

1919.
NEW ZEALAND.

PUBLIC SERVICE COMMISSIONER

(SEVENTH REPORT OF THE).

Presented to both Houses of the General Assembly by Command of His Excellency.

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To His Excellency the Right Honourable Arthur William de Brito Savile, Earl of Liverpool, Member of His Majesty's Most Honourable Privy Council, Knight Grand Cross of the Most Distinguished Order of Saint Michael and Saint George, Knight Grand Cross of the Most Excellent Order of the British Empire, Member of the Royal Victorian Order, Knight of Grace of the Order of Saint John of Jerusalem, Governor-General and Commander-in-Chief in and over His Majesty's Dominion of New Zealand and its Dependencies.

MAY IT PLEASE YOUR EXCELLENCY:

As Commissioner appointed under the Public Service Act, 1912, I have the honour to submit the following report, as required by section 15 of the Act.

REPORT.

CONDITION AND EFFICIENCY OF THE PUBLIC SERVICE.

1. LOOKING back on the period of war, it is a satisfaction to be able to report, notwithstanding the great strain applied to the Public Service, that, after making minor allowances, the Service has never been in such a satisfactory condition as at present. Nor has the loyalty of the staff ever been at a higher pitch. Praise is due to Permanent Heads, Controlling Officers, and their staffs alike for such a satisfactory result. While the Public Service has been largely overshadowed by the carrying-out of military operations, the time has come when the devotion to duty and zeal of all public servants should be given adequate recognition.

2. The closing year of the war accentuated the difficulties in providing staff not only for the established Departments, but for the War Departments and for temporary establishments. In addition, developments of some Departments referred to in last year's report did not lessen the difficulties. While the duty of the Commissioners is to find suitable staff for the extension of the activities of Departments, it would have materially eased the situation during the year if some of the extensions of business had been postponed until after officers had returned from their military duties. In one particular case extensions have necessitated the transfer of trained officers from many Departments, a combing-out which has been severely felt by the Departments which lost their trained officers.

3. It is fortunate for the Dominion that a system of central recruiting was an essential feature of the Public Service Act. Without this the satisfactory results alluded to above would have been impossible. Whatever may be decided as to the future management of the Public Service, it is imperative, if its successful carrying-on is to be maintained, that all new appointments, promotions, fixing of scales of salary, and regulations for the whole Service should be made by a central office.

4. The number of officers absent with the Expeditionary Force on the 31st March, 1919, was 1,907, a decrease of 602 over the previous year. The total number of officers who volunteered or who were drafted for military service since the beginning of the war was 3,165. Discharges numbered 844, and 414 were killed in action or died of wounds, &c.

5. The Commissioners are much indebted to Government for agreeing to recommend Colonel J. J. Esson, C.M.G., as an Assistant Commissioner during the period occupied in the regrading of the Public Service. This has not only facilitated the regrading, but has enabled inspection to be brought up to date. Colonel Esson's wide experience as Assistant Secretary of the Treasury and Assistant Quartermaster-General of the New Zealand Division and Commandant of the New Zealand Expeditionary Force in Egypt has proved of valuable assistance.

In the course of a report to the Commissioner Colonel Esson remarks :—

During the past few years I have had exceptional opportunities of noting conditions in the Departments under the Commissioner's control, and think it is only just I should say how much I

was struck with the marked improvement noticeable in all Departments visited. This came as a complete and pleasant surprise. I expected to find stagnation, but, despite the stress and strain of war, distinct progress has been made, and, although possible reforms have in some cases been deferred, much duplication has been eliminated and modern methods introduced where old-fashioned and expensive systems previously obtained.

The New Zealand Public Service has stood the most severe test that could be applied, and notwithstanding a depleted staff the general efficiency has been more than maintained. Whilst recognizing the great value of the services rendered by the available staff, which has been well supported by the juniors and the temporary clerks, it seems clear that if the old methods had been adhered to some of the leading Departments would have crumpled up under the strain.

I was much impressed with the fine type of junior officer now to be found in most Departments. They are well-educated, keen, intelligent young men, much interested in their work, and a desire to excel obtains generally. Nearly every junior officer I questioned was continuing his studies, often under difficulties, in the hope of qualifying in law, accountancy, engineering, science, or some other branch of knowledge applicable to his particular employment.

Whilst abroad I had special opportunities of comparing the New Zealand public servant with the State employees of Great Britain and other countries, and found that for initiative, intelligence, and general efficiency the public servant of this country was superior to most and inferior to none.

In the Administrative Branches and Departments of the New Zealand Expeditionary Force, both in the field and on the line of communications, the New Zealand public servant proved most reliable, resourceful, and successful.

6. The possible result of the employment of temporary officers during the war has given the Commissioners much anxiety. It would be unfair to treat cavalierly the claims of men who have been employed in one or two Departments for considerable periods during the war in special work of which knowledge is not usually acquired in the Public Service; but it can safely be said that no permanent officer is likely to suffer.

7. So strict a watch has been kept during the war that on the 1st April, 1919, there were—excluding the War Departments, which in the course of a few months should automatically go out of existence—only 287 male and 250 female temporary clerks in the Public Service. Even of these, it is reported by Departments that 85 male and 147 female clerks are employed on work arising out of the war—e.g., the carrying-out of the Passport Regulations, dealing with military pensions, deceased soldiers' estates, &c. The dealing with military pensions will, no doubt, result in a considerable increase of civilian employees. Many of the male temporary employees are returned soldiers, for whom special facilities for entry into the permanent Service are being arranged.

8. The shortage of boys offering as cadets has been responsible for the employment of many temporary officers, but the return of the Army from abroad should materially improve the situation. At the same time it has to be considered that any proposal to automatically take temporary officers into the established Service will not be conducive to keeping up a supply of cadets. The authorities responsible for educating boys cannot be expected to spend time in training their students for the Public Service unless reasonable hope of promotion is assured. The alteration in the scale of salaries, referred to elsewhere, should tend to make the Service more popular.

9. The shortage of boys has been eked out by the appointment of girls as cadettes, but, no matter how well this may answer in theory, it is found in practice that the employment of women as clerks is satisfactory only to a limited extent. In old-established institutions like the Public Service, where many officers retire annually owing to age, it is necessary that the wastage should be provided for from the bottom in such a way that a reasonably attractive career may be opened for young men, who have to assume the responsibilities of matrimony at a proper age. To block their promotion by the employment of girls, who rarely expect to remain in the Service after about the age of twenty-five, is likely to have far-reaching results. The Commissioners have found that Departments prefer boys to girls for general clerical work. It cannot, however, be questioned that, for certain classes of office-work, girls are equally efficient as boys in the earlier stages of their career.

10. Difficulties arise when it is necessary to promote women to positions in which they are required to train or control boys or men, to say nothing of the dislocation which arises through the very large wastage owing to the retirement of women to be married. On the other hand, in such a well-defined sphere as that of shorthand and typewriting, which women have practically made their own, they

are admirably placed. A fair proportion of the women employed in the Public Service have shown much ability in this work, several having passed the Court Reporter's Examination and being able to take correct reports of the proceedings of deputations, courts-martial, and the like.

ROLL OF HONOUR.

11. Up to the end of March last the Public Service of the Dominion has suffered the loss in action, or as the result of the war, of 414 officers. Their names are shown in the departmental lists. While the memory of these officers will never be forgotten by their fellow public servants as men who did their duty nobly and well, it is hoped that some steps will now be taken to provide a permanent memorial of the services of public servants who lost their lives in the war.

CO-OPERATION AND CO-ORDINATION OF DEPARTMENTS.

12. The Commissioners have made more than one recommendation urging co-operation between Departments, and, while it is believed that there is some endeavour to effect this, there is a tendency, due to want of knowledge or otherwise of the machinery of Departments, for proposals to be made which result in expenditure which might be avoided. Unfortunately, owing to the short sessions of Parliament during the last year or two, it has not always been possible for the Commissioners to be aware of the effects of new legislation proposed, so that they have not been in a position to suggest the use of existing machinery.

13. As an example, legislation was recently passed in connection with the provision of land for returned soldiers and the granting of advances to enable them to buy houses. It appears to have been overlooked by the Department concerned that, at any rate as regards the buying of houses on advances repayable by instalments, there already existed the excellent organization of the Advances to Settlers Office. The Lands and Survey Department, no doubt, wish to be self-contained, but the case is one in which neither dignity nor efficiency would have been lost if the machinery of the Advances to Settlers Office had been utilized, to say nothing of economy by saving of staff.

14. The supervision of soldiers' settlements will result in a considerable expenditure, the appointment of a number of supervisors being necessary.

15. One direction not referred to in any previous report in which there might be more co-operation between Departments is in regard to machinery in use by Departments. There appears to be no reason why the functions of the Inspectors of Machinery employed by the State should not be extended by requiring them to report upon any waste of efficiency, power, labour, fuel, &c., attributable to the use of obsolete, unsuitable, or duplicate machinery which comes under their notice when inspecting Government boilers.

PUBLIC SERVICE ABROAD.

16. During the year a number of Committees has been set up in the United Kingdom to consider matters in connection with the Civil Service—among others, the application of the Whitley Report to the Administrative Departments of the Civil Service, and a Machinery of Government Committee, both of which reports are referred to under other headings.

17. A Royal Commission to inquire into the Public Service of New South Wales sat last year, and made recommendations, several of which are referred to elsewhere.

PUBLIC SERVICE ACT.

18. As the term of the Public Service Commissioners ends on the 31st December next, the opportunity is being taken in more than one quarter to suggest improvements in the Act: among others, that one of the Commissioners, or of a Board of three, as the case may be, should be an officer of the Public Service elected by his fellows. It is understood that the promoters of this proposal desire to retain a Board of Appeal, which in its turn would have an elected member.

19. Assuming for a moment that one of the Commissioners should be an elected representative of the Public Service, it is difficult to see what advantage

would result by the retention of a Board (or Court) of Appeal. After an experience of over six years, the Commissioners are convinced that the system of review by a Board of Appeal of the decision of the Commissioner is not in the best interests of the Service and renders difficult the proper carrying-out of the work of the Commissioners.

20. The recent New South Wales Royal Commission reported that—

An independent Court of Appeal would tend to weaken the discipline of the Service, and I have no doubt would operate to undermine the administration of the [Public Service] Board. An adverse decision by an outside Court, based upon evidence bearing upon the case of an individual officer, without consideration of the subsequent effect upon the Board's policy and administration, might have far-reaching consequences. No such outside Court of Appeal could possibly formulate a judgment upon the individual merit of officers, because the full factors and their true values could never be brought properly before it.

I am distinctly of opinion that, if proper discipline is to be maintained in the Public Service, the [Public Service] Board must have the final word in control. Where an officer's increment may have been withheld on the recommendation of the Departmental Committee or Inspectorial Committee on the ground of inefficiency, such officer should have the right to state his case before the Public Service Board. Similarly, where an officer is found guilty of breaches of the Public Service Act, and is faced with dismissal, reduction in status, or similar penalty, he should also have the right of final appeal.

But in all cases where an officer has been selected for promotion by the Inspectorial staff, endorsed by the Departmental Committee and approved by the Public Service Board, no appeal should lie on the grounds of seniority of any description: since the efficiency of the Service should be directly dependent upon promotion on merit. It would be unworkable to allow of an appeal and the taking of evidence in such matters.

21. While there is a tendency at the present time to give some consideration to the proposal that officers of the Public Service should have some share in the management, it has by no means been established what would be the best way for this to be carried into effect. The Committee reporting on the application of the Whitley Report to the Administrative Departments of the Civil Service in the United Kingdom remarked:—

We assume that the great majority of the Civil servants who desire to see Whitley principles applied to the Administrative Departments have these objects in view. It is, however, possible that the scheme may have received support under the impression that its adoption will give Civil servants a deciding voice in the settlement of their own remuneration and conditions of service. Any such proposal would, of course, mean the abandonment by the Government of an essential part of the functions which it exercises on behalf of the community as a whole, and its effect could not be confined to the Civil Service. In submitting, therefore, our recommendations for the formation of joint bodies and for a definition of their functions so far as possible pending further experience, we consider that a clear statement of these limitations should be made here, in order to remove any misleading impression which may otherwise be created in the minds of those interested.

Differences between Public and Private Employment.—It must be frankly recognized at the outset that there are important and vital differences between public and private employment which must necessarily modify the application to Government Departments of proposals intended and designed for private industry. Among the principal differences are—

- (1.) The fact that the State is the ultimate employer of Government servants through the Heads of Departments, who consequently have not the freedom of decision in regard to wages and conditions enjoyed by the private employer.
- (2.) The absence of the check imposed by considerations of profit and loss and its replacement by Treasury control, which, so far as questions of remuneration are concerned, is now subject to an appeal to the Conciliation and Arbitration Board for Government employees.
- (3.) The fact that an employee in a Government office is not merely a private individual in public employment, but is in a very real sense a servant of the public, and as such has assumed obligations which to some extent necessarily limit his ordinary rights as a private citizen.

A most important function of a Whitley Council of the ordinary industrial type is to overcome differences which arise between the conflicting interests of employers on the one hand and employees on the other in a particular trade. In the Civil Service there is in fact no employer apart from the State, and no particular trade. An Industrial Joint Council is composed of representatives of the various associations of employers and workpeople in a trade. Each side of the Council as a whole has a community of interest often different from that of the other side. In the Public Service there is no definite opposition of interest in this sense. Heads of Departments, whether Ministerial or Permanent, have no personal incentive to oppose the demands of the employees, while on the other hand the latter are split up into many grades with divergent and often opposing interests, the community between them being mainly the fact of common employment by the State.

22. In a somewhat similar connection the New South Wales Royal Commission remarks :—

The whole question of the constitution of Departmental Boards is complicated by the conflict of two principles :—

- (a.) That of an administration, direction, and control of the Public Service by administrators chosen for their experience, capacity, judgment, and skill in organization, who, to attain efficiency and economy in the Service, must appoint, promote, transfer, remunerate, and reward the staff on the ground of merit and efficiency in every case as the first consideration ; who, if their services are not to be impaired, must be the final arbiters as to the relative merit and efficiency of members of the staff ; and
- (b.) The popular idea that the employee should have direct representation and some voice in the decision of all matters which concern and affect his status, conditions, and terms of work and remuneration.

One objection to direct representation of officers upon a Departmental Board to assess salaries is the practical certainty that such elected representative must develop into an advocate, rather than remain a member of a judicial body.

SENIORITY AND MERIT.

23. The question of merit being the sole desirable qualification for promotion assumed some proportion last year as being one of the reasons why the Public Service Act was not considered to be suitable for the Post and Telegraph service. It is not generally known that in the early stages of the Public Service Bill it was proposed to strike out all reference to seniority as a ground for promotion, and that it was on the urgent representation of the Post and Telegraph Association that any reference to seniority was allowed to remain. So far as the rest of the Public Service is concerned the Commissioners understand that they were in accord with the proposal to eliminate reference to seniority ; and, now that the principle of merit as against seniority has been established by the passing of the Post and Telegraph Department Act, it is recommended for the consideration of Government that the Public Service Act should be suitably amended in the same direction. It is not, however, to be supposed that even now seniority receives undue consideration when making promotions.

REGRADING.

24. The regrading of the Service, provided for by the Appropriation Act, 1918, was commenced at the beginning of this year and completed on the 5th July. This has been a task of magnitude. As far as possible the work of every officer in the Public Service was examined, and officers were at liberty to make statements to one or other of the three Commissioners. The officers' association was given every facility to make representations on general questions in connection with the proposed schedule and the regrading, and the Commissioners are indebted to them for so fully and reasonably expressing the views of the Public Service.

25. In carrying out a regrading at the present time the abnormal conditions existing had to be taken into account. For the three years ended 31st March, 1919, a war bonus was paid by Government at the rate of £15 per annum for married men and £7 10s. for single people from the 1st April, 1916, to the 30th September, 1918, and at double that rate from the 1st October, 1918, to the 31st March, 1919. For at least half the period of three years this was by no means commensurate with the increased cost of living.

26. When commencing the regrading the Commissioners were at pains to ascertain what could be regarded as a fair estimate of the increase in the cost of living of adult male officers between 1914 and 1919, and arrived at the conclusion that 27½ per cent. on a basic salary of £165 would be a reasonable one : that is to say, if £45 were added to the salary drawn in 1914, whether more or less than £165, the case would be met. This, however, could only be regarded as a basis, and particularly applied to salaries existent in 1914. For example, in the case of General Division officers in a grade £150 to £200 in 1914, the principle adopted was to automatically increase the minimum and maximum by £45, making the new grade £195 to £245. In the case of officers who had been regraded within the last year or two the principle had to be slightly modified, while in some cases the new scale for the Clerical Division allowed only an approximate application of the principle adopted.

27. One object which was kept in view during the regrading was that the new grading should be in such a form that section 24 of the Public Service Act could be applied in the event of any appreciable increase or reduction in the cost of commodities. Section 24 provides that, “. . . before transmission of the message accompanying the estimates in any financial year, the Governor-General may, by

message to the House of Representatives, recommend a rateable reduction or increase, according to a specified rate, in the salary or wage of each person in each class of any division."

28. In the event of future disturbances in prices it would be much more desirable to apply section 24 than to endeavour to add to or reduce salaries by any arbitrary sum. While the war bonus was appreciated by officers, as far as it went, its payment at a uniform rate to all officers created many anomalies, which have given trouble in the regrading and which will take some years to correct.

29. Under the Public Service Act a regrading is expected to be made every five years, but the Commissioners are of opinion that this term is too long. Unless circumstances are very unfavourable, it is considered that the next regrading should be made not later than the 1st April, 1921. It must, however, be pointed out that frequent regratings are not practicable so long as the present cumbersome system of appeal exists. The Commissioners are of opinion that a system under which the rights of officers could be reasonably preserved can be devised which will make shorter periodical regratings practicable and effective.

NEW SCHEDULE OF SALARIES.

30. The Appropriation Act, 1918, provided that the scale of salaries and increments of salaries for officers of the Clerical Division of the Public Service should be repealed, and a scale established by the Governor-General by Order in Council.

31. Much consideration was given to this important matter. Complications arose owing to different schedules being recommended to Government by Departments not under the control of the Public Service Commissioner, but these were easily settled by conference called by Government, when a schedule for the clerical staff, common to all Departments, was adopted. This schedule, while being much more liberal than that provided by the Public Service Act, 1912, does no more than reasonably provide for the altered conditions now existing.

32. A comparison of the scales of salaries of (1) a leading banking company in New South Wales (which the Commissioners understand has long been regarded as a model scale), (2) of a large commercial company, (3) that finally adopted as common to all branches of the Public Service of this Dominion, and (4) the scale for the New South Wales Public Service proposed by the Royal Commission which recently sat in that State are interesting. They are as follows, the commencing-age being assumed to be sixteen, except in the case of the large commercial company :—

Age.	Banking Company (Sydney).	Commercial Company.	New Zealand Public Service	Proposed by Royal Commission, New South Wales.	
				Intermediate Certificate.*	Leaving Certificate.*
	£	£	£	£	£
16	50	..	65	60	..
17	75	50	80	81	..
18	100	7	95	96	..
19	125	100	120	120	96
20	150	125	140	132	120
21	150	150	165	156	156
21½	175	..	..	..	..
22	175	175	180	168	180
23	200	200	200	180	204
24	200	200	220	204	228
24½	..	225	..	..	..
25	225	225	240	216	240
26	225	250	260	228	252
27	250	250	270	240	276
			(End of Class VII.)		
28	250	275	..	252	..
29	250	275	..	..	300
29½	275	..	..	..	..
30	..	300	..	276	..
31	..	..	..	..	..
32	300	..	..	300	..

* The Intermediate Certificate is understood to be about equal to the New Zealand Entrance Examination, and the Leaving Certificate to Matriculation of the New Zealand University.

33. Except in the case of the New Zealand Public Service, the scales above provide for a straight run to £300 by the increments shown. Before an officer can receive over £270 in the New Zealand Public Service it is necessary that he should be promoted to the Sixth Class, which commences at £240 and rises to £300. The overlap of £260 and £270 in the Seventh Class is designed to meet the case of officers who, from one cause or another, fail to obtain promotion earlier. Officers promoted to vacancies in the Sixth Class will commence at £240 or £260 and rise by steps of £280 and £300 to the maximum of Class VI.

In the case of deserving officers the New Zealand scale will enable officers to reach £300 somewhat earlier than the other scales shown.

34. No change was authorized by Parliament to be made in the scale for the Professional Division, but, in the event of the scale for the Clerical Division for the whole of the Government services being provided by Act, the Commissioners recommend that the special scale for the Professional Division be abolished, and the scale established for the Clerical Division made common to both divisions, with such provision as may be deemed necessary for allowing professional officers to overleap one or more steps in each class.

35. In the scale as drafted provision was made for power to be given to the authority concerned to grant more than one increment at a time to officers of exceptional merit, but the Law Office advised that this would be *ultra vires*. Government has, however, promised that legislation will be introduced to meet this requirement, which has always been a necessary one and is now more necessary than before.

EVASIONS OF THE PUBLIC SERVICE ACT.

36. A bonus was recommended to two officers of the Labour Department by the Permanent Head for work done for the Repatriation Board. Payment was actually made without reference to the Commissioner. Authority was subsequently asked for, but declined, as the automatic approval of such a bonus already paid would be contrary to the spirit of the Public Service Act.

37. Some temporary clerks have been engaged by Departments without the provisions of the Act being complied with. These cases have been suitably noticed. In two cases the circumstances were such that the Commissioner refused to approve the appointment.

38. One person was engaged without the authority of the Commissioner at a salary of £300 per annum. After he had commenced work the Commissioner was asked to approve the appointment, which was declined, as the provisions of the Act had not been complied with. It is understood that the case was met by the Department concerned making a contract for the particular work to be performed for a lump sum, payable monthly.

PAYMENTS FOR SPECIAL SERVICES.

39. For the past three years a sum has been appropriated by Parliament under the heading "Grants for Special Services," and a clause has appeared in the Appropriation Act providing that, notwithstanding anything to the contrary in the Public Service Act, 1912, or any other Act, there may be paid to officers by way of bonus or grants for special services such sums as may be appropriated for those services by Parliament.

Amounts have also been appropriated under another heading as war bonus.

The clause in the Appropriation Act would seem to indicate that the expression "bonus" referred to the amounts specifically appropriated under the heading of "War Bonus," and that the appropriation grants for special services referred definitely to special services rendered.

40. On the first occasion the vote "Grants for Special Services" was utilized principally for payments to officers whose salaries or other emoluments were not under the control of the Public Service Commissioner, and the wording of the clause in the Appropriation Act was understood to be to enable payments to be made to one or more officers who were prevented by law from receiving any allowances other than salaries provided by the Acts under which they were appointed. The vote for last year and the preceding year was given a more

extended application, and sums of money were paid in addition to the salaries provided by the Public Service Act to certain officers who were subject to the provisions of that Act.

41. In February last a circular was sent to Departments inviting recommendations for grants for special services. As might have been expected, a number of applications was made, and the whole were referred to a Committee consisting of three Permanent Heads of the Public Service, who made recommendations direct to Government. On hearing of this the Commissioner protested to Government against the proposals as being contrary to the spirit of the Public Service Act.

42. In the Commissioner's opinion, any arrangement under which officers of the Public Service are granted payments not provided by the Public Service Act or the Regulations is liable to lead to the establishment of dangerous precedents, and to seriously interfere with the statutory authority of the Public Service Commissioner.

43. It was pointed out that the Public Service Act contemplated that officers of the Public Service were to be paid one salary for all duties performed, and it was provided by regulation that the Commissioner might pay overtime under specified conditions, and make payment for special duties, the latter being generally interpreted as duties performed for another Department.

44. Eventually the whole of the papers were referred to the Commissioner with a request that he would advise. In some special cases it appeared that the recommendations of the Permanent Heads could not reasonably be taken exception to, the work done being more or less of the nature of war work. In other cases, however, it was shown that the Public Service Act made full provision; that the regrading under action should reasonably meet the case; that any proposals on account of overtime should be dealt with under the Public Service Regulations; that several of the officers had been regraded last year, and so on. At least three officers were already receiving allowances under the Public Service Regulations for the same work for which the special payment, irrespective of the provisions of the Public Service Act, was recommended.

45. It was also pointed out that the Commissioner could not see how the regrading of officers could be effected if they received payments from other sources than those provided by the Act. As a decision was not arrived at by Government when the regrading was being finally completed, the Permanent Heads who had made the recommendations were informed of the position, and of the difficulty in regrading the officers who had been recommended for special payments. On consideration the Permanent Heads, practically without exception, decided to withdraw their original recommendations for the special payment.

TEMPORARY OFFICERS.

46. Owing to the absence of officers on military duty, the creation of Military Departments, and the expansion of business in some of the more important Departments, a large number of temporary clerks has had to be employed. On the 1st April, 1919, there remained 502 male and 748 female temporary clerks, of whom 215 males and 498 females were employed in the War Departments, which, from now onwards, should show a progressive reduction of staff.

There are thus 287 male and 250 female temporary clerks in established Departments, but these, it is anticipated, will be considerably reduced when all officers absent with the Expeditionary Forces have resumed duty. There are also 118 shorthand-writers and typists who are on the temporary staff of the established Departments, but the majority of these will be required, and will be retained if they are able to pass the necessary tests.

47. On the whole, it may be regarded as very satisfactory that the number of temporary officers in the established Departments is, after over four years of war, so small in comparison with the number of permanent officers. As it happens, the business in several Departments has been extended since the Armistice, so that it may be some time before any perceptible reduction in the number of temporary employees can take place. Every consideration will be given to these officers, many of whom have been employed for a considerable portion of the war period and have given excellent service.

48. The total number of temporary employees, excluding labourers, tradesmen, &c., is shown in the following table:—

Temporary Employees at 1st April, 1919.

Department.	Male Clerks.	Female Clerks.	Shorthand-Typists.	Typists.	Sorters.	Draughtsmen.	Draughts-women.	Tracers.	Engineers.	Surveyors.	Surveyors' Assistants.	S.B.A.	Machinists.
Agriculture	14	11	3	2	..	..	..	..	..	..	..	..	..
Board of Trade	1	1	3	..	..	..	..	..	..	..	..	..	..
Customs	4	2	..	..	..	..	..	..	..	..	..	..	..
Education	9	11	1	3	..	..	..	..	..	..	..	..	..
Government Insurance	22	6	3	..	..	..	..	..	..	..	..	..	..
Internal Affairs	23	39	8	16	..	..	..	..	..	..	..	..	..
Justice	9	5	..	1	..	..	..	..	..	..	..	..	..
Labour	4	8	..	1	..	..	..	..	..	..	..	..	..
Land and Deeds	3	1	..	6	..	..	..	..	..	..	..	..	..
Land and Income Tax	..	..	..	..	3	..	..	..	..	..	..	..	..
Lands and Survey	6	2	5	4	..	33	6	10	2	7	2	..	..
Marine	9	1	1	..	..	..	..	..	..	..	..	..	..
Mental Hospitals	..	1	..	1	..	..	..	..	..	..	..	..	..
Mines	8	1	..	..	..	..	..	..	..	..	..	..	..
National Provident	4	17	1	2	..	..	..	..	..	..	..	..	..
Native	15	4	..	3	..	..	..	..	..	..	..	..	..
Pensions	15	64	1	2	..	..	..	..	..	..	..	..	..
Printing and Stationery	3	..	..	..	..	1	..	..	..	..	..	..	..
Public Health	14	5	3	1	..	..	..	..	..	..	..	..	..
Public Trust	85	39	21	5	..	..	..	..	..	..	..	2	1
Public Works	6	7	11	..	..	19	..	1	12	..	..	..	..
Stamp Duties	3	2	1	1	..	..	..	..	..	..	..	..	..
State Advances	2	2	2	2	..	..	..	..	..	..	..	..	..
State Fire Insurance	5	12	3	3	..	..	..	..	..	..	..	..	..
Tourist	2	2	..	..	..	..	..	..	2	..	..	..	..
Treasury	16	6	1	3	..	..	..	..	..	..	..	..	..
Valuation	5	1	..	9	..	1	..	2	..	..	..	..	..
War Branches—													
Audit	..	88	..	..	..	..	..	..	..	..	..	..	..
Defence	206	409	27	51	..	..	..	..	..	..	..	..	..
Munitions and Supplies	9	1	1	..	..	..	..	..	..	..	..	..	..
Totals	502	748	96	116	3	54	6	13	16	7	2	2	1

ADMINISTRATIVE OFFICERS.

49. Under the Public Service Act provision is made for the inclusion of all persons whose offices the Governor-General by notification in the *Gazette* declares to belong to the Administrative Division. It is further provided that the officers in the Administrative Division, except in the case of officers paid by virtue of any Act, shall be paid such salaries, emoluments, and allowances as shall be provided in the annual estimates and authorized by Parliament. It is difficult to understand why a distinction is made between administrative officers and others, and in any amendment of the Public Service Act it is recommended that it be considered whether the present exemptions in favour of administrative officers should be continued.

50. As regards officers in the Administrative Division, the Commissioners called attention in 1915 to the large number described as administrative officers, and suggested that they should be reduced to fourteen. At the same time it was pointed out that administrative officers could not be classified under the Act, the provision of their salaries and increments being authorized from year to year by Parliament as under the old Act. It was suggested that if the proposal in regard to amalgamation of Departments were agreed to, the minimum and maximum salaries of the fourteen proposed Permanent Heads should be fixed by law, Departments being grouped in two classes, Class I carrying a salary for the Permanent Head of £900

to £1,200 per annum, and Class II £700 to £850. So far, Government has not adopted the proposals.

APPOINTMENTS TO THE PUBLIC SERVICE.

51. Under clause 60 of the Public Service Act, wherever in any Act it is provided that any appointment to the Public Service shall be made by the Governor-General, or by a Minister, or by any other person, such appointment shall hereafter be made in accordance with the provisions of the Public Service Act and not otherwise. Until recently this had been held to mean that provision for appointment by the Governor-General, a Minister, or any other person under any other Act passed subsequent to the Public Service Act, 1912, precluded the Commissioner from making the appointment. The Hon. the Attorney-General has now ruled that the provision in section 60 of the Public Service Act applies to Acts passed since the latter Act as well as before. Steps are being taken to regularize appointments made otherwise than by the Public Service Commissioner.

SUPERVISION OF STAFF.

52. While inspection has satisfied the Commissioners that discipline is generally well maintained, and that with one or two notable exceptions the offices visited presented an orderly and industrious appearance, it is still observed that there is a tendency on the part of some senior officers to occupy themselves too much with detail work and to neglect the more important duty of supervision and management. In such cases it is not unusual to find the staff working overtime. It cannot be too plainly stated that efficiency and economy are unlikely to be secured without proper oversight of the work of subordinate officers.

53. The Regulations provide that, whenever it is found that an officer is not giving satisfaction in the performance of his duty or otherwise, he shall be informed in writing of the fact and of the direction in which he is failing. The Commissioners regret to find that this regulation is not being given full effect to. It is very unsatisfactory when a controlling officer reports adversely against his subordinate that one of the Commissioners should, in the course of inspection, often be the first to call the attention of the subordinate to the fact.

OVERSTAFFING.

54. When the Commissioners assumed office, arrangements were made as far as practicable to verify the need for additional staff by special examination of the office at the time the additional staff was asked for. It was not possible to maintain this during the war, but the more general inspections made by the Commissioners made it clear that, as a rule, Departments were working under difficulties owing to the absence of their trained officers, and this became more acute after the introduction of compulsory military service.

55. It is satisfactory to be able to report that, with minor exceptions, which have been dealt with, no instances of overstaffing were disclosed during the recent general inspection.

JUNIOR OFFICERS OF EXCEPTIONAL EXCELLENCE.

56. Much has been said at times about the difficulty of specially promoting young men of unusual excellence. The Commissioners were impressed with the desirability of specially treating any such young men in connection with the regrading which has just taken place, and, in the course of their visits of inspection to offices, have endeavoured, by personal interview with officers and by questioning the Permanent Heads and Heads of Branches, to ascertain which of the young men in the Service who had not already received special promotion could be classed as being of unusual excellence. It was surprising to find how few young men were reported as worthy of special mention, the reason being given that, with few exceptions, the young men in the Public Service who have passed the necessary examinations are so efficient that it would be almost impossible to select any of them for exceptional treatment. It is gratifying to find that the rigid selection which has been made by the Commissioners since their advent to office has resulted in such a high standard.

CORRESPONDENCE AND RECORDS.

57. There is still room for improvement in the treatment of correspondence in some offices. Letters are not always acknowledged or replied to promptly, references to other Departments are not followed up, and the tendency to pigeon-hole awkward questions still exists. Senior officers should pay constant attention to the correspondence and record branches. It is largely upon the way in which a Department deals with correspondence that the public judge its efficiency.

58. It is observed that sufficient protection is not afforded to Record Clerks, who are responsible for the custody of important and confidential documents. In many cases the office staff and the public have uninterrupted access to the room in which the Record Clerks work. If leakage is to be prevented, no admittance should be allowed to the record-room except by authorized officers, and, if practicable, a portion of the office should be set apart for records, and so arranged that callers, both official and private, cannot overlook the work under action.

59. With one or two exceptions, the series system has been adopted throughout the Service, and has proved efficient and economical.

SHORTHAND-WRITERS AND TYPISTS.

60. There is still too much letter-drafting. Shorthand-writers in many Departments complained that they did not get much shorthand work. It is no saving of time or labour to draft letters and hand them to typists to be copied. In most offices, carbon paper could replace typists where dictating is not practicable.

61. In nearly all Departments shorthand-writers and typists are now grouped under an efficient controlling officer. This makes for efficiency and economy, and is a distinct improvement upon the old system of allotting individual shorthand-writers to some Heads and sections.

SAMOAN YOUTHS.

62. At the instance of the Samoan Government, arrangements have been made to temporarily employ young Samoans of promise in the Lands and Survey Department, with the object of perfecting their knowledge of the surveying profession. In addition, two Samoan boys have been employed as clerks in the same Department.

FEES CHARGEABLE FOR SERVICES BY GOVERNMENT DEPARTMENTS.

63. During the course of inspection it was observed that, notwithstanding the higher cost of working the Public Service, fees for many services had not been increased for years, and it is suggested that it should be taken into consideration whether fees for services, such as enabling traders to collect their debts, inspection of machinery, and many others, should not be increased sufficiently to enable the services to be performed without loss.

64. In the Land and Deeds Department, for example, it came under notice that there is a fixed fee of 5s. for depositing plans, irrespective of the area or value of the land to be dealt with. It was stated by a responsible officer that the smallest transaction would cost Government not less than 10s. to £1, even the simplest examination occupying one or two hours. For the fee of 5s. there had been occasions when the cost to Government for examination amounted to as much as £500. Typical instances quoted were: The owner of a small piece of land sold a section for £30, and another for £12, for which the fee for examination was 5s. Another estate of 40,000 acres took two months to check, for which no more than 5s. was paid. It is difficult to estimate exactly what the loss is on this class of work, but, roughly, it appears to cost twelve times as much as is received in fees.

ACCOUNT-KEEPING.

65. Attention is again directed to the necessity for each Department of the Public Service producing an annual balance-sheet, showing the whole operations of the Department and making due allowances for overhead charges. The position at present is that the trading Departments publish a balance-sheet, which affords an intelligible review of the business undertaken and the results, and it goes

without saying that the publication of a properly prepared balance-sheet is not only a valuable check on the work of the Department, but a check against any tendency to extravagance.

66. As regards receipts and expenditure, the current accounts kept by the Departments under the Commissioner's control have been simplified during the last few years. This has resulted in increased efficiency, and has also enabled Departments to carry on during the war without highly trained assistants. Officers have been encouraged to take up the study of accountancy, with gratifying results, and a healthy tendency to improvement continues. Generally, the accounts of Departments are well and neatly kept, and it is hoped that the Treasury will now be in a position to inspect them more frequently than has been possible during the last few years.

ACCOUNTANTS AND FINANCIAL CONTROL.

67. The responsibility and duties of departmental Accountants should be clearly defined by Permanent Heads. In more than one Department it was found that the Accountant, instead of being a "live wire," had become a mere voucher or accounts clerk. The departmental Accountant, as a rule, does not exercise any real financial control over the business transactions of his Department, and receives but scant encouragement to do so. The responsibility of this officer should be held to include the proper observance of the Public Revenues Act and the Treasury Regulations, as well as the accepted principles of accountancy. When carrying out this responsibility he should not be regarded as an obstructionist, but rather as the expert adviser of his fellow-officers who are entrusted with the expenditure of public moneys for which proper accounts must be rendered. In brief, the departmental Accountant should leave his impress upon the whole accounting system of his Department, and should occasionally visit each district or branch office, examine the accounts, ensure co-ordination, and prevent duplication. There is at present in some Departments too much variation in the district accounts, which should be standardized.

68. It would be advantageous if the departmental Accountants met district subordinates occasionally in conference, and later on themselves conferred with representatives of the Treasury and Audit Departments and the Inspecting Accountant attached to this office, for the purpose of considering the methods of Government accounting and their possible improvement.

CASH RECEIPTS AND DEPOSITS.

69. In more than one office it was noted that the Treasury Regulation which requires that all moneys paid to accounting officers must pass through the Public Account was not strictly observed, and that sometimes, when deposits were accepted, the cash was held, and later refunded direct. Such a practice is improper, and the tendency to retain loose cash in offices should be checked. There are but few places where lodgments cannot be made daily, as required by the Treasury.

CLAIMS AGAINST THE GOVERNMENT.

70. From vouchers inspected in different offices it was noted that the necessity for prompt attention to all claims against the Government was not sufficiently recognized. Habitual delay in the payment of accounts invariably results in increased cost to the purchaser.

71. The general use by suppliers of the form of claim supplied by the Treasury should be encouraged.

72. Several Departments prepare the vouchers, which could just as easily be prepared by the traders, thus saving unnecessary transcription and minimizing the possibility of error and fraud.

73. From a number of Audit queries which came under notice it would appear that certificates are signed with but little regard to their meaning and responsibility. It was obvious that more care should be exercised by Departments when examining and checking accounts. Comparisons should be instituted, and prices checked against ruling market rates. In one case it was noted that two

officers belonging to the same Department in the same town purchased similar goods from two different traders, at different rates, although the vendor whose rates were lowest could easily have supplied both orders.

OVERCHARGING AND EXCESSIVE PROFIT.

74. In Great Britain the Treasury employs Accountants—experts in cost accounting—to examine the suppliers' books and check claims. It is suggested that some such power should be definitely provided by statute with a view to check overcharging or excessive profit.

COSTING.

75. In view of the increasing activities of State Departments, the importance of keeping proper cost accounts cannot be too strongly emphasized. Without such records it is impossible to establish a proper check upon the wages paid and raw material purchased, or to accurately establish the cost of each article or job. In some Departments haphazard methods exist, and an analysis of estimates and returns occasionally discloses that administrative and other charges are not added to the prime cost, which makes them useless as a test of efficiency.

76. A trading concern which ignored indirect expenditure would sooner or later become bankrupt. Accounting officers should be held responsible for ensuring that proper cost records are kept and harmonized with the financial records of their respective Departments.

FREE ISSUES IN KIND.

77. The practice of authorizing free issues in kind in addition to salary is one which lends itself to abuse as an irregular means of increasing an officer's remuneration. The Public Service Act provides that the salary of every officer shall be shown, and, where allowances in kind are made unknown to the Commissioners, the full facts concerning the remuneration of the individuals so benefiting does not appear in the estimates of expenditure. The policy of the Commissioner has been to discourage allowances of this nature, but his control over issues in kind is so undefined as to enable such issues to be made unknown to him.

78. It was recently ascertained that certain officers of the State Coal Department had been receiving free issues of coal, and that officers of the Public Works Department in one district had been assuming that they had a right to free issues of coal when engaged on construction work. The latter case is one which is reported to have resulted in a heavy annual loss in one district alone. The result of inquiry into the matter cannot be said to have been satisfactory. The Department has, however, informed the Commissioner that it is intended to take steps to recover payment from the officers known to have received free coal. One officer was dismissed.

CUSTODY OF STAMPED DOCUMENTS.

79. It was found necessary to direct attention in some offices to the necessity for care in filing stamped documents, which are a constant temptation to stamp-collectors. The fact that cancelled stamps of large denominations possess a potential value was not always recognized.

STORES AND SUPPLIES.

80. The Commissioners have on more than one occasion referred to the desirability of establishing a Central Store or Purchasing Department. At present there are too many purchasing Departments, thus introducing an undesirable element of competition, which is particularly noticeable when supplies are difficult to obtain. Sufficient regard is not had to the fact that some Departments can supply certain articles, and yet these, when urgently required, are sometimes purchased in the retail market and the advice of recognized experts in the employ of the State is not taken. The establishment of some central system of control is advisable.

At present, Departments purchase independently stores and supplies common to each, and it is obvious that bulk purchasing with delivery at specified places would be more economical than the present piecemeal method. This could be effected without any serious disturbance of the existing stores systems if the leading stores controllers co-ordinated their purchasing, and if the smaller Departments were guided and directed by these experts.

81. At the same time the Commissioners adhere to their recommendation that there should, as far as possible, be a Central Purchasing Department. The success of the Munitions and Supplies Department is ample evidence of the value of such a Department. In the Report of the Machinery of Government Committee which sat recently in London the following appears :—

We have considered various proposals for concentrating in the hands of a single Department of State the business of obtaining the supplies required by the Government, whether for purposes of national defence or for civil purposes.

We are satisfied that it would be advantageous to establish a Ministry of Supplies without delay, in order—

- (a.) To eliminate competition between Departments for labour, materials, and the services of individual firms :
- (b.) To ensure that the prices paid and the conditions imposed under Government contracts for various classes of work should so far as possible be arranged upon uniform lines :
- (c.) To secure economies in the use of technical staffs (such as contracting, accounting, costing, and inspecting sections).

It seems clear that the imperfect allocation of functions between Supply Departments which prevailed on the outbreak of the war, and has not even now been completely remedied, has resulted in very considerable waste of effort and in extravagant expenditure.

We therefore recommend that the Ministry of Munitions should be reconstituted as a Ministry of Supplies.

We have not found it possible to enter upon the detailed inquiries which would be necessary to determine the precise scope of the functions to be assigned to the Ministry of Supplies at the outset, and we suggest that the Minister of Supplies should be entrusted by the Government with the duty of formulating, in consultation with the other Departments concerned, proposals for concentrating in the Ministry of Supplies as much of the business to which we allude in this chapter as it may be possible for him to take over, either at once or at some future date.

STORE ACCOUNTS.

82. In the leading Departments, notably the Public Works Department and the Government Printing Office, sound systems have been installed. The accounts are well kept, the cost is readily ascertainable, receipts, issues, and balances are accurately recorded, and the ledgers disclose at a glance the position of the stocks. Leakage and loss can be easily detected, and full control is exercised. The stores systems of some of the smaller Departments require attention.

SALE OF CONDEMNED STORES AND SURPLUS MATERIAL.

83. Stores and surplus material should not be discarded or sold until other Departments have been consulted as to whether use can be made of them. In one or two isolated cases the purchase of discarded material by a departmental officer was noticed, and, while there was not the slightest suspicion that the transactions were other than *bona fide*, such a practice, if allowed to grow up, would sooner or later cause a scandal. Sales to officers should be absolutely forbidden.

NUGATORY EXPENDITURE AND WRITING OFF STORES, ETC.

84. Stores are found to be written off under different authorities, some of which do not appear to be sufficient. Where fairly large sums are involved it is suggested that the authority of Parliament should be sought, either by specific appropriation or by the indemnity clause in the annual Appropriation Act.

85. In the case of debts due to the Crown but irrecoverable, the Minister in charge of the creditor Department submits particulars to the Minister of Finance, who in turn reports to Parliament in the Appropriation Bill and its schedule. This ensures scrutiny by the Treasury and Audit, and vests the power of discharge in Parliament, a constitutional safeguard which should be followed as regards nugatory expenditure and the writing-off of stores.

86. If money specifically appropriated by Parliament is expended without effecting the particular purpose for which it was voted there is a failure, with which Parliament should be acquainted.

STORES AUDIT.

87. The necessity for a full and complete stores audit still exists, but provision is now being made by the Controller and Auditor-General, who is establishing a special branch in the Audit Office for this very necessary and important work.

ECONOMY IN THE USE OF PAPER AND STATIONERY.

88. Despite the shortage of paper occasioned by the war, and the stringent instructions that economy must be exercised, foolscap envelopes and letter-heads are often used where note size should suffice. Some Departments employ expensive hand-made paper for comparatively unimportant interdepartmental communications. There is too much catering for individual fads in stationery. The varieties of paper, pens, and suchlike standard articles should be reduced to a limited number. The expenditure necessitated by carrying heavy stocks, and the large amount of ledger-keeping and listing which could be avoided with standardization, is more than considerable.

89. While window envelopes have come into common use there is still room for their further employment, and when official memoranda forms are being reprinted they should be revised so as to admit of the use of this labour-saving device.

OFFICE APPLIANCES.

90. The use of office appliances has been proceeding, the Public Trust Department having probably been the most vigorous in extending the application of such devices in several directions which are not only interesting but such as should result in increased economy and efficiency. The Treasury has made good use of mechanical appliances in connection with the war loans. One particular form of device has resulted in a large saving of time and money as compared with the old system.

Now that conditions are likely to be more stable, the Commissioners hope to be in a position to secure the services of an expert who is competent to make a comprehensive review of all Departments to determine whether the best use is made of existing appliances, and the directions in which they can be extended with advantage.

UNNECESSARY TELEGRAPHING.

91. Inspection has revealed that the telegraph is often employed in preference to the post in cases where there is no urgency, and it is recommended that an intermittent check on Government telegrams should be made, and that senders of unnecessarily verbose or needless telegrams, as well as messages not strictly on the public service, should be surcharged with their cost. Departments often send telegrams which should be paid for by the persons in whose interests they are forwarded.

MOTOR-CARS.

92. Sooner or later a general scheme for controlling the purchase and use of motor-cars should be adopted. While the judicious use of cars no doubt results in a valuable saving of time, the duplication of drivers and cars and their unrestricted use is resulting in the expenditure of a large sum of money, which is increasing annually. If the cars on issue in the large towns were combined in a central garage under a strong Controller, abuse would be checked and economies enforced which under present conditions are not possible. This proposal will, no doubt, be strongly opposed by those who enjoy the use of a car at call.

93. Provision is made by some Departments for the sale of carbide, petrol, oil, and motor-car accessories at cost price to officers who receive the regulation allowance for the use of their cars on departmental business. Other Departments have no such arrangement, with the result that comparisons are instituted as to the value of the allowance. This has given rise to discontent.

LEGISLATION AFFECTING THE PUBLIC SERVICE ACT.

94. Under the Post and Telegraph Department Act, 1918, the Commissioner is relieved from the duties in connection with this Department as from the 1st April, 1919, other than making appointments.

The Commissioners wrote fully about the necessities of the officers of this Department, and their accentuation owing to the postponement of the regrading of the Public Service.

Under section 14 of the Appropriation Act, 1918, the period during which consideration may be given, in deciding the promotion of officers, to the examinations passed by them was extended to the 31st March, 1919.

Under section 22 of the same Act it was provided that the general regrading of officers employed in all Departments, in accordance with section 17 of the Public Service Act, should take effect as from the 1st April, 1919.

In the same section provision was made for the establishment, by the Governor-General in Council, of a new scale of salaries and increments of salaries for officers of the Clerical Division of the Public Service: also for the appointment of an Acting Assistant Commissioner.

Under section 39 of the War Legislation and Statute Law Amendment Act, 1918, apprentices in the Government service are not deemed to be permanent officers of the Public Service within the meaning and for the purposes of the Public Service Act, 1912.

DANGEROUS OCCUPATIONS.

95. While dangerous occupations in the Public Service are limited, the Commissioners have had occasion to call the attention of the Department of Agriculture to the necessity for making provision for the better protection of men who act as poison-mixers. It is understood that the matter is being taken up by the Department.

HOUSING OF PUBLIC SERVANTS.

96. The disabilities under which public servants transferred from one place to another, particularly to small country towns, suffer owing to the difficulty in procuring housing-accommodation has been brought forcibly under notice of late years.

While the complaint of lack of housing-accommodation is not, at the present time, confined to public servants, it will happen, under the most favourable circumstances, that difficulties arise in small places, and it is suggested for consideration that this might be met in some way. At present some Departments regularly provide living-accommodation in country places, but others do not.

It is not suggested that public servants should be given any consideration over others in the cities, but in this connection an undesirable precedent has been established lately by the purchase by the Labour Department of a house for the officer in charge of that Department at Auckland. Unless the purchase of houses for officers in the cities is to be made general, it is considered that Departments should be forbidden to make special concessions of the kind.

BOARD OF APPEAL.

97. The General Service Board met on three occasions and the Post and Telegraph Board on two occasions during the year ended the 31st March, 1919, the business dealt with being as follows:—

	Postal.	Telegraph.	General Service.	Totals.
1. Appeals lodged	77	57	74	208
2. Appeals withdrawn	24	10	9	43
3. Appeals allowed	2	7	5	14
4. Appeals disallowed	43	25	34	102
5. Appeals which Board agreed did not lie	8	15	26	49

The nature of the appeals was—(a) Against non-promotion, 190 ; (b) for regrading of position, 3 ; (c) against salary allotted, 9 ; (d) against officers transferred without promotion, 6.

Three of the Telegraph appeals were allowed with the consent of the Commissioner prior to the hearing of the cases. In addition one Telegraph appeal was partially conceded by the Commissioner, and one General Service appeal partially allowed.

In one case in which it was considered that the appellant had not sufficient grounds for bringing an appeal to the Board only half-expenses were allowed.

The appeals in which the Board agreed that there was no ground of appeal included those under item (5).

It will be observed that of the 208 appeals lodged only nine were allowed and one partially allowed, while three were conceded by the Commissioner prior to the hearing of the case and one partially conceded when the appeal was before the Board.

SENDING OFFICERS BEYOND NEW ZEALAND.

98. During the war the practice of sending officers beyond New Zealand for the purpose of making inquiries likely to be of value in connection with the operations of their Departments remained in abeyance. Since the Armistice, however, arrangements have been made for the following officers to proceed abroad for the purpose stated :—

Name.	Position.	Purpose.
Cockayne, A. H. ..	Biologist, Agriculture Department	To visit the United States with a view to making himself conversant with biological operations there.
Campbell, J. A. ..	Assistant Director, Horticulture Division, Agriculture Department	To visit America in connection with fruit industry.
Dempster, W. ..	Dairy Instructor, Agriculture Department	To visit the United States, Canada, and Great Britain to inquire into the position regarding preparation of milk-powder, sugar of milk, &c.
Bates, D. C. ..	Meteorologist, Marine Department	To attend Meteorological Conferences in London and Paris.
Hooper, Captain G. S.	Commander, "Amokura," Marine Department	To select new training-ship in England.
Fraser, M. . .	Government Statistician, Internal Affairs Department	To attend Imperial Conference of Statisticians.
Bishop, T. O. ..	Chief Clerk and Secretary, Board of Examiners, Mining and Coal-mines Acts, Mines Department	To attend the Mines Conference in Australia.
Valintine, Dr. ..	Inspector - General of Hospitals and Chief Health Officer, Public Health Department	To inquire into hospital matters abroad.
Adams, A. M. ..	Chief Executive Officer, Munitions and Supplies Department	To proceed to Australia to inquire into matters concerning wearing - apparel, cargo, and refrigerating - space and freight-rates.
Collins, J. W. ..	Secretary, Board of Trade ..	
Blair, W. D. ..	Veterinary Supervisor, Dunedin..	To study control of contagious diseases in other countries.

99. It is found that many officers who were in England on military duty took the opportunity of gaining a knowledge of the practice of similar Departments to their own, but the Commissioners have not yet been advised of the result in detail, and invite officers to make a report on any matters which they consider worthy of attention. Among others who made good use of their opportunities were Mr. A. C. Turnbull, Inspector of the Lands and Survey Department, now Secretary to the Public Service Commissioner, and Mr. Millier, Chief Clerk of the Marine Department.

SUGGESTIONS BY OFFICERS.

100. The encouragement given to officers to make suggestions likely to be of value in their Department is not bearing the fruit expected. During the past year, however, Messrs. J. F. McKenna and T. N. Price (deceased), of the Valuation Office at Auckland, made a valuable suggestion for applying the photographic process as one of the steps in the preparation of enlarged maps to enable subdivisions of properties to be recorded thereon. The process has been given a trial, with satisfactory results. Other Departments either report that there have been no suggestions worthy of mention or that suggestions have been made which are not defined. It is hoped, now that conditions are becoming normal, that a more extended list may be announced in the next report.

RETIREMENT OF A PRINCIPAL OFFICER.

101. Mr. G. G. Bridges, Registrar-General of Land, retired from the Public Service on the 31st May, 1919. After filling several high positions he was, on the 10th August, 1911, appointed Registrar-General of Land, District Land Registrar, and Registrar of Deeds at Wellington, positions which he occupied with much credit to himself and satisfaction to his Department and the public until his retirement.

INFLUENZA EPIDEMIC.

102. The Public Service suffered severely from the epidemic of 1918. In addition to the large number of absentees, which in more than one Department was as high as 60 per cent. of the total staff at a time, there were 114 deaths. Government treated the dependants of these officers generously by paying compassionate allowance amounting to £9,686.

The large number of deaths outside the Service immediately threw a great deal of work on several Departments, particularly those dealing with deceased persons' estates, such as the Public Trust, Stamp, Government Life Insurance, and Land and Deeds Departments.

The absence of so many of the staff for short or long periods threw the work of most Departments in arrear. This necessitated a considerable amount of overtime work, which was paid for on the basis of hours worked in excess of thirty-eight weekly instead of forty-four. Most Departments were fairly clear of arrears by the end of February, or about three months after the height of the epidemic wave.

EXAMINATIONS HELD DURING THE YEAR.

103. The examinations conducted during the year under the Public Service Regulations have been the usual Entrance Examination, a special examination for Public Service Entrance, the Public Service Senior Examination, the efficiency examinations in the Post and Telegraph Department, a qualifying examination for promotion to first-grade typists, and examinations for admission of shorthand-writers and typists.

Senior and Entrance Examinations.

The Public Service Senior Examination, held between the 6th and 18th January last, was conducted under regulations which came into force on the 1st April, 1915. The only candidates admitted were those who, having entered for the examination in the previous year, had partial passes to complete. Of the 91 candidates thus admitted, 78 actually presented themselves in the examination-room, and 53 were successful in improving their status, and are now recorded, in conjunction with earlier successes (if any), as having passed as follows: Passed the whole examination, 36; gained further success in two or more subjects, 17.

Only returned soldiers will be permitted to enter for the Senior Examination of January, 1920.

The Public Service Entrance Examination was conducted at fifty-two centres between the 6th and 14th January, 1919, having been postponed from November,

1918, on account of the influenza epidemic. The larger number of absentees (127, as compared with 26 in the previous year) and the smaller number of passes (486, as compared with 676 in November, 1917) can both be attributed to the epidemic, on account of the impaired health of candidates and the interruption of their studies through the shortening of the school year. The number of candidates entered was 1,151, as compared with 1,098 for the previous year.

In view of the shortage of boys it was decided to hold a special Public Service Entrance Examination from the 25th June to the 1st July, 1918. There were 134 entries distributed over eleven centres, and all except one presented themselves. There were 93 passes at this examination.

Both the ordinary and the special examinations were open to all candidates, both boys and girls, who expressed their intention of entering the Public Service if successful.

Both the Senior and the Entrance Examinations were conducted by the Education Department by arrangement. The cost was as follows: Public Service Senior and Typists, £105; Public Service Entrance (January and June Examinations), £1,386.

Post and Telegraph Efficiency Examinations.

The number of officers who sat for the efficiency examinations during the year 1918-19 was 779. Of this number, 463 (59·4 per cent.) were successful, either wholly or partially. Details are as follows:—

	Passed (wholly or partially).	Failed.
Postal Efficiency (including Cadet's sorting test)	184	228
For Postmen's Sorter	1	..
Oral Test	63	..
Cadet's Telegraph	83	1
Cadet's Technical	73	70
First (Telegraph, General)	26	2
Counter Clerk's Junior	1	..
Counter Clerk's First	1	..
Despatch Clerk's Junior	6	1
Despatch Clerk's First	2	1
Telephone Exchange Clerk's First	4	1
Telephone Exchange Clerk's Technical	7	3
Senior Technical	4	3
Engineering (parts of)	8	6

STORES TENDER BOARD.

104. The annual report of the Board is printed in Appendix A.

The proposed amendment in the constitution of the Board, referred to in the Fifth Report, has not yet been agreed to by Government. Notwithstanding the conditions arising out of the war, the Board's operations might be considerably extended with much benefit; but so long as the saving clause in section 34 (h) of the Public Service Act, providing that the Governor-General may determine and carry out methods of procuring supplies for the Public Service independently of regulations framed by the Commissioner under the Act, remains unrepealed, no better results may be expected.

AMENDMENTS TO GENERAL REGULATIONS.

105. During the year the principal amendments made were as follows:—

Regulation 209: Providing that, in the case of an officer performing part of the duties of a higher position, he may be granted such allowance as the Commissioner may determine.

Regulation 216: Increasing the allowance from £5 per annum to £6 per annum to officers using their own bicycles on official business.

Regulation 164: Providing that, in the matter of appointment to cadetships in the Public Service, preference may be given to an applicant who is an honourably discharged member of the New Zealand Expeditionary Forces and who has at any time passed the Entrance Examination or its equivalent.

Regulation 66: Providing for the granting of ten days' additional leave during the year to officers of the Public Works Department who are engaged as power-house engineers at hydro-electric works, and who are required to work on public holidays.

Regulation 8E: Increasing the amount of overtime in special cases to officers during the epidemic, and also providing for the payment of overtime for every hour in excess of seven hours per diem.

The special regulations in connection with the training of electrical engineering cadets in the Public Works Department were also amended to provide for the payment of college fees and the cost of the necessary books.

CIVILIAN STAFF FOR WAR WORK.

106. The civilian staff (permanent and temporary) provided for war work is as follows:—

	Males.	Females.
Defence Audit	14	97
Defence Department—		
Headquarters	58	39
Base Records	20	182
A.G. 2 (Ballot)	16	74
War Expenses	138	249
Financial Assistance Board	12	14
District Offices	25	52
Discharged Soldiers' Information Department	10	3
Internal Affairs Department—		
Census and Statistics and Military Service Branch	9	43
War Funds	6	2
Passports and Permits	7	4
Pensions Department	34	76
Public Trust	29	20
Totals	378	855

APPLICATIONS FOR EMPLOYMENT.

107. The total number of applications for employment received (other than for advertised positions) during the year was 5,482. Preference for employment continues, as far as possible, to be given to discharged soldiers. Special consideration has also been extended to the wives and relatives of members of the Expeditionary Forces.

The total number of applications received for positions which were advertised within and without the Service was 2,948.

GRADING OF TEMPORARY OFFICERS.

108. Temporary employees have been classified as far as practicable. Out of 3,149 employed, 200 men and 1,157 women have been classified in the following Departments:—

	Males.	Females.
Defence Department—		
Base Records	3	161
War Expenses	137	230
Headquarters	44	27
A.G. 2 (Ballot)	16	69
Defence Audit	..	88
Post and Telegraph	..	582
Totals	200	1,157

HEALTH OF STAFF.

109. The following table gives the average absence of permanent officers on sick-leave. Figures in parentheses represent last year's return.

	Number of Officers on Staff. 30/11/18.	Number of Officers absent during the Year.	Number of Days Officers absent.	Average Number of Days each Officer absent Sick.	Average Absence for the whole Staff (in Days).	Number of Deaths.
<i>General Service—</i>						
Male	5,110 (5,188)	1,675 (1,041)	35,165 (23,146)	21 (22)	7 (4)	88* (62)
Female	1,239 (1,159)	589 (388)	11,464 (6,771)	20 (17)	9 (6)	3 (3)
Totals	6,349 (6,347)	2,264 (1,429)	46,629 (29,917)	21 (21)	8 (4)	91 (65)
<i>Post and Telegraph Department</i>						
Male	5,156 (5,147)	3,226 (1,797)	61,081 (22,653)	19 (12)	12 (4)	53 (12)
Female	1,264 (920)	1,022 (559)	25,428 (10,236)	25 (18)	20 (11)	3 ..
Totals	6,420 (6,067)	4,248 (2,356)	86,509 (32,889)	20 (14)	13 (5)	56 (12)

* Includes 24 (15) officers killed or died of wounds whilst serving with Expeditionary Forces.

The high average is attributable to the influenza epidemic.

MOVEMENT OF STAFF.

Departments other than Post and Telegraph.

110. The classified staff on the following dates was,—

	Number.	Amount. £
1st April, 1913	4,641	874,437
„ 1914	5,095	953,343
„ 1915	5,613	1,098,960
„ 1916	5,985	1,158,949
„ 1917	6,217	1,208,979
„ 1918	6,282	1,231,433
„ 1919	6,210	1,431,724

111. Of the increase of £557,287 since the 1st April, 1913, £137,957 is accounted for by temporary officers made permanent (£81,412), the nationalization of School Inspectors (£20,581), and converted emoluments (£35,964).

112. The increases as the result of the general regrading provided on the 1st April, 1919, amount to £214,702, as against £46,595 in the preceding year. The gross increase of £214,702 incorporates war bonuses which were being paid at the rate of £117,000 per annum on the 31st March, 1919. Had there been no regrading, the normal classification increase would have approximated £47,000. The net cost of the regrading is therefore £50,702, or, taking into account overlapping increments brought to the common date of 1st April, 1919, approximately £60,000.

113. The average salaries at the following dates were,—

	£
1st April, 1913	188
„ 1914	187
„ 1915	195*
„ 1916	194
„ 1917	194
„ 1918	196
„ 1919	230

* Converted emoluments account for £4 18s. of this increase.

114. The Native-school teachers are not included in the foregoing. They were on—

	Number.	Amount. £
1st April, 1914	241	26,861
„ 1915 (including nine vacancies) ..	256	34,875*
„ 1916	256	36,618
„ 1917	247	35,723
„ 1918	238	35,707
„ 1919	238	41,191

* Includes £2,940, value of converted emoluments.

The Commissioners have to express obligation to the staff of their office for the self-sacrificing manner in which they performed their duty during the heavy work incident to the recent regrading. Much of the work was done under considerable difficulty, owing to the absence of several trained senior officers and the occurrence of changes in the staff while the regrading was in progress.

All of which is humbly submitted for Your Excellency's consideration.

D. ROBERTSON, Commissioner.

AND. D. THOMSON, Assistant Commissioner.

J. J. ESSON, Acting Assistant Commissioner.

Office of the Public Service Commissioner,
Wellington, 8th July, 1919.

TABLE I.—PUBLIC SERVICE LIST, 31/3/19.—GENERAL SUMMARY OF CLASSIFICATION BY DEPARTMENTS
(EXCLUDING OFFICERS IN ADMINISTRATIVE DIVISION).

Department.	Number of Officers.	Salary, 31/3/19.	Salary, Year ending 31/3/20.	Increase.	Average Salary, Year ending 31/3/20.
		£	£	£	£
Agriculture	486	113,535	129,731	16,196	265·251
(Retired 31/3/19)	3	475	..	..	..
(Appointed 1/4/19)	6	..	772	..	..
(Vacant)	10	..	..	..	..
(Unsettled)	2	625	..	..	..
(On loan)	1	305	..	..	..
Audit	110	21,475	25,875	4,400	235·225
(Vacant)	7	..	..	..	..
Crown Law Office	8	3,322	3,483	161	435·375
Customs	271	56,069	67,382	11,313	248·642
(Retired 31/3/19)	1	170	..	..	..
(Vacant)	6	..	..	..	..
(On loan)	1	165	..	..	..
Defence	76	13,789	16,443	2,654	216·355
(Unsettled)	2	391	..	..	..
(On loan)	2	335	..	..	..
Education	259	64,160	70,281	6,121	270·425
(Retired 31/3/19)	3	530	..	..	..
(Appointed 1/4/19)	2	..	300	..	..
(Vacant)	85	..	..	..	..
Government Insurance	156	30,725	36,626	5,901	234·782
Immigration	7	1,542	1,829	287	261·286
Internal Affairs	248	37,609	45,279	7,669	182·566
(Retired 31/3/19)	1	173	..	..	..
(Appointed 1/4/19)	1	..	180	..	..
(Vacant)	2	..	..	..	..
Relieving Staff	227	23,422	28,633	5,211	125·871
(Retired 31/3/19)	1	132	..	..	..
(Appointed 1/4/19)	1	..	65	..	..
Dominion Laboratory	13	3,080	3,605	525	277·307
Dominion Museum	5	1,541	1,720	179	344
Private Secretaries	6	2,365	2,365	..	394·166
Registrar-General	25	4,799	5,776	977	231·04
(Vacant)	3	..	..	..	..
Census and Statistics	16	3,441	4,102	661	256·375
(Absent on leave)	1	96	..	..	..
Justice	228	42,858	51,792	8,934	227·158
(Vacant)	6	..	..	..	..
Labour	80	14,984	18,003	3,019	225·037
(Vacant)	3	..	..	..	..
Land and Deeds	111	21,246	25,225	3,979	227·25
Land and Income Tax	111	16,959	21,097	4,138	190·063
(Vacant)	3	..	..	..	..
Lands for Settlement	3	1,195	1,270	75	423·333
Lands and Survey	492	113,956	132,997	19,041	269·945
(Retired 31/3/19)	3	380	..	..	..
(Appointed 1/4/19)	5	..	1,165	..	..
Marine	171	42,065	47,600	5,535	278·362
Mental Hospitals	621	102,074	123,061	20,987	197·827
(Retired 31/3/19)	2	215	..	..	..
(Appointed 1/4/19)	4	..	580	..	..
(Vacant)	7	..	..	..	..
Mines	84	19,799	23,239	3,440	276·654
(Vacant)	1	..	..	..	..
(Ruling rates from 1/4/19)	10	2,471	..	..	..
National Provident	32	5,259	6,380	1,121	199·375
(Retired 31/3/19)	1	95	..	..	..
Native	68	13,276	15,678	2,402	230·559
(Vacant)	1	..	..	..	..
Pensions	62	8,810	10,925	2,115	176·209
(Vacant)	1	..	..	..	..
Police	6	1,190	1,450	260	241·667
Printing and Stationery	345	64,461	75,775	11,314	219·639
(Vacant)	1	..	..	..	..
Prisons	175	38,147	42,579	4,432	242·819
(Retired 31/3/19)	4	730	..	..	..
(Appointed 1/4/19)	2	..	400	..	..
(Vacant)	12	..	..	..	..
Public Health	97	21,065	23,626	2,561	242·816
(Retired 31/3/19)	1	160	..	..	..
(Appointed 1/4/19)	1	..	170	..	..
(Vacant)	1	..	..	..	..
(Absent on leave)	1	180	..	..	..
Public Service Commissioner's Office	22	3,866	4,848	982	220·36
Public Service Superannuation Office	8	1,370	1,694	324	211·75
(Vacant)	1	..	..	..	..
Public Trust	442	72,424	86,202	13,778	194·496
(Retired 31/3/19)	1	80	..	..	..
(Appointed 1/4/19)	3	..	349	..	..

TABLE I.—PUBLIC SERVICE LIST, 31/3/19.—GENERAL SUMMARY OF CLASSIFICATION BY DEPARTMENTS
(EXCLUDING OFFICERS IN ADMINISTRATIVE DIVISION)—*continued*.

Department.	Number of Officers.	Salary, 31/3/19.	Salary, Year ending 31/3/20.	Increase.	Average Salary, Year ending 31/3/20.
Public Works	619	£ 133,413	£ 158,847	£ 25,434	£ 256·621
(Retired 31/3/19)	1	900	..	..	..
(Vacant)	1	..	..	..	..
(Unsettled)	1	165	..	..	..
Stamp	61	10,094	12,286	2,192	201·41
(Retired 31/3/19)	1	65	..	..	..
State Advances	62	10,576	12,895	2,319	207·98
State Fire Insurance	64	11,483	14,196	2,713	221·812
(Vacant)	1	..	..	..	..
Tourist	144	23,764	28,600	4,836	198·486
(Appointed 1/4/19)	1	..	180	..	..
(Vacant)	17	..	..	..	..
Treasury	65	12,591	14,902	2,311	229·261
Valuation	98	25,060	29,262	4,202	298·591
(Vacant)	1	..	..	..	..
Totals	6,184	1,212,861	1,427,563	214,702	230·552
Vacancies, 1/4/19	170	..	..	..	..
Retired 31/3/19	23	4,105	..	..	..
Appointed 1/4/19	26	..	4,161	..	..
Unsettled from 1/4/19	5	1,181	..	..	..
Ruling rates from 1/4/19	10	2,471	..	..	..
On loan from 1/4/19	4	805	..	..	..
Absent on leave from 1/4/19	2	276	..	..	..
Totals 31/3/19	6,228	1,221,699	..	..	..
Totals 1/4/19	6,210	..	1,431,724	..	..
Native Schools	238	..	41,191	..	..
(Vacant 1/4/19)	19	..	..	..	..
Totals	238	..	41,191	..	173·071

NOTE.—One officer from Customs and one from Justice on loan to Cook Islands, and two pieceworkers at Printing and Stationery are not included in this return.

In the printing of this table, shillings and pence are omitted from the totals.

TABLE II.—PUBLIC SERVICE LIST, 31/3/19.—GENERAL SUMMARY OF CLASSIFICATION BY CLASSES
(EXCLUDING OFFICERS IN ADMINISTRATIVE DIVISION AND POST AND TELEGRAPH DEPARTMENT).

Class (excluding Administrative).	Number of Officers.	Total Salary, 31/3/19.	Classification Salary, 31/3/20.	Total Increase.	Average Salary, Year ending 31/3/20.
Professional—		£	£	£	£
Over scale	29	23,100	23,925	825	825
Over scale (retired 31/3/19)	1	900	..	..	..
Over scale (vacant 1/4/19)	1	..	..	..	..
A	30	17,670	19,100	1,430	636.66
B	104	52,490	55,585	3,095	534.47
C	64	25,830	28,345	2,515	442.89
D	186	59,221	66,770	7,549	358.98
D (ruling rates 1/4/19)	3	859	..	..	..
D (unsettled 1/4/19)	1	400	..	..	..
D (vacant 1/4/19)	1	..	..	..	..
E	43	9,055	10,755	1,700	252.06
E (appointed 1/4/19)	3	..	840	..	..
E (vacant 1/4/19)	2	..	..	..	..
F	22	2,595	3,300	705	146.4
F (appointed 1/4/19)	3	..	360	..	..
Clerical—					
Special	20	12,515	13,590	1,075	679.5
I	28	14,635	15,900	1,265	567.856
I (vacant 1/4/19)	1	..	..	..	..
II	61	27,450	29,900	2,450	490.164
II (vacant 1/4/19)	1	..	..	..	..
III	52	20,715	22,605	1,890	434.711
III (vacant 1/4/19)	4	..	..	..	..
IV	95	33,190	36,610	3,420	385.368
IV (vacant 1/4/19)	5	..	..	..	..
V	232	68,671	78,420	9,749	338.017
V (on loan 1/4/19)	1	305	..	..	..
V (vacant 1/4/19)	13	..	..	..	..
VI	317	79,241	92,645	13,404	292.255
VI (vacant 1/4/19)	5	..	..	..	..
VII (£180-£270)	765	145,126	178,850	33,724	233.65
VII (retired 31/3/19)	1	220	..	..	..
VII (appointed 1/4/19)	2	..	360	..	..
VII (vacant 1/4/19)	4	..	..	..	..
VII (£120-£165)	549	57,547	78,966	21,419	143.836
VII (on loan 1/4/19)	1	165	..	..	..
VII (£65-£95)	509	34,195	48,235	14,040	94.59
VII (retired 31/3/19)	7	575	..	..	..
VII (appointed 1/4/19)	3	..	195	..	..
General—					
I (over £300)	198	63,530	70,630	7,100	356.717
I (vacant 1/4/19)	7	..	..	..	..
II (£151-£300)	2,001	374,754	446,916	72,162	223.203
II (retired 31/3/19)	9	1,693	..	..	..
II (appointed 1/4/19)	9	..	1,722	..	..
II (on loan 1/4/19)	2	335	..	..	..
II (absent on leave 1/4/19)	1	180	..	..	..
II (unsettled 1/4/19)	4	781	..	..	..
II (ruling rates 1/4/19)	7	1,612	..	..	..
II (vacant 1/4/19)	65	..	..	..	..
III (£150 and under)	846	83,565	97,875	14,310	115.681
III (retired 31/3/19)	4	442	..	..	..
III (appointed 1/4/19)	6	..	684	..	..
III (absent on leave 1/4/19)	1	96	..	..	..
III (vacant 1/4/19)	54	..	..	..	..
Educational—					
E I (over £300)	9	2,860	3,140	280	348.889
E II (£151-£300)	19	4,215	4,750	535	250
E II (retired 31/3/19)	1	275	..	..	..
E II (vacant 1/4/19)	5	..	..	..	..
E III (£150 and under)	5	690	750	60	150
Totals	6,184	1,212,861	1,427,563	214,702	230.552
Vacancies 1/4/19	168	..	..	..	..
Retired 31/3/19	23	4,105	..	..	..
Appointed 1/4/19	26	..	4,161	..	..
Unsettled from 1/4/19	5	1,181	..	..	..
Ruling rates from 1/4/19	10	2,471	..	..	..
On loan from 1/4/19	4	805	..	..	..
Absent on leave from 1/4/19	2	276	..	..	..
Totals 31/3/19	6,228	1,221,699	..	..	..
Totals 1/4/19	6,210	..	1,431,724	..	..
Native Schools	238	..	41,191	..	..
(Vacant 1/4/19)	19	..	..	..	..
Totals	238	..	41,191	..	173.071

NOTE.—One officer from Customs and one from Justice on loan to Cook Islands, two pieceworkers in Printing and Stationery and two vacancies (full classification not stated) are not included in this return.
In the printing of this table, shillings and pence are omitted from the totals.

TABLE III.—SHOWING ALTERATIONS IN STAFFS AND SALARIES OF DEPARTMENTS BETWEEN CLASSIFIED LIST FOR 1918-1919 AND 31ST MARCH, 1919.

Classified List, 1918-19.				Increase.												Decrease.												Net Increase or Decrease.		At 31st March, 1919.		Departments.		
Departments.	Number of Officers.	Total Classified Salaries.	Additions to Salary on Promotion, &c. (within Department).	By Transfer from Other Departments or from Unclassified Positions.		By New Entrants.				Total Increase.	By Reduction in Salary.		By Transfer to Other Departments or to Unclassified Positions.		By Death.	By Retirement on Superannuation or Pension.		By Resignation.	By Dismissal (including Cases where Services dispensed with).		Total Decrease.	Net Increase or Decrease.		Number of Officers.	Total Classified Salaries.									
				To fill Vacancies.	As Additions to Staff.	To fill Vacancies.	As Additions to Staff.	To fill Vacancies.	As Additions to Staff.		Number.	Amount.	Number.	Amount.		Number.	Amount.		Number.	Amount.		Number.	Amount.			Number.	Amount.	Number.	Amount.	Number.	Amount.			
		£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	
Agriculture ..	497	115,805	59	2,152	2	209	3	546	11	1,702	11	1,677	27	6,286	..	4	1,260	7	1,670	1	350	16	2,738	4	1,135	32	7,151	- 5	- 865	492	114,940	Agriculture.		
Audit ..	102	22,155	4	115	..	..	..	..	2	130	14	910	16	1,155	..	1	700	2	605	..	3	400	2	130	8	1,835	+ 8	- 680	110	21,475	Audit.			
Crown Law ..	8	3,814	..	..	1	144	1	132	..	..	..	..	2	276	..	2	768	..	..	..	..	..	..	..	..	..	..	..	..	..	8	3,322	Crown Law.	
Customs ..	276	57,701	42	830	4	410	1	65	10	825	5	443	20	2,573	..	..	5	1,060	3	920	15	1,890	..	23	3,870	- 3	- 1,297	273	56,404	Customs.				
Defence ..	83	15,242	7	104	2	385	..	..	..	9	914	..	..	11	1,403	..	4	510	3	530	2	355	3	575	2	160	14	2,130	- 3	- 727	80	14,515	Defence.	
Education ..	267	65,684	41	919	5	711	1	200	21	3,095	8	1,705	35	6,630	3	100	3	765	5	1,072	2	995	21	3,497	9	1,195	40	7,024	- 5	- 994	262	64,690	Education.	
Government Insurance ..	158	31,662	9	152	1	150	..	..	9	835	3	196	13	1,133	..	..	..	3	640	1	315	10	995	1	120	15	2,070	- 2	- 937	156	30,725	Government Insurance.		
Immigration ..	5	1,315	..	..	2	227	..	..	..	..	..	..	2	227	..	..	..	..	..	..	..	..	..	..	..	..	..	..	..	..	7	1,542	Immigration.	
Internal Affairs ..	322	54,163	25	508	3	238	10	1,740	6	553	7	1,142	26	4,182	..	7	1,475	6	1,110	2	340	16	2,037	2	258	33	5,240	- 7	- 1,068	315	53,104	Internal Affairs.		
Internal Affairs (Reliev.) ..	228	23,866	32	456	2	381	3	643	4	260	63	5,015	72	6,755	1	13	39	3,802	1	95	..	27	2,746	5	411	72	7,067	- 1	- 312	228	23,554	Internal Affairs (Reliev.).		
Justice (also Patents) ..	235	44,709	33	673	5	667	..	..	11	790	2	131	18	2,261	1	10	1	315	7	1,495	1	550	14	1,527	2	215	25	4,112	- 7	- 1,851	228	42,858	Justice (also Patents).	
Labour ..	81	15,383	11	187	..	..	..	..	3	269	1	65	4	521	..	..	..	2	270	..	3	650	..	5	920	- 1	- 399	80	14,984	Labour.				
Land and Deeds ..	114	21,965	9	184	4	263	..	..	6	403	2	222	12	1,072	..	4	410	3	445	..	5	711	3	225	15	1,791	3	- 719	111	21,246	Land and Deeds.			
Land and Income Tax ..	94	15,766	6	108	2	160	..	..	7	455	15	1,260	24	1,983	..	1	200	..	..	1	195	5	395	..	7	790	+ 17	+ 1,193	111	16,959	Land and Income Tax.			
Lands for Settlement ..	3	1,195	..	..	..	..	..	..	..	..	..	..	..	..	..	..	..	..	..	..	..	..	..	..	..	..	..	..	..	..	3	1,195	Lands for Settlement.	
Lands and Survey ..	501	118,622	36	885	5	691	8	1,240	11	716	12	1,277	36	4,809	..	8	2,080	14	3,565	2	895	17	2,355	1	200	42	9,095	- 6	- 4,286	495	114,338	Lands and Survey.		
Marine and Machinery ..	175	42,530	13	285	1	130	1	500	13	2,475	..	..	15	3,390	..	2	230	5	1,555	1	480	9	1,340	2	250	19	3,855	- 4	- 465	171	42,065	Marine and Machinery.		
Mental Hospitals ..	656	101,255	375*	5,516	..	..	..	..	128	13,970	1	150	138	21,659	12	100	2	340	11	1,735	2	390	143	16,230	13	1,830	171	20,625	33	+ 1,034	623	102,289	Mental Hospitals.	
Mines ..	102	23,394	10	211	2	340	..	..	1	65	1	65	4	681	..	3	325	2	385	..	5	745	- 2	350	12	1,805	8	- 1,124	94	22,270	Mines.			
National Provident and Friendly Societies ..	32	5,506	6	77	1	96	..	..	6	390	2	130	9	693	..	1	120	1	120	..	5	540	1	65	8	845	- 1	- 152	33	5,354	National Provident and Friendly Societies.			
Native ..	71	14,055	6	175	1	405	..	..	3	196	..	..	4	776	..	3	785	..	1	405	2	215	1	150	7	1,555	- 3	- 779	68	13,276	Native.			
Pensions ..	48	7,624	1	15	1	230	..	..	1	65	17	1,246	19	1,556	..	..	..	..	..	..	2	130	3	240	5	370	+ 14	+ 1,186	62	8,810	Pensions.			
Police ..	3	760	1	15	2	350	1	65	..	..	..	..	3	430	..	..	..	..	..	..	..	..	..	..	..	..	..	..	..	..	6	1,190	Police.	
Printing and Stationery ..	390	65,968	274*	3,012	..	..	..	..	1	60	..	..	2	3,133	21	70	26	2,046	6	855	..	14	1,604	1	65	47	4,640	- 45	- 1,507	345	64,461	Printing and Stationery.		
Prisons ..	188	37,492	163*	3,370	..	..	..	..	8	1,280	4	720	12	5,370	1	15	..	3	755	..	17	3,040	1	175	21	3,985	- 9	+ 1,385	179	38,877	Prisons.			
Public Health and Hospitals ..	89	18,983	20	1,039	2	390	2	575	10	1,200	12	2,075	26	5,279	1	30	5	1,167	1	160	..	10	1,500	..	16	2,857	+ 10	+ 2,422	99	21,405	Public Health and Hospitals.			
Public Service Commissioner's ..	21	3,696	6	172	3	360	1	180	1	132	..	..	5	844	..	..	1	120	1	360	..	2	194	..	4	674	+ 1	+ 170	22	3,866	Public Service Commissioner's.			
Public Service Superannuation ..	7	1,320	..	..	1	275	..	..	2	130	..	..	3	405	..	..	1	275	..	..	..	1	80	..	2	355	+ 1	+ 50	8	1,370	Public Service Superannuation.			
Public Trust ..	377	63,030	93	3,126	17	2,965	22	4,888	18	1,370	52	3,549	109	15,898	1	45	6	884	13	1,925	..	18	3,015	6	555	43	6,424	+ 66	+ 9,474	443	72,504	Public Trust.		
Public Works ..	655	140,914	53	844	1	108	3	523	8	701	4	597	18	3,146	1	5	11	1,669	11	2,255	6	1,485	21	3,619	3	546	52	9,581	- 34	- 6,435	621	134,479	Public Works.	
Stamp ..	55	9,767	3	51	4	493	1	80	3	180	6	391	14	1,195	3	31	2	130	1	150	..	3	360	1	132	7	803	+ 7	+ 392	62	10,159	Stamp.		
State Advances ..	58	10,349	1	10	..	..	..	..	9	601	2	222	11	833	..	2	130	2	175	..	3	301	..	7	..	..	..	..	..	..	..	62	10,576	State Advances.
State Fire Insurance ..	69	12,457	3	31	..	..	..	..	3	195	..	..	3	226	..	2	355	3	455	..	3	390	..	8	1,200	- 5	- 974	64	11,483	State Fire Insurance.				
Tourist ..	147	24,584	16	196	1	65	15	1,708	1	65	..	..	17	2,034	..	2	325	2	440	1	130	15	1,959	..	20	2,854	- 3	- 820	144	23,764	Tourist.			
Treasury ..	62	12,627	6	140	..	1	170	6	390	2	161	..	9	861	..	..	1	120	1	260	4	517	..	6	..	..	..	..	..	..	65	12,591	Treasury.	
Valuation ..	103	26,073	2	33	..	..	..	..	1	65	1	78	2	176	..	2	310	1	150	1	370	2	264	1	95	7	1,189	- 5	- 1,013	98	25,060	Valuation.		
Totals ..	6,282	1,231,432	25,591	75	10,843	74	13,255	321	33,303	257	24,401	14	2,457	741	109,851	419	145	21,496	122	24,152	28	8,435	434	56,578	66	8,502	795	119,584	- 54	- 9,733	6,228	1,221,699	Totals.	
POST AND TELEGRAPH DEPARTMENT.																																		
Post and Telegraph ..	6,965	1,008,186	1,400	18,217	..	..	..	740	81,029	31	1,420	347,274,400	33	2,810	1,151	80,966	..	23	3,915	131	20,148	29	8,518	454	37,214	132	9,050	759	78,845	+ 392	+ 2,121	7,357	1,010,307	Post and Telegraph.

* Includes increases granted subsequent to issue of original list, 31st March, 1918.

† Not including two pieceworkers.

The above table does not include officers of the Administrative Division, one officer of Customs Department and one of Justice Department lent to Cook Islands, or Native-school teachers (238, salaries £41,191)

NOTE.—In the printing of this table, shillings and pence are omitted from the totals.

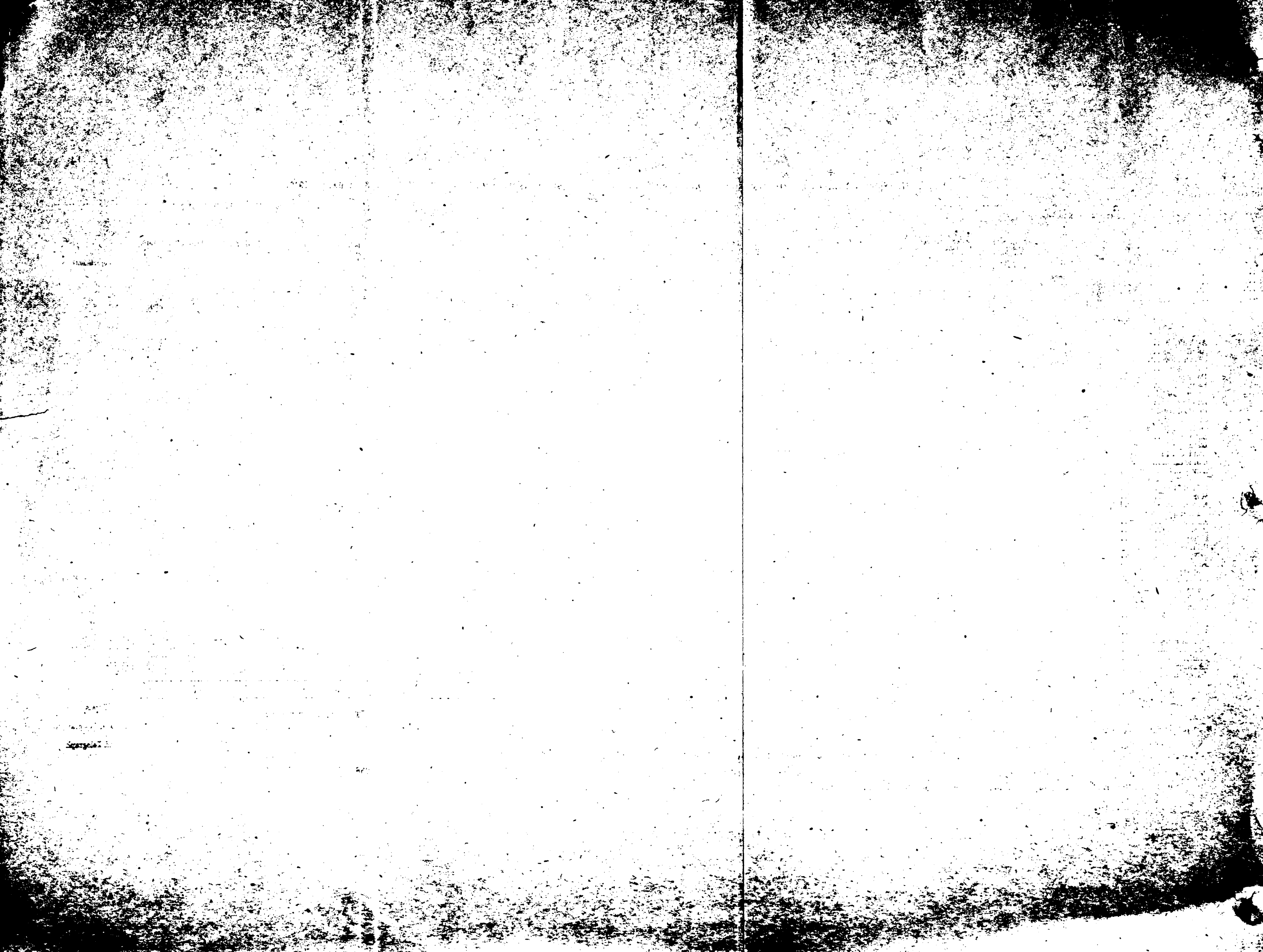


TABLE IV.—POSITIONS REGRADED UNDER SECTION 29, PUBLIC SERVICE ACT, 1912, FOR YEAR ENDED 31ST MARCH, 1919.

Department.	Name of Officer.	Place.	From	To	Remarks.
Agriculture	Robinson, W. C.	Wellington	Chief Clerk, C III	Chief Clerk, C II	Revaluation of duties.
"	Wright, W...	Auckland	Dairy Instructor and Grader, 2nd Grade (max. £350)	Dairy Instructor and Grader, 1st Grade (max. £400)	"
"	Gwillim, W. E.	Wellington	Ditto	Ditto	"
"	Stevenson, C.	Mania	"	"	"
"	Dempster, W.	Hamilton	"	"	"
"	Ross, A. C.	Dunedin	"	"	"
"	Grant, W. ...	Hawera	"	"	"
"	Wood, E. E. C.	Patea	"	"	"
"	O'Dea, J. ...	Wellington	"	"	"
"	Clayton, S.	Christchurch	"	"	"
"	Thornton, A. A.	Auckland	Dairy-produce Grader, 2nd Grade (max. £350)	Dairy-produce Grader, 1st Grade (max. £400)	"
"	Beatson, E.	Gisborne	Dairy Instructor and Grader, 2nd Grade (max. £300)	Dairy Instructor and Grader, 2nd Grade (max. £350)	"
"	McKenzie, S.	Mania	Ditto	Ditto	"
"	Kent, G. H.	New Plymouth	Dairy Instructor (max. £300)	Dairy Instructor (max. £350)	"
"	Thomson, F.	Wellington	Dairy-produce Grader, 2nd Grade (max. £300)	Dairy-produce Grader, 2nd Grade (max. £350)	"
"	Dowden, E. A.	Patea	"	"	"
"	Cunningham, D.	"	"	"	"
"	Sawers, J. B.	"	"	"	"
"	Spilman, A. M.	Palmerston N.	Meat-inspector (max. £250)	Meat-inspector and Abattoir-manager (max. £300)	"
Audit	Johnson, C. P.	Dunedin	Audit Inspector, C II	Audit Inspector, C I*	"
"	Lamb, H. A.	Wellington	"	"	"
"	Nalder, H. M.	"	Senior Examiner, C IV	Senior Examiner, C III	"
"	Cooke, G. C.	"	Inspector, C IV	Inspector, C III	"
"	Carter, E. W.	Auckland	Inspector, C IV	Inspector, C III	"
"	Craig, G. ...	Wellington	Assistant Comptroller C I (max. £525)	Assistant Comptroller, C I (max. £600)	"
Customs	Duncan, A.	Wellington	Inspector, C IV	Inspector, C III	"
"	MacLaurin, E. T. W.	"	Sub-Collector, C II (max. £440)	Sub-Collector, C II (max. £475)	"
"	Penn, A. V.	Auckland	"	"	"
"	Fantham, F. C. J.	Christchurch	Examining Officer, 1st Grade, C V	Examining Officer, 1st Grade, C IV	"
"	Manson, C. H.	Wellington	"	"	"
"	Cordery, H. S.	Christchurch	"	"	"
"	Cornes, G. H.	Auckland	"	"	"
"	Townson, C. O.	Wellington	"	"	"
"	Furlong, J. J.	Invercargill	"	"	"
"	O'Reilly, J. M.	Dunedin	"	"	"
"	Cameron, W. A.	Wanganui	"	"	"
"	Ecclesfield, R. G.	Christchurch	"	"	"
"	Beck, J. ...	Wellington	First Clerk, C IV (£330)	First Clerk, C IV (£345)	"
Education			Officer in Charge Special Schools Branch, E (max. £475)	Officer in Charge Special Schools Branch E (max. £525)	"
"	Lynskey, M.	Dunedin	Inspector, P C	Inspector, P B (max. £525)	"
"	McKenzie, N. R.	Hamilton	Assistant Inspector, P C	Assistant Inspector P B (max. £525)	"
"	Sjencer, W. E.	Wellington	General Professional Officer and Inspector, P B (max. £575)	General Professional Officer and Inspector, P A (£600)*	"
"	Dr. Paterson	"	Medical Inspector of Schools, P B (max. £500)	Medical Inspector of Schools, P B	"
"	Dr. Baker	Christchurch	"	"	"

* Maximum not fixed.

TABLE IV.—POSITIONS REGRADED UNDER SECTION 29, PUBLIC SERVICE ACT, 1912, FOR YEAR ENDED 31ST MARCH, 1919—continued.

Department.	Name of Officer.	Place.	From	To	Remarks.
Education	Dr. McCahon	Dunedin	Medical Inspector of Schools, P C (£420, max. £500)	Medical Inspector of Schools, P B	..
"	Dr. Sands	Auckland	"	"	..
"	Dr. Irwin	Wanganui	"	"	.. (max. £500)
"	Cox, G. T.	Nelson	2nd Farm Hand Attendant (max. £125)	2nd Farm Hand Attendant (max. £150)	..
"	Egley, B.	Wellington	Clerk, Special Schools Branch, C VII	Clerk in Charge Maintenance Section, Special Schools Branch, C VI	..
Internal Affairs	Andrew, R. L.	"	Analyst, P E	Analyst, P D (max. £365)	..
"	Butcher, R. M. G.	"	Explosives Analyst and Inspector, P E	Explosives Analyst and Inspector, P D (max. £365)	..
"	Culpan, T.	Auckland	Registrar, C V	Registrar, C IV	..
"	Donovan, W.	Wellington	Mining Chemist, P D	Mining Chemist, P C	..
"	Evans, F.	Christchurch	Registrar, C V	Registrar, C IV	..
"	Heenan, J. W.	Wellington	Clerk, C V	Clerk, C IV	..
"	Kelleher, P. J.	"	Chief Clerk, C III	Chief Clerk, C II	..
"	Kinniburgh, J. W.	"	Officer in Charge War Funds, C III	Officer in Charge War Funds, C II	..
"	Newton, G. P.	"	Assistant Under-Secretary, C II	Assistant Under-Secretary, C I	..
"	McDonald, J.	"	Art Assistant, Dominion Museum, G (£350)	Assistant Director, Dominion Museum, P D (£365)*	..
Justice	Gollan, W.	"	Chief Clerk, C IV	Chief Clerk, C III	..
"	Bishop, J. T.	Auckland	Clerk, Magistrate's Court, C VII	Clerk, Magistrate's Court, C VI	..
"	Bourke, R. H.	Nelson	District Land Registrar, &c., P D	District Land Registrar, &c., P C (max. £420)	..
Land and Deeds	Ross, A. L. B.	Blenheim	"	P D (£325)*	..
"	Fowler, A. E.	Wellington	Deputy Commissioner, C I (max. £550)	Deputy Commissioner, C I (max. £600)	..
Land and Income Tax	Clare, J. G.	Wellington	Draughtsman and Computer, C IV (max. £345)	Draughtsman and Computer, C IV (£360)*	..
Lands and Survey	Goudie, H. A.	Whakarewarewa	Superintending Nurseryman (max. £325)	Superintending Nurseryman (max. £375)	..
"	Harrop, A. N.	Hokitika	Chief Draughtsman, P D (max. £345)	Chief Draughtsman, P D (£365)*	..
"	Irvine, J. L. D.	Nelson	Draughtsman and Computer, P E (max. £280)	Draughtsman and Computer, P E 5	..
"	Jourdain, W. R.	Wellington	Chief Clerk, C III	Chief Clerk, C II	..
"	Knight, R. J.	Auckland	Draughtsman, C IV (max. £345)	Draughtsman, C IV (max. £370)	..
"	Robinson, R. G.	Wanganui	Superintending Nurseryman (max. £325)	Superintending Nurseryman (max. £375)	..
"	Turnbull, A. C.	Wellington	Inspector and Relieving Officer, C III	Inspector and Relieving Officer, C II (max. £440)	..
"	Watt, J. D.	"	Draughtsman, C V (max. £275)	Draughtsman, C V (max. £315)	..
"	Wilnot, E. H.	"	Surveyor-General, P A (£700)	Surveyor-General, P (£725)	..
"	Gambrill, S.	"	Clerk, C VI	Clerk, C V	..
"	Schluter, P. J.	"	Accounts Clerk, District Office, C VI	Accounts Clerk, District Office, C V	..
"	Tudhope, T.	Napier	Clerk, C VI	Clerk, C V	..
Marine	Duncan, R.	Wellington	Chief Inspector of Machinery and Chief Surveyor of Ships, P A (£700)	Chief Inspector of Machinery and Chief Surveyor of Ships, P (£725)	..
"	Ayson, L. F.	"	Chief Inspector of Fisheries, P C (max. £440)	Chief Inspector of Fisheries, P C (£460)*	..
"	Blackburne, H. S.	"	Nautical Adviser, P B	Nautical Adviser, P A (max. £600)	..
"	Dykes, T. A.	Auckland	Examiner of Masters and Mates and Surveyor of Ships, P D (max. £365)	Examiner of Masters and Mates and Surveyor of Ships, P D (max. £400)	..
"	Fraser, W. A.	Wellington	Lighthouse Expert, G (max. £300)	Lighthouse Expert, G (max. £345)	..
"	Tomlinson, H. F.	Dunedin	Clerk and Surveyor of Ships, C V (max. £275)	Clerk and Surveyor of Ships, C V (max. £315)	..
"	Whiteford, W.	Wellington	Examiner of Masters and Mates, P D (max. £365)	Examiner of Masters and Mates, P D (max. £400)	..
"	Beattie, R. M.	Auckland	Medical Officer, P A (£900)	Medical Officer, P (max. £950)	..
Mental Hospitals	†Crosby, A. H. P.	Tokanui	"	"	..

* Maximum not fixed.

† This officer will not as heretofore be provided with food free of charge. The net increase is estimated at £50.

TABLE IV.—POSITIONS REGRADED UNDER SECTION 29, PUBLIC SERVICE ACT, 1912, FOR YEAR ENDED 31ST MARCH, 1919—continued.

Department.	Name of Officer.	Place.	From	To	Remarks.
Mental Hospitals	*Gribben, St. L. H.	Sunnyside	Medical Officer, P A (£700)	Medical Officer, P (max. £950†)	Revaluation of duties
"	*Hassell, G.	Porirua	"	"	"
"	*King, F. T.	Seacliff	"	"	"
"	*Jeffreys, H. E.	Nelson	"	"	"
"	*McKillop, A. C.	Seacliff	P B (max. £550)	Medical Officer, P A	"
"	*Gray, T. G.	"	Assistant Medical Officer, P D	Assistant Medical Officer, P B	"
"	*Buchanan, H. M.	"	"	"	"
"	*Lee, D. C.	Sunnyside	"	"	"
"	*Tizard, H. J.	Auckland	"	"	"
"	*Prins, H. M.	Porirua	"	"	"
"	*Hodgson, R. G. K.	"	"	"	"
"	*Findlay, W. F.	"	"	"	"
"	Wells, A.	Wellington	Clerk in Charge of Maintenance, C V	"	"
"	Russell, J. E.	Sunnyside	Clerk and Storekeeper, C V	Clerk in Charge of Maintenance, C IV	"
"	Holder, G. C.	Porirua	"	Clerk and Storekeeper, C IV	"
"	Thomas, W. J.	Seacliff	"	"	"
"	Rose, T. W.	Sunnyside	Engineer, G (£355)	Engineer, G (£365, max. £380)	"
"	White, A.	Tokanui	" (£295)	" (max. £300)	"
"	Miller, R.	Seacliff	" (£375)	" (max. £380)	"
"	†Anderson, J. H.	Porirua	Chief Engineer and Electrician, P (£475)	Chief Engineer and Electrician, P B (max. £575)	"
"	Goodwin, J.	Auckland	Head Attendant, G (£290)	Head Attendant, G (£295, max. £300)	"
"	Barnes, E.	Porirua	"	"	"
"	Harris, E. B.	Sunnyside	"	"	"
"	Glanville, H.	Seacliff	"	"	"
"	McKessar, G.	"	Foreman Carpenter, G (£200)	Foreman Carpenter, G (£210, max. £220)	"
"	Brandon, W. J.	Christchurch	"	"	"
Mines	Henderson, J.	Wellington	Mining Geologist, P D	Mining Geologist, P C	"
"	James, I. A.	Greymouth	Manager, State Coal-mines, P A (max. £600)	Manager, State Coal-mines, P A (max. £650)	"
"	Green, E. R.	Dunedin	Inspector of Mines, P D	Inspector of Mines, P C (max. £420)	"
"	Bennie, B.	Huntly	"	"	"
"	Paul, M.	Waikato	"	"	"
"	Newton, J.	Auckland	Inspector of Stone-quarries, P D	Inspector of Stone-quarries, P C (max. £420)	"
"	Whitley, A.	Dunedin	Inspector of Mines, P D	Inspector of Mines, P C (max. £420)	"
"	Nicoll, G. S.	Wellington	Chief Clerk, C V	Chief Clerk, C IV	"
National Provident and Friendly Societies	Spraggon, R. D.	"	Clerk, C V (max. £275)	Clerk, C V (max. £290)	"
Ditto	Cumberbeach, D. L.	Dunedin	District Supervisor, C VII	District Supervisor, C VI	"
"	O'Gorman, J. J.	Wellington	"	"	"
"	Bowler, W. H.	Auckland	Commissioner, Native Land Court, C VI	Commissioner, Native Land Court, C II	"
Police	Madden, R. F.	Wellington	Chief Clerk, C V	Chief Clerk, C IV	"
Printing and Stationery	Burns, J.	"	Overseer, Stamp Branch (£400)	Overseer, Stamp Branch (£415)	"
"	Hampton, E. J.	"	Mechanical Expert, Type-setting Machines (£300)	Mechanical Expert, Type-setting Machines (£310)	"
"	King, T. E.	"	Chief Engineer (£300)	Chief Engineer (£310)	"
"	Riddick, P.	"	Second Reader (£270)	Second Reader (£280)	"
"	Sutherland, W.	"	Chief Reader (£300)	Chief Reader (£310)	"
Prisons	Vincent, T.	New Plymouth	Gaoler, 3rd Grade (max. £385)	Gaoler, 2nd Grade (max. £380)	"

* These officers will not as heretofore be provided with food free of charge. The net increase is estimated at £50 in each case. † Nominal increase only, in lieu of food for self and family.

TABLE IV.—POSITIONS REGRADED UNDER SECTION 29, PUBLIC SERVICE ACT, 1912, FOR YEAR ENDED 31ST MARCH, 1919—continued.

Department.	Name of Officer.	Place.	From	To	Remarks.
Public Health	Chesson, H.	Christchurch	District Health Officer, P A (£700)	District Health Officer, P (£800)	Revaluation of duties.
"	Hughes, T. J. F.	Auckland	"	"	"
"	Makgill, R. H.	"	"	"	"
"	Watt, M. H.	Wellington	"	"	"
"	Keeble, W. A.	"	Clerk, C VII (£150)	Clerk, C VII (£180)	"
"	Verschaffelt, P. D. N.	"	Secretary, C II	Secretary, C I	"
Public Service Commissioner's Office	Warren, E. F.	Auckland	Local Deputy Public Trustee, C I (max. £600)	Local Deputy Public Trustee, C (£650)	"
Public Trust	Kendall, T. D.	Christchurch	"	"	"
"	Browne, K. N. H.	Dunedin	"	"	"
"	Zachariah, C.	Wellington	"	"	"
"	Barus, E.	Hawera	District Manager, C II (max. £440)	District Manager, C II (£475)	"
"	Smith, S. W.	Napier	C III (£405)	C III (£425)	"
"	Allen, J. E.	Nelson	C IV	" (£405)*	"
"	Newth, R. D.	Invercargill	"	" (£385)*	"
"	Allen, T. R.	Masterton	"	" (£385)*	"
"	Allen, T. R.	Wanganui	C III	C II (£475)	"
"	Fairfax-Cholmeley, R. E.	Hawera	Ranger (£320)	Ranger (£335)	"
"	Speedy, A. P.	Wanganui	"	"	"
"	Heavey, J.	Wellington	Rent Collector (£200)	Rent Collector (max. £220)	"
"	Moon, Miss V. E.	"	Supervisor of Typists and Machinists, G (£200)	Supervisor of Typists and Machinists (£210, max. £220)	"
"	Oswin, R. A. V.	"	Storekeeper (£190)	Storekeeper (£200)	"
"	Ward, G.	"	Rent Collector (£170)	Rent Collector (£200, max. £220)	"
"	Wilson, J. P.	Christchurch	Ranger (£260)	Ranger (£300)	"
"	Ball, T. M.	Mangapai	Assistant Engineer, P D (max. £345)	Assistant Engineer, P D (max. £400)	"
"	Bennett, C. E.	Wellington	Accountant, C II	Accountant, C I (£500)*	"
"	Crawford, C. E.	"	Clerk, C V	Clerk, C IV	"
"	Gibson, J. J.	Christchurch	Chief Clerk and Accountant, C V	Chief Clerk and Accountant, C IV	"
"	Godfrey, G. C.	Wellington	Chief Clerk, C II	Chief Clerk, C I (£500)*	"
"	Hall-Jones, W.	Hamilton	Assistant Engineer, P E	Assistant Engineer, P D (max. £345)	"
"	Herron, R. E.	Wellington	Stores Manager, C III	Stores Manager, C II (£460)*	"
"	Keals, L. H.	Wellington	Architectural Draughtsman, P E (£280)	Architectural Draughtsman, P E (max. £300)	"
"	Kissel, F. T. M.	Auckland	Hydraulic Engineer, P D	Hydraulic Engineer, P C	"
"	Matthewman, H.	Wellington	Architectural Draughtsman, P E (£280)	Architectural Draughtsman, P E (max. £300)	"
"	Robertson, J. B.	"	Draughtsman, C V	Draughtsman, C IV (max. £330)	"
"	Smith, G. E.	"	Inspector of Works (max. £300)	Inspector of Works (max. £350)	"
"	Waldie, P. S.	"	Inspector, C III	Inspector, C II (£440)*	"
"	Wiggs, W. J. T.	" (D.O.)	Chief Clerk, C V	Chief Clerk, C IV	"
"	O'Donnell, H. M.	Gisborne	C VI	C V	"
"	Shore, W. H.	Wellington	"	C III	"
"	Willeston, V. L.	"	Testamentary Clerk, C V	Testamentary Clerk, C IV	"
"	Bain, K. B.	New Plymouth	Branch Manager, C V	Branch Manager, C IV	"
"	Blow, W. R.	Sydney	New Zealand Government Agent, C IV	New Zealand Government Agent, C III	"
"	Morgan, A. J.	Wellington	Assistant Accountant, C II	Assistant Accountant, C I (max. £500)	"
"	Chitney, C. E.	"	Cashier, C III	Cashier, C II (£440)*	"
"	Withford, R.	"	Sectional Clerk, C V	Sectional Clerk, C IV (£330)*	"
"	Higbet, T. M.	"	"	"	"
"	Halliday, G.	"	District Valuer, G (£315)	District Valuer G (£330, max. £370)	"

* Maximum not fixed.

TABLE IV.—POSITIONS REGRADED UNDER SECTION 29, PUBLIC SERVICE ACT, 1912, FOR YEAR ENDED 31ST MARCH, 1919—continued.

Name of Officer.	Place.	From	To	Reason.
POST AND TELEGRAPH DEPARTMENT.				
<i>Professional Division.</i>				
Veitch, R. D. ..	Dunedin	District Telegraph Engineer, B (max. £800) ..	District Telegraph Engineer, A (max. £650) ..	Revaluation of position.
Gage, E. C. ..	Christchurch	" ..	" ..	" ..
<i>Clerical Division.</i>				
Northerft, E. ..	Napier ..	Chief Postmaster, C I (max. £525) ..	Chief Postmaster, C I (max. £550) ..	Revaluation of position.
Wyatt, H. P. de K.	Christchurch	Superintendent, Telegraph-office, C II ..	Superintendent, Telegraph-office, C I (max. £525) ..	" ..
Kelly, R. D. ..	Gisborne	Chief Postmaster, C II ..	Chief Postmaster, C I (max. £525) ..	" ..
Johnson, F. T. R.	Wellington, G.P.O.	Assistant Controller of Accounts, C II ..	Assistant Controller of Accounts, C I (max. £525) ..	" ..
McNamara, G.	" ..	Superintendent of Staff, C II ..	Superintendent of Staff, C I ..	" ..
Alexander, A.	Wellington	Superintendent of Mails, C IV ..	Superintendent of Mails, C III ..	" ..
Andrews, W. A.	Wellington, G.P.O.	Principal Clerk, Telegraph Division, C IV ..	Principal Clerk, Telegraph Division, C III ..	" ..
Gow, W. J. ..	Wellington	Principal Correspondence Clerk, C IV ..	Principal Correspondence Clerk, C III ..	" ..
Robertson, J. ..	" ..	Assistant Superintendent of Staff, C IV ..	Assistant Superintendent of Staff, C III ..	" ..
Nicholls, C. H. W.	" ..	Assistant Controller of Stores, C V ..	Assistant Controller of Stores, C IV ..	" ..
Ellott, A. ..	Wanganui	Assistant Superintendent Telegraph-office, C V ..	Assistant Superintendent Telegraph-office, C IV (max. £345) ..	" ..
Furniss, W. ..	Wellington	Overseer of Workshops, C V (max. £275) ..	Overseer of Workshops, C V (max. £315) ..	" ..
McAllister, W.	Blenheim	Repeater Supervisor, C VI ..	Repeater Supervisor, C V ..	" ..
Jackson, E. W.	Wellington, G.P.O.	Clerk in Charge Motor Section, C VI ..	Clerk in Charge Motor Section, C V ..	Expansion of business.
Coster, W. ..	" ..	Relieving Officer, C VI ..	Relieving Officer, C V ..	Revaluation of position.
Mathieson, C. A.	Wellington	Parcels Accounts Clerk, C VI ..	Parcels Accounts Clerk, C V ..	" ..
France, J. J. ..	Pictou ..	Postmaster, C VI ..	Postmaster, C V ..	Expansion of business.
Burnett, F. A. F.	Auckland	Senior Despatch Clerk, C VI ..	Senior Despatch Clerk, C V ..	Revaluation of position.
Chamberlain, K. G.	Wellington	Private Secretary, C VII ..	Private Secretary, C VI ..	" ..
Noake, R. W.	Wakefield	Postmaster, C VI (max. £245) ..	Postmaster, C VI (max. £260) ..	Expansion of business.
Roche, E. J. ..	Matamora	" ..	" ..	" ..
Gannaway, A.	Havelock	" ..	" ..	" ..
Fouhy, D. E. ..	Wanganui	Mechanician, G 6 ..	Mechanician, C VI ..	Revaluation of position.
Jeffery, C. A. ..	Wellington, G.P.O.	Clerk, C VII ..	Clerk, C VI ..	" ..
<i>General Division.</i>				
Hopkins, T. H.	Wellington	Mechanician, G 7 ..	Engraver, G 6 (max. £220) ..	Revaluation of position.
Thompson, W. M.	" ..	Clock-repairer, G 7 (max. £180) ..	Clock-repairer, G 7 (max. £200) ..	" ..

TABLE V.—SCHEDULE OF INQUIRIES HELD UNDER THE PUBLIC SERVICE ACT, 1912.

Department in which Officer concerned was employed.	Decision of Commissioner.
Customs	Officer dismissed.
Internal Affairs	Charge not proved.
”	”
”	Officer dismissed.
Post and Telegraph	Officer required to resign.
Public Works	Services terminated.
”	Reprimanded with loss of pay during suspension. To be transferred, and to bear half-cost of removal expenses.
”	Officer dismissed.
”	Officer reinstated.

APPENDIX.

REPORT OF THE PUBLIC STORES TENDER BOARD FOR THE YEAR ENDED 31ST MARCH, 1919.

The Board met on five occasions during the year.

Mr. J. Orchiston filled the position of Chairman up to the date of his retirement from the Public Service, when Mr. E. A. Shrimpton was appointed to the Board and elected Chairman. Mr. Marcus Marks, Government Printer, was also appointed to the Board to fill the vacancy caused by the retirement of Mr. J. Mackay.

The value of tenders let during the year was £28,613 7s. 5d., while tenders to the value of £28,917 3s. 6d. were declined.

It was not considered advisable, owing to the uncertain state of the hardware market, to enter into contracts for supplies of hardware during the year. Contracts were, however, let for supplies of cement, bricks, drain-pipes, and other articles of New Zealand manufacture, and for the supply of petrol and oils, on satisfactory terms. Suitable arrangements were also entered into with various firms for the continuance of existing contracts.

Contracts for the supply of bicycle and motor-car covers and tubes were arranged, also for the supply of woollen goods and clothing for the Mental Hospitals Department, and of uniforms for the Department of Internal Affairs.

Owing to the uncertain conditions of trade and shipping various Departments of the Public Service did not avail themselves of the services of the Board to the same extent as in previous years, having no doubt found it more convenient to negotiate purchases or to arrange for the continuance of existing contracts as in the previous year. Tendering was, for the greater part, restricted to items of local and Australian manufacture and to articles readily procurable in the United States of America and in Canada. Curtailment of works no doubt also accounts for the small value of purchases.

All contracts entered into during the year were satisfactorily carried out.

E. A. SHRIMPTON, Chairman.

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