, and exposure incident to active operations in the field before an enemy within twelve months after his having first been removed from duty on account of such illness, provided the illness is certified to have commenced during and as the result of active operations, or, if he died in consequence of injuries received in the performance of military duty otherwise than in action, within twelve months after having been injured.

(2.) Pensions to widows are to be granted as rewards for good and faithful military services rendered by their deceased husbands, and cannot be claimed as of right; they are to be conferred on deserving persons only, and may be discontinued in case of any misconduct on the part of the pensioner: they are not to be granted to widows in wealthy circumstances.

(3.) Where a widow receiving such pension marries again, and as often as she remarries, her pension shall be suspended from the date of her remarriage; but in the event of her again becoming a widow, the pension may be restored upon proof that she is not in wealthy circumstances and is otherwise deserving.

Claim of widow.

77. (1.) A widow's pension shall in general commence from the date of her husband's death, but her claim must be established by the production of satisfactory documents in support thereof within one year after the death.

(2.) Where a widow dies without having established her claim to a pension, the amount of pension to which she might have been entitled if living shall not be allowed to her representatives.

Pension to be according to regimental rank of husband.

78. Pensions to widows of staff, regimental, and medical officers shall be given according to the regimental or staff commission by which any such officer received pay, and not according to his brevet rank (if any).

Special Allowances to Relatives.

Gratuities to widow and children.

79. If an officer, non-commissioned officer, or private is killed in action or dies of his wounds, as mentioned in paragraph (a) of section seventy-six hereof, and leaves a widow or children or both, a gratuity of one year's pay of the regimental commission held by him may be given to his widow in addition to her pension, and one-third of the amount of such gratuity to each of his children under age and unmarried.

Allowance to mother.

80. (1.) If such officer, non-commissioned officer, or private leaves no widow or child, an annual allowance, as specified in the third column of the aforesaid scale, may be granted to his mother, provided she is a widow and in distressed circumstances and was mainly dependent upon the deceased for support; but if the mother is herself in receipt of a pension from the Government, or has any other provision of any kind from the public, no allowance under this section shall be made to her on account of her son unless she relinquishes such pension or provision; and in the event of her remarrying, any allowance that may have been granted to her shall cease.

(2.) The aforesaid annual allowance shall be payable to the mother who is not a widow in any case where her husband is incapable through infirmity or incapacity of earning his livelihood and she is otherwise lawfully entitled to the allowance.

Allowance to sister.

81. If such officer, non-commissioned officer, or private has left no widow, child, or mother, but has left a sister or sisters having no parent or surviving brother and having been dependent for support upon the deceased officer, non-commissioned officer, or private, an annual allowance, as specified in the aforesaid third column, may be granted to such sister, or to such sisters collectively, under extraordinary and special circumstances to be judged of by the Governor; but the allowance in such case shall cease when the person receiving it marries, or is in any other manner sufficiently provided for.

Allowance to children.

82. (1.) Annual allowances, as specified in the fourth and fifth columns of the aforesaid scale, may be given to the children in those cases in which the widow would be entitled to a pension if it is shown that the children have no other allowance, pension, or provision from the Government, and that the pecuniary circumstances of themselves and their families are so limited that they actually require assistance.

(2.) The fourth column shall apply where the father was killed in action or died of wounds as mentioned in paragraph (a) of section seventy-six hereof, and the fifth column where he died from illness or injuries as mentioned in paragraph (b) of that section.

Periods of allowances to children.

83. The allowances granted to sons may be continued until they attain the age of eighteen, or are otherwise provided for before attaining that age, and those to the daughters may be continued until they marry or attain the age of twenty-one, whichever first happens, and no longer, except in very special cases in which it is shown that such sons or daughters are afflicted with any mental or bodily infirmity rendering them incapable of making any exertion for their own support, and that they are still in distressed circumstances.

Scale of allowances to families.

84. The aggregate amount of the foregoing allowances granted to the family of any officer, non-commissioned officer, or private (including the widow's pension, if he leaves a widow) shall in no case exceed the rates specified in the scale set out in Part III of the First Schedule hereto.

*General Provisions.**Exemption from seizure.*

85. All pensions, allowances, and gratuities granted under this Act shall be exempt from seizure in execution and from distress and assessment.

Governor to grant pensions, &c.

86. Every pension, allowance, and gratuity under this Act shall be granted by the Governor; and every such pension and allowance shall be deemed to commence from such date as the Governor determines.

PART X.

GENERAL PROVISIONS.

Ammunition-supply.

Governor may enter into contracts for manufacture or supply of ammunition.

87. (1.) Subject to any existing contract, the Governor may establish and maintain arms and ammunition factories, or may from time to time enter into contracts with any person or company in New Zealand or elsewhere for the manufacture and supply or for the supply of ammunition for the Defence Forces of New Zealand, at such prices and subject to such conditions, restrictions, and provisions as the Governor thinks fit; and with respect to every such contract the following provisions shall apply:—

- (a.) The term of the contract may be any period not exceeding five years.
- (b.) For the purpose of insuring continuity of supply the Governor may at any time during the last year of the term of the contract enter into a fresh contract with the same or any other contractor for a further term not exceeding five years, and this power may be exercised in the case of every such fresh contract and as often as the occasion arises.
- (c.) In connection with and for the purposes of the contract the Governor may from time to time grant to the contractor as a site for his works a lease of any area of Crown lands not exceeding ten acres, at such rent and on such terms and conditions as the Governor thinks fit.
- (d.) All moneys payable by the Crown under the contract shall be payable out of moneys appropriated by Parliament.
- (e.) A copy of every such contract and of every such lease shall be laid before Parliament within twenty-one days after the execution thereof if Parliament is then in session, or if not, then within twenty-one days after the commencement of the next ensuing session.

Crown may purchase works.

(2.) The contract may provide that the Governor on behalf of the Crown may purchase the works, plant, and stock-in-trade of the contractor in New Zealand as a going concern, at a price to be fixed by valuation in manner specified in the contract.

Training-grounds, Rifle Ranges, &c.

Governor may set apart land for purposes of this Act.

88. The Governor may from time to time set apart any Crown land for permanent training-grounds, or for rifle or artillery practice, or for the erection of drill-sheds or other buildings necessary for military purposes, or for the erection of butts, ranges, and other accommodation for the use of the Defence Forces; or he may take, purchase, lease, or otherwise acquire land or any easement in land for any such purpose.

Foreign Troops.

Landing soldiers or sailors from foreign warships.

89. The Governor may from time to time make regulations prescribing the conditions under which soldiers or sailors from foreign warships may be permitted to land in New Zealand.

Arms and Appointments, &c.

Arms, &c., property of Government.

90. All arms and appointments supplied by the Government to the Defence Forces shall remain the property of the Government, and may be withdrawn at any time by order of the Commandant.

Arms, &c., not distrainable.

91. The horses, arms, and appointments, including uniform, used by every member of the Defence Forces while serving in any portion of the Forces in discharge of his duty as such member shall be exempt from seizure in execution, and from distress and assessment of every kind.

Miscellaneous.

Exemption on ground of religious objections.

92. (1.) Nothing in this Act shall require any person to bear arms or perform or undergo military service or training if the doctrines of his religion forbid him to do so, but every such person shall be liable to perform as an equivalent to such service and training such non-combatant duties as are prescribed by the Governor in Council.

(2.) The burden of proving exemption under this section shall rest on the person claiming exemption.

Control of canteens.

93. The canteen at any encampment shall be under the control and sole direction of the officer in command of the encampment, and no intoxicating liquor shall be sold or supplied at any such canteen to any person.

Limitation of actions.

94. (1.) No action or prosecution against any officer, non-commissioned officer, or other member of the forces, or of any branch thereof, for anything done or purporting to be done in pursuance of this Act shall be commenced after the expiration of three months from the doing of such act, nor unless notice in writing of the action and of the cause thereof has been first given to the defendant.

(2.) In any such action the defendant may plead the general issue, and give this Act and the special matter in evidence at the trial, and no plaintiff shall recover in any such action if a tender of sufficient amends was made before action brought, or if a sufficient sum of money is paid into Court by the defendant after action brought.

Costs.

(3.) If in any such action a verdict is given for the defendant, or if the plaintiff becomes nonsuited or discontinues the action, or if judgment is given against the plaintiff, the defendant shall recover his full costs as between solicitor and client, and shall have the same remedy therefor as any defendant has in other cases; and though a verdict is given for the plaintiff, he shall not recover costs against the defendant unless the Judge certifies his approval of the action and verdict therein.

Paymaster to find security.

95. Every person appointed to the office of paymaster of the Forces or of any branch thereof shall, before entering upon the duties of his office, give security to His Majesty in such manner and for such amount as the Minister of Finance directs, for the faithful accounting for and due application of all public moneys that come to his hands, and for the due and faithful execution of all other duties of his office.

General Orders, &c., sufficiently notified when published in *Gazette*.

96. All Proclamations, Orders in Council, Warrants, and General Orders relating to the Defence Forces shall be deemed to be sufficiently notified to all persons whom they may concern by being gazetted; and the production of a copy of the *Gazette* purporting to contain any such Proclamation, Order in Council, Warrant, or General Order shall be conclusive evidence of the making, publication, and contents thereof, and of the date of such *Gazette*.

Orders authorized by Act, how promulgated.

97. All orders relating to any particular branch of the Defence Forces given under the authority of or in execution of this Act by the Commander-in-Chief, or by any officer of the said Forces, shall be valid and effectual if given verbally on parade, or by advertisement in a newspaper circulating in the district, or by a printed or written notice affixed at a place previously appointed for that purpose, or issued in any other manner customary in His Majesty's military service, unless in cases where this Act specially requires any such order to be in writing.

Orders by officer commanding district, &c., how promulgated.

98. All orders made by the officer commanding any district, battalion, troop, battery, company, corps, or other division shall be deemed to be sufficiently notified to all persons whom they may concern on being advertised in some newspaper circulating in the district where the persons to be thereby affected reside, or on copies thereof being posted at the drill-shed or other usual place of muster for such persons, or on being publicly read on parade.

Evidence of such order.

99. The production of an order in writing purporting to be made according to the provisions of this Act shall be *prima facie* evidence of such order without proving the signature thereto or the authority of the person making such order.

Exemption from tolls, &c.

100. (1.) Any duty or toll leviable at any pier, wharf, quay, landing-place, ferry, or bridge, or at any turnpike gate or bar, or at any other gate or bar on a public road, shall not be demanded or taken for—

- (a.) Any officer, non-commissioned officer, or other member of the Forces being on march or duty, or going to or returning from the place appointed for and on the day for exercise, inspection, review, or other public duty, and being in uniform;
- (b.) Any horse when ridden or used by any such officer, non-commissioned officer, or other member, on march or duty, or going or returning as aforesaid;
- (c.) Any cart, wagon, or carriage, public or private, employed only in carrying or conveying any such officer, non-commissioned officer, or other member, being on march or duty, or going or returning as aforesaid, and being in uniform, with or without any conductor or driver of such cart, wagon, or carriage, or domestic servant of such officer, non-commissioned officer, or other member;
- (d.) Any cart, wagon, or carriage, public or private, employed only in carrying or conveying or returning empty from carrying or conveying any arms or baggage of any such officer, non-commissioned officer, or other member, being on march or duty, or going to or returning from the place appointed for exercise, inspection, review, or other public duty, or any provisions or military stores belonging to or for the use of, or any gun belonging to or used by, the Forces, or any part thereof;

- (e.) Any horse or other animal drawing any such cart, wagon, or carriage as aforesaid, or any artillery.
- (2.) Every person is liable to a fine not exceeding five pounds who—
- (a.) Knowingly demands or takes any duty or toll in contravention of this section; or
- (b.) Makes any false representation respecting himself or any other person, or any animal or thing, with intent to obtain for himself or otherwise, or fraudulently obtain for himself or otherwise, any exemption under this section.

Exemption from serving on juries.

101. All members of the Defence Forces, with the exception of members of Defence rifle clubs, shall be exempt from serving on any jury.

Repeals.

102. The enactments mentioned in the Second Schedule hereto are hereby repealed: Provided that notwithstanding such repeal—

Savings.

- (a.) All districts, offices, appointments, commissions, Proclamations, Orders in Council, regulations, orders, warrants, contracts, and instruments subsisting or in force on the coming into operation of this Act shall continue for the purposes of this Act as fully and effectually as if they had originated under the corresponding provisions of this Act, and accordingly shall, where necessary, be deemed to have so originated; but so that in the case of current appointments, engagements, or contracts for specified terms each such term shall be computed from the date of its commencement.
- (b.) All pensions and allowances granted under any of the said enactments, and subsisting on the coming into operation of this Act, shall be deemed to have been granted under this Act, and the provisions of this Act shall apply to them accordingly; subject, however, in each case to the provisions of the enactments in force when they were actually granted.
- (c.) All matters and proceedings commenced under any such enactment, and pending or in progress on the coming into operation of this Act, may be continued, completed, and enforced under this Act.

SCHEDULES.

FIRST SCHEDULE.

PART I.—RATE OF PENSION TO OFFICERS UNDER SECTION 75 (a).

Rank.						Amount of Annual Pension to be specially considered.
						£
Colonel	250
Lieutenant-Colonel	200
Major	150
Captain	100
Surgeon	75
Lieutenant	
Assistant Surgeon	
Second Lieutenant	

**PART II.—RATE OF PENSION TO NON-COMMISSIONED OFFICERS AND PRIVATES
UNDER SECTION 75 (b).**

Rank.	First Degree.		Second Degree.	Third Degree.	
	Men losing two limbs or both eyes from wounds or injuries, or being so severely wounded or injured as to be totally incapable of earning a livelihood, and to require the assistance and care of some other person.		Men rendered incapable by wounds or injuries of earning a livelihood, but not requiring the aid of another person.	Men able to contribute towards earning a livelihood, but rendered by wounds or injuries unfit for the ordinary duty of a soldier.	
	From	To		From	To
	s. d.	s. d.	s. d.	s. d.	s. d.
Sergeant ..	2 6	4 0	3 0	1 3	2 8 per day.
Corporal ..	1 10	3 4	2 6	1 0	2 3 "
Private ..	1 6	3 0	2 2	0 8	2 0 "

PART III.—ALLOWANCES TO WIDOWS AND RELATIVES.

Section 76, 84.

Rank.	Widows' Pensions.		Allowance to the Mother under Section 80, or Sister under Section 81.	Allowance to Children, under Section 82.			
	To Widows, under Section 76 (a).	To Widows, under Section 76 (b).		In Cases under Section 76 (a).		In Cases under Section 76 (b).	
	£	£	£	£	£	£	£
Colonels	150	120	80	18 to 25		16 to 20 per year.	
Lieutenant-Colonels	120	90	70	16 „ 20		14 „ 17 „	
Majors	80	65	50	12 „ 16		10 „ 14 „	
Captains	60	50	40	8 „ 14		6 „ 12 „	
Surgeons	46	40	36	8 „ 14		6 „ 12 „	
Lieutenants	36	30	26	6 „ 10		4 „ 8 „	
Assistant Surgeons							
Second Lieutenants							
Non-commissioned officers and privates							

**SECOND SCHEDULE.
ENACTMENTS REPEALED.**

Section 102.

- 1908, No. 41.—The Defence Act, 1908 : Except sections 56 to 102.
 1908, No. 119.—The Military Pensions Act, 1908.
 1908, No. 135.—The Official and Defence Secrets Act, 1908.
 1908, No. 234.—The Defence Amendment Act, 1908.

Portion of Defence Act, 1908, still in Force.

(*Vide* Section 20, Part III, Defence Act, 1909, page 166.)

Rules of Corps.

Volunteer corps may make rules, &c.

56. (1.) The officers and Volunteers belonging to a Volunteer corps may from time to time, in the prescribed mode, make rules for all or any of the following purposes :—

- (a.) The admission of honorary members, and persons wishing to be enrolled in such corps, and of members on the reserve list ;
 - (b.) The management of the property and civil affairs of the corps, and the vesting any such property in trustees for the benefit of the corps ;
 - (c.) The management and disposition of all lands purchased, leased, or otherwise acquired for the corps, and the application and management of any rents or other moneys derived from any sale, lease, or other disposition of any such lands ;
 - (d.) The imposition of fines for the breach of any of such rules by any member of the corps, not exceeding five pounds for each such breach ; and
 - (e.) Generally for the internal economy and management of the corps.
- (2.) The said rules shall have no effect until the same are approved by the Governor.

(3.) From and after such approval the said rules may be enforced against the several members of the corps ; and any fine imposed by any such rule may be recovered in any Court of competent jurisdiction at the suit of the officer commanding such corps.

Copy of rules to be evidence.

(4.) A copy of the rules, certified under the hand of such commanding officer as a true copy of the rules whereof the Governor's approval has been obtained, shall be conclusive evidence of the rules of the corps.

Two or more corps may be financially united.

57. Two or more Volunteer corps may, with the approval of the Governor, unite together to make rules in the prescribed mode for the appropriation of joint funds, and may with the like approval vest such funds in trustees, to be applied for the benefit of such united corps ; and such trustees may sue or be sued in respect of such trusts.

Recovery of subscriptions or fines.

58. If any person belonging or having belonged to a Volunteer corps neglects or refuses to pay any money subscribed or undertaken to be paid by him towards any of the funds or expenses of such corps, or due under the rules of such corps and actually payable by him, such money shall, at any time within twelve months after the same becomes due and payable, be recoverable, with costs, from him at the suit of the commanding officer in any Court of competent jurisdiction as a debt due to the corps, and when recovered shall be applied as part of the general fund of the corps.

Capitation to Officers and Volunteers.

Capitation allowance.

59. (1.) There shall be paid out of moneys appropriated by Parliament for the benefit of Volunteer corps an annual capitation allowance in respect of every efficient officer and efficient Volunteer other than those for the time being entered on the reserve list mentioned in section fifty hereof, and in respect of every efficient member of a reserve corps.

Capitation allowance.

11. Section fifty-nine of the Defence Act, 1908, is hereby amended by repealing subsection two, and substituting the following :—

"(2.) The capitation allowance in respect of each member shall be paid to the officer commanding the corps to which the member belongs, and shall be held by that officer as the property of the corps and applied in defraying such incidental expenses of the corps as are authorized by regulations."

Corps' accounts.

12. (1.) The officer commanding each corps shall cause accounts to be kept of the income and expenditure and the assets and liabilities of the corps, and shall during the month of April in each year cause such accounts to be balanced to the thirty-first day of March of that year.

Audit.

(2.) All such accounts shall from time to time be audited by the Audit Office.

Property of Corps.

Property of corps not vested in trustees deemed vested in commanding officer.

60. (1.) Where the property of a corps is not vested in trustees, the same, or such part thereof as is not so vested, shall for all purposes of any proceeding, civil or criminal, be deemed to be vested in the commanding officer for the time being of such corps and his successors in office, and may be so stated and laid in any such proceeding.

(2.) No such proceeding shall be discontinued or shall abate by reason of the death, resignation, or removal of the commanding officer; but the same may be continued in the name of his successor in office.

Disbanded corps may pass resolution for disposal of its property.

61. Where it appears to the Governor that any property of any kind is vested in trustees, or that any securities on which such property is invested, or the net proceeds of any such property after sale or realization thereof, or any other moneys, are held by trustees or by the survivor of any trustees for or on behalf of a Volunteer corps that has been disbanded, or on behalf of the persons who formerly composed such corps, and are legally entitled to such property or any share therein, he may, by order gazetted,—

- (a.) Appoint a Board of officers or other persons, as he thinks fit, to inquire into the claims of any person entitled to such property or any share or interest therein, according to the rules of the corps to which such property belonged, or otherwise;
- (b.) Prescribe the time and manner within which lists of persons so entitled shall be prepared, so far as they can be ascertained, and the manner in which and the places where such lists shall be publicly notified;
- (c.) Prescribe the date when such claims shall be inquired into, and the manner in which and the time when any objections to any such claim may be made;
- (d.) Direct in what manner and to whom any trustee shall furnish accounts or information as to the property in his possession or control, and how any list of such persons shall be finally settled and approved of;
- (e.) Direct when and where a meeting of such persons shall take place for resolving on a scheme for the sale or other disposition of such property or any part of the same, and prescribe the procedure at such meeting and any adjournment thereof, and declare who may vote at any such meeting or adjournment; and
- (f.) Generally give any other direction necessary to give effect to this section, and not contrary to any express provision of this Act.

Evidence of resolution.

62. A certificate under the hand of the person purporting to be the chairman of any meeting held under the last preceding section, stating the resolutions passed thereat, shall for all purposes be conclusive proof of such meeting having been duly convened and of all such resolutions having been duly passed thereat; and such property shall be sold or otherwise disposed of as is directed in those resolutions.

Public Trustee to act failing resolution or if resolution not acted on.

63. If, from any cause whatever,—

(a.) Any meeting is not held in accordance with such directions, or if no such resolutions as aforesaid are passed; or

(b.) The trustees are not, within three months from the date of such meeting, able to sell or otherwise dispose of such property as directed by such meeting,—

the trustees may convey or assign and transfer such property to the Public Trustee, who shall sell or dispose of the same in accordance with the resolutions passed at such meeting; or, if no such meeting has been held, or no such resolutions have been passed, shall dispose of the same as he thinks fit; and, after paying all expenses incidental to such disposition, shall, subject to the approval of the Governor, divide the net proceeds equally between and amongst the persons declared to be entitled thereto.

On death, &c., of trustee, remaining trustees may act.

64. (1.) If any trustee of any such property dies, or refuses to act, the remaining trustees may act as fully and effectually as if none of the trustees had died or refused to act.

(2.) Any act or thing hereby required or authorized to be done or executed by the trustees shall be valid and effectual if done or executed by a quorum of the trustees, where a quorum can be found, according to any rules, deed, or instrument relating to the property and binding on the trustees; and where there is no such quorum, then if done or executed by a majority of the trustees resident in New Zealand and capable of acting or willing to act.

(3.) The trustees shall sell or otherwise dispose of any property vested in or held by them as aforesaid, and shall apply the proceeds thereof in accordance with any resolution passed at a meeting held under any order or direction made by the Governor as aforesaid.

(4.) All deeds, instruments, and writings executed by a majority of the trustees for the purpose of the sale or other disposition of any such property shall be as effectual as if the same had been executed by all the trustees, and by all the persons in whose names such securities were originally taken.

(5.) If any money remains in the hands of any trustees, or of the Public Trustee, which they or he are or is unable to dispose of because no claimant thereto can be found, or for any other cause, such money shall be paid into the Public Account and form part of the Consolidated Fund.

Sale, &c., of property by trustees deemed valid.

65. Every sale or other disposition of property or of the proceeds thereof by any trustees in accordance with the resolution of a meeting, or otherwise as hereinbefore provided or authorized, or by the Public Trustee, whether in accordance with any such resolution or in exercise of any power or authority vested in him as hereinbefore provided, shall be final and conclusive on all claimants or persons interested in any such property; and, upon such sale or other disposition being completed, the effect thereof shall be to release every such trustee or the Public Trustee, as the case may be, from all claims and demands in respect of any such property, or any share or interest therein.

Trustees to furnish accounts.

66. Any trustees as aforesaid may be required by the Minister of Finance to furnish full accounts of all their dealings with any property vested in or

held by or disposed of by them, and every trustee who fails to render such accounts is liable to a fine not exceeding one hundred pounds, to be recovered in a summary way.

If no trustees, Public Trustee may be appointed to act.

67. If any such property as aforesaid is not vested in trustees, or there are no trustees willing to act, or if the trustees refuse or neglect so to act for one month after being required to do so by the Minister of Finance or by any person entitled in that behalf, the Governor in Council may appoint the Public Trustee to perform and discharge all such duties and functions, and to do, execute, and sign all such acts, deeds, and instruments as would have devolved on or could have been done, executed, or signed under the foregoing provisions of this Act by trustees, or a quorum or majority thereof.

Trust property of disbanded corps, how disposed of.

68. Any money or other property which at the time of the disbandment of any corps is subject to any trust for the benefit of the corps, shall be disposed of by the persons in whom the same is vested as may be determined in the following manner :—

- (a.) A meeting of the persons who were members of the disbanded corps at the time of the disbandment thereof shall be summoned by the last commanding officer of the corps, or, in the event of his death or absence from New Zealand, by the officer commanding the district to which the corps belonged, by advertisement in some paper circulating in the district, such advertisement giving not less than fourteen days' notice of the meeting, and stating the purpose thereof.
- (b.) At such meeting a majority of the persons present who were members of the disbanded corps at the time of the disbandment thereof, and entitled to vote at its meetings, shall decide in what manner the said money or property shall be disposed of.

Land for Rifle Ranges, &c.

Volunteer corps may acquire land for certain purposes.

69. Subject to the provisions of this Act, any Volunteer corps may, with the consent of the Governor, purchase, take on lease, or otherwise acquire any land or easement in land for rifle or artillery practice, and for the erection of butts, targets, batteries, and other accommodations for the use of the corps when practising with rifles or artillery, or for the purpose of erecting and maintaining drill-sheds on any such land.

Land to be suitable for the purposes.

70. Before giving such consent the Governor shall ascertain whether such land is suitable for such purposes, and shall give or withhold his consent accordingly.

Licenses may be granted to Volunteer corps for use of lands.

71. For the purposes of rifle or artillery practice, or for drill, a license to use any lands hereinafter mentioned may, with the consent of the Governor, be granted to any Volunteer corps as follows :—

- (a.) In the case of Crown lands, by the Commissioner of Crown Lands of the land district :
- (b.) In the case of other lands vested in His Majesty, or in any corporate body (not being lands otherwise specifically reserved or set apart for any particular object or purpose) by the Governor on behalf of His Majesty, or by such corporate body, as the case may be :

Provided that no such license shall be granted for a longer period than seven years, but any license may be renewed from time to time for any period not exceeding seven years at any one time by the same authority that has power to grant the same :

Provided also that if any land to which such license relates ceases to be used for the purposes of this Act, the license shall thereupon absolutely cease.

Cessor of license.

72. Where any land in respect of which a license has been granted under this Act is not, for the space of one year, used by the corps for the purposes for which the license was granted, a certificate of the fact of such non-user given by some officer of the permanent staff of the Volunteer Force shall be conclusive evidence of such fact against all persons and in all Courts of justice that such land has ceased to be used for the purposes of this Act.

Where land not vested in trustees, same to vest in commanding officer.

73. Where any lands purchased or leased, or any estate or interest therein acquired, under this Act are not vested in a trustee or trustees on behalf of the corps, the same shall vest in the commanding officer of the corps for the time being and his successors in office, as hereinbefore provided, with power for him and his successors in office to sue, and to make any contracts, conveyances, or other assurances in respect thereof, and to do all other lawful things relating thereto.

Act to apply to land heretofore purchased, &c.

74. The provisions of this Act shall be applicable to any land or any estate or interest in land, heretofore purchased, leased, or acquired by any Volunteer corps for like purposes to those mentioned in section sixty-nine hereof, as fully and effectually as if such lands or such estate or interest as aforesaid had been purchased, leased, or acquired under this Act :

Provided that nothing in this Act shall prejudicially affect any conveyance, mortgage, lease, contract, agreement, or other deed or instrument whatsoever executed, made, or entered into before the passing of this Act, and affecting or intended to affect any such land, estate, or interest

Drill-grounds and places for submarine-mining drill.

75. The Governor may from time to time—

- (a.) Proclaim suitable places throughout New Zealand, whether Crown lands or (with the consent of the owners thereof) private lands, as drill-grounds for Volunteers ;
- (b.) Permit the use of foreshores of harbours or sea-areas, excepting fairways and anchorages, for submarine-mining drills ;
- (c.) Regulate the use of such places, foreshores, or sea-areas for the purposes aforesaid, and limit the right of access thereto of the general public whenever any drill, inspection, or parade is taking place thereon.

Exemption from rating.

76. All Volunteer drill-sheds and grounds shall be exempt from municipal or other local rates.

PART V.

VOLUNTEER DRILL-SHEDS AND LANDS.

Interpretation.

77. In this Part of this Act, if not inconsistent with the context,—

“ Drill-shed ” includes a gun-room and armoury, and all other buildings used for the purpose of making the drill-shed effective, whether attached to a drill-shed or not :

“ Trustee ” means trustees appointed and incorporated under this Act :

“ Volunteer purposes ” with respect to land means where land has been or may hereafter be granted, conveyed, or set apart in trust for the Volunteer Force of a district, or for any particular Volunteer corps, or generally for Volunteer purposes, as a site for a drill-shed, with

or without a parade-ground, or as a parade-ground only, or generally for any purpose intended to maintain the efficiency and discipline of Volunteers.

Existing drill-sheds and the trustees thereof.

78. All drill-sheds and lands which at the coming into operation of this Act were subject to the Volunteer Drill-sheds and Lands Act, 1888, shall be deemed to be subject to this Part of this Act, and all trustees appointed and incorporated under that Act and in office at the coming into operation of this Act shall be deemed to be appointed and incorporated under this Part of this Act, and the provisions of this Part of this Act shall extend and apply accordingly to all such drill-sheds, lands, and trustees.

Drill-sheds on Crown land.

79. In every case where under the powers conferred on the Governor by any Act heretofore or hereafter in force land is granted or conveyed by him to any corporate body or to any person in trust for the purpose of erecting and maintaining a drill-shed for Volunteer purposes, or where under the authority of any Act heretofore or hereafter in force any land is set apart as a reserve for any such purpose, then the provisions of this Part of this Act shall extend and apply to such land accordingly; and a statement on the face of any instrument whereby such land is granted or conveyed to such trustees that such instrument is made for the purposes of this Act, shall be conclusive evidence of the fact to all persons or authorities concerned.

Where land vested in local body.

80. (1.) Where a drill-shed is erected on land under the control or management of any local authority having power to make and levy rates, or where any drill-shed is used or occupied by Volunteers on sufferance, or by some title of an indefinite nature, or is held for any term of years or any lesser period for any Volunteer purposes, or is owned by any person not being a trustee for or on behalf of the Volunteers, the Governor in Council may from time to time apply to any such drill-shed this Part of this Act, or such provisions thereof as he thinks fit and applicable to the estate or interest held in such land, and may by Order in Council declare by whom the powers contained in the provisions so applied shall be exercised, and may also make such alteration or modification in those provisions as may be deemed expedient.

Where land purchased by private contributions.

(2.) Where any estate or interest in land upon which a drill-shed is erected has been purchased or acquired by a Volunteer corps out of private funds, whether any trusts have or have not been declared concerning such land, the Governor in Council may, on the application of the corps to whom such land belongs, extend and apply this Part of this Act thereto; and upon any such Order in Council being made, the trusts, if any, so declared shall cease to be operative so far as the same are inconsistent with this Part of this Act, and the trustees shall be discharged from all future liability in respect of such trusts.

(3.) A certificate, signed by the officer for the time being commanding such Volunteer corps, to the effect that the corps desires this Part of this Act to be applied to the land purchased or acquired as aforesaid, shall be conclusive evidence that such corps has made application accordingly.

Where trusts of land not sufficiently defined, Governor to determine.

(4.) Where any land has been or may hereafter be set apart, granted, or conveyed in trust for Volunteer purposes, and there is any doubt as to the purposes for which such land has been so set apart, granted, or conveyed, the Governor in Council may from time to time define and determine what are the purposes for which such land is held, and may also declare that the same shall be held subject to the provisions of this Part of this Act, or to such of them as are applicable to the lands dealt with.

*Powers and Duties of Trustees.**Governor may appoint trustees.*

81. (1.) The Governor may from time to time, by warrant, appoint any number of fit persons, not less than three nor more than seven in each case, to be trustees under this Part of this Act.

(2.) In the warrant of appointment the Governor shall declare the limits of the district or part of the district within which the trustees are to act; or he may limit such appointment to any particular drill-shed or land.

Governor may alter districts.

(3.) The Governor may from time to time, alter, extend, or limit the area of any district or part of a district for which any such trustees are appointed, and upon such alteration, extension, or limitation taking effect such trustees shall remain and be the trustees for the altered, extended, or limited district accordingly, and without any further appointment.

Officer commanding district ex officio a trustee.

82. In every case where trustees have been or are hereafter appointed under the last preceding section, the officer commanding the district for the time being shall be *ex officio* a trustee, notwithstanding that the number of trustees may thereby exceed the number prescribed by that section.

Trustees a body corporate.

83. (1.) Each body of trustees so appointed is hereby constituted a body corporate in fact and in law, under the name and style determined by the Governor on their appointment, and by that name they and their successors shall have perpetual succession and a common seal, with full power and authority to hold any property granted or conveyed to or vested in them, and to do and suffer all such matters and things as a corporate body may do and suffer, subject nevertheless to any provisions in this Act affecting such powers.

(2.) On the first appointment of a body of trustees under this Part of this Act the Governor, in the warrant of appointment, shall specify the property (being in every case drill-sheds or lands for Volunteer purposes) whereof they are to be the trustees, and such property shall, according to the tenor of the warrant, vest in them as such a corporate body as aforesaid by force of this Act, and without the necessity of any conveyance, transfer, or other instrument of assurance.

Vacancy in office.

84. If any trustee dies or resigns, or is convicted of any crime punishable by imprisonment for five years, or becomes bankrupt, or incapable of acting, or is absent for six months from the district for which he is appointed, or, if appointed, for a particular drill-shed or land, from the district wherein the same is situate, the Governor shall appoint some other fit person to be a trustee in his stead.

Appointment of trustees to be gazetted.

85. (1.) All appointments of trustees under this Part of this Act shall be gazetted, and the production of a copy of the *Gazette* containing a notice of any such appointment shall be *prima facie* evidence that the persons named therein have been duly appointed.

(2.) The trustees shall take office on the date of their appointment, or on such later date as is named in that behalf in the warrant of appointment.

Registration of title of trustees.

86. On production to any District Land Registrar of any certificate or other instrument of title under the Land Transfer Act, 1908, together with a statutory declaration by any three of a body of trustees appointed under this Part of this Act to the effect that the land mentioned or referred to

in such certificate or instrument is by this Part of this Act vested in such trustees, the Registrar shall cause such land to be transferred to the trustees in their corporate name.

Grants to trustees may be registered notwithstanding trusts.

87. Where any grant or other instrument of title, made or issued by the Governor or the Governor in Council under this or any other Act authorizing the grant or conveyance of land for the purposes of a drill-shed or for Volunteer purposes, contains or has expressed therein any trust, such grant or instrument may nevertheless be registered under the Land Transfer Act, 1908.

Conduct of business by trustees.

88. (1.) A meeting of trustees may be convened by any two trustees by notice delivered personally to the other trustees, or left at their last known places of abode in the district, seven days at least before the day for holding such meeting, or in such other manner as the trustees by by-law appoint.

(2.) A majority of the trustees present at such meeting or any adjournment thereof may make by-laws providing for the times and places of meetings and the proceedings thereat, for the use and custody of the common seal, and for the appointment of a chairman, and may declare that such chairman shall have a casting as well as an original vote.

(3.) By-laws may in like manner be made fixing the times, terms, and conditions when and subject to which the drill-shed and other lands or premises vested in the trustees may be used by Volunteer corps and others; and, where the drill-shed or other premises are used by others than Volunteers or members of the Defence Forces, fixing also reasonable charges to be paid for such use; and in the case of drill-sheds, lands, or premises which, by the terms of the original Act or authority under which they are held, may be used by any persons other than Volunteers, fixing also the time and manner of such use by such persons, but without making any charge for the same.

(4.) By-laws may in like manner be made for any other object or purpose for which the trustees are empowered to make them, the same not being inconsistent with this Act.

(5.) Such by-laws may impose a fine not exceeding one pound on any person contravening the same.

(6.) Any such fine, if incurred, and any sum of money that any person has agreed to pay for the use of the drill-shed or premises, may be recovered by the trustees by action in any competent Court, and all such fines or sums of money shall belong to the trustees and be applied for the purposes and in the manner specified in section ninety-seven hereof.

(7.) In any such action what purports to be a copy of any by-law under the common seal, certified as a correct copy of such by-law by any two trustees, shall be *prima facie* evidence of such by-law.

(8.) A copy of the by-laws under the common seal, and of all amendments made therein from time to time, certified by the chairman of the meeting, shall be transmitted by him to the Minister, and a copy thereof so certified shall be posted up and maintained in a conspicuous part of the drill-shed.

Trustees may make contracts.

89. (1.) The trustees may in their corporate name enter into any contract with any person for doing or supplying anything that the trustees are by this Act authorized to do, or that is or may be necessary for the purpose of giving effect to this Part of this Act.

Form of contracts.

(2.) Any contract that if made between private persons—

(a.) Must be by deed, shall, when made by the trustees, be in writing under the seal of the trustees;

- (b.) Must be in writing signed by the parties thereto, shall, when made by the trustees, be in writing signed by two of the trustees on behalf of and by direction of the corporate body :
- (c.) May be made verbally without writing, may, when made by the trustees, be made verbally without writing by the trustees or by any two of them on behalf of and by direction of the corporate body.

Purposes to which drill-shed, &c., applicable.

90. Where trustees are appointed for a district or part of a district they shall stand seized of the land vested in them under this or any other Act as a site for a drill-shed or for Volunteer purposes, for the use of the several corps of different arms of the Volunteers in the district or part of a district for which they are so appointed :

Provided that where by any Act heretofore in force any Volunteer corps is entitled to any interest in any drill-shed or land for Volunteer purposes only on contributing or paying a certain sum of money, then such corps shall be so entitled only on payment of the stipulated sum, unless the several corps interested otherwise agree.

Trustees to maintain drill-shed in repair.

91. The trustees shall maintain and repair any drill-shed and other buildings now erected or hereafter to be erected on the land vested in them under this Act, and may from time to time add to, alter, remove, and pull down the said buildings and erect others in addition thereto or in place thereof, either upon the present site of the said buildings or upon any other portion or portions of the said land that they may from time to time set apart for that purpose, and shall also maintain and keep all land vested in them in an effective and suitable state and condition for the purposes for which it is so vested :

Provided that, before any drill-shed or other building is erected on any land held under this Act, the plans of such building, or of any alteration therein or addition thereto, shall be first approved by the Minister, or by some competent person appointed by him for that purpose.

Corps subsequently enrolled to contribute towards expenses.

92. Where a Volunteer corps is enrolled after trustees have been constituted under this Act, and such trustees have incurred liabilities in respect of the erection, repair, or maintenance of a drill-shed, or otherwise for Volunteer purposes, which liabilities are or may be discharged by the trustees out of funds to be contributed by the several Volunteer corps in the district or part of a district for which such trustees have been constituted, then such newly enrolled Volunteer corps shall be entitled to the use of the drill-shed only on becoming liable for such proportionate share of such liabilities as may be agreed upon between the several corps interested.

Apportionment of contribution between several corps.

93. (1.) If any Volunteer corps fails to make such payment as herein-before mentioned, or if no such agreement as aforesaid is made, the Governor may, at the request of any corps interested in the drill-shed or in any land held for Volunteer purposes, appoint some person to determine how such liabilities shall be apportioned, and the decision of such person shall be final.

(2.) If any Volunteer corps fails to pay or provide for any liability so apportioned, then the Governor may direct that any contribution or capitation or other money payable out of moneys at any time voted by Parliament for such corps, or for the members thereof, shall from time to time be applied to or towards the satisfaction of such liability.

Trustees may sell land to purchase more suitable site.

94. (1.) Where it appears to the Minister that a more suitable site is desirable for the erection of a drill-shed, or that more suitable land is desirable for Volunteer purposes, the trustees may, with the previous written consent of the Minister, sell and dispose of any land vested in them under this Act, and execute any conveyance or other instrument for vesting the land sold in a purchaser, and shall apply the proceeds of such sale to the purchase of a new site in fee-simple, and in the erection of a new drill-shed and other buildings thereon, or otherwise in making the same suitable for Volunteer purposes; and such newly purchased land and the drill-shed and other buildings to be erected thereon, or such land alone, as the case may be, shall be held by the trustees subject to the like trusts and powers as in the case of the land so sold.

Trustees may exchange land for more suitable site.

(2.) In any such case the trustees may, with the like consent, exchange any land held by them for other suitable land, and may give (out of any funds in their hands held under the trust referred to in these provisions) or receive any money by way of equality of exchange, and may execute any conveyance or other instrument necessary for effecting such exchange; and such land taken in exchange, and the drill-shed and other buildings to be erected thereon, or such lands alone, as the case may be, shall be held by the trustees subject to the like trusts and powers as in the case of the land given in exchange.

Application of surplus proceeds.

(3.) All moneys received by way of equality of exchange by the trustees shall be applied and expended in the manner prescribed by section ninety-seven hereof.

Trustees may lease land unoccupied for Volunteer purposes.

95. (1.) The trustees may, from time to time lease the whole or any part of the land vested in them and not required for the purposes of a drill-shed or other Volunteer purposes, for any term or terms of years not exceeding twenty-one years at any one time.

(2.) Every such lease shall be granted after public auction or public tender, and at such rent and on such conditions as the trustees think reasonable, and upon the special condition that only substantial buildings of a permanent character shall be erected on the land to be leased.

Lease to be subject to approval of Minister.

(3.) No such lease shall be made or executed, or agreed to be made or executed, except with the previous consent in writing of the Minister; and every such lease or agreement made or executed without such consent shall be absolutely void.

Lease may be made subject to renewal.

(4.) The trustees may insert in any such lease a clause for the renewal of the same, and may grant any such renewal in pursuance of such clause.

Trustees may borrow on security of land for building or maintaining drill-shed.

96. (1.) The trustees may from time to time borrow, on the security of the rents, issues, and profits of any land vested in them under this Act, any sum or sums of money that have been expended in or that may be required for building or repairing, altering, or adding to any drill-shed or other buildings, or rendering such land fit for Volunteer purposes, and for such purpose may execute any deed or instrument securing to the lender the said rents, issues, and profits.

Moneys borrowed to be spent on the land.

(2.) All moneys borrowed under the foregoing provisions shall be applied and expended on the land vested in the trustees under this Act, and either in and towards the building of a drill-shed and other necessary buildings or otherwise for Volunteer purposes.

(3.) The trustees may also from time to time, as the occasion arises, borrow in the manner and on the security aforesaid any sums which may be required in order to repay sums previously borrowed under this or any former Act, and all sums borrowed under this provision shall be applied in making such repayments accordingly.

Mortgage to contain no power of sale.

(4.) In any deed or instrument granting such security it shall be expressly provided that the lender shall have no power of sale over the lands comprised in the security, nor over anything except the rents, issues, and profits of any land leased under the authority of this Part of this Act.

Lender not bound to see to application of moneys lent.

(5.) No person lending money to the trustees under this Act shall be concerned to inquire into the necessity or propriety of any security or lease, or to see the application of the money borrowed or the rents received, or be answerable for the misapplication thereof respectively.

Application of rents and other moneys received by trustees.

97. All moneys received by the trustees for the rents and profits of the land vested in them shall, after deducting therefrom all necessary expenses incurred in the management thereof, be applied, according to the tenor of the trusts, in and towards the erection and maintenance of any building to be used as a drill-shed and of other necessary buildings upon the said land, or otherwise in rendering and keeping such land fit for Volunteer purposes, and in and towards the payment of the principal and interest money secured as aforesaid, and generally in and towards the support and encouragement of the Volunteer corps in the district or part of a district for which the trustees are constituted, and to such other purposes connected with the Volunteer Force as the trustees think fit.

Trustees to keep accounts, &c., and prepare annual balance-sheet.

98. The trustees shall keep accurate accounts of all sums of money received for rents, issues, and profits on account of the land vested in them, and of all costs, charges, expenses, and disbursements in connection with the management and maintenance thereof; and on the thirty-first day of March in every year, or within seven days thereafter, shall prepare accounts and a balance-sheet showing their receipts and disbursements during the previous year, and the actual financial state of the trust property on the thirty-first day of March in that year.

Audit of accounts.

99. Such accounts and balance-sheet shall be audited by the Audit Office under the provisions of the Public Revenues Act, 1908, relating to the audit of accounts of public bodies.

On disbanding of corps, public land to revert to the Crown.

100. (1.) If any of the several corps of Volunteers for whose benefit any land is granted fail to keep up the standard of efficiency of service, as the same may from time to time be prescribed by regulations under this Act, or if the services of any such corps are discontinued, or any such corps disbanded, then the whole of the lands originally granted by the Crown to any trustees or other body or persons for all or any of the purposes aforesaid, or that are or may be vested in trustees under this Act, and the appurtenances

belonging to such lands, shall revert to and be vested in His Majesty, and shall be and become part of the lands of the Crown :

Provided that the rents and profits of all such land shall still remain subject to the conditions of this Act as a security to the lender of any money borrowed under the authority of this or any previous Act.

(2.) This section shall extend and apply only to land granted by the Crown to any trustees or other body or persons without payment of purchase-money, and not to any case where lands have been purchased or otherwise acquired for valuable consideration by such trustees, body, or persons.

Drill-sheds to be open for the use of the Permanent Defence Forces.

101. Any drill-shed or other buildings erected upon any land vested in trustees under this Act, and used or occupied by any Volunteer corps, may be used free of charge by the Permanent Militia, or any other branch of the Permanent Defence Forces of New Zealand, for such period and at such time and in such manner as the Minister from time to time requires.

Inspection of drill-sheds and land.

102. The Minister and any officer or other person appointed by him may at all reasonable times enter upon any land held under this Act, and into or upon any drill-shed or other buildings erected upon any land vested in trustees under this Act, and used or occupied by the Volunteers of the district or by any Volunteer corps, and inspect and examine the state and condition thereof, and may require the trustees to make any improvement on any such land, or any repairs in or additions or alterations to such drill-shed or other buildings, which the Minister deems necessary for the purpose of making such land, or drill-shed, or other buildings suitable for Volunteer purposes.

APPENDIX IX.

Medals and Decorations.

GENERAL.

1. 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 with His Majesty's consent, or by the Government of New Zealand for military or long 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.

2. Every officer, N.C.O., or private who is a recipient of the following or other medals (except the Victoria Cross and the New Zealand Cross, which are dealt with under special regulations), upon being found guilty of an offence of such a nature that it would be punishable with imprisonment or greater penalty under the civil law, shall forfeit the same.

3. Any medal forfeited under the terms of the regulation preceding may be restored on the approval of the Governor.

4. Medals and clasps required to be replaced, through loss or otherwise, shall be subject to payment of cost of same.

5. In all cases the time spent on active service shall count as double time towards the period necessary for qualification for New Zealand service medals.

6. The grant of medals will be notified from time to time in orders.

7. Officers who receive medals for issue to individuals will, if the latter cannot be found within reasonable time, return the medals to the officer in charge of the attestations of those concerned.

8. Letters containing medals, when forwarded through the post, are to be registered, and receipts for the medals should be obtained from the persons to whom they are sent.

FORFEITURE AND RESTORATION OF MEDALS.

9. Every soldier who—

Is found guilty by a Court-martial of desertion, fraudulent enlistment, or any offence under sections 17 and 18 of the Army Act;

Is liable to trial on confession of desertion or fraudulent enlistment, but whose trial has been dispensed with;

Is discharged with ignominy or as incorrigible and worthless, or expressly on account of misconduct, or on conviction by the civil power, or on being sentenced to penal servitude, or for giving a false answer on attestation;

Is found guilty by a civil Court of an offence which, if tried by Court-martial, would be cognizable under sections 17 and 18 of the Army Act, or is sentenced by a civil Court to a punishment exceeding six months' imprisonment,

shall forfeit all medals and decorations (other than the Victoria Cross, which is dealt with under special regulations) of which he may be in possession, or to which he may be entitled, together with the gratuity (if any) thereto appertaining.

A Court-martial may, in addition to or without any other punishment, sentence any offender to forfeit any medal or decoration (other than the Victoria Cross, which is dealt with under special regulations), together with the gratuity, if any, thereto appertaining, which may have been granted to him; but no such forfeiture shall be awarded by the Court-martial when the offence is such that the conviction does of itself entail a forfeiture under the articles above referred to.

When the conduct of a soldier who has earned the medal and any gratuity for long service and good conduct has, after the award of the medal and gratuity, if any, been such as to disqualify him from wearing the medal, he may, on the recommendation of the Commandant, be deprived of the medal and gratuity (if any).

Any medal, decoration, annuity, or gratuity forfeited by a soldier under the provisions of these articles may be restored to him by the Governor.

Soldiers who have irregularly enlisted, and who, upon discovery of such enlistment, have been retained in the service upon their last attestation, may be allowed to wear any medals awarded to them for service under their previous attestations.

LOSS AND REPLACEMENT.

10. When a soldier is unable to produce his medal the fact is to be reported, with a view to inquiry being made by a Board as to the cause of the loss. The Board is to take evidence from an officer of the soldier's unit as to the man's character, and when no testimony except that of the soldier himself is forthcoming, the Board, except in very special circumstances the nature of which it will record, will take his character into account in forming its opinion.

The Board will record its opinion as to whether the loss occurred—

- (a.) When the soldier was on duty, and from causes entirely beyond his control;
- (b.) By accident;
- (c.) Wilfully.

In cases under (a) and (b) applications to replace the lost medals may be at once submitted, accompanied by an extract of the finding of the Board, but the replacement at the public expense will not be recommended unless the loss is proved to come under (a).

In cases under (c) the soldier, if convicted of making away with his medal, must serve three years clear of an entry in the regimental conduct-book before he can be recommended for the grant of a new medal, on paying the value thereof.

Applications from ex-soldiers for new medals to replace those which have been lost by them must be accompanied by a statutory declaration as to the circumstances under which the original medals were lost. New medals will not be issued until a period of six months has elapsed after the date upon which the loss occurred.

MEDALS FOR DISTINGUISHED CONDUCT IN THE FIELD, MERITORIOUS SERVICE, AND LONG SERVICE AND GOOD CONDUCT.

11. The following regulations governing the issue of the Distinguished Conduct, Meritorious Service, and Long Service and Good Conduct Medals to the New Zealand Permanent Forces are issued in accordance with the Royal Warrant of the 31st May, 1895.

Meritorious Service Medal.

12. A silver medal, having on one side the Royal effigy and on the other the words "For Meritorious Service," shall be issued, on the approval of the Governor, as a reward for meritorious service, to any member above the rank of a corporal, not being a commissioned officer, in the Permanent Force of New Zealand, either before or after discharge. The rank, name, and corps of the recipient shall be inscribed on the rim of the medal.

Distinguished Conduct Medal.

13. (1.) A silver medal, bearing on it the words "For Distinguished Conduct in the Field," shall be issued on the approval of the Governor (as a reward for the same) to any warrant officer, N.C.O., or private in the R.N.Z.A., Permanent Staff, or T.F. of New Zealand. The rank, name, and unit or corps of the recipient shall be inscribed on the rim of the medal, together with the date of the gallant conduct.

(2.) In case where a member already in possession of a medal for distinguished conduct under the preceding paragraph is recommended on account of further distinguished conduct in the field, a bar shall be added to the Distinguished Conduct Medal already conferred, on the approval of the Governor, the date of the additional gallant conduct being inscribed on the bar.

Medal for Long Service and Good Conduct.

14. (1.) On the approval of the Governor, a silver medal shall be awarded to any N.C.O. or private of the R.N.Z.A. or New Zealand Permanent Staff who has served for eighteen years with an irreproachable character, subject to the following conditions:—

(2.) Any N.C.O. or private who within the last eighteen years has been twelve times entered in the regimental defaulter-sheet, has ten cases of drunkenness recorded against him, or has been convicted by a Court-martial, or for a crime or any other offence of disgraceful nature by the civil power, or, as a N.C.O., has been drunk under arms, is absolutely ineligible for this medal.

(3.) The medal shall bear on one side the Royal effigy, and on the other the words "Permanent Forces of the Empire beyond the Seas," and "For Long Service and Good Conduct," and shall be presented in the name of His Majesty the King by the commanding officer on parade. It shall be worn by the recipient as an honourable testimonial of His Majesty's approbation of his conduct.

(4.) The rank, name, and corps of the recipient shall be inscribed on the rim of the medal.

(5.) A N.C.O. or private, if qualified as regards length of service, who may have distinguished himself by the display of zeal and gallantry in the service shall also be eligible for this medal, although he may not strictly fulfil the required conditions.

(6.) A N.C.O. who has been reduced to the ranks, or to a lower grade, for any offence for which he would not necessarily have been tried as a private shall, if his conduct has been good for a continuous period of five years from the date of such reduction, not be precluded by such reduction from receiving the medal referred to in the first paragraph hereof.

(7.) Members awarded the Meritorious Service Medal and the Long Service and Good Conduct Medal may wear both medals.

COLONIAL AUXILIARY FORCES OFFICERS' DECORATION.

15. The Colonial Auxiliary Forces Officers' Decoration is issued in accordance with the Royal Warrant of the 18th May, 1899, subject to the following conditions :—

- (1.) (a.) Officers having twenty years' commissioned service, which need not be continuous.
- (b.) Honorary Colonels and Honorary Chaplains who have the qualifying service of twenty years.
- (c.) Officers who have retired and have qualifying service.

Qualifying Service.

(2.) (a.) Service rendered partly in the local Forces of one colony or protectorate and partly in the local Forces of another colony or protectorate, or partly in the local Forces of one or more colonies or protectorates and partly in the Auxiliary Forces of Great Britain, shall be reckoned, service on the west coast of Africa counting double.

(b.) Half the time served in the ranks of the Auxiliary Forces of any colony or protectorate, Indian Volunteers, or the Auxiliary Forces of Great Britain shall also be reckoned.

(3.) Service on the N.Z. Staff Corps, R.N.Z.A., or in Defence Rifle Clubs shall not reckon as qualifying service for the decoration.

(4.) Application for the decoration shall be made in writing by the officer commanding the corps to which the applicant belongs to the Officer Commanding the District, who shall forward it, together with his recommendation, as provided for in paragraph (5), to the G.O.C. N.Z. Forces. Particulars of applicant's service shall be inserted and verified by the Adjutant-General on Form A. The G.O.C. N.Z. Forces shall then forward his recommendation on Form B or Form C through the usual channels of correspondence to the Governor. Officers who have performed part of the necessary qualifying service in other portions of the Empire than New Zealand must produce particulars of the previous service, certified to by competent authority.

(5.) The decoration being granted as a reward for good and long service, O.S.C. Districts should in each case state in general terms the reason which, in their opinion, gives the applicant a claim to receive the decoration.

(6.) The grant of the decoration shall be published in the *Government Gazette*.

(7.) The letters "T.D." shall be inserted in the Army List against the name of the officer to whom the decoration is given.

(8.) When the conduct of an officer, after he has been awarded the Colonial Auxiliary Forces Officers' Decoration, has been such as to disqualify him from wearing it, he may be deprived of it by the Governor.

(9.) A decoration forfeited by an officer under the above provisions may be restored to him by the Governor.

(10.) When a decoration has been lost and it is desired to replace it, a declaration must be made before a Magistrate or a Justice of the Peace, stating the circumstances under which the loss occurred, and the rank, name, and company and unit of the officer to whom the decoration belonged. This declaration shall be forwarded to the G.O.C., through the usual channel of correspondence in the case of an officer who is still serving, and direct in the case of one who has retired. The decoration shall be replaced on payment of cost if the explanation as to the loss is considered satisfactory.

16. FORM A.

Colonial Auxiliary Forces Officers' Decoration.

STATEMENT of the commissioned services of _____, of the New Zealand Military Forces.

N.B.—Service in the ranks should be shown in full, but only its equivalent (under the Regulations) should be carried forward as commissioned service into the last column.

Corps and Company.	Rank.	Rank and Date of each Commission.		Total Service in each Rank.			Remarks.
		From	To	Y.	M.	D.	
		Total commissioned service					

I certify that the above is a correct statement of the commissioned service of _____, New Zealand Military Forces, and that his total commissioned service amounts to _____ years _____ months _____ days.

Signed : _____, Adjutant-General, New Zealand Military Forces.

Headquarters, Wellington, New Zealand, [Date].

17. COLONIAL AUXILIARY FORCES OFFICERS' DECORATION.
CERTIFICATE B.

For Officers still serving.

I HEREBY certify that _____ holds a commission in the _____ of the New Zealand Military Forces; that he has completed the qualifying period of twenty years' service; that he is an efficient and thoroughly capable officer; and that he is in every way deserving of the Colonial Auxiliary Forces Officers' Decoration.

Signed : _____, Officer Commanding District.

Date : _____

Recommended.

_____, Commandant.

New Zealand Military Forces.

Headquarters, Wellington, New Zealand, [Date].

18. COLONIAL AUXILIARY FORCES OFFICERS' DECORATION.
CERTIFICATE C.

For Retired Officers.

I HEREBY certify that _____ has completed the qualifying period of twenty years' service in active employment in the New Zealand Military Forces, and that he is to the best of my belief in every way deserving of the Colonial Auxiliary Forces Officers' Decoration.

Signed : _____, Officer Commanding District.

Date : _____

Recommended.

_____, Commandant.

New Zealand Military Forces.

Headquarters, Wellington, New Zealand, [Date].

COLONIAL AUXILIARY FORCES LONG SERVICE MEDAL.

19. The Colonial Auxiliary Forces Long Service Medal is issued in accordance with the Royal Warrant of the 18th May, 1899, subject to the following conditions:—

(1.) Members of the Auxiliary Forces of all ranks may be granted such medal after twenty years' service (which need not be continuous) in such Forces. Service rendered partly in the Auxiliary Forces of one colony or protectorate and partly in the Auxiliary Forces of another colony or protectorate, or partly in the Auxiliary Forces of one or more colonies or protectorates or Indian Volunteers and partly in the Auxiliary Forces of Great Britain, shall be reckoned as qualifying service for the medal, service on the west coast of Africa counting double. The medal may also be granted to soldiers who have retired after completing twenty years' service, and officers who have served in the ranks but have not qualified for the Colonial Auxiliary Forces Officers' Decoration.

(2.) Service in Defence Rifle Clubs shall not reckon as qualifying service for the medal.

(3.) Applications for the medal shall be made through the O.C. the District, who shall forward same, stating why, in his opinion, the applicant is entitled to receive the medal. The applicant's record of service shall then be furnished and verified on Form D by the Adjutant-General, New Zealand Military Forces, after which the applicant shall be recommended by the O.C. the District and the Commandant, also on Form D, and forwarded through the usual channel of correspondence to the Governor, whose decision upon the validity or otherwise of any claim to the medal shall be final. Retired members shall in the first instance apply through the officer commanding the corps in which they last served.

(4.) Applicants who have performed part of the necessary qualifying service in other portions of the Empire than New Zealand must produce particulars of their previous service, certified to by competent authority, and forward such with their application.

(5.) Names of recipients shall be published in the *Government Gazette*, after the publication of which the original applications (Form D) shall be returned to the Headquarters for record and retention. Arrangements for the distribution of the medals shall be made by the O.C. the District, or as the Governor shall decide, at the earliest time that a good muster of the corps can be reckoned upon.

(6.) Any officer who is subsequently awarded the Colonial Auxiliary Forces Officers' Decoration shall not be required to surrender the medal, but he shall not be permitted to wear both.

(7.) When the conduct of any member of the Auxiliary Forces, after he has been awarded the Colonial Auxiliary Forces Long Service Medal, has been such as to disqualify him from wearing it he may be deprived of it by the Governor.

(8.) A medal forfeited by a member of the Auxiliary Forces under paragraph (7) may be restored to him by the Governor.

(9.) When a Long Service Medal has been lost and it is desired to replace it, a declaration must be made before a Magistrate or a Justice of the Peace, stating the circumstances under which the loss occurred, and the rank, name, and corps of the individual to whom the medal belonged. The declaration shall be forwarded to the Council of Defence, who shall forward same to the Minister, for transmission to the Governor. The medal shall be replaced on payment if the explanation as to its loss is considered satisfactory.

20. FORM D.

Individual Application for the Colonial Auxiliary Forces Long Service Medal.

STATEMENT of service of _____, of the _____

Headquarters :
Date :

Corps, Company, and Number.	Rank.	Service.		Years.	Months.	Days.	Remarks.
		From	To				
			Grand total				

I certify that the above statement of service is correct.

_____, Adjutant-General,

New Zealand Military Forces.

Headquarters, Wellington, N.Z.,

_____, 191 ____.

I hereby certify that I consider the applicant to have rendered meritorious service, which renders him eligible for the Colonial Auxiliary Forces Long Service Medal.

_____, Officer Commanding District.

Date :

Recommended.

_____, Commandant,

New Zealand Military Forces.

Headquarters, Wellington, New Zealand.

NEW ZEALAND LONG AND EFFICIENT SERVICE MEDAL.

21. (1.) Non-commissioned officers of the Permanent Staff, non-commissioned officers and men of the Permanent Force, and all members of the Territorial Force who have served efficiently for twenty years, which service need not necessarily be continuous, or those who have served continuously for sixteen years as efficient, are entitled to the New Zealand Long and Efficient Service Medal.

(2.) Senior Cadets will be allowed to count one-half of their efficient Cadet service as qualifying service for the above medal.

(3.) Efficient service in the Reserve will be allowed to count as one-half the required qualifying service.

(4.) In exceptional cases, where a break not exceeding one year occurs in the service of an applicant for the medal, the decision as to the validity or otherwise of a claim for the medal shall be given by the Defence Minister, and shall be final.

(5.) Officers and men who are subsequently awarded the Colonial Auxiliary Forces Officers' Decoration or Colonial Auxiliary Forces Long Service Medal respectively shall not be required to surrender the New Zealand Long and Efficient Service Medal, but shall not be permitted to wear both.

NEW ZEALAND TERRITORIAL SERVICE MEDAL.

22. (1.) Officers of the Territorial Force and soldiers who have served efficiently in the New Zealand Territorial Force for twelve consecutive years, whether they remain in or retire from the Force, are entitled to the New Zealand Territorial Service Medal.

(2.) Senior Cadets will be allowed to count one-half of their efficient Cadet service as qualifying service for the above medal.

(3.) Efficient service in the Reserve will be allowed to count as one-half time.

(4.) It is also provided that for any year or portion of a year for which any such officer or member of the Territorial Force shall have been on active service he shall be deemed, for the purposes hereof, to have been efficient for that year.

(5.) The New Zealand Territorial Service Medal shall not be issued to officers or soldiers who are already in possession of the New Zealand Long and Efficient Service Medal, or of any medal issued for long or efficient service by the Imperial authorities. Officers and soldiers in possession of the New Zealand Territorial Service Medal, and who subsequently receive the New Zealand Long and Efficient Service Medal, or any Imperial medal for long or efficient service, may retain, but must not wear, the New Zealand Territorial Service Medal.

APPENDIX X.—NOTICE TO ATTEND ANNUAL TRAINING.

TERRITORIAL FORCE.

Training, 19

(Unit) Commanded by

The non-commissioned officers and men of the above-named unit are hereby directed to attend for the annual training in camp.

The unit will assemble at Headquarters at o'clock a.m., on the day of , 19 , for days' training in camp to be held at

Any member of this unit who, without having obtained leave of absence either on medical certificate or by permission granted by the Commanding Officer, fails to attend as directed above will be liable to be proceeded against according to law.

Members of this unit are hereby warned that this notice to attend will be considered sufficient notwithstanding that they may not have received a personal notice.

No excuse will be taken for absence unless supported by a medical certificate or by leave granted by the Commanding Officer.

Station

Date

(Signed)
Commanding (Unit).

APPENDIX XI.

Classification Examination of N.C.O.s and Soldiers of the Territorial Force, in accordance with Para. 232.

Mounted Rifles.	Field Artillery.	Garrison Artillery.	Field Engineers.	Infantry.	Mounted Brigade Signal Company.	Infantry Brigade Signal Company.	A.S.C.	N.Z. Medical Company.
N.C.O.s instruct in 2, 3, 6, 8, 9, 10, 11, 15, 29, 30, 32, 33, 34, 39.	N.C.O.s instruct in 1, 2, 3, 4, 5, 6, 10, 11, 15, 34, 39.	N.C.O.s instruct in 1, 2, 3, 4, 5, 6, 9, 10, 14, 15, 34, 35.	N.C.O.s instruct in 2, 3, 6, 9, 10, 15, 19, 23, 24, 25, 26, 27, 28, 34, 35.	N.C.O.s instruct in 2, 3, 6, 10, 11, 15, 29, 32, 33, 34, 35.	N.C.O.s instruct in 2, 3, 6, 8, 9, 10, 11, 15, 23, 30, 34, 35, 36, 37, 39.	N.C.O.s instruct in 2, 3, 6, 8, 9, 10, 11, 15, 23, 30, 34, 35, 36, 37, 38, 39.	N.C.O.s instruct in 2, 3, 6, 7, 8, 9, 15, 31, 34, 35.	N.C.O.s instruct in 2, 3 (omitting rifle exercise), 6, 15, 34, 35, 40, 41, 42, 43.
Privates, 3, 6, 8, 9, 10, 15, 29, 30, 32, 33, 34, 39.	Gunners, 3, 4, 5, 6, 10, 15, 34, 35. Drivers, knowledge of 3, 6, 7, 8, 9, 15, 34, 39.	Gunners, 1, 3, 4, 5, 6, 9, 10, 14, 15, 34, 35. N.C.O.s (E.L. section) instruct in 2, 3, 6, 9, 15, 16, 17, 18, 19, 20, 21, 22, 23. Gunners (E.L. section) knowledge of 3, 6, 9, 15, 16, 17, 18, 19, 20, 21, 22, 23.	Sappers, 3, 6, 9, 10, 15, 19, 23, 24, 25, 26, 27, 28, 34, 35. Drivers, knowledge of 3, 6, 7, 8, 9, 15, 34, 39.	Privates, 3, 6, 10, 11, 15, 29, 32, 33, 34, 35.	Privates, 3, 6, 8, 9, 10, 11, 15, 23, 30, 34, 35, 36, 37, 39.	Privates, 3, 6, 8, 9, 10, 11, 15, 23, 30, 34, 35, 36, 37, 38, 39.	Privates, 3, 6, 7, 8, 9, 15, 31, 34, 38.	Privates, 3 (omitting rifle exercise), 6, 15, 34, 35, 40, 41, 42, 43.

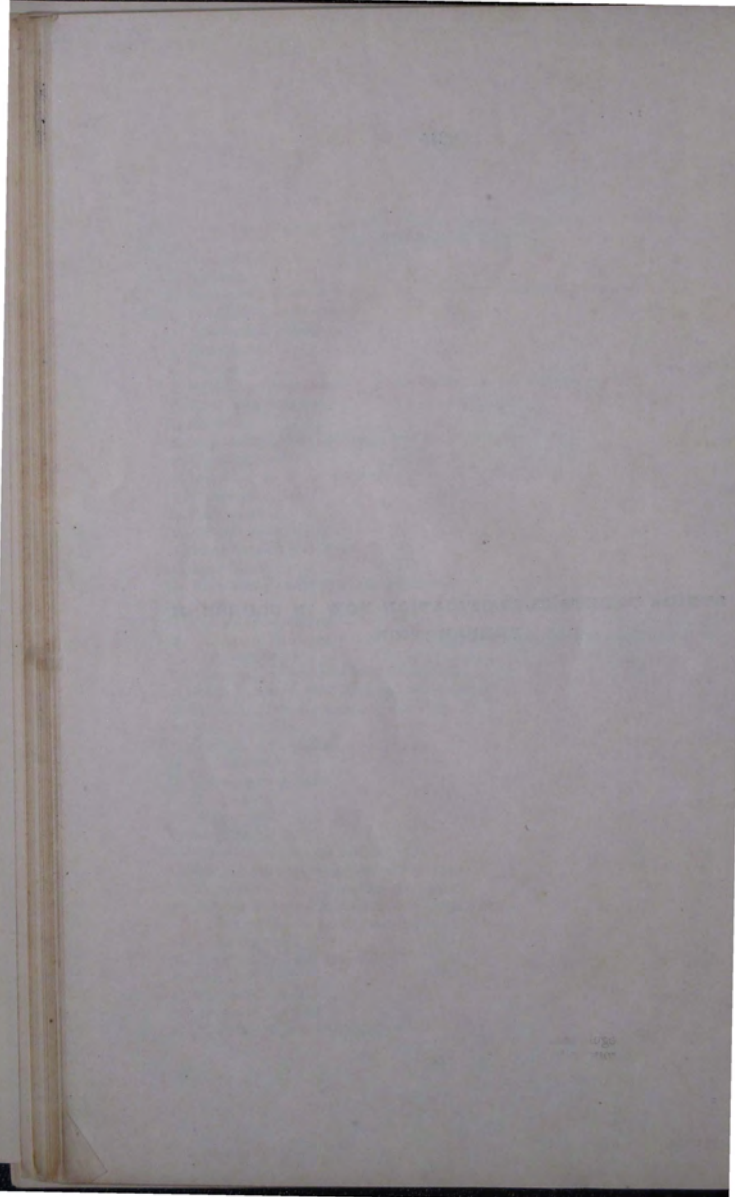
NOTES.

1. No gunner will be classified as first class unless he also qualifies in either gun-laying, range-taking, signalling, or gunnery at the annual examination for specialists.
2. Trumpeters of all arms will take—3, 6, 8, 12, 13, and 15.
3. Buglers of all arms will take—3, 6, 12, 13, and 15.
4. "N.C.O. signallers" of all arms will be required to qualify as first-class signallers. Other ranks as second-class signallers, in addition to the above syllabus, before they can be classified as first, second, or third class respectively.
5. To classify as first or second class a N.C.O. or man must at least be a second-class shot.
6. N.C.O.s and soldiers must gain 70 per cent. of marks allotted to qualify for first class, 60 per cent. to qualify for second class, and 50 per cent. to qualify for third class.

SUBJECTS FOR EXAMINATION FOR CLASSIFICATION OF N.C.O.s AND SOLDIERS OF
THE TERRITORIAL FORCE.

1. Gun drill.
2. Lectures.
3. Squad drill, physical training, rifle exercises, knowledge of signals.
4. Fuse, shells, mechanism.
5. Ammunition-supply.
6. Semaphore.
7. Driving.
8. Equitation, horsemanship, stable duties, harness-fittings, packing.
9. Knots and lashings.
10. Musketry.
11. Map-reading, field sketching, and use of compass.
12. Sounding calls.
13. Duties of orderly in the field.
14. Duties of G.G.C.
15. Sanitation.
16. Oil and steam engine.
17. Minor repairs and fittings.
18. Spare parts.
19. Elementary electricity and magnetism.
20. Jointing.
21. Dynamo, switchboard and circuits.
22. Automatic lamp and duties in E.L. emplacements, dynamo-room, and directing-station.
23. Electrical instruments used by the unit.
24. Field geometry, field level, and earthworks.
25. Working-parties, revetment materials.
26. Siting-trenches.
27. Bridges, road-making, use of spars.
28. Demolitions.
29. Guards and sentries.
30. Troop drill.
31. Wagon drill.
32. Scouting.
33. Outposts and march duties.
34. Fitting equipment and accoutrements.
35. General efficiency, including marching.
36. Flag drill, signalling-instruments, station-work.
37. Code time, and counting and choice of stations.
38. Cable-line drill.
39. Mounted drill and picqueting.
40. Stretcher drill.
41. Duties in hospital.
42. Duties in the field.
43. Marquees and tent pitching.

SENIOR CADETS CLASSIFICATION NOW IN COURSE OF
PREPARATION.



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