

- (2.) A statement showing (a) the numbers required to be furnished from his group for service in Territorial Force, according to the establishments laid down and the distribution of units as received from the O.C. District; (b) the numbers available for enrolment in the Territorial Force as shown by the registration results and the Volunteer Force rolls, also arranged by localities.

The duplicate record-books he will keep.

6. These statements, (1) and (2), which should be accompanied by a copy of Form M.T. 7 for each area, should reach District Headquarters not later than the 15th July, when they will be summarized and forwarded in the form of a single report, with any remarks or suggestions by the O.C. District, to Headquarters, New Zealand Military Forces, Wellington. These reports should reach Headquarters not later than the 31st July.

These final returns should be accompanied by a separate report, compiled from the reports of the Staff Officers for Senior Cadets and from Forms M.T. 7 showing the proposed organization of the Senior Cadets in the district.

7. As soon as possible after the 31st July, Headquarters will issue their instructions to districts as to enrolment and posting, which will then be proceeded with as laid down for a normal year in Section VI of the Regulations.

At the same time a Proclamation in accordance with section 38 of the Defence Act will be posted, disbanding existing Defence Cadet, Reserve, and Officers' Training Corps, and giving instructions as to the handing-in of their arms and accoutrements prior to their reorganization.

Throughout stages 2, 3, and 4—*i.e.*, from the 3rd April till the enrolment and posting are done—it will be the duty of O.S.C. Districts to see that the services of Brigade-Majors, officers of the Permanent Force (R.N.Z.A.) in districts, Mounted Rifle Adjutants, and Permanent Staff Instructors are used to the best advantage to assist those responsible for carrying out the registration. It may be necessary at times to double the area-group and area staffs, and for this purpose the above officers and W. officers are available. It must be clearly understood that the responsibility for carrying out the registration lies with the Officers in Charge Area-groups and Area Sergeants-Major alone. Officers and others detailed to assist will act under the orders of the Officers in Charge Area-groups.

Throughout the period of registration all members of the Staff Corps and Permanent Staff will hold themselves at the disposal of Territorial Officers and of the public to assist in rendering the necessary returns and forms, and to give all information in their power. They will also take every opportunity of instructing Territorial Officers and N.C.O.s in their duties, especially with regard to the training of recruits.

It will also be the duty of O.S.C. Districts, assisted by Unit and Brigade Commanders, to endeavour throughout this period to select the officers required to complete the establishments of the Territorial Units and Senior Cadet Companies in their districts, so that they may be able to submit a sufficient number of recommendations for appointment to commissions as soon as the Regulations are issued.

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Lieut.-Colonel, Imperial General Staff.

Headquarters, New Zealand Military Forces, Wellington, 22nd March, 1911.

NOTE.—The period of registration was extended to 17th June. All the dates mentioned in this memorandum under the heading "Fourth Stage" were postponed for one fortnight.

APPENDIX E.

PRELIMINARY INSTRUCTIONS FOR POSTING.

GENERAL CONSIDERATIONS.

1. THE responsibilities of the posting officers will not end with the posting of individuals to units. The necessity for tapping the whole Dominion in such a way as to provide each soldier and cadet with an accessible centre at which to do his ordinary drills calls for a more detailed arrangement. The internal organization of units (and consequently the allotment or posting of individuals within units) must therefore be subservient to this condition.

In the case of a Force recruited under a system of universal home training this implies a territorial organization extending down to such bodies of men, however small, as can conveniently be assembled together for the periodical performance of their drills.

2. The training in the Territorial Force takes four distinct and progressive forms during the year—drills, half-day parades, whole-day parades, and the annual training in camp. The drills should be performed by such small bodies as will enable attention to be given to the individual—in the Mounted Rifles by the troop, in the Infantry by the section or squad, in the Field Artillery by the section, in the Garrison Artillery by the detachment, and so on. The half-day and whole-day parades should be