

These examinations are competitive. An order-of-merit list of the successful candidates is prepared for each examining centre, and appointments to the Service are, as far as possible, made from the local pass-list, candidates who have passed the Senior Examination being given preference.

The Junior Examination requires a speed of eighty words a minute in shorthand and thirty words a minute in typewriting, while the Senior speeds are 110 words a minute in shorthand and forty words a minute in typewriting.

The Intermediate and Special Examinations are held in the four chief centres. For these there were 88 entries; 29 of the candidates were successful, and 59 failed.

The requirements of the Intermediate Examination are 130 words a minute in shorthand and fifty words a minute in typewriting, and of the Special Examination 150 words a minute in shorthand and fifty words a minute in typewriting.

Four candidates presented themselves for the Shorthand Reporters' Examination, one being successful. The Reporters' Examination requires a speed of 150 to 180 words a minute in shorthand with not more than 1 per cent. of error in transcription.

The latter three examinations are used for promotion purposes.

AMENDMENTS TO THE GENERAL REGULATIONS.

In consequence of the passing of the Finance Act (No. 2), 1934, making provision for an increase in salary or wages of 5 per cent., the following regulations were amended:—

Regulations 8, 109, 111, 117, 197, 201, 209, 213, and 214—increasing salaries and rates in accordance with the Act.

OFFENCES BY OFFICERS.

Offences and irregularities are dealt with in accordance with the provisions of sections 12 and 13 of the Public Service Amendment Act, 1927.

The decisions arrived at of the principal classes of cases dealt with during the year are as follow:—

- (a) Misappropriations (3): Forfeited office.
- (b) Irregularities (1): Retired.
- (c) Unsatisfactory work (12): Services terminated (1), resignation accepted (2), retired (1), transferred and disgraced (6), fined (2).
- (d) Unsatisfactory conduct (9): Services terminated (1), appointment annulled (1), resignation accepted (2), retired (1), increment withheld (2), transferred (2).

STATISTICAL TABLES.

It is customary to include as appendices to the annual report statistical tables showing the summarized classification of Departments and a comparison with the previous year's salaries. The data for the tables is dependent on the figures in the Classification List. As, however, the list for this year has not yet been issued, it has not been possible to include the tables for this year. A similar position arose last year, but the tables which would in the ordinary course have been printed with last year's report are included in this report.

CONCLUSION.

I am pleased to say that during the difficult period through which the Dominion has passed Heads of Departments and staffs generally have been fully appreciative of the need for continual oversight of expenditure, and all staffs have been earnest in their endeavours to provide adequate and efficient service as economically as possible.

Another pleasing feature has been the particularly harmonious relations existing between this Office and the staffs of the Service generally, and also with representatives of the Public Service Association.

I desire to express my appreciation of the loyal support accorded me by Permanent Heads and by officers throughout the Service, and particularly to the members of my own staff for their loyal and devoted assistance.

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

A. D. THOMSON, Acting Commissioner.

T. MARK, Acting Assistant Commissioner.

Office of the Public Service Commissioner,
Wellington, 23rd September, 1935.