

STATUTORY RULES.

1913. No. 143.

PROVISIONAL REGULATIONS UNDER THE "NAVAL DEFENCE ACT" 1910-1912.

REGULATIONS AND INSTRUCTIONS FOR THE ROYAL AUSTRALIAN NAVAL RESERVE (M).

I, THE GOVERNOR-GENERAL in and over the Commonwealth of Australia, acting with the advice of the Federal Executive Council hereby certify that, on account of urgency, the following Regulations under the *Naval Defence Act* 1910-1912, should come into operation on and from the 1st day of July, 1913, and make the Regulations to come into operation accordingly as Provisional Regulations.

Dated this thirtieth day of May, One thousand nine hundred and thirteen.

DENMAN,
Governor-General.

By His Excellency's Command,
G. F. PEARCE,

All Regulations, Financial and otherwise, for the Naval Militia or Royal Australian Naval Reserve (M) heretofore made are hereby repealed,

REGULATIONS AND INSTRUCTIONS FOR THE ROYAL AUSTRALIAN NAVAL RESERVE (M).

NOTE.—All entries into this branch of the Reserve (formerly known as the Naval Militia) having now ceased, the following Regulations shall apply to all persons belonging thereto on 1st July, 1913:—

SECTION 1.—OFFICERS.

1. Officers of the Naval Reserve shall rank with but after Officers of Rank and command. corresponding rank in the Royal Australian Navy.

2. The seniority of Officers in the Naval Reserve in their respective Seniority. ranks shall be regulated by the dates of their appointments, or, in the case of first appointments, by the order in which the names appear in the *Gazette* in which their appointments are notified.

3. No Officer of the Naval Reserve shall have Naval Command afloat Command afloat. unless duly qualified under the Regulations of the Royal Australian Navy.

4. Promotions to fill vacancies in the rank of Lieutenants shall be made, Lieutenants. on the recommendation of the Naval Board, from such Sub-Lieutenants as have qualified by passing the prescribed examination.

- Medical Officers.—Attendance.** 5. Medical Officers of the Naval Reserve shall attend on such occasions as may be ordered by the District or Sub-District Naval Officer.
- Duties.** 6. They will be required to perform the undermentioned duties :—
 (a) Examinations of members of the Reserve.
 (b) Attendance at annual continuous training, target and rifle practice, inspections, boards and medical surveys.
- Pay.** 7. Except as set forth in the following paragraph, no Medical Officer shall be allowed to draw pay for other than the above duties, unless permission for the same is given by the Naval Board.
- Duties in connexion with Reserve (O.)** 8. Medical Officers of the Reserve (M) who are called upon to perform any duty in connexion with the Reserve (O), shall receive payment therefor in addition to any amount they may be entitled to under the provisions of Article 79, provided that although Reserves (M) and (O) may be present together at continuous training or target and rifle practices, &c., only one payment shall be made to the Medical Officer for attendance thereat.
- Substitute.** 9. In the event of the Medical Officer being unable to attend any of the foregoing duties, he shall make arrangements with another Medical Officer to take his place, informing the District or Sub-District Naval Officer, or he shall report to that Officer in sufficient time to enable a substitute to be provided. The amount of pay earned by the Medical Officer detailed as a substitute shall be deducted from the pay of such Officer for whom such substitute was provided.
- Unattached List.** 10. Any Officer may on application be placed on the Unattached List.
- Unattached Officers—Service of.** 11. The services of Unattached Officers shall at all times be at the disposal of the Naval Board.
- Duties and Pay.** 12. Unattached Officers shall not perform any duty without the approval of the Naval Board, but when called up for duty may receive the pay of their rank in the Naval Reserve.
- Age for retirement.** 13. Officers shall be retired at the ages set forth below :—
- | | |
|--|----|
| Commanders | 57 |
| Lieutenants | 52 |
| Engineer, Medical and Warrant Officers | 57 |
- But the Governor-General may, nevertheless, require any Officer who would otherwise so retire, notwithstanding his age, to continue to perform his duty for a period not exceeding two years.
- Officers to report themselves annually.** 14. All Officers on the Unattached or Retired Lists shall report themselves in writing once a year to the Naval Secretary. Failing this, their names may be removed from the Naval Forces List.
- Resignation may be cancelled.** 15. The Governor-General may cancel the resignation of any Officer who has been employed under the Acts, and may place him on the Unattached or Retired Lists.
- Attendance at drills necessary.** 16. Any Officer who does not attend more than three-fourths of the annual drills shall not be allowed to retain his commission or warrant, unless it be represented by the District Naval Officer that there are special reasons for relaxation of this Regulation.

17. If an Officer of the Reserve is guilty of improper conduct, or of any civil offence bringing discredit on the Service, or is negligent in the performance of his duty, the Governor-General may cancel his commission, but before such cancellation the Officer shall be notified in writing of the complaint or charge against him, and shall be called upon to show cause in relation thereto. Cancellation of commission for misconduct.

SECTION 2.—PETTY OFFICERS AND MEN.

18. Petty Officers may be promoted to Chief Petty Officers as vacancies occur provided suitable men are available. Chief Petty Officers.

19. Petty Officers shall be selected from Leading Seamen and such Able Seamen as have passed the examination laid down for Leading Seaman, and are considered eligible. Petty Officers.

When additional Petty Officers are required, Leading Seamen may be appointed to act as Petty Officers, and, if they prove themselves efficient, shall be promoted as vacancies occur.

20. Seaman ratings who qualify in signals may be given the rating of Signalman, and, on passing the prescribed examination, may be advanced to Leading Signalman and Yeoman of Signals provided that the total numbers of Petty Officer and Leading rates allowed are not exceeded. Signal ratings.

21. Engine-room Artificers' Assistants may be rated Engine-room Artificers on passing the prescribed examination. Engine-room Artificers.

22. Promotion to the ratings of Stoker Petty Officers and Leading Stokers shall be made, on the recommendation of an Engineer Officer, from candidates who have passed the prescribed examination. Stoker Petty Officers and Leading Stokers.

23. All persons below the rank of Warrant Officer shall be discharged at the ages set forth below :— Age for retirement.

Chief and other Petty Officers	57
All other ratings	52

but the District Naval Officer may discharge any such member on his attaining the age of 50.

24. Should it, however, be considered necessary in the interests of the Reserve to retain the services of any member who would be otherwise discharged, the District Naval Officer may recommend, for the approval of the Naval Board, that the said member be, notwithstanding his age, retained for a period not exceeding two years. Extension of service.

All such recommendations are to be accompanied by a report as to medical fitness, and no extension will be granted for a longer period than one year at a time.

25. Any member, may, except in time of war, resign from the Reserve on giving three months' notice in writing to the District Naval Officer of his intention to claim his discharge, and by paying the following sums :— Resignation.

- £2 if the resignation is during first year of service ;
- £1 if the resignation is during second year of service ;
- 10s. if the resignation is during third year of service.

The District Naval Officer may waive the above payments.

Any amount received under this Article shall be paid into Revenue.

26. Any member absent without leave for a period of two months shall be discharged and shall forfeit to the Government the amount he would have to pay if purchasing his discharge, unless, in the opinion of the District Naval Officer, there are extenuating circumstances. Discharge for absence without leave.

Discharge for
unfitness or
misconduct.

27. The District Naval Officer may discharge any member below the rank of Officer for unfitness, negligence, or misconduct independently of any other punishment to which he may by law be subject; but such member, before being so discharged, shall be notified in writing of the charge against him, and shall be given an opportunity of shewing cause against it, when he may be heard in his defence together with any witnesses whom he may call on his behalf.

Defaulter sheet.

28. On the discharge of any man from the Naval Reserve his defaulter sheet is to be filed for reference and a certificate of service signed by the District or Sub-District Naval Officer shall be furnished to him.

SECTION 3.—TRAINING.

Training.

29. Drills and Instructions shall be regulated as the District Naval Officer may direct.

Period of
training.

30. Every member of the Reserve shall be required to perform twenty-one days' training per annum, as follows:—

Class A.—Twenty-one days' training, eighteen of which must be in periods of not less than six days' continuous training afloat.

Class B.—Six days' continuous training afloat, with seven full or fourteen half-days' afloat, and thirty-two night drills.

At the discretion of the District Naval Officer, additional training under steam may be carried out in lieu of half-day or night drills.

Drills may be
varied.

31. Day drills may be performed in lieu of night drills, but in no case are night drills to be permitted in lieu of day drills.

Duration of
drills.

32. The minimum duration of drills shall be—

For a whole-day parade	8 hours
For a half-day parade	3 „
For a night drill	1½ „

Training when
no ship
available.

33. When no provision exists for members of the Reserve carrying out the training afloat, the twenty-one days' drill shall be performed in such whole-day, half-day, and night drills or parades as may be authorized by the Naval Board.

No parades to
be held on
Sundays.

34. There shall be no parades or drills of members of the Reserve on Sundays, excepting when under continuous training, or for the purpose of attending church or for other necessary purposes to be approved by the District Naval Officer.

Discontinuing
drills on
account of
weather.

35. The Senior Officer of the Military Branch present at any parade shall exercise his discretion as to the continuance or otherwise of the drill on account of the inclemency of the weather.

Discontinued
drills to be
reported.

36. When an Officer deems it necessary to discontinue a drill on account of the inclemency of the weather, he shall report the circumstances of the case within twenty-four hours to the District or Sub-District Naval Officer.

Parades ordered
count for pay.

37. A parade having been ordered, those attending shall be entitled to count such parade for purposes of pay and retainer, even though they may have been dismissed immediately after the names have been taken.

Annual
inspection.

38. Every division is to be inspected annually by the District Naval Officer or by an Officer appointed by him.

39. All members of the Reserve shall be required, in addition to the drills and training referred to in Article 30, to attend on a public holiday one review or general inspection in the year, when ordered. General inspection.

Any member failing to comply with this Regulation shall be liable to a fine of twenty shillings, unless he is able to satisfy the District Naval Officer that he was prevented by sickness or other reasonable cause or on account of his occupation, from attending such review or general inspection.

40. The Officers of a Division shall not be absent from inspection without the approval of the District Naval Officer. Officers not to be absent from inspection.

41. The District Naval Officer or the Inspecting Officer and the Commanding Officer of the Division, may order a course of recruit drill for such men as fail to exhibit a proper degree of efficiency, but such attendances shall be without pay or retainer. Recruit drill for inefficient.

42. The Naval Reserve or any portion thereof shall assemble for training as the Naval Board may direct. Continuous training.

43. It shall be within the discretion of the District Naval Officer to take such steps as may be necessary to expedite the turn-out and attendance of the Reserve, such as by advertising, notices by post, special messengers, &c., but excess expenditure incurred must be justified to the satisfaction of the Board. Notice to reserve re training.

44. Any Officer applying for leave of absence from Continuous Training must give good reasons as to the necessity thereof. Such leave, except in the case of sickness, must be applied for not later than seven days prior to the date fixed for the commencement of the Continuous Training. Officers absent from continuous training.

45. Any Officer applying for leave of absence on account of sickness must forward a medical certificate setting forth the disability from which he is suffering and the Medical Officer's opinion as to his fitness or otherwise for drill. Absence on account of sickness.

46. When any Officer or Man desires to be absent for any continuous period exceeding one month, he must make application to the District Naval Officer for leave of absence. Leave of absence.

47. District Naval Officers may grant leave of absence not exceeding three calendar months to any member of the Reserve under their command. It is to be distinctly understood that leave is not to be unreasonably withheld, but this instruction must be strictly adhered to in order that the whereabouts of all members may be known. Powers of D.N.O. to grant leave.

48. A record of every member and his service shall be kept in the District Naval Staff Office. Record of service.

49. The Senior Officer of the Military Branch present at any parade shall be responsible for seeing that a proper record is kept of the names of those present. Senior officer responsible for record of attendance.

50. Sub-District Naval Officers shall be responsible that, at the close of each month, the drill record is entered up from the Roll Book, and that a return of the drill attendances of the Division for the month is sent to the District Naval Officer. Drill record.

51. At the end of the financial year each Sub-District Naval Officer shall submit to the District Naval Officer an efficiency return of his Division. Efficiency return.

SECTION 4.—GUNNERY.

Nature of firings to be carried out.

52. The expenditure of heavy and quick-firing gun ammunition shall be as laid down in the following scale :—

No. of Rounds.	Nature of Ammunition.	Gun.
10 per man ..	1" electric ..	4" or 6" B.L., or 4.7", or 12 pdr. Q.F.
2 per gun's crew	Practice ..	" " " "

The first-named is for individual training, and should, therefore, not be hurried, and every effort is to be put forth by the Staff to make good shots of the men under training.

SECTION 5.—ARMS, ACCOUTREMENTS, AND AMMUNITION.

Supply of Arms and Accoutrements.

53. Every Division shall be supplied with arms and accoutrements to the full establishment, and each Sub-District Naval Officer shall be responsible to the District Naval Officer for all such stores in his Division

Arms issue book.

54. Each man on receiving his arms and accoutrements is to sign a receipt for the same in a book kept for the purpose.

Record of rifles and pistols.

55. Every rifle and pistol issued to a Division shall bear a number by which such rifle shall be known, and a clear record thereof is to be kept at the District Naval Staff Office, and in the books provided for each Division.

Members to use their own rifles.

56. No member of the Reserve shall be allowed to use any rifle except that for which he has signed a receipt and for which he shall be in every way responsible.

Responsibility for arms, &c.

57. All arms, ammunition, accoutrements and other equipment issued to a Division shall be in the custody of a District or Sub-District Naval Officer, who shall be at all times responsible for their number and condition and shall be primarily charged with any losses or deficiencies.

Annual stocktaking.

58. Annually in June, stock shall be taken of all arms, accoutrements, and equipment of every description issued to each Division: Any deficiencies or injuries to the same shall be reported to the District Naval Officer, the persons responsible being required to shew cause why they should not be charged for the same.

Neglected arms.

59. In any case in which the Arms are neglected, the District or Sub-District Naval Officer shall withdraw the permission granted to the men concerned to keep their arms at their own houses, and he shall cause the same to be deposited after drill in the armoury of the Division.

Officers to see that rifles are returned in clean condition.

60. Officers are responsible that rifles returned to the racks are clean and in proper order. Instructors shall see that arms so returned, especially after firing, are clean, and in the event of their not being so, shall bring the

matter to the notice of an Officer. Should the Officer consider that the rifle has been returned imperfectly cleaned, a charge may be made and deducted from the pay of the man to whom such rifle was issued.

61. In the event of arms or equipment being damaged by accident or neglect, a report shall at once be made, and the damaged arms or article forwarded, to the District Naval Officer who shall cause a thorough inquiry to be held into the cause of the damage. Should it appear that such damage was caused wilfully, or by neglect, or want of due precaution, the cost of repairing same, together with the cost of transmission to and fro may be charged against the individual. Damage by accident or neglect.

62. Any loss, damage, or destruction of arms, accoutrements or stores, which may be chargeable against any member of the Reserve, may be made good by stoppage of such member's pay, or in default thereof, proceedings against him may be instituted under the Acts. Sums due to the Government for supplies of stores, &c., shall take precedence of other claims. Recovery of sums due on account of loss or damage of stores.

63. Rifle practice shall be carried out in accordance with the "Rifle and Field Exercises," Part VII., and great care is to be taken to ensure accuracy of marking, independent markers being used in all cases. Musketry.

64. Classification and badges shall be as laid down in the "Rifle and Field Exercises." Classification and badges.

65. Every man shall go through the course with his own Division. The only exceptions shall be in the case of men who, having commenced the course, become unable to continue through illness, or men who are absent on special leave granted prior to the commencement of the course. Men to go through course with their own Division.

66. At the close of the financial year a return is to be rendered to the District Naval Officer, showing the results of the Musketry Course of each Division. Musketry return.

67. Ammunition may be issued at the discretion of the District Naval Officer. Issue of ammunition.

68. When ball or blank cartridges have been used, all unexpended rounds are to be collected from the men's pouches before the muster is dismissed and returned into store. Unfired cartridges to be returned.

69. The allowance of rifle ammunition shall be 150 rounds annually for every member of the Reserve under training, as follows :—

Classification practices	100 rounds
Miscellaneous practices	50 ,,

Allowance of small arm ammunition.

and 120 rounds of Morris tube ammunition.

The allowance of pistol ammunition shall be 50 rounds annually for each Officer, Petty Officer, and Man to whom pistols are issued.

SECTION 6.—PAY AND ALLOWANCES.

Rates of pay.

70. The following shall be the rates of pay and annual retainer for the members of the Naval Reserve (M) :—

Rank or Rating.	No. of Days Training.	Rate per Day.		Pay			Retainer.			Total.		
		s.	d.	£	s.	d.	£	s.	d.	£	s.	d.
Commander, Engineer Commander	21	24	0	25	4	0	14	16	0	40	0	0
Lieutenant, Engineer Lieutenant	21	18	0	18	18	0	11	2	0	30	0	0
Sub-Lieutenant, Engineer Sub-Lieutenant	21	12	0	12	12	0	7	8	0	20	0	0
Bandmaster (W.O.)	30	0	0
Warrant Officer	21	11	0	11	11	0	6	9	0	18	0	0
Engine-room Artificer	21	10	0	10	10	0	4	10	0	15	0	0
Chief Petty Officer	21	7	0	7	7	0	4	13	0	12	0	0
Petty Officer }	21	6	6	6	16	6	4	3	6	11	0	0
Yeoman of Signals }												
Stoker Petty Officer }	21	6	0	6	6	0	4	4	0	10	10	0
Leading Stoker }												
Leading Seaman }	21	5	6	5	15	6	3	4	6	9	0	0
Leading Signalmán }												
Able Seaman }	21	5	0	5	5	0	3	5	0	8	10	0
Signalman }												
Stoker	21	5	0	5	5	0	4	15	0	10	0	0
Assistant Engine-room Artificer	21	5	0	5	5	0	3	0	0	8	5	0
Training Seaman	21	3	0	3	3	0	3	0	0	6	3	0

Half-days will be paid for at one-half, and night drills at one-quarter, of above rates.

Payment for continuous training.

71. Continuous training afloat shall be paid for at the completion of each period under Class A, and of the six days period under Class B.

Payments—When to be made.

72. Members of the Naval Reserve who elect to perform their training in Class B, shall be paid quarterly for their drills other than the six days' continuous training, and to enable the full pay for each quarter to be earned, not less than the following drills must be performed :—

1st Quarter	3 half-days, 8 night drills;
2nd Quarter	4 half-days, 8 night drills;
3rd Quarter	4 half-days, 8 night drills;
4th Quarter	3 half-days, 8 night drills.

Drills omitted in any one quarter may be performed and paid for in any succeeding quarter.

Pay to Staff Officers.

73. Pay will be issued to Commanding Officers and Staff and to Bandmasters on the certificate of the District Naval Officer that they have performed the necessary duties during the period for which it is claimed.

74. Attendance at a Guard of Honour shall count as a half-day and shall be paid for over and above the twenty-one days laid down in Regulation 54. Should Officers and Men, however, parade for a Guard of Honour or a salute before noon, they may count a whole day if they perform two hours' regular drill on that day. Guards of Honour.

75. For such whole day parade, one twenty-first of the total annual pay, including retainer, shall be paid, and for a half-day's parade, one-half of the full day's pay as hereinbefore specified. Pay for extra days.

76. Attendances at funerals or church musters shall not be allowed to count for pay and retainer. Funerals and church parades.

77. To members who complete the Musketry course, two half days shall be counted for pay and retainer. Musketry course—Pay for.

78. Prizes for rifle shooting as laid down in Articles 1160 and 1440 of the King's Regulations shall be allowed, subject to the conditions prescribed therein. Prizes for rifle firing, &c.

79. Medical Officers of the Reserve shall receive pay as follows:— Pay of medical officers.

- (a) For examination of members, 2s. 6d. a head;
- (b) For other duties—
 - £2 for whole day.
 - £1 for half day.
 - Boards £1.
 - Medical surveys £1.

The maximum amount of pay, however, derivable from the various sources shall not exceed in one year the total amount of pay for executive officer of corresponding rank, except as specified in Articles 7 and 8.

80. Retainer.—The retainer shall be paid in accordance with the following conditions:— Retainer.

Class A.—The full retainer shall be paid on completion of the twenty-one days' training, or a proportion of the retainer may be paid on completion of any one of the periods of continuous training.

Class B.—Half the annual retainer shall be paid on completion of the six days' continuous training.

The balance of the retainer shall be paid in three equal instalments at the end of each of the other three quarters, provided the number of half-day and night drills as laid down in Regulation 72 have been attended.

In the case of a less number of drills being performed than the minimum required in any quarter payment of the retainer for such quarter shall be held over, but the same may be paid at the end of any succeeding quarter, within the financial year, provided that the number of drills so deficient has subsequently been made up.

81. In the case of any member of the Reserve being discharged, he may if such discharge be not due to misconduct or to an offence under the Defence Acts and Regulations committed by him, be paid for the drills he has performed, and also be granted the proportion of the retainer represented by the number of such drills. Payments on discharge.

82. In the event of the death of a member of the Reserve, the balance of any pay or retainer which may be due to him shall be paid to his legal representatives or such member of his family as the Minister may direct. Death of members—Disposal of pay.

Rations.

83. All members of the Naval Reserve (M) whilst undergoing continuous training, or afloat for a whole day's drill, shall receive rations according to the scale laid down for the Permanent Naval Forces (Sea Going).

In special circumstances the Naval Board may approve of an allowance in lieu of rations at the same rate as provided for the Permanent Naval Forces (Sea Going) being paid in cash.

Any such cash payment shall not be considered as part of pay or retainer.

SECTION 7.—COMPENSATION FOR INJURIES RECEIVED OR DISEASE CONTRACTED ON DUTY.

Compensation—
Limits of.

84. Sums not exceeding 10s. per diem to an Officer, and 6s. per diem to a Warrant Officer, Petty Officer, or Man of the Reserve may be recommended for payment, for a period not exceeding six months, out of any moneys which may be voted by Parliament for that purpose, to compensate for loss of salary or wages such Officers, Warrant Officers, Petty Officers, or Men, who may be injured in the performance of duty, and temporarily incapacitated from resuming their calling or trade in consequence of such injury. *Full particulars as to any injury must be communicated to the District Naval Officer within forty-eight (48) hours after its occurrence, otherwise claims will not be considered*; and the District Naval Officer shall thereupon direct a Medical Officer to report on the case. Wherever possible, a Court of Inquiry shall be assembled to inquire into the circumstances of each case, and submit its recommendations to the District Naval Officer. The compensation shall be limited to the period during which the member shall be shown to have been wholly unable to follow his occupation, and shall not be issuable for the day of the accident, or any Sunday, or for any period during which he shall have been paid.

District Naval Officers may approve of payments under this article provided the award does not exceed compensation for thirty working days and the medical expenses are not more than £3 3s.

When not
allowable.

85. Compensation shall not be allowed to a member in respect of any injury sustained by him whilst proceeding to the place of assembly, or whilst returning home after the dismissal of the Division from duty.

Permanent
injuries.

86. If in the opinion of the Medical Officer attending the individual, the injury is of a permanent nature, a report shall be forwarded to the District Naval Officer, who shall convene a Medical Board to inquire into the case, which Board may recommend an amount of compensation, if any, in accordance with the following scale:—

Permanent disability shall be classified as follows:—

- One-quarter disablement,
- One-half disablement;
- Three-quarters disablement;
- Total disablement.

Maximum
compensation.

87. The maximum grant for total disability shall not exceed three years' pay of the member's rank in the same branch of the Permanent Forces. Any allowance for quarters and rations shall be included.

88. Application for compensation, except such as a District Naval Officer is authorized to approve, shall be forwarded for the consideration of the Naval Board, and must be supported by the following documents :—

- (a) The proceedings of the Court of Inquiry or Medical Board, if any, which reported on the case, or, if no Court of Inquiry or Medical Board were assembled, a statement setting forth in detail the circumstances under which the injury was sustained.
- (b) A certificate showing the period during which the member was unable to follow his calling or trade. When however, the injury is of so severe a nature as to incapacitate the member from following his employment for a period exceeding two months, a medical certificate showing the state of the case must be forwarded to the District Naval Officer at intervals of one month.
- (c) A certificate from the employer of the member showing the member's average weekly earnings, and that his pay has been stopped during the period for which compensation is claimed.
- (d) A report from the Medical Officer who attended the individual or examined him.
- (e) A statement of all medical expenses that are recommended to be defrayed by the Government. Only Government rates for medical attendance in each State will be recognised.

89. It shall be the duty of the Naval Medical Officer of the State Division concerned to report upon each case submitted as above.

Medical officer to report.

90. Compensation may be recommended by a Board appointed to inquire into the case, to the widow and children of any member of the Reserve who is killed when on duty, or dies of any injury received or disease contracted on duty, provided the death, injury, or disease was not due to the member's default.

Compensation to widows and children.

91. The compensation awarded shall not exceed three years' pay of the member's rank in the same branch of the Permanent Forces. Any allowance for quarters or rations shall be included.

How calculated.

92. No claim for compensation shall be considered unless made within twelve months after the death of the member.

Limit of period for making claim.

SECTION 8.—UNIFORM.

93. Officers of the Naval Reserve (M) shall wear the uniform prescribed for Officers of the Royal Australian Navy, with the following modifications :—

Officers' uniform.

- (a) Officers of the Military Branch.—In place of the curl worn on the upper stripe, a triangle of $\frac{3}{4}$ " inside diameter is to be substituted.
- (b) Officers of other Branches.—A gold star of the same dimensions as that worn on the epaulettes is to be worn on the centre of the cuff, one inch above the distinguishing stripe or stripes.
- (c) Commissioned Warrant Officer.—One stripe $\frac{1}{2}$ " lace with devices as above is to be worn on each sleeve.
- (d) Warrant Officers over ten years seniority.—One stripe of $\frac{1}{4}$ " lace with devices as above is to be worn on each sleeve.
- (e) Other Warrant Officers.—Three buttons are to be worn on each sleeve instead of lace.

- (f) Officers of the Reserve are not obliged to provide themselves with full dress. No. 3 dress may be worn by such Officers in lieu of No. 1 on occasions when otherwise No. 1 would be worn.

Petty officers* and men's uniforms. 94. Petty Officers and Men shall wear similar uniform to that worn in the Royal Australian Navy, except that the cap ribbons shall bear the inscription "Royal Australian Naval Reserve."

Free issue of uniforms. 95. Warrant and Petty Officers and Men of the Naval Reserve shall be provided with uniform as follows:—

Warrant Officers—

- 1 blue undress coat and trousers,
- 1 white undress coat and trousers,
- 1 frock coat,
- 1 cap and badge, 2 covers,
- 1 sword with knot and belt (to remain the property of the Government).

Chief Petty Officers—

- *2 blue serge jackets, vests and trousers,
- 2 duck trousers,
- 1 cap and badge, 2 covers,
- 1 helmet.

Petty Officers and men—

- †2 blue serge suits,
- 1 duck suit,
- 2 flannels,
- 1 silk handkerchief,
- 1 collar,
- 1 cap, 2 covers,
- 1 hat,
- 2 ribbons,
- 1 knife lanyard.

Period of wear. 96. The above uniform, which must be kept in good condition, fair wear and tear excepted, shall be and remain the property of the Government for a period of three years within the meaning of the Regulations, that is to say, until the wearer shall have completed a course of training in each financial year for three years.

Replacement of uniforms free. 97. If any uniform is destroyed on duty, or by fair wear and tear on active service, or damaged otherwise than through the wearer's neglect, the District Naval Officer may, after due inquiry, order the same to be renewed.

Replacement at wearer's expense. 98. If uniform is destroyed or damaged through the wearer's neglect, the District Naval Officer may, after due inquiry, order the same to be repaired, cleaned, or replaced at the wearer's expense.

Uniform—When to be worn. 99. Members of the Naval Reserve shall wear their uniforms only when on duty or with the permission of the District or Sub-District Naval Officer. They are forbidden to appear partly in uniform and partly in civilian dress.

* 2 white tunics may, at the discretion of the District Naval Officer, be issued in lieu of one of the blue serge jackets.

† 1 guernsey may be provided in lieu of one blue serge jumper.

100. If any Petty Officer or Man leaves or is dismissed from the Reserve before the expiration of his three years' engagement, he is to return all the uniform in his possession. In the event of such uniform being detained after notice to return same has been given by the proper authority, the District or Sub-District Naval Officer may proceed against such Petty Officer or Man as prescribed. Uniform—When to be returned.

101. The issue of clothing during the three years' engagement shall be as the District Naval Officer may direct. Clothing—When to be issued.

102. Every member on receiving his clothing is to sign a receipt for the same in the Clothing Abstract Book. Clothing abstract book.

SECTION 9.—MEDALS AND DECORATIONS.

103. Officers of the Naval Reserve having twenty years' service, which need not be continuous, may be granted a decoration designated "The Volunteer Officers' Decoration." Honorary service shall not be allowed to count for the award of the decoration. Volunteer Officers' decoration.

104. The following shall be allowed to reckon towards the twenty years :— Qualifying service.

- (a) All service over seventeen years of age as Midshipman, and all commissioned service in the Citizen Naval or Military Forces, the Royal Naval Volunteer Reserve, the Army Volunteer or Territorial Force of Great Britain, or in the disbanded Royal Naval Artillery Volunteers.
- (b) Half the time served as Petty Officer or Man of the Citizen Naval or Military Forces, or in the ranks of the Royal Naval Volunteer Reserve, the Army Volunteer or Territorial Force of Great Britain, or in the disbanded Royal Naval Artillery Volunteers.
- (c) All previous service qualifying for the Colonial Auxiliary Forces Officers' Decoration, provided that at least ten years' qualifying service has been spent in the Citizen Naval or Military Forces of the Commonwealth of Australia.

105. Applications for the decoration are to be made in writing (Form A.N.R. 21) to the District Naval Officer, and each case is to be supported by a statement of the applicant's service certified by the District Naval Officer. The decoration being granted as a reward for long and good services, the District Naval Officer should, in each case, state in general terms the reasons which, in his opinion, give the applicant a claim to receive the decoration. He will forward his recommendation to the Director of Naval Reserves. Application for decoration.

106. The letters "V.D." will be inserted in the Naval Forces List against the names of all Officers to whom the decoration is given. Letters "V.D."

107. An Officer who is awarded the Volunteer Officers' Decoration while in possession of a Long Service medal will not be required to forfeit the latter, but will not be allowed to wear it in addition to the decoration. Officers holding L.S. and G.C. medal.

108. A silver medal, bearing His Majesty's bust on the obverse, and a representation of the battleship *Dreadnought*, with the motto *Diuturne fidelis* on the reverse, and on the rim the sailor's name and rating, may be awarded by the Governor-General to a Petty Officer or Man of the Royal Australian Naval Reserve. Long service and good conduct medal.

Qualifying
service.

109. To entitle a Petty Officer or Man to this medal—

- (a) He must have served for twelve years in the Citizen Naval or Military Forces, including service from the age of seventeen in a Cadet Corps. Only service as an efficient member will be allowed to count towards the qualifying period, but the service need not be continuous.
- (b) Service with the Permanent Forces will not be allowed to reckon towards the qualifying period, but all service in the Citizen Forces, including service qualifying for the Colonial Auxiliary Forces Long Service medal, or for the corresponding medal awarded to the Royal Naval Volunteer Reserve, The Army Volunteer or Territorial Force of Great Britain, will reckon, provided that the last five years have been served in the Naval Reserve.
- (c) The medal may also be granted to members who have retired after completing twelve years' service, and to Officers who have served in the ranks and completed a total of twelve years' service, if they are not eligible for the decoration for Officers.

Applications
for medal.

110. Applications on Form A.N.R. 20 are to be forwarded to the Director of Naval Reserves by the District Naval Officer with his recommendation.

Medal to be
presented
publicly.

111. The medal is to be presented publicly on parade to the member by a District or Sub-District Naval Officer, and is to be worn by him as an honorable testimonial of his Sovereign's appreciation of his conduct.

Medals issued
after discharge.

112. Medals when not issued to members before their discharge will be forwarded to them.

Letters containing medals, when forwarded through the post, are to be registered.

Medal may be
forfeited.

113. When the conduct of a member, after he has been awarded the medal, is considered to be such as to disqualify him from wearing it, he may be deprived of it by the Naval Board.

Loss of medals.

114. When it is desired to replace a medal which has been accidentally lost by the holder, a declaration must be made before a magistrate stating the circumstances under which the loss occurred, and the rank, name, and official number of the man to whom the medal belonged. This declaration will be sent to the Director of Naval Reserves through the man's District Naval Officer, in the case of a man who is still serving, and direct in the case of a man who has retired. The medal will be replaced on payment, if the explanation as to its loss is considered satisfactory.

SECTION 10.—MISCELLANEOUS.

Occupation of
members.

115. Subject to these Regulations, no restriction is placed on the occupation of a member while belonging to the Naval Reserve, provided that he complies with the conditions herein prescribed.

Change of
address.

116. Every member shall give immediate notice to the District or Sub-District Naval Officer of any change of residence, or of the place to which letters and notices are to be addressed to him.

117. In the event of the Naval Reserve being called out by proclamation, every member is bound to serve in any ship belonging to or employed by the Commonwealth Government or in His Majesty's Navy or on shore, under penalty of being treated as a deserter. Calling out the reserve in time of war.

118. Any member of the Reserve may transfer from one Division to another, and shall retain his rating on transfer, being absorbed in the establishment as soon as a vacancy occurs. It shall not be necessary for him to be re-sworn, but he shall only be required to complete three years' service from the date of attestation in his old Division. Before transfer, he shall return all Government property in his possession except his uniform, which he shall retain. Transfers.

119. The Officers, Petty Officers, and Men of the Naval Reserve, when afloat for training, shall be under the command of the Commanding Officer or other superior officer of the ship in which they may be, and on shore under the command of the District or Sub-District Naval Officer attached to their port. Under command of Permanent Force when training.

SECTION II.—DISCIPLINE.

120. Copies of the Naval Defence Act and the Regulations shall be always available to every Officer and Man, so that ignorance of them cannot be pleaded as an excuse for an offence. Naval Defence Act to be available to members.

121. The King's Regulations and Admiralty Instructions for H.M. Navy, when not inconsistent with the *Naval Defence Act* 1910, and Acts amending the same, and any Regulations made thereunder, shall be taken generally as a guide in all matters of discipline affecting the Naval Reserve. King's Regulations and Admiralty Instructions.

122. All rules and regulations for the discipline and internal economy of the Royal Australian Navy shall be applicable to the members of the Naval Reserve when on duty ashore or afloat, provided that reduction in rank, discharge, or dismissal shall be substituted for forfeiture of pay and for stoppage of leave. R.A.N. Regulations apply to reserves.

123. Officers shall at all times and under all circumstances show an example of respect and obedience to their superiors, of unremitting attention to their duties, and of cheerful alacrity in performing them. Officers to set example of obedience.

124. Officers of every rank should be impressed with the advantage which they individually, and the Service at large, will derive from the adoption towards those under them of a system of command and treatment which shall insure mutual respect between all ranks. Respect to superiors.

125. Officers are to adopt such a system themselves, and are to require it to be adopted by the Petty Officers; the example of Officers will have the effect of checking the use of improper and offensive terms on the part of the Petty Officers towards the Men. Checking use of improper language towards men.

126. If acts of intentional neglect, or of insubordination should take place and the means of correction and punishment authorized by the Regulations of the Service have to be resorted to, these measures will have greater effect if not preceded by intemperate language. Correction and punishment.

- Petty Officers not to be reprov'd before men. **127.** Officers are to avoid reprov'ing Petty Officers for any irregularity, neglect of duty, or awkwardness, in the presence or hearing of the men—unless it shall be necessary for the benefit of example that the reproof be public—lest their authority should be weakened or their self-respect lessened.
- Officers to report improper conduct. **128.** Officers are at all times accountable for the maintenance of good order and the rules and discipline of the Service, and they are to afford in these respects the utmost aid and support to their Senior Officer. It is their duty to take notice of, repress, and instantly report any negligence or impropriety of conduct in Petty Officers or Men when on duty.
- Drunkenness, gambling, &c. **129.** Officers are to discountenance and suppress all cursing, swearing, drunkenness, gambling, rioting, and quarrelling, all abusive and irritating language to inferiors, all dissolute or disorderly conduct, and in general everything tending to the disparagement of religion or the promotion of vice and immorality.
- Commanding Officers to check abuse of power. **130.** Commanding Officers shall see that all persons under their command obey the several instructions which are addressed to them or which, when of a general purport, concern them. They shall, whilst upholding the legitimate authority of all Officers under their command, check by timely rebukes any tendency they may notice to abuse of power, recommending by their example that firm but conciliatory manner of conducting duty which is the more sure way to gain the respect and confidence of the men.
- Officers' grievances. **131.** If an Officer thinks himself wronged by his Commanding Officer and, on due application made to him, does not receive the redress to which he may consider himself entitled, he may forward a complaint through the District Naval Officer to the Naval Board, which will inquire into and deal with such complaint.
- Complaints—How to be made. **132.** If any member have cause to think himself aggrieved, he may represent his case to his Commanding Officer; any appeal against the decision of the Commanding Officer shall be made through the proper channel to the District Naval Officer, and any further appeal shall be made through these Officers for transmission to higher authorities.
- Offences of Officers and Petty Officers to be recorded. **133.** Should a District Naval Officer find it necessary to reprimand an Officer or Petty Officer for any grave offence, he is to cause the facts to be entered in the Register and the statement is to be read by the person concerned, who is to sign his name to it, as evidence of his knowledge of the entry.
- Salutes to officers. **134.** Every person in the Reserve is to conduct himself in the discharge of his duty with the utmost respect to his superior officers, and is, on all occasions of meeting, passing, or addressing his superior officers, knowing them to be such, whether afloat or ashore, to pay them the customary marks of respect.
- Salutes to Military and Foreign Officers. **135.** Officers and Men of the Reserves are to pay the customary marks of respect to the Officers of the Military Forces when in uniform, and also to foreign Officers.
- Mode of saluting. **136.** Salutes are to be made in a smart and decided manner; a slovenly mode of saluting is disrespectful and brings discredit upon the person saluting and also on the Service to which he belongs.

APPENDIX.

The qualifications required for promotion in the Reserve shall be as follow :—

FOR SUB-LIEUTENANT.

A Sub-Lieutenant will be required to pass in the following :—

Seamanship.—To include splicing wire, rigging derricks, working anchors and cables, pilotage of the port at which the candidate is stationed, tides and prevailing winds, the use of the sextant and its adjustments, finding the index error and taking angles, to take a compass bearing and lay it off correctly on a chart.

Gunnery.—To include construction of guns and mountings, drilling a gun's crew or division of guns, construction of magazines, ventilating and flooding arrangements and the arrangements for regulating temperatures, field training, *i.e.*, Rifle and Field Exercises, Parts III., IV., VII., and VIII.

Signals.—Flags of Naval and International codes, numeral flags and pendants.

Morse.—Make and read at the rate of six words per minute.

Semaphore.—Make and read at the rate of twelve words per minute.

FOR LIEUTENANT.

In addition to the subjects laid down for Sub-Lieutenant, a Lieutenant will be required to pass in the following :—

Seamanship.—To include correcting courses, fixing the ship's position by cross bearings, two bearings on the same point, or by four-point bearings, to have a thorough knowledge of the uses of charts, finding the time of high water, using tide tables Australia, duties of Officer of the Watch at sea, duties of Officer of the day in harbor.

Gunnery.—To include gun construction, rifling, erosion, sights and fittings and droop (a paper to be written on these subjects), general charge of and drilling a division of guns, selecting the nature of projectile to be used in action, explosives used in the R.A.N. and their ingredients, field training, battalion drill, and field battery drill.

Signals.—Use of International Code Book, Morse punctuations and signs, pendants and figures.

Morse.—Make and read at the rate of seven words per minute.

Semaphore.—Make and read at the rate of sixteen words per minute.

ABLE SEAMAN.

To know how to steer ;

To have a thorough knowledge of the compass ;

Able to mark and heave the lead ;

Able to splice wire or rope by either short or long splice

Able to worm, parcel and serve ;

Able to reeve a fourfold purchase ;

Able to make any knot or bend commonly used at sea ;

Pull a good oar, and have a fair knowledge of boat sailing ;

To have a fair knowledge of the principal parts of guns, carriages, and slides

Able to take any number at a gun ;

To have a good knowledge of the rifle and field exercise ;

Able to take his place in squad or company drill

To know the fuzes by sight and how to fit them ;

To know the different projectiles by sight ;

To know how to fire a signal rocket or any light.

LEADING SEAMAN.

Must hold the rating of able seaman ;

Able to take charge of a boat under oars, sails, or steam

Able to lay out an anchor ;

Able to rig shears or derricks for heavy weights ;

Thorough knowledge of the rule of the road at sea, and the use of sound signals in connexion with alteration of course ;

Able to drill a gun's crew and perform the duties of section leader with company.

PETTY OFFICER.

As for leading seaman, but more advanced ;
Must show aptitude in taking charge of men.

SIGNALMAN.

Proficient in the different methods of visual signalling, semaphore, heliograph
flag-waiving, flashing, and sounder ;
Able to make and read signals from the Signal Book ;
Able to repair flags.

LEADING SIGNALMAN.

Thoroughly proficient and able to instruct others in the duties of a signalman ;
Capable of taking charge of a signal watch ;
Able to cut out and make flags.

YEOMAN OF SIGNALS.

As for Leading Signalman, but more advanced ;
Must show aptitude in handling men.

ENGINE-ROOM ARTIFICER.

Good knowledge of engine-room calculations in common use at sea, and of consumption of stores ;
Good knowledge of the duty of pumps, and the direct strain on engines and boilers ;
Able to give a description of boilers and the methods of staying them, together with the use and management of the different valves, cocks, pipes, and connexions ;
Able to state how a temporary or permanent repair could be effected in case of derangement or breakdown of part of the machinery ;
Able to state the cause and effects and usual remedies for incrustation and corrosion, especially in the case of boilers out of use ;
Understand the use of the thermometer, barometer, and salinometer, and the principles on which they are constructed ;
Knowledge of modern marine main propelling, and auxiliary machinery, and the details of different working parts ;
Thorough knowledge of engine-room and stokehold duties, and of emergency fittings.

STOKER PETTY OFFICER.

To have had at least five years' continuous service as a Stoker, be able to read and write, calculate weights and measures, and be acquainted with storekeeping ;
To have a knowledge of Engineer's tools and their uses ;
Thoroughly acquainted with the methods of stoking, the different types of boilers, their mountings, and their uses ;
Must understand the use of water gauge glasses and test cocks, and be able to detect any defect occurring in the same ;
Thoroughly acquainted with the different valves and cocks in the boiler-room and engine-room, as affecting the feed supply ;
Acquainted with forced draught stokeholds, and the care to be observed when raising steam and working at high speeds ;
Thorough knowledge of fire arrangements, magazine flooding, and watertight doors ;
To answer any questions in connexion with the above that may be considered necessary by the Examining Officer.