

# STATUTORY RULES.

1918. No. 245.

## REGULATIONS UNDER THE NAVAL DEFENCE ACT 1910-1912.

### FINANCIAL AND ALLOWANCE REGULATIONS FOR THE NAVAL FORCES OF THE COMMONWEALTH.

**I**, THE GOVERNOR-GENERAL in and over the Commonwealth of Australia, acting with the advice of the Federal Executive Council, hereby make the following Regulations under the *Naval Defence Act* 1910-1912 to come into operation on and from the dates specified therein.

Dated this eighteenth day of September, 1918.

R. M. FERGUSON,  
Governor-General.

By His Excellency's Command,  
A. POYNTON,  
Minister of State for the Navy.

### FINANCIAL AND ALLOWANCE REGULATIONS FOR THE NAVAL FORCES OF THE COMMONWEALTH.

#### *Amendments.*

#### Part IV.

Regulations 42 (I.) and 42 (II.) are amended by adding the word "daily" after the words "the following" in the first line of sub-regulation (1) of each regulation, to date from 1st January, 1918.

Regulation 42 (I.) is amended, as from 1st January, 1918, as follows:—Omit the word "Sea-going" in the second line of sub-regulation (10). Substitute the words "Service on Sea-going rates of pay" for the words "R.A.N. Sea-going Service" in the last line of sub-regulation (10).

Regulation 42 (II.) is amended by adding the words "but time served prior to disrating may count towards progressive pay on restoration to rating" at the end of sub-regulation (5), as from the 1st January, 1918.

Regulation 43 (I.) is amended as from 1st January, 1918, by adding the words "and Paymasters' Clerks" after the words "Warrant Officers" in the fourth line of sub-regulation (3).

Regulation 44 (II.) is amended, as from 1st January, 1918, by adding the word "Daily" before the words "Rates of Deferred Pay—All Ranks and Ratings" in the heading of this regulation.

Add new regulation 44 (III.), as from 1st January, 1918, to read as follows:—

44. (III.) The Allowances provided in regulations 43 (I.) to 43 (V.) inclusive shall apply only to Officers, Petty Officers and men of the Permanent Sea-going Forces in receipt of Sea-going rates of pay, and shall not be applicable to Officers, Petty Officers and men of the Permanent Sea-going Forces in receipt of consolidated rates of pay.

C.13334.—PRICE 5D.

Regulations 50 (a), 50 (b), 50 (c), and 51 (I.) are cancelled as from 1st July, 1918, and new regulation 50 (I.) substituted in lieu, to read as follows:—

“R.A.N. AUXILIARY SERVICES (NON-SEA-GOING).

*Pay and Allowances.*

50. (I.) (1) *Conditions of Service.*—(a) The R.A.N. Auxiliary Services shall comprise the R.A.N. Brigade Staff, R.A.N. Radio Service, and Naval employees permanently appointed for duty in H.M.A. Naval Depôts, Establishments, and Offices.

(b) Members of the Auxiliary Services shall be subject to the provisions of the Naval Discipline Act. They shall be considered members of the Permanent Naval Forces (Non-Sea-going), and will be required to wear uniform on duty, and at all times when uniform is required to be worn by the Sea-going Forces.

(2) *Appointment.*—(a) Appointments to the Auxiliary Forces will be subject to such conditions and qualifications as may be prescribed by the Naval Board, and will, as far as possible, be made from persons of long service in the Sea-going Forces.

(b) All appointments and re-engagements shall be subject to recommendation, vacancies existing, and the approval of the Naval Board, and irrespective of the period of engagement entered into, shall only be for such period for which a member's services are required.

(3) *Rates of Pay.*—The following consolidated rates of pay, inclusive of all allowances (except travelling and other allowances specially provided), shall apply, as from 1st July, 1918, to persons appointed for permanent duty on shore in the R.A.N. Auxiliary Services:—

Rank or Relative Rank.	On Appointment.	Annual Increment.	Maximum.	Remarks.
Captain .. .. .	£ 625	25	725	To be appointed to last rank or rating and at seniority held in Sea-going Service.
Commander .. .. .	550	25	600	
Lieut.-Commander .. .. .	450	15	525	
Lieutenant .. .. .	350	15	425	
Sub-Lieutenant .. .. .	200	15	275	
Mate .. .. .	250	15	340	
Commissioned Warrant Officer	280	12	328	
Warrant Officer .. .. .	228	12	276	
Chief Petty Officer .. .. .	180	*12	222	
Petty Officer .. .. .	156	6	174	
Loading Seaman .. .. .	144	6	150	*Final increment, £6
Able Seaman .. .. .	134	6	140	
Ordinary Seaman .. .. .	78	13	104	
Boys over 17 .. .. .	65	..	..	
„ over 16 and under 17 .. .. .	52	..	..	
„ under 16 .. .. .	39	..	..	

(4) *Uniform Gratuities.*—The foregoing rates are inclusive of maintenance of uniform, except as follows:—

(a) *On First Appointment.*—

(i) Banks and ratings transferred from the Sea-going Forces will receive no outfit gratuity on transfer, except in regard to ratings required to change class of uniform, who will receive gratuities as per scale in (b).

- (ii) Gratuities will be paid to persons appointed to Radio Service direct from shore (old scheme), without previous Naval Service, as follow:—

	£
Warrant Telegraphists .. ..	25
Chief Petty Officer Telegraphists ..	10
Petty Officer Telegraphists .. ..	10

- (iii) In special cases where appointments are made direct from shore, the Naval Board may approve of payment of outfit gratuities in accordance with the following scale, or at such reduced amounts as considered desirable:—

	£
Warrant Officers .. .. .	25
Chief Petty Officers .. .. .	10
Petty Officers .. .. .	10

- (b) *On Promotion subsequent to Entry.*—On advancement subsequent to entry, all ranks and ratings of the R.A.N. Auxiliary Services will be entitled to uniform gratuities, as follow:—

	£
On promotion to Chief Petty Officer, if required to change class of uniform ..	10
On promotion to Warrant rank .. ..	20
On promotion to Commissioned Warrant or Mate rank .. .. .	10
On promotion to Lieutenant rank .. ..	10

Provided that on promotion from Petty Officer Telegraphist (old scheme) to Chief Petty Officer Telegraphist, in which case no change of uniform is required, no gratuity shall be payable.

Uniform gratuities will not be again payable on re-engagement in the Auxiliary Services.

(5) *Increments.*—(a) All increments shall be subject to such conditions as may be prescribed by the Naval Board, and to the necessary provision on Estimates being approved.

(b) Increments falling due on any day other than the first of the month shall accrue from the first day of the following month.

(6) *Advancement.*—(a) Advancement after joining the Auxiliary Services will be subject to such regulations as may be prescribed by the Naval Board. Members of the Auxiliary Services, below the rating of Chief Petty Officer, possessing the necessary qualifications may, if not otherwise promoted, and subject to the existence of vacancies and Naval Board approval, be advanced to the next higher rating after one year's service at the maximum pay of their rating. Messengers, coxswains, storemen, general workmen, caretakers, &c., shall not, however, be eligible for promotion to Chief Petty Officer, except in the case of senior messengers at Navy Office and Naval Establishments, who may be so promoted, but shall not be advanced beyond a salary of £192 per annum.

(b) Chief Petty Officers of the Sea-going or Auxiliary Forces will, if transferred or reverted to a position in the Petty Officer grade, receive the maximum pay of the Petty Officer grade only; but they may be allowed to retain the uniform of the rating of Chief Petty Officer.

(7) *Sick Leave*.—Leave of absence on the ground of illness shall be granted to members of the Royal Australian Naval Auxiliary Services according to the scale laid down in regulations 93-101 of these Regulations.

(8) *Recreation Leave*.—Recreation leave shall be granted on full pay under the conditions prescribed for the Permanent Naval Forces in the Regulations for the Commonwealth Naval Forces.

(9) *General*.—When Government quarters are occupied, a charge not exceeding 10 per centum of salary shall be made for rent, unless otherwise approved by the Minister."

Regulation 50 (*d*) is cancelled as from 1st January, 1918.

### Part VIII.

Regulation 77 is cancelled, and the following regulation substituted in lieu thereof:—

**Regulation 77. Scale of Travelling Allowances.**—(1) (*a*) From the 1st July, 1918, the following shall be the rates of Travelling Allowances which may be drawn by members of the Permanent Naval Forces (Sea-going) when travelling on duty and *in receipt of Sea-going rates of pay*:—

Rank, Relative Rank or Rating.	Daily Allowance.	Hourly Rate
	<i>s. d.</i>	
Captains and higher Ranks ...	20 0	$\frac{1}{24}$ of daily rate for each hour. (The minimum period of absence for which payment may be made is six hours.)
Commanders ...	18 0	
Lieutenant Commanders ...	16 0	
Other Commissioned, and Commissioned Warrant, Officers ...	14 0	
Warrant and Subordinate Officers ...	12 0	
Chief Petty Officers ...	10 0	
Petty Officers ..	8 0	
Seamen and others ...	6 0	

(*b*) The following sub-regulations, numbered (2) to (35) inclusive, shall also apply as from 1st July, 1918, to members of the Permanent Naval Forces (Sea-going) when travelling on duty and in receipt of Sea-going rates of pay.

(2) Travelling Allowance is payable only up to a maximum period of fourteen days, except in such special cases as may be approved by the Naval Board. Members of the Sea-going Forces on duty involving a longer absence than 14 days shall draw the rates of Lodging Allowance specified in regulation 43 (I.) sub-regulation (11) only, in addition to Ration Allowance.

(3) Officers, in receipt of ration allowance, detached for duty on shore or in other ships for periods of less than six hours, will be paid an allowance of 1s. 6d. per meal. Petty Officers and men detached for duty on shore, for periods of less than six hours, shall receive an allowance of 1s. per meal. Such payments shall only be made on certificate of Commanding Officers that absence was necessary during the prescribed meal hours.

(4) Officers temporarily loaned to other ships for periods exceeding six but under 48 hours, who are required to continue their mess subscription in their own ship in their absence, may receive an allowance of 3s. per full day, with the meal allowance (not exceeding 3s. for any one day) for any broken period.

Payment will be made, in such cases, in the ship from which the Officer is loaned.

(5) In the cases of Officers and men absent *over* forty-eight hours, whose Ration Allowance has been credited during their absence, a deduction of 1s. 8d. per diem (or 1d. per hour for broken periods under twenty hours) is to be made from the above Travelling Allowance but not from the reduced Lodging Allowance payable after fourteen days' absence. The number and date of cash vouchers are to be noted in remarks column of ledger, and a notation as to whether or not they are drawing Ration Allowance is to appear on voucher.

(6) Travelling Allowance shall not be payable concurrently with Lodging Allowance or Allowance in lieu of rations, or when quarters are provided at place of duty.

(7) The above rates of Travelling Allowance are exclusive of any cost of conveyance by rail, coach, or steamer; and, in computing the period, the time shall be counted from the time of *departure* by train, coach, or steamer to the time of *return* by the same.

(8) Where it is proved to the satisfaction of the Naval Board that the Travelling Allowances a member is entitled to draw under these Regulations do not cover his actual expenses, the Naval Board may authorize payment of an increased rate of Travelling Allowance, or the Naval Board may reduce the rates of Travelling Allowances under the scale, when circumstances appear to justify such a course. Travelling Allowance shall not be payable when travelling by steamer or other vessel, or by railway, in which quarters and rations are provided.

(8A) Officers travelling overseas on duty, in such special cases as may be approved by the Naval Board, may receive the passage money and be allowed to make their own arrangements for passage, but in such cases, Shipping Companies' 1st class vouchers must be produced for the full sum advanced.

**Cab Hire (including Taxi Cabs).—**(9) Cab hire shall be allowed to Officers only when travelling with baggage.

(10) Cab hire will not be allowed when railway or other ordinary public conveyance is available. Claims for cab hire must be supported by a statement showing the necessity for using carriages or cabs, also the places from and to, and distance travelled.

(11) Cab hire will not be admissible for distances of less than 2 miles, unless baggage of a bulky nature or of over 28 lbs. weight is necessarily taken, or unless such conveyance is required for necessary saving of time apart from all circumstances under the Officers' own control. A full explanation of the circumstances must accompany each claim, and the distance travelled, together with the places from and to, must in every case be shown.

(12) Cab hire shall be allowed to Petty Officers when travelling with baggage if no cheaper mode of conveyance is available.

(13) When cab hire is claimed for more than 5s., receipt for such payment must accompany claim. Claims for cab hire at rates in excess of the legal fares are not admissible. Claims for hire of taxi-cabs shall not be admitted where the rates for hire of such cabs exceed the rates for hire of ordinary cabs.

(14) When an Officer or Petty Officer proceeds on duty by rail or steamer, cab hire from his quarters or house to railway station or steamer will not be allowed in excess of 5s.

(15) When two or more Officers or two or more Petty Officers proceed from one quarter on the same duty, a separate cab will not be allowed for each, unless it be shown that it was impracticable for the Officers or Petty Officers to perform the journey together.

(16) Claims for cab or carriage hire will not be admissible in connexion with attendance at levées, reviews, arrival and departure of Governors or other ceremonials, the paying of official calls, or on any occasion of a similar nature, except as provided in the following paragraph.

(17) Cab hire will be permitted only for official calls which are *compulsory* for official purposes, and in the case of officers not in command claims for cab hire for such purposes must be so certified by the Commanding Officer on voucher.

**Motor Cars.**—(18) Claims for hire of motor cars in excess of One pound must receive the prior approval of the Naval Board. Motor cars are only to be engaged when their use is as economical as cabs.

**Accommodation, Class of.**—(19) The following shall be the classes of accommodation by rail and sea when travelling on duty in Australia:—

Rank, Relative Rank or Rating.	Class of Accommodation.	
	By Rail.	By Mercantile Vessels.
Commissioned Officers and Subordinate Officers. . . . .	1st Class	1st Class
Warrant Officers . . . . .	1st Class	1st Class
Chief Petty Officers . . . . .	2nd Class	2nd Class
Other ratings . . . . .	2nd Class	3rd Class

(20) Commanding Officers may assign a superior class of accommodation to invalids upon medical recommendation; and, in special cases, to others where suitable accommodation by sea is not available.

(21) Petty Officers shall generally be given 2nd Class accommodation when travelling by mercantile vessels, except that, when travelling in company with members of the Royal Navy, they shall conform to the arrangement being adopted for such ratings.

(22) When drafts are sent by train, seats shall be reserved, whenever possible, in proximity, in one or more compartments, for the Petty Officer in charge or sub-charge and men. No person is to travel on duty by sea without an official order or other document of identification.

**General.**—(23) Claims for Travelling Allowance (including any expenses incurred for conveyance of baggage) and for Travelling Expenses shall be prepared in full detail, and in order of occurrence, on the usual voucher form, to be submitted for payment not later than one month after the completion of the journey.

(24) Claims for increased rate of travelling or other allowances consequent on promotion to higher rank shall not be admitted for any period prior to date of gazettal or notification of the promotion.

(25) Officers and others holding temporary or acting rank shall draw the allowances of such rank.

(26) No officer shall travel on duty without first obtaining the written instructions of his Commanding Officer, and such Commanding Officer, before issuing such instructions, shall satisfy himself that the travelling is necessary, and shall state the nature of the duty on the written authority.

(27) All persons, on first taking up appointments within the Commonwealth, must join at their own cost, and no travelling or other expenses shall be allowed for themselves, wives, or families, provided that in exceptional circumstances the Naval Board may approve payment of travelling or other expenses on first appointment.

(28) Ratings belonging to the Permanent Naval Forces lent to vessels or services in which they have to contribute to a higher *official* rate of messing shall be allowed the difference, subject to the approval of the Naval Board in each case.

(29) Recruits joining the Permanent Naval Forces in one place to join a ship or Depôt in another place shall draw travelling allowance and be provided with accommodation by rail or steamer as per scale.

(30) Gratuities to railway porters, stewards, &c., are inadmissible, but porters outside a railway station will be allowed for journeys with baggage of a bulky nature, or of over 28 lbs. in weight, when cab hire is not charged.

Freight.—(31) Payment, according to the following scale, for freight on service baggage actually necessary to be carried will be allowed to Officers and Men of the Permanent Naval Forces (Sea-going) travelling on duty, *and in receipt of Sea-going rates of pay* :—

Rank or Rating.	Maximum Weight Allowed inclusive of Quantity carried free with each Passenger.	To be packed so as not to exceed in Admeasurement.	Remarks.
	cwt.	cubic feet	
Rear-Admiral .. .. .	36	180	
Captain .. .. .	26	130	
Other Officers of same relative rank as Captain .. .. .	13	65	
Commanders and other Officers of same relative rank .. .. .	9	45	If appointed to command a ship or to a shore appointment, double these quantities shall be allowed
Lieutenants and other Officers of same relative rank .. .. .	6	30	
Sub-Lieutenants and other Officers of same relative rank, and Warrant and subordinate Officers .. .. .	3½	18	
Chief Petty Officers and Ratings of equivalent rank .. .. .	2½	..	
Other Ratings allowed to embark clothes chests under Uniform Regulations .. .. .	2	..	Tool chests of artisans in addition
Petty Officers not included in above .. .. .	1½	..	
Other Ratings not elsewhere included .. .. .	1	..	

(32) Chaplains will be allowed 2 cwt. for books, Medical Officers 2 cwt. for professional books and instruments, and Officers in charge of Paymasters' Accounts 1 cwt. for books and accounts in addition to their allowance of Baggage according to their seniority, as already defined.

(33) In all cases where Naval transport is available it must be used.

(34) In the case of chest ratings a railway permit is to be issued for conveyance of chest, and the rating concerned is not to be required to pay freight and claim afterwards unless he has been given an advance of Travelling Allowance sufficient for the purpose.

(35) Payments for Travelling Allowances made under previous regulations, prior to receipt of these Regulations in H.M.A. Ships, are not to be adjusted to the foregoing scales.

**Scale of Travelling Allowance.**—(36) (a) From 1st October, 1918, the following shall be the rates of Travelling Allowance payable to members of the Royal Australian Naval Auxiliary Services, Officers holding a rank or relative rank, and persons on consolidated rates of pay not holding rank or relative rank, when travelling on duty:—

Rank, Relative Rank or Rating.	Daily Allowance.	Daily Allowance after first seven days' residence in the same place.	Hourly Rate.
	s. d.	s. d.	
Captains and higher Ranks .. .. .	20 0	15 0	1/24th of the daily rate for each hour. The minimum period for which payment is allowable is six hours.
Commanders .. .. .	18 0	15 0	
Lieutenant Commanders .. .. .	16 0	13 6	
Lieutenants and Sub-Lieutenants ..	14 0	12 0	
Mates and Commissioned Warrant Officers .. .. .	12 0	10 0	
Warrant Officers and Subordinate Officers .. .. .	12 0	10 0	
Chief Petty Officers .. .. .	10 0	8 6	
Petty Officers .. .. .	8 0	6 6	
Seamen and Others .. .. .	6 0	5 0	

(b) Except where otherwise provided in these Regulations, Civilian Officers not holding a rank or relative rank shall receive Travelling Allowance at the rates and in accordance with the conditions prescribed for the rank of Officers of the Royal Australian Naval Auxiliary Services of equivalent salary, provided that an Officer holding honorary rank may receive Travelling Allowance prescribed for his rank, or salary, according to whichever rate is the higher.

(c) The following sub-regulations, numbered (37) to (61) inclusive, shall also apply, as from 1st October, 1918, to members of the R.A.N. Auxiliary Services, Officers holding rank or relative rank, and persons on consolidated rates of pay not holding rank or relative rank, when travelling on duty.

(37) In the case of transfer temporarily from Head-Quarters to take up duty at another station for more than fourteen days, a reduced allowance at the following rates shall be paid, after the first period of seven days, in lieu of the daily rate prescribed above:—

Rank, Relative Rank, or Rating.	Per week.
	£ s. d.
Officers, Mates, and Commissioned Warrant Officers .. .. .	2 10 0
Warrant Officers and Subordinate Officers .. .. .	2 0 0
And others .. .. .	1 10 0

(38) Unless otherwise provided for, where a person on consolidated rates of pay, whilst carrying out duties other than his own, receives additional salary equal to or greater than this reduced allowance, he shall not be entitled to any allowance; but, where the salary does not amount to the reduced allowance, he may be paid the difference.

(39) The means of conveyance shall be by railway, if the cost be not greater than by other mode of conveyance.

(40) When travelling by steamer, or other vessel, or by railway, in which the fare paid includes subsistence, one-quarter of the ordinary rates shall be allowed.

(41) The above rates of Travelling Allowance are exclusive of any cost of conveyance by rail, coach, steamer, &c., and, in computing the period, the time shall be counted from the time of *departure* by train, coach, steamer, &c., to the time of *return* by the same.

(42) Where it is proved to the satisfaction of the Naval Board that the Travelling Allowances a member is entitled to draw under these Regulations do not cover his actual expenses, the Naval Board may authorize payment of an increased rate of Travelling Allowance, or the Naval Board may reduce the rates of Travelling Allowance under this scale where circumstances appear to justify such a course. Officers travelling overseas on duty in such special cases as may be approved by the Naval Board may receive the passage money, and may be allowed to make their own arrangements for passage, but in such cases Shipping Companies' vouchers must be produced for the full sum advanced.

**Cab Hire (including Taxi-cabs) and Motor Car Hire.**—(43) Sub-regulations 9 to 18 inclusive of this regulation, as prescribed for members of the Permanent Naval Forces (Sea-going), shall apply to members of the Royal Australian Naval Auxiliary Services and persons in receipt of consolidated rates of pay either holding or not holding rank or relative rank.

**Accommodation—Class of.**—(44) (a) Persons holding rank or relative rank shall receive accommodation as prescribed for members of the Permanent Naval Force (Sea-going) in receipt of Sea-going rates of pay, and be subject to such other conditions as are prescribed in sub-regulations (19) to (22) inclusive of this regulation; provided that first class fares shall be allowed to Chief Petty Officers, also their wives and children, when travelling at Government expense by steamer or other vessel on the Queensland or Western Australian Coast or by narrow-gauge railway in Queensland, South Australia, or Western Australia.

(b) All persons, not holding rank or relative rank and in receipt of consolidated rates of pay, whose salary is £200 or over per annum, shall be allowed first class fare. In *all other cases*, second class fare shall be allowed; but first class fare may be allowed to such persons under the same conditions as prescribed for Chief Petty Officers in paragraph (a) above or in any case approved by the Naval Board.

**Scale of Meal Allowance for Journeys under Six Hours.**—(45) (a) Members of the Royal Australian Naval Auxiliary Services, Officers holding rank or relative rank and persons not holding rank or relative rank, in receipt of consolidated rates of pay, detached for temporary duty and required to travel for periods of less than six hours may receive Meal Allowance at the following rates:—

Rank, Relative Rank or Rating.	Meal.		
	Morning.	Mid-day.	Evening.
	s. d.	s. d.	s. d.
Officers and Commissioned Warrant Officers	2 0	2 0	2 6
Warrant and Subordinate Officers.. ..	1 6	1 6	2 0
Petty Officers and Seamen .. ..	1 0	1 0	1 6

(b) The amount payable in respect of meals shall be *the actual amount necessarily expended*, but in no case shall the amount allowable exceed the amount prescribed above.

(c) No payment shall be made under this sub-regulation to meet expenditure on the first meal partaken away from the usual place of residence of the person, nor for any meal obtained before the following hours:—

Meal.				Hour.
Morning	..	..	..	7 a.m.
Mid-day	..	..	..	1 p.m.
Evening	...	..	..	6 p.m.

**General.**—(46) Claims for Travelling Allowances (including any expenses incurred for conveyance of baggage) and other Travelling Expenses shall be prepared in full detail and in order of occurrence, on the usual Voucher Form, and be submitted for payment not later than one month after the completion of the journey.

(47) Claims for increased rate of Travelling or other Allowances consequent on promotion to higher rank shall not be admitted for any period prior to the date of gazettal or notification of the promotion.

(48) Officers and others holding temporary or acting rank shall draw the allowances of such rank. No officer shall travel on duty without first obtaining the written instructions of his Commanding Officer, and such Commanding Officer, before issuing instructions, shall satisfy himself that the travelling is necessary, and shall state the nature of the duty on the written authority.

(49) All persons on first taking up appointment within the Commonwealth must join at their own cost, and no Travelling or other expenses shall be allowed for themselves, wives, or families, provided that in exceptional circumstances the Naval Board may approve payment.

(50) Members of the Naval Brigade shall become entitled to Travelling Allowance, as prescribed in sub-regulations (1) to (35) inclusive of this regulation for corresponding ranks and ratings of the Permanent Naval Forces (Sea-going) on Sea-going rates of pay, only when ordered to proceed on *special duties* outside their ordinary duties at Inspections, Parades, Drills, or Annual Training; except that, when proceeding to or returning from Annual Training and required to travel long distances, payment of Meal Allowance may be made at the rates prescribed in sub-regulation 45. Payment of Meal Allowance under similar conditions may also be made to Naval Cadets proceeding to or returning from Camps.

(50)A. Chaplains attending camps of training are not entitled to Travelling Allowance.

(51) Gratuities to railway porters, stewards, &c., are inadmissible, but portorage outside the railway station will be allowed for journeys with baggage of a bulky nature, or over 28 lbs. in weight, when cab hire is not charged.

**Transfers and Removals.**—(52) When a member of the Royal Australian Naval Auxiliary Services or other person on consolidated rates of pay is transferred from a District, Sub-District, or station to another

District, Sub-District, or station, actual cost of rail, steamer, coach, or other fares, at Government rates, of such member, his wife, and children (as hereafter defined) shall be paid by the Department, in addition to Travelling Allowance for such a member, provided such transfer is not made by way of punishment, or at the member or person's own request.

(53) The term "children" is to be understood to include only such sons as are not over 16 years of age at the date of commencement of the journey, and unmarried daughters dependent on and residing with their fathers. An exception to this rule may be permitted in the case of sons over 16 years who, by reason of physical or mental infirmity, are necessarily dependent on their parents.

Steamer, rail, or other fares of adopted children are not allowable except under special circumstances with the approval of the Naval Board.

(54) Reimbursement of cost of removing furniture shall be subject to the following limitations:—

Officers' or Ratings' Salaries per annum.	Maximum amount allowed.	Maximum weight allowed.
Under £200 .. .. .	£25	2½ tons.
£200 and under £400 .. .. .	£35	3½ ..
£400 and under £600 .. .. .	£40	4 ..
£600 and over .. .. .	£50	4½ ..

(55) In providing for cost of removal, only necessary household furniture and effects shall be taken into consideration.

(56) In very exceptional circumstances where it can be satisfactorily proved that the amount as set out in sub-regulation (54) above is not sufficient to cover the actual cost of removal of necessary household furniture and effects, the District Naval Officer or Officer in Charge may recommend, for the approval of the Naval Board, the payment of an additional amount towards such actual cost.

(57) Before removal is undertaken the person shall, where practicable, obtain quotations in writing from at least two carriers and submit same to the District Naval Officer or Officer in Charge, who may authorize the acceptance of the more suitable, provided that the maximum amount prescribed is not exceeded.

(58) The Naval Board may, in lieu of cost of removal, authorize payment of an amount not exceeding the maximum prescribed for removal expenses to compensate for loss in any case where an officer elects to dispose of his furniture and effects instead of removing them to his new station. Applications under this sub-regulation must be supported by account sales, receipts for goods purchased to replace those sold, and such other evidence as may be required, showing that the person was actually in possession of such household furniture, &c.

(59) Persons shall not be entitled to any compensation for losses or damages arising from removal, nor to repayment of cost of insurance on household furniture and effects in transit.

(60) Furniture, where practicable, shall be removed by railway if the cost be not greater than by other means of conveyance.

(61) Vouchers must be produced for all sums paid.

Regulation 78 is cancelled, as from the 1st July, 1918.

Add new regulation 78, as follows, to date from 1st October, 1918:—

78. (1) Members of the Royal Australian Naval Brigade Staff employed in camps of training or, in time of war or emergency on continuous or other duty which necessitates their absence overnight from their usual place of residence, shall be entitled to rations in kind at the rate prescribed for members of the Permanent Sea-going Forces.

(2) Meal Allowance, as prescribed in sub-regulation (4), shall not be payable concurrently with Travelling Allowance or when rations in kind are issued.

**Scale of Meal Allowance- R.A.N.B. Staff.**—(3) Members of the R.A.N.B. Staff shall not receive any allowance in lieu of rations when employed on duty ashore, except when engaged in time of war or emergency on continuous or other duty which necessitates absence from their usual place of residence over-night, and then only under the following conditions:—

- (a) That no arrangements for victualling exist at the locality.
- (b) That no arrangements can be made to enable the member to return to his place of residence for meals.
- (c) That expenditure additional to the member's ordinary expenditure has been incurred as the direct result of his inability to obtain, at his place of residence, the meals usually taken thereat.
- (d) That the claim for payment is supported by a certificate signed by the District Naval Officer that the conditions governing payment, as prescribed in this sub-regulation, have been complied with.

(4) The amount payable in respect of meals obtained under the foregoing conditions shall be *the actual amount necessarily expended*, provided that payment for meals made under this regulation shall not exceed the following:—

Rank or Rating.	Meal.		
	Morning.	Mid-day.	Evening.
	s. d.	s. d.	s. d.
Officers and Commissioned Warrant Officers	2 0	2 0	2 6
Warrant and Subordinate Officers.. ..	1 6	1 6	2 0
Chief Petty Officers and others .. ..	1 0	1 0	1 6

(5) Meal Allowance shall not be allowable for the first meal partaken away from the usual place of residence of the member, after the time of commencement of daily duty, nor for any other meal obtained before the following hours:—

Meal.	Hour.
Morning .. ..	7 a.m.
Mid-day .. ..	1 p.m.
Evening .. ..	6 p.m.