

464. The provisions of the International Telegraph Regulations shall apply, by analogy, to radiotelegraphic correspondence, in so far as they are not contrary to the provisions of the Radiotelegraph Regulations.

465. The provisions of these Regulations which relate to collection of charges, and the indication of the route to be followed in connexion with telegrams, apply also to radiotelegrams.

466. For the purpose of applying the provisions of the telegraph regulations, coast stations shall be regarded as offices of transit, except when the Radiotelegraph Regulations stipulate expressly that those stations are to be considered as offices of origin or destination.

467. The originals of radiotelegrams as well as the documents relating thereto retained by the Administrations, shall be kept with all necessary precautions in respect of secrecy for at least fifteen months, counting from the month following that in which the radiotelegrams were lodged.

468. The provisions of the Regulations relating to refunds in connexion with ordinary international telegrams shall also apply to radiotelegrams (account being taken of the restrictions laid down in Articles XXXVIII. and XXXIX. of the Radiotelegraph Regulations and subject to the following conditions:—

- (a) The time occupied in radiotelegraphic transmission, and also the time during which the radiotelegrams remain at the coast station in the case of radiotelegrams addressed to ships, or in the ship station in the case of radiotelegrams originating on ships, shall not be counted in the period of delay giving rise to refunds and reimbursements.
- (b) If the coast station informs the office of origin that a radiotelegram cannot be transmitted to the ship to which it is addressed, the Administration of the country of origin shall immediately initiate the refund to the sender of the coast and ship charges in respect of such radiotelegram.
- (c) When the acknowledgment of receipt of a radiotelegram has not reached the station which transmitted the radiotelegram, the charge shall not be refunded until it has been proved that the radiotelegram is one which gives occasion for refund.

#### *Press Telegrams.*

469. Telegrams admitted as press telegrams are those the text of which contains only news relative to politics, commerce, &c., intended for publication in newspapers. Such telegrams must be addressed to newspapers, periodical publications, or news agencies, and solely to the name of the newspaper, publication, or agency, and not to the name of a person connected in any capacity whatever with the management of the newspaper, publication, or agency. The use of abbreviated and registered code addresses is permitted.

470. Press telegrams must be written in the French language or in one of the languages of the country of origin or of destination authorized for international telegraphic correspondence in plain language, or in the language in which the receiving newspaper is printed, provided that this language is admitted for international telegraphic correspondence.

471. Press telegrams must not contain any passage, advertisement, or communication having the character of private correspondence, nor any advertisement or communication the insertion of which is made in consideration of payment. Stock exchange and market quotations, with or without explanatory texts, are allowed, but the sender shall, if required, furnish proof that groups of figures appearing in a telegram really represent Exchange quotations.

472. Telegrams not complying with the foregoing conditions shall be charged full ordinary rates, as also shall press telegrams of which use is made for some other purpose than that of insertion in the columns of the newspaper to which they are addressed, viz.:—

- (a) Telegrams which are not published by the receiving newspaper (failing a satisfactory explanation), or which the latter has communicated before publication either to private individuals or to establishments, such as clubs, cafés, hotels, exchanges, &c.
- (b) Telegrams which the receiving newspaper shall have sold, distributed, or communicated, before publishing them itself, to other newspapers for publication in their columns.
- (c) Telegrams addressed to agencies which are not published in a newspaper (failing a satisfactory explanation), or which are communicated to third persons before being published in the press.

473. Press telegrams may bear only one supplementary instruction, that relating to multiple address telegrams. The charge to be collected for the copies to be made by the office of destination shall be the same as for ordinary private telegrams (*see* Regulation No. 436).

474. Press telegrams may be transmitted from or to New Zealand, Fiji, Norfolk Island, New Caledonia, Canada, Cape Colony, Natal, Orange Free State, Transvaal, Rhodesia (northern and southern), Ceylon, China, Hongkong, Shanghai, Amoy, Foochow, India, Burmah, Japan, Miquelon, St. Pierre, Newfoundland, Straits Settlements, Singapore, France, Germany, the United Kingdom, and the United States of America. Such telegrams must be written in English when addressed to British or American stations, and in French when addressed to French stations. Their transmission may be deferred, suspended, or interrupted for the transmission of Government or private telegrams.

475. Press telegrams shall be accepted only from the authorized correspondents of newspapers.

476. Regarding anything not provided for in the foregoing Regulations relating to press telegrams, such telegrams are subject to the provisions relating to telegrams generally, and also of any special agreements concluded between Telegraph Administrations.

#### *Certified Copies of Telegrams.*

477. The sender and receiver of a telegram or their authorized representatives, may, on proof of identity and on furnishing full particulars of the telegram, obtain a certified copy of the telegram as handed in, or as delivered at destination, on payment of a fee of 5d. for every 100 words or portion of 100 words. As all telegrams are destroyed periodically, certified copies of telegrams more than two years old cannot be supplied.

*Refunds.*

478. (1) Reimbursement of the following charges, to those who have paid them, shall take place if a claim be made, or in the event of a complaint against the service:—

- (a) All charges erroneously collected in excess.
- (b) The full charge paid for every telegram which has failed to reach its destination *through the fault of the telegraph service.*
- (c) The full charge paid for every telegram stopped in transmission owing to interruption of a route, and for that reason cancelled by the sender.
- (d) The full charge paid for every telegram which, owing to the fault of the telegraph service, is received later than it would have been delivered by post, or has not been delivered to the addressee until after a delay of 24 hours in the case of a New Zealand telegram, and in the case of an international telegram, 72 hours if a private telegram, or 36 hours, if a Government or urgent telegram.
- (e) The full charge paid for every collated telegram in secret language, and for every telegram in plain language which has manifestly been unable to fulfil its object in consequence of errors made in its transmission, unless the errors have been rectified by paid service advice.
- (f) The supplementary charge for special services not rendered, as well as the charge for the corresponding supplementary instruction.
- (g) The amounts deposited for the repetition of a passage supposed to be incorrect, if the repetition does not agree with the first transmission, with the reservation, however, that when some words have been correctly and some incorrectly transmitted in the original telegram, the charge for the words relating exclusively to words correctly transmitted originally shall not be refunded, unless the mistakes made rendered unintelligible the words which had not been mutilated.
- (h) The full charge paid for every other telegraphic or postal paid service advice, the sending of which has been necessitated by an error in the telegraph service.
- (i) The full amount deposited for a reply when the addressee has not been able to make use of the voucher, or has refused it, and when such voucher remains in the hands of, or within three months from the date of issue has been returned to, the office from which it was issued.
- (j) The charge in respect of the telegraph section not traversed by the telegram when, owing to interruption of a telegraph route, the telegram has been forwarded to its destination by postal or other means. The expense of replacing the original telegraph route by any other means of transport, shall, however, be deducted from the amount to be refunded.
- (k) The full charges for every telegram with prepaid reply which has manifestly been unable to fulfil its object owing to a service irregularity which warrants the return of the charges for the reply; also the full charge for every prepaid reply which has manifestly been unable to fulfil its objects owing to a service irregularity which warrants the return of the charges for the original telegram.

- (l) The charge, when it amounts to 10d. or more, for the word or words omitted in the transmission of a telegram, unless the error has been corrected by paid service advice.
- (m) The difference between the amount of a reply voucher, and the charge for a reply telegram of less value prepaid by means of said voucher.
- (n) The charge for every telegram stopped on the ground that it is considered dangerous to the security of the State, or contrary to the laws of the country, to public order or decency, or owing to the suspension of the telegraph service.
- (o) The proportion of charge due on every cancelled telegram.

(2) In the cases provided for in paragraphs (b), (c), (d), (e), (i), and (j), the refund only applies to the actual telegrams lost, cancelled, delayed, or mutilated, including any supplementary charges not used, and not to telegrams necessitated or rendered useless by such non-delivery, delay, or mutilation.

479. In case of a partial refund on account of a multiple telegram, the total charge received shall be divided by the number of copies, and the quotient shall represent the charge appertaining to each copy, the telegram itself counting as one copy.

480. When errors of the telegraph service have been corrected by paid advices within periods fixed by the application of paragraph (d) of this regulation reimbursement shall only apply to the charges for such service advices. No refund shall be made in respect of telegrams to which such advices relate.

481. No refund shall be made for rectifying telegrams which, instead of being exchanged between telegraph offices as paid service advices, have been exchanged direct between sender and addressee.

482. Every claim for refund must be made under penalty of rejection within five months from the date of deposit of the telegram.

483. Every claim must be made to the original sending administration, and be accompanied by documentary evidence, *i.e.*, a written statement from the terminal office or the addressee, if the telegram has been delayed or not been delivered; or the copy delivered to the addressee, if the question is one of alteration or omission.

484. The claim may, however, be presented by the addressee to the office of destination, which shall decide whether it will deal with it, or whether it must be forwarded to the sending administration.

485. The right to refund lapses after a period of six months from the date of the letter by which the sender is informed that a refund has been granted.

## TELEPHONE REGULATIONS (a).

*General.*

1. These Regulations may be cited as the Telephone Regulations, and are divided into Parts, as follows:—

- Part I.—Telephone Exchanges.
- Part II.—Public Telephone Trunk Lines.
- Part III.—Transmission of Telegrams by Telephone.
- Part IV.—Public Telephones.
- Part V.—Telephones to Steamships or Wharfs.
- Part VI.—Telephone Junction and Trunk Lines.
- Part VII.—Use of Subscribers' Telephones by the Public on the Ticket System or on Payment.
- Part VIII.—Fire Brigade Lines.
- Part IX.—Military Lines.
- Part X.—Burglar Alarms.
- Part XI.—Time Signals and Weather Forecasts.
- Part XII.—Telephone Lines not connected with Exchanges.
- Part XIII.—Automatic Private Branch Telephones.
- Part XIV.—Telephone Lines connecting with Trunk Line Switchboards or Telegraph Offices only.
- Part XV.—Telephone Lines in Country Districts not erected, or only partly erected, by the Postmaster-General.
- Part XVI.—Telephone Lines in Country Districts partly erected by the Postmaster-General, and which connect with Telephone Exchanges.
- Part XVII.—Erection of Public Telegraph or Telephone Lines under guarantee.
- Part XVIII.—Public Telegraph Lines erected by persons desiring such lines, instead of by the Department, under guarantee.
- Part XIX.—Miscellaneous.

(a) Statutory Rules 1913, No. 349 (19th December, 1913); made under the *Post and Telegraph Act* 1901-1912; as amended by the following Statutory Rules:—

{ 1914, No. 9; 5th February, 1914 (Provisional);  
 { 1914, No. 46 (8th May, 1914); operative  
 { 30th May, 1914;  
 { 1914, No. 11; 13th February, 1914 (Provisional);  
 { 1914, No. 64 (2nd June, 1914); operative;  
 { 27th June, 1914;  
 { 1914, No. 12; 13th February, 1914 (Provisional);  
 { 1914, No. 144 (10th October, 1914);  
 { 1914, No. 26; 5th March, 1914 (Provisional);  
 { 1914, No. 57 (19th May, 1914); operative;  
 { 13th June, 1914;  
 { 1914, No. 38, 7th April, 1914 (Provisional);  
 { 1914, No. 88 (30th June, 1914);

{ 1914, No. 43; 8th May, 1914 (Provisional);  
 { 1914, No. 108 (3rd August, 1914);  
 { 1914, No. 44; 8th May, 1914 (Provisional);  
 { 1914, No. 139 (30th September, 1914);  
 { 1914, No. 71; 10th June, 1914 (Provisional);  
 { 1914, No. 72; 10th June, 1914 (Provisional);  
 { 1914, No. 119 (24th August, 1914);  
 { 1914, No. 129, 24th August, 1914 (Provisional);  
 { 1914, No. 165 (12th November, 1914);  
 { 1914, No. 121, 24th August, 1914 (Provisional);  
 { 1914, No. 164 (12th November, 1914);  
 { 1914, No. 145; 19th October, 1914 (Provisional);  
 { 1914, No. 163 (7th November, 1914);

## PART I.—TELEPHONE EXCHANGES.

2. All applications for telephone services must be made to the Deputy Postmaster-General.

3. (1) Where connexion to a Telephone Exchange is desired, such connexion shall be made to the Exchange nearest the premises referred to in the application, except for departmental convenience or at the request of the subscriber approved by the Deputy Postmaster-General.

(2) When at the request of the subscriber the connexion is made to an exchange other than the exchange nearest the premises referred to in the application, the charges shall be as follows:—

(a) For the line, the charges prescribed by Part XII. of these Regulations;

(b) For the connexion to the Switchboard, the charges prescribed by Regulation 28 for one jack and one shutter;

(c) For calls, the charges prescribed by Regulation 5;

provided that where the charges prescribed by paragraphs (a) and (b) of this Regulation shall be less than the minimum annual charge prescribed by Regulation 5 the minimum annual charge prescribed by that Regulation shall be charged instead of the charges prescribed by paragraphs (a) and (b) of this Regulation.

4. The Postmaster-General reserves the right to refuse to comply with any application for connexion with any telephone system, or for the construction of any telephone line or service.

4A. The Postmaster-General reserves the right to disconnect a subscriber's service from one Exchange and connect it to another should he consider such action desirable.

5.\* (1) All telephone lines, instruments, and fittings in connexion with the telephone system, except where otherwise provided by these Regulations, shall be erected and supplied by the Postmaster-General, the cost being borne by the Government, and no persons, except employes of the Department, provided with proper means of identification, are to be allowed to interfere with or make any additions or alterations to any wires, instruments, or fittings under the Department's control. In the event of any such interference the subscriber concerned will be liable to have his line disconnected.

(2) The following shall be the charges payable for each of the different classes of service specified:—

| In Telephone Networks* having a Population of | Radius of Network with Main Exchange as Centre. | Minimum annual charge within two mile radius. |   |   |
|---|---|---|---|---|
|   |   | For an Exclusive Service.                     | For each Subscriber or Instrument on a Two party Service. | For each Subscriber or Instrument on a Three or more Party Service. |
|   | Miles.  | £ s. d.                                       | £ s. d.   | £ s. d.   |
| From 1 to 10,000                              | 5   | 3 0 0   | 2 10 0  | 2 0 0   |
| .. 10,001 to 100,000                          | 10  | 3 10 0  | 2 15 0  | 2 5 0   |
| .. 100,001 upwards                            | 10  | 4 0 0   | 3 0 0   | 2 10 0  |

Mileage shall be calculated radially, from the Telephone Exchange with which the line is connected as the centre.

\* The Postmaster-General, by Proclamation in *Gazette* No. 45, of the 9th July, 1910, fixed the 1st day of September, 1910, as the day upon which this Regulation came into operation.

In all cases where submarine cables or other special arrangements are required in the construction of a line, the charges shall be fixed according to circumstances.

For the foregoing charges, the Postmaster-General will provide and maintain all necessary Exchange equipment, subscriber's line not exceeding 2 miles in length radially, and one telephone wall-set per subscriber.

For all effective calls, the subscriber will be charged at the following rates:—

For calls not exceeding 2,000 half-yearly, two calls for One penny.

For calls above 2,000 half-yearly, three calls for One penny.

Fractions of a penny will be charged as One penny.

No charge will be made to the subscriber for calls received by him.

The calls made over each line will be charged for separately.

Calls made on the business of the Postmaster-General by any duly authorized officer will not be charged.

(3) Accounts for calls will be rendered half-yearly and must be paid within fourteen days.\* A statement of account certified by a responsible officer of the Department as being correct shall be accepted as *prima facie* evidence of the number of effective calls originated by the subscriber.

Statements of the number of ordinary calls recorded against a subscriber for a month will, upon the subscriber's request, be furnished at the following charges:—

Statements showing monthly total, 6d. per statement.

Statements showing daily totals for a month, 1s. per statement.

Statements showing details of trunk line calls recorded against a subscriber will, upon the subscriber's request, be furnished at the following charges:—

Statements showing details of trunk line calls for a half-year, in the case of subscribers who are not depositors (see Regulation 52), 1s. per statement.

Statements showing details of trunk line calls for one month, in the case of depositors, 2s. per statement.

6. Persons who were subscribers immediately before the 1st September, 1910, and have continued to be subscribers after that date, shall not be entitled to a refund of any charges paid in respect of any portion of the period of service subsequent to the said date, on the ground that those charges are in excess of the charges payable under Regulation 5 in respect of such period, but any excess shall be credited to such persons, and an adjustment made at the end of the period of service in respect of which the charges were paid.

7. When the radial length of any line exceeds 2 miles, the following extra mileage charges shall be made:—

For each quarter mile, or portion thereof—

Exclusive services, 10s. per annum.

Two-party services, 5s. per annum per subscriber or instrument.

Three or more party services, 2s. 6d. per annum per subscriber or instrument.

\* See also Regulation 14.

8. The rental for party-line circuits shall be calculated upon the radial distance from the second or additional subscriber's premises to the point of connexion with the main circuit of the first subscriber, *plus* the radial distance from the Exchange to the first subscriber.

9. (1) Party-line services will be furnished only when Exchanges have been equipped with suitable apparatus.

(2) When a subscriber to a two-party service is found to originate an average of more than fifteen calls daily for a consecutive period of three months, he may be required to subscribe to an exclusive service.

(3) When a subscriber to a three or more party service is found to originate an average of ten or more calls daily, for a consecutive period of three months, he may be required to subscribe to a two-party or an exclusive service.

(4) No conversation over any party line shall exceed six minutes in duration.

(5) Selective and lock-out party line services will be provided only where the complete service of line and instruments is installed and maintained by the Postmaster-General, and where suitable switchboards have been installed.

(6) Code-ringing party line services will be provided on other Exchanges and on lines in country districts erected under Regulations Part XV.

(7) Party line services will be provided only when the subscribers desiring to be connected to the same line are located within a reasonable distance of each other or of the line. The reasonableness will be determined by the officers of the Postmaster-General in each case.

10. (1) Places outside the network of a Telephone Exchange may, subject to this Regulation, be allowed to be connected with any Telephone Exchange within the network.

(2) The total length of line necessary for the connexion must not exceed 25 miles.

(3) The charges shall be as follow:—

(a) Where the telephone line connects a place with a Telephone Exchange, and does not extend more than 5 miles beyond the limits of the network of which the Exchange forms part, the charge for the service shall be at the same rate as for a similar length of line in the case of a subscriber within the network.

(b) Where the telephone line connects a place with a Telephone Exchange, and extends more than 5, but not more than 25, miles beyond the limits of the network of which the Exchange forms part, the charge for the service shall be as specified in paragraph (a) for the part of the line which does not extend more than 5 miles (measured radially) beyond the limits of the network, and shall be at the rate of 15s. per annum for each additional quarter mile or part of a quarter mile, calculated on the actual length of line, and not on the radial distance.

- (c) When party lines are connected under this Regulation, the charges for so much of the actual length of line as extends more than five (5) miles beyond the limits of the network, shall be at the rate prescribed by Regulation 7, *plus* fifty (50) per centum.

11. (1) Telephone lines must be rented for a period certain of one year at least, or for such longer time as the Deputy Postmaster-General decides, and thereafter the renting shall continue unless and until determined by notice in accordance with this Regulation.

(2) On or at any time after the expiration of the period certain, the renting of the line, or of any extension thereof, may be determined—

- (a) by the subscriber giving to the Deputy Postmaster-General one month's previous notice, in writing, of his intention to discontinue the use of the line or extension; or  
(b) by the Deputy Postmaster-General giving to the subscriber one month's previous notice, in writing, of his intention to discontinue the service.

(3) Rent will be charged only to the expiration of the notice of discontinuance.

(4) The notice to the Deputy Postmaster-General may be waived in the case of the death of the subscriber if—

- (a) the telephone line is an ordinary telephone line; and  
(b) a special agreement for the renting of the line for a fixed term is not in force; and  
(c) the notice would involve payment of rent for any period beyond the date to which rent has already been paid.

(5) Nothing in this Regulation shall affect the power of the Postmaster-General or a Deputy Postmaster-General to determine the agreement under any other Regulation.

12. Rent payable in respect of any telephone service shall be charged from the date on which the service is ready for use. Except in cases where spare or idle complete lines already exist from the premises of an intending subscriber to the Exchange, in which case rental for six months in advance may be accepted, the first year's rent for any such service shall be paid in advance; and thereafter rent shall be paid half-yearly in advance. Provided, however, that in respect of lines or extensions of lines, the cost of the construction of which will exceed the amount payable as rent for the first year, the subscriber may be called upon to pay in advance, or to enter into an agreement, in a form approved by the Deputy Postmaster-General, to pay rental or charges for calls to such an amount as will cover the cost of construction.

13. (1) If any subscriber is convicted of carrying on any illegal business, and the place where the illegal business is carried on is connected with a Telephone Exchange, or if any person is convicted of carrying on any illegal business at or in any such place, the Deputy Postmaster-General may, without waiting for the result of any appeal from such conviction, determine the agreement with the subscriber, and may remove the subscriber's name from the Telephone List, and may remove all wires, instruments, and other property of the Postmaster-General used in connexion with the telephone. If the agreement is determined during any period in respect of which rent has been paid in advance, a proportionate part of the rent shall be returned to the subscriber.

(2) In this Regulation illegal business means—

- (a) Keeping any common gaming-house, common betting-house, common bawdy-house, or house of disorderly entertainment; or
- (b) Keeping, occupying, or using, any house or premises, in contravention of the law of any State relating to gaming or wagering.

14. If any subscriber make default in payment of rent or other charges due by him, and on being requested by notice to pay such rent or charges, fails to pay either of them within fourteen days from the date of the notice, the Deputy Postmaster-General may order that the telephone used by the subscriber shall be disconnected from the Exchange, and may cancel the agreement, and cause the name of the subscriber to be removed from the List, and may order the removal of all wires, instruments, and fittings, without prejudice to his right to recover any rent or other charges due under these Regulations.

15. A fee of 5s., in addition to all other amounts due, shall be paid by any subscriber whose telephone has been disconnected from the Exchange for non-payment of rent or other charges due, before the telephone is again connected with the Exchange. If the instruments or wires have been removed, any application for reconnexion with the Exchange shall be treated as an application for a new line.

15A. (1) If any subscriber becomes insolvent or bankrupt the Deputy Postmaster-General may order that the telephone used by the subscriber shall be forthwith disconnected from the Exchange, and may cancel the agreement, and cause the name of the subscriber to be removed from the list, and may order the removal of all wires, instruments, and fittings.

Added by  
( 1914, No. 9 ;  
1914, No. 46.

(2) If a subscriber, whose telephone has been disconnected from the Exchange on his becoming insolvent or bankrupt, requires further service, he shall make application for reconnexion with the Exchange, and such application shall be treated as an application for a new line.

16. Subscribers connected with Telephone Exchanges at which a day service only is provided may have their telephone lines connected during the night with subscribers to the same Exchange in anticipation of calls being made during the time such Exchanges are closed. No additional charge shall be made for such connexions, and no responsibility shall be incurred by the Department in the event of any failure to make the desired connexions.

Substituted by  
( 1914, No. 26 ;  
1914, No. 57.

17. All telephone instruments, batteries, or any apparatus whatever which can be connected with any Telephone Exchange, shall, except where otherwise provided in these Regulations, be supplied at the cost of the Department, and be the exclusive property of the Postmaster-General. Upon the termination of the agreement the Postmaster-General may remove the instruments, batteries, and apparatus, for which purpose, as also to permit of their inspection when considered necessary, his officers shall have free access to the premises of the subscriber. The subscriber shall pay to the Postmaster-General the cost of any damage to instruments, batteries, and apparatus beyond fair wear and tear.

18. The establishment of any Telephone Exchange shall be subject to the approval of the Postmaster-General, and before any Telephone Exchange is established, the following conditions shall be complied with:—

- (a) In the case of a Suburban or Branch Exchange in an existing telephone network, not less than fifteen subscribers shall agree to be connected to the new Exchange. Provided that this condition may be waived in the interests of the Department in cases where the Postmaster-General considers it necessary.

Isolated Country Exchanges will be opened without any restriction as to the number of subscribers.

- (b) The new Exchange shall not, unless for the Department's convenience, be established within 3 miles of an existing Exchange.

- (c) The subscribers to the new Exchange shall pay one year's rental in advance, and enter into an agreement in approved form to pay rental in advance as prescribed by Regulation 12 for two further years, making three years in all.

Provided, however, that in respect of lines, or extensions of lines, the cost of the construction of which will exceed the amount payable as rent for three years, the subscriber may be called upon to pay in advance, or to enter into an agreement, in a form approved by the Deputy Postmaster-General, to pay rental or charges for calls to such an amount as will cover the cost of construction.

19. (1) When the revenue from subscribers' lines and services connected to any Exchange is less than at the rate of £150 per annum, attendance at that Exchange shall be given only during the hours the Post Office at which the Exchange is situated is usually open for the transaction of public business. When the revenue is at the rate of £150 or over, continuous attendance shall be provided.

(2) In calculating the revenue for the purposes of this Regulation, rentals for all subscribers' lines and apparatus connected to the Exchange in question, and charges for all local calls, shall be included, but revenue from any trunk line connected with the Exchange shall not be included.

20. (1) Except where otherwise provided in these Regulations, telephone exchange lines, for which lines the charges in force on the 31st January, 1907, continue to be paid, must be used only by the subscriber, his family, or employes, and exclusively on his affairs. Any breach of this regulation, or of any of these regulations, shall render the subscriber liable to have his telephone disconnected, without prejudice to the right of the Postmaster-General, to recover the rent and/or other charges payable to the end of the term agreed upon; or the Postmaster-General may compel the subscriber to pay the rates prescribed by these Regulations. Provided, however, that in case of emergency, a subscriber may permit the use of his line by the subscriber for another line connected with the same exchange. The use of any subscriber's line may, with his consent, be granted to a non-subscriber to summon medical aid in urgent cases, to give notice of fire, or to call the police. In the case of hotels and lodging-houses, the telephones may be used by any person residing on the premises, but not by casual callers.

(2) Any subscriber to a telephone line connected with an Exchange for the use of which line charges in accordance with Regulation 5 are paid may grant the use of the line to a non-subscriber, but the subscriber shall pay the charges made by the Department for such use by the non-subscriber, and may charge the non-subscriber an amount not exceeding one penny, but shall not, without the authority of the Postmaster-General, make any further charge, nor receive any further payment or valuable consideration from any person for the use of the line.\* Provided that subscribers for telephone services connecting with places situated beyond the limits of the network of the Exchange to which the service is connected, shall not grant the use of the service to any other person except in cases of emergency, unless with the consent of, and upon terms approved by, the Postmaster-General.

21. (1) (a) Should a subscriber's telephone be removed at the subscriber's request to another address or position within the same network, or should the subscriber require any alteration to be made, he shall, unless the rental payable by him is increased in consequence of the removal or alteration, pay the cost of the removal or alteration.

Substituted by  
(1914, No. 11;  
1914, No. 64.

(b) Where the rental payable by the subscriber is not increased in consequence of the removal or alteration, the charges for such removal or alteration shall be in accordance with the following scale:—

1. Change of apparatus (but not its location), 7s. 6d.

2. Removal of telephone instrument, bell, or extension bell to another position—

(i) within the same room, 9s.;

(ii) to another room involving not more than 50 yards of internal wiring, 15s.;

(iii) to another room involving more than 50 yards of internal wiring, 25s.

3. Reversal of position of main and extension sets when—

(i) they are in the same room, 16s.;

(ii) they are in different rooms, and the change involves not more than 50 yards of internal wiring, 25s.;

(iii) when the change involves more than 50 yards of internal wiring, 30s.

4. Alteration of an Exchange number at the subscriber's request, 4s.

(c) Where the cost of travelling incurred in connexion with the execution of the removal or alteration amounts to more than 25 per cent. of the appropriate charge, as set out in the preceding paragraph, the subscriber shall, in addition to such charge, pay the amount by which the cost of travelling exceeds 25 per cent. of the charge.

\* See Section 129 *Post and Telegraph Act* 1901-1912. See also Part VII. of these Regulations.

21A. (1) A subscriber who is leaving or has left premises having a telephone service shall, before leaving the premises, give notice to the Deputy Postmaster-General of the date on which he expects to leave, or shall, within one week after leaving the premises, give notice to the Deputy Postmaster-General of the date on which he left. A subscriber who fails to comply with the provision of this sub-regulation shall be liable to a penalty not exceeding Ten pounds.

(2) A person who has entered into the occupation of any premises having a telephone service shall not be entitled to make use of the service, or to suffer any other person to do so until he has obtained a transfer of the service, and if such person makes use of the service, or suffers any other person to do so before obtaining a transfer of the service, he shall be deemed to have assumed the service, and (without prejudice to any liability of the subscriber or any right or power of the Department) shall be liable for all amounts owing in respect of the service at the time he entered into occupation of the premises as well as amounts which become payable in respect of any use of the telephone after that time.

22. (1) No telephone messages shall contain unbecoming expressions, or language of an obscene or offensive nature, or of a character calculated to provoke a breach of the peace, nor shall any telephone service be mischievously used for the purpose of irritating any person. Any violation of this Regulation shall render the subscriber liable to have the telephone disconnected, and any instruments and fittings belonging to the Postmaster-General removed, without prejudice to the right of the Postmaster-General to recover the rent, and/or other charges payable to the end of the term agreed upon.

(2) Any violation of this Regulation by the user of any public telephone shall render the user liable to a penalty not exceeding Five pounds.

23. (1) One entry for every telephone connecting directly or indirectly with the Exchange will be inserted once free of charge in each issue of the Telephone List, but, except as provided by Regulation 24, an annual fee of 5s., payable in advance in conjunction with other charges, shall be charged for each additional name inserted at the request of a subscriber. More than six names shall not be inserted at the request of any one person. However, before any such additional name can be inserted in the List, evidence must be produced to the satisfaction of the Deputy Postmaster-General that the applicant is acting as agent for the person or firm whose name he desires to be so inserted; and in no case shall any person other than such applicant, or his employés, be allowed to use the telephone on behalf of such person or firm.

(2) The entry in the alphabetical portion of the Telephone List shall contain no advertising matter, but only such statement of name, occupation, and address, as is, in the opinion of the Deputy Postmaster-General necessary to enable the subscriber to be identified and called. Provided, however, that additional matter, as, for instance, a statement showing which of various departments of any business are accessible over any telephone line, may, subject to approval by the Deputy Postmaster-General, be inserted on payment in advance of an annual fee of Five shillings per line, or part thereof.

(3) On payment in advance of an annual fee of 5s., a subscriber may have a brief notice inserted after his name in the Telephone List, indicating that in the event of non-attendance at his telephone some other subscriber will take the message intended for him.

(4) No responsibility shall be undertaken, nor shall any claim for compensation arise or be entertained, on account of any error in or omission from the Telephone List.

24. (1) Persons occupying offices in the same building, or occupying the same private residence, may jointly subscribe under the one Exchange number, on payment (in addition to rental as for one person at the respective rates prescribed by these Regulations) of £1 in advance for the first year or part thereof, and at the rate of £1 per annum thereafter. The fee of £1 per annum covers the insertion of the additional subscriber's name in the Telephone List. The additional subscriber's service may be discontinued at one month's notice.

Sub-Regulation 1.  
substituted by  
1914, No. 121;  
1914, No. 168.

(2) Visitors who are residing in premises where there is a telephone connected to an exchange may have their names inserted in the Telephone List on payment of a fee of Five shillings per quarter. Payment for calls, which is not included in the above-mentioned fee, must be arranged between the subscriber and the visitor.

(3) The original subscriber shall pay to the Postmaster-General all charges in connexion with the line, but may charge to the second subscriber any agreed proportion of such charges.

(4) If additional instruments are required the subscribers shall pay the rates prescribed for party lines\*; extra instruments†; or extension lines‡; whichever may be applicable.

25. If persons not occupying the same building desire to subscribe jointly for the use of the same line, they may do so upon payment of rental at the rates specified in Regulation 5 for party lines.

26. The Postmaster-General reserves the right to determine the cases wherein the use of party lines provided for in the last preceding Regulation shall be permitted.

27. (1) Lines of the same subscriber connecting any Exchange line with extra telephones or bells by switches or other means (usually known as "Extension lines") and which extend beyond the building or premises to which the Exchange line connects, shall be charged separately, and at the rates shown in Part XII. of these Regulations.

(2) Where the Exchange line is metallic circuit, any Extension line connecting therewith must also be metallic circuit, except in cases where single-wire extensions can be used without detriment to the service, in which latter case the subscriber shall pay the fee prescribed in Regulation 28 for such translators and/or other apparatus as may be necessary to enable the connexion to be made.

(3) Extension lines within the building or upon the premises to which the Exchange line from which they are extended connects, will be provided by the Postmaster-General upon the subscriber agreeing to pay the actual cost of labour and material used in installing the wires.

Substituted by  
1914, No. 43;  
1914, No. 108.

The rent for such extension lines shall be paid for a period certain of one year, after which period the extension service may be discontinued upon the subscriber giving one month's notice.

\* See Regulation 5. † See Regulation 28. ‡ See Regulation 27 and Part XII.

(4) Extension lines may also be provided to connect an Exchange line with extra telephones or bells required for use by a person who is not the subscriber for that line.

(5) Except where otherwise provided in this Regulation, instruments used on Extension lines shall be provided and maintained by the Postmaster-General at the rates specified in Regulation 28. Such instruments may be used for conversations between other Extension instruments without extra charge, provided that the connexion is not effected through the Department's Exchange.

Substituted by  
{ 1914, No. 120;  
{ 1914, No. 165.

(6) Extension services constructed and maintained by the users entirely on their own premises or land may be connected with the Exchange system, subject to the services being constructed and maintained in every way to the satisfaction of the Deputy Postmaster-General, and on payment of the charges prescribed in Parts XIV. and XV. of these Regulations; but the Postmaster-General will accept no responsibility for any defect arising on any part of such extension services, or caused through their connexion with the Exchange system. The approval of the Deputy Postmaster-General shall in all cases be obtained before any such extension service is connected with the Exchange system. The provisions of this sub-regulation shall, however, apply only to country district lines erected under the provisions of Part XIV. or XV. of these Regulations, unless otherwise allowed by the Postmaster-General.

(7) The Postmaster-General especially reserves the right to refuse to provide any extension from a line connecting with one Exchange when the additional point to be connected by the Extension line is within the area served by another Exchange.

(8) Extension lines will not be provided in connexion with party line services.

28. The annual rental charge for extra apparatus shall be—

|  | £  | s. | d. |
|--|----|----|----|
| Extension instruments, wall pattern, per set ..  | '1 | 0  | 0  |
| Extension instruments within the same building when<br>the number exceeds 10 .. ..   | 1  | 0  | 0  |
| 11 to 20 sets of instruments, per set .. ..  | 0  | 19 | 0  |
| 21 to 30 sets of instruments, per set .. ..  | 0  | 18 | 0  |
| 31 to 40 sets of instruments, per set .. ..  | 0  | 17 | 0  |
| 41 to 50 sets of instruments, per set .. ..  | 0  | 16 | 0  |
| 51 to 60 sets of instruments, per set .. ..  | 0  | 15 | 0  |
| 61 to 70 sets of instruments, per set .. ..  | 0  | 14 | 0  |
| 71 to 80 sets of instruments, per set .. ..  | 0  | 13 | 0  |
| 81 to 90 sets of instruments, per set .. ..  | 0  | 12 | 0  |
| 91 to 100 sets of instruments, per set .. ..   | 0  | 11 | 0  |
| Extension instruments, table sets, in addition to the<br>annual rental charge for wall pattern instru-<br>ments, as shown above, per set .. .. | 0  | 5  | 0  |
| If the subscriber is supplied with a table telephone,<br>instead of an ordinary wall set, the rental shall<br>be increased by .. ..            | 0  | 5  | 0  |

Amended by  
{ 1914, No. 72;  
{ 1914, No. 119.

|  |  |  |  |   |    |   |
|--|--|--|--|---|----|---|
| If the subscriber is supplied with a common battery adjustable telephone bracket set, in which the telephone is either permanently affixed to the bracket, or in which the bracket provides for the support of the ordinary common battery table telephone, the rental shall be that for an ordinary common battery table telephone increased by .. .. . |  |  |  | 0 | 6  | 0 |
| Jack, or jack and plug .. .. .   |  |  |  | 0 | 2  | 6 |
| Shutter, with local bell contact, but without bell or battery .. .. .  |  |  |  | 0 | 5  | 0 |
| Intermediate switches, or switches used to divide or join two telephone circuits, with magneto bell, per set .. .. .   |  |  |  | 0 | 10 | 0 |
| Bells, trembling, with battery and two-way switch:—  |  |  |  |   |    |   |
| Bells with gongs not exceeding $3\frac{1}{2}$ inches in diameter .. .. .   |  |  |  | 0 | 10 | 0 |
| Bells with gongs over $3\frac{1}{2}$ inches, and not exceeding 5 inches in diameter .. .. .  |  |  |  | 0 | 15 | 0 |
| Bells with gongs over 5 inches, and not exceeding 8 inches in diameter.. .. .  |  |  |  | 0 | 17 | 6 |
| Bells with gongs over 8 inches, and not exceeding 10 inches in diameter .. .. .  |  |  |  | 1 | 0  | 0 |
| Bells with gongs over 10 inches, and not exceeding 12 inches in diameter .. .. .   |  |  |  | 1 | 2  | 6 |
| Head receiver, single, with cord .. .. .   |  |  |  | 0 | 5  | 0 |
| Head receiver, double, with cord.. .. .  |  |  |  | 0 | 7  | 6 |
| Additional transmitter .. .. .   |  |  |  | 0 | 10 | 0 |
| Translator for connecting single lines with metallic circuits at a switchboard .. .. .   |  |  |  | 0 | 3  | 0 |
| Translator (with protector and cover) for connecting single privately erected lines with departmental metallic circuits .. .. .  |  |  |  | 0 | 10 | 0 |
| Breast pattern microphone, head receiver, single, cord and plug, complete for use with suitable existing wall sets .. .. .   |  |  |  | 0 | 15 | 0 |
| Breast pattern microphone, head receiver, double, cord and plug, complete for use with suitable existing wall sets .. .. .   |  |  |  | 0 | 17 | 6 |
| Two-way switch .. .. .   |  |  |  | 0 | 1  | 6 |
| Extra pairs of cords and plugs for Private Branch Exchange switchboards, per pair .. .. .  |  |  |  | 0 | 2  | 0 |
| Magneto extension bells, including two-way switch:—  |  |  |  |   |    |   |
| Bells with gongs not exceeding 3 inches in diameter .. .. .  |  |  |  | 0 | 2  | 6 |
| Bells with gongs over 3 inches and not exceeding 4 inches in diameter .. .. .  |  |  |  | 0 | 5  | 0 |
| Common battery extension generator and case .. .. .  |  |  |  | 0 | 5  | 0 |
| Key, three position .. .. .  |  |  |  | 0 | 3  | 0 |

Special appliances, such as plug attachments for portable table telephones, and specified patterns of instruments as per agreement.

29. (1) Subscribers to Telephone Exchanges worked by magneto instruments, or persons renting magneto telephones from the Department, can, on application to the Deputy Postmaster-General, in writing, be supplied with a control key, of a Yale key pattern, which it is necessary to insert into its receptacle before any person can produce a ring by turning the handle of the telephone. This will prevent unauthorized use of the telephone. It does not, when withdrawn, prevent the user from being called, nor does it interfere with speaking. Subscribers to Telephone Exchanges worked on the common battery system can also be supplied with similar control keys, which it is necessary to insert into the receptacle before originating a conversation or answering a call. An installation fee of 5s. is charged for supplying the first key, and 2s. 6d. each for duplicates. The number of keys which will be supplied for use in connexion with any telephone will be limited to five.

(2) When a subscriber ceases to rent a telephone instrument for which control keys are provided, he must return the keys to the Deputy Postmaster-General. For each key which, upon demand by the Deputy Postmaster-General, is not returned a charge of 2s. 6d. shall be made. Loss of any control key should be promptly notified to the Deputy Postmaster-General.

30. (1) Institutions which are maintained for charitable purposes, and which are supported wholly or partly by public subscriptions, shall be charged for lines and any extra instruments half the rates specified in these Regulations.

(2) Calls made over such lines connecting with Exchanges shall be charged half the rates specified in Regulation 5.

31. No subscriber shall be allowed to use any junction line joining two Exchanges for more than five minutes at one time. Any person exceeding this limit may be disconnected if there be other applicants waiting to use the line. Subscribers shall be connected, as far as possible, in order of application.

32. (1) In cases where lines have been constructed, prior to the commencement of these Regulations, under what is termed the "purchase system", the lines, as well as the instruments, &c., connected therewith shall remain the property of the persons who paid for them; they shall be subject to the maintenance fees hitherto charged, so long as the owners of the lines remain in their present premises; but

(a) Should an owner desire any additions or alterations to the line within his premises, he shall be required to pay the actual cost of the additions or alterations, but no addition or alteration shall be made unless he give an undertaking, in writing, to surrender his line when called upon to do so, at a valuation made by an officer of the Department on the basis of its then present value.

(b) Should an owner remove from his premises, services shall only be given at the new address under the terms of these Regulations, and the old line and apparatus may be taken over at a valuation to be made by an officer of the Department.

(2) These lines shall otherwise be subject to these Regulations, and in no case will any line constructed under the "purchase system" be transferred from the owner to any other person.

(3) Maintenance fees must be paid yearly, in advance, dating from the 1st January in each year.

#### PART II.—PUBLIC TELEPHONE TRUNK LINES.

33. A telephone line connecting any two offices of the Department, at neither or only one of which a Telephone Exchange has been opened, or a telephone line joining any two offices of the Department, but not available for direct connexion with the subscribers' lines at either or both ends, may be used for conversations by the subscribers or by the general public, subject to the following conditions, and on payment of the fees set forth hereunder, provided that such use shall not interfere with the ordinary work of the Department:—

(1) When the person to be spoken to can be called by telephone, or in other cases where it is not necessary to send a messenger for the person to be spoken to, the fee payable shall be the same as is specified for conversations on telephone trunk lines.

(2) When it is necessary to send a messenger for the person to be spoken to, the following charges shall be made in addition to the charge specified in the last preceding clause:—

(a) For a messenger sent to call to the telephone any person who resides within the usual radius of free delivery of telegrams, 3d.

(b) For a messenger sent to call to the telephone any person who resides beyond the radius of free delivery of telegrams, in addition to the fee of 3d., the usual portorage fees charged for the delivery of telegrams shall be made.

At offices where messengers are not provided by the Department the services specified in sub-sections (a) and (b) of clause (2) of this Regulation cannot be performed.

#### PART III.—TRANSMISSION OF TELEGRAMS BY TELEPHONE.

34. Subscribers to Telephone Exchanges may transmit by telephone to any Telegraph Office which is connected with a Telephone Exchange messages intended to be further transmitted, or, where practicable, delivered from the Telegraph Office to the respective destinations of such messages as telegrams; provided they pay the usual cost of such telegrams in addition to the rates for transmission through the telephone. Where subscribers' premises are situated beyond two miles radially from the nearest Telegraph Office, the service provided for in this Regulation will be given free, but for subscribers situated within two miles radially from the nearest Telegraph Office the service will be charged for as provided in Regulation 37.

35. Subscribers may also, at their option, and on giving written notice to that effect, have telegrams addressed to them forwarded by telephone from the Telegraph Office of destination to their Telephone address, provided that the Telegraph Office and the subscribers are

connected to the same Telephone Exchange or network, and copies of such telegrams will, at the same time, be posted for delivery to their address, stamped on the face "Transmitted by Telephone."

Substituted by  
1914, No. 145.

36. Where subscribers are resident beyond one mile radially from the Chief District Telegraph Office, the service provided for in Regulation 35 will be given free, but for subscribers situated within one mile radially from the Chief District Telegraph Office, the service will be charged for as provided in Regulation 37, if performed between the hours of 9 a.m. and 6 p.m.; during other hours the service will be provided free.

Provided that in places served by Allowance Post Offices, the service provided for in Regulation 35 will be given free to subscribers connected to such offices, whether the subscriber's premises are situated within or beyond 1 mile radially from such office, in all cases where the service of telephoning telegrams does not involve the Department in any additional expense (such as extra payment to the postmaster).

37. (1) For the transmission of telegrams by telephone as provided by Regulation 34 and 35 where those services are not given free, any subscriber may elect either to pay an annual fee of £3 3s. or to pay for each individual telegram transmitted.

(2) The charges for transmitting telegrams through the telephone when the annual fee of £3 3s. has not been paid shall be—

For each telegram sent or received . . . . . 3d.

38. The payment of the fee of £3 3s. required by Regulation 37 will cover the transmission of telegrams in both directions, as provided for in Regulations 34 and 35. In cases where extraordinary services are required, such as for the telephoning of press telegrams to news agencies, newspapers, &c., a special charge, by arrangement to be approved by the Postmaster-General, shall be made.

39. Where requests are made for telegrams to be transmitted by telephone over trunk lines, for the use of which fees as per Regulations 33 and 52 are chargeable, these fees must be paid in addition to the above charges.

40. In addition to the rates specified herein, the cost of the telegram must be paid at the usual rates for telegrams, but the use of the telephone for sending or receiving telegrams will not be counted or charged as a call.

41. The transcription of telegrams telephoned by subscribers shall, so far as the Department is concerned, become the original telegrams, but the Department shall not assume, nor be subject to, any liability by reason, or on account of any failure, delay, or mistake, in or about the transmission, receipt, or delivery of any telegram under this arrangement from whatever cause the same may arise.

42. Persons wishing to avail themselves of the above-mentioned arrangement must deposit with the Department a sum sufficient to cover the estimated cost of the telegrams for one month, such deposit to be renewed monthly, or more frequently, if necessary.

43. The precaution of asking the officer who receives a telegram by telephone to repeat it through the telephone after transcribing it, and before transmitting it by wire to destination, must always be adopted. It must then be accepted by the sender as correct.

44. The free transmission by telephone of telegrams addressed to subscribers will be effected only where re-direction of such telegrams is unnecessary. Telegrams addressed to the place of business of any subscriber, and transmitted by telephone to his residence, will be charged for as provided by Regulation 37.

45. Subscribers who are entitled to the transmission of telegrams by telephone, whether free or by payment of the fee prescribed by Regulation 37, may use their surname, together with the Telephone Exchange name, and number, as an abbreviated telegraphic address. For example—

Smith, Telephone Central 1254, Sydney; or Brown, Telephone Central 567, Brisbane, would be accepted as sufficient addresses.

The responsibility for giving the correct Telephone Exchange address, name, and number rests with the sender of the telegram.

46. Telegrams advising the movements of shipping may be sent from the various coast stations connected by telegraph in any State, and telephoned to any subscribers on application and on payment of the ordinary telegram rates.

#### PART IV.—PUBLIC TELEPHONES.

47. (1) The fee for the use of a public telephone shall be uniformly one penny for a conversation of three minutes, or part of three minutes, whether the call be made by a subscriber or a non-subscriber.

(2) This fee covers only the conversation from the public telephone to any subscriber connected with the network of the Exchange to which that public telephone is connected. The network includes the main and branch Exchanges, but does not include trunk lines.

(3) If a person speak from one public telephone to a person at a second public telephone, the fee for the use of each telephone must be paid.

(4) When a public telephone is used for the purpose of conversing over a trunk line, the fee for the use of the trunk line only is to be charged.

(5) The fee prescribed in this Regulation shall be paid for the use of any public telephone situated within 10 miles radially from the Central Telephone Exchange in the case of telephone networks of cities or towns having a population of more than 10,000 resident within 10 miles radially from the Central Telephone Exchange, or situated within 5 miles in the case of other networks or Exchanges.

(6) For the use of public telephones beyond these distances respectively the Trunk Line charges specified in Regulation 52 shall be paid.

(7) Public telephones will not be opened unless the estimated revenue to be derived annually is equal to the following amounts respectively:—

From a public telephone within 2 miles radially from the Telephone Exchange to which it is connected:—

In telephone networks having a population of—

|                        |    |    |    |    |    |   |
|------------------------|----|----|----|----|----|---|
| From 1 to 10,000       | .. | .. | .. | £4 | 0  | 0 |
| From 10,001 to 100,000 | .. | .. | .. | 4  | 10 | 0 |
| From 100,001 upwards   | .. | .. | .. | 5  | 0  | 0 |

For each half mile or portion thereof by which the public telephone is beyond 2 miles radially from the Exchange to which it is connected, an additional sum of 10s. Provided, however, that where the estimated revenue is less than the required amount, public telephones will be opened upon a guarantee being given by the persons concerned to pay annually to the Postmaster-General the difference between the actual revenue and the required revenue.

(8) A public telephone will be provided at a cab rank, where required, on the understanding that if a minimum revenue of £5 per annum be not derived from the use of the telephone, the instrument will be removed. Any cab proprietor or driver using the cab rank so connected shall be entitled to use the telephone upon payment of the prescribed fee for each call he makes; and no preference, whether for inward or outward messages, shall be given to any cab proprietor or driver using that cab rank. This Regulation shall not apply to any telephone at a cab rank the annual fee for which is paid by a municipal council.

Substituted by  
1914, No. 71.

(9) Revenue or estimated revenue in this regulation means the revenue to be retained by the Department after (a) payment of allowances (if any) to be made to the owner or occupier of the premises finding accommodation for the telephone, (b) payment of the cost, or estimated cost (if any) of providing light for the public telephone, (c) deduction of 10 per cent. of the cost of providing the facility.

48. (1) A person (other than an officer of the Department acting in course of his duty) shall not use any public telephone without having first paid the prescribed fee for the use of the telephone.

(2) Any person who uses, or attempts to obtain the use of, any public telephone contrary to this Regulation shall be guilty of an offence, and shall be liable, on summary conviction, to a penalty not exceeding Five pounds.

#### PART V.—TELEPHONES TO STEAM-SHIPS OR WHARVES.

49. (1) Telephones to steam-ships or wharves will be provided upon the terms shown in Part I. of these Regulations, and subject to the following conditions:—

(a) If the subscriber desires to place the instruments at the disposal of passengers and others, the Regulations in Part VII. hereof shall apply.

(b) If the subscriber wishes the instruments to be movable, the Department will provide the necessary plugs and jacks at the rates specified in Regulation 28, together with flexible connecting wires of not more than 10 yards in length, and will either connect the instrument on the ship at the expense of the user in each case, or will give such directions as may be necessary to enable the users to make such connexions themselves, in which case the users shall be responsible for the proper connexion, disconnexion, and safe keeping of the instruments.

(c) Flexible connecting wires of greater length than 10 yards will, if required, be provided on payment of the cost of the extra wire.

(d) The subscriber shall provide, free of cost and to the Department's satisfaction, proper accommodation for telephones placed on wharves, and shall be responsible for the proper care of the instruments.

(2) Public telephones will be provided on wharves on the terms shown in Part IV. of these Regulations.

## PART VI.—TELEPHONE JUNCTION AND TRUNK LINES.

50. (1) Junction lines are those lines which join one Telephone Exchange with another, and which junction lines do not extend beyond ten (10) miles radially from the Central Telephone Exchange in the case of telephone networks of cities or towns having a population of more than 10,000 resident within ten (10) miles radially from the Central Telephone Exchange, nor five (5) miles in the case of other networks or Exchanges.

(2) Where the said radial distance from a Central Telephone Exchange includes part of a town or municipality, but does not include the principal post-office of the town or municipality, but the distance of that post-office from the Central Telephone Exchange from which the said radial distance is measured does not exceed the said radial distance by more than half-a-mile, the line connecting a Telephone Exchange located at the post-office with the Central Telephone Exchange shall be considered to be a junction line.

(3) Those lines may be used by subscribers without extra charge, but no subscriber shall be allowed to use any junction line for more than five minutes at one time. Any person exceeding this limit may be disconnected if there be other applicants waiting to use the line. Subscribers shall be connected, as far as possible, in order of application.

51. (1) Lines joining two separate towns, or lines joining Exchanges other than those specified in the last preceding Regulation, are classed as trunk lines, and their use shall be charged for as provided hereunder, the charges being calculated upon the actual length of trunk line used:—

Substituted by  
{ 1914, No. 38;  
{ 1914, No. 88.  
Sub-Regulation (1),  
substituted by  
{ 1914, No. 121;  
{ 1914, No. 164.

|   | Between 8 a.m. and 7 p.m. |                                 | Between 7 p.m. and 8 a.m. |                                 |
|---|---------------------------|---------------------------------|---------------------------|---------------------------------|
|   | First Three Minutes.      | Every Additional Three Minutes. | First Three Minutes.      | Every Additional Three Minutes. |
|   | s. d.                     | s. d.                           | s. d.                     | s. d.                           |
| For each conversation on lines not exceeding 15 miles .. .. . | 0 2                       | 0 2                             | 0 2                       | 0 2                             |
| Exceeding 15 but not exceeding 20 miles .. .. .               | 0 3                       | 0 3                             | 0 3                       | 0 3                             |
| Exceeding 20 but not exceeding 25 miles .. .. .               | 0 4                       | 0 3                             | 0 4                       | 0 3                             |
| Exceeding 25 but not exceeding 35 miles .. .. .               | 0 6                       | 0 5                             | 0 4                       | 0 3                             |
| Exceeding 35 but not exceeding 50 miles .. .. .               | 0 8                       | 0 6                             | 0 4                       | 0 3                             |
| Exceeding 50 but not exceeding 75 miles .. .. .               | 1 0                       | 0 9                             | 0 6                       | 0 5                             |
| Exceeding 75 but not exceeding 100 miles .. .. .              | 1 4                       | 1 0                             | 0 8                       | 0 6                             |
| Exceeding 100 but not exceeding 150 miles .. .. .             | 1 10                      | 1 4                             | 0 11                      | 0 8                             |
| Exceeding 150 but not exceeding 200 miles .. .. .             | 2 4                       | 1 9                             | 1 2                       | 0 11                            |
| Exceeding 200 but not exceeding 250 miles .. .. .             | 2 10                      | 2 1                             | 1 5                       | 1 1                             |
| Exceeding 250 but not exceeding 300 miles .. .. .             | 3 4                       | 2 6                             | 1 8                       | 1 3                             |
| Exceeding 300 but not exceeding 350 miles .. .. .             | 3 10                      | 2 10                            | 1 11                      | 1 5                             |
| Exceeding 350 but not exceeding 400 miles .. .. .             | 4 4                       | 3 3                             | 2 2                       | 1 8                             |

The charges for the use of the telephone trunk line between Sydney and Melbourne shall be:—

For conversations between 8 a.m. and 7 p.m., 5s. per 3 minutes or part of 3 minutes.

For conversations after 7 p.m. and before 8 a.m., 2s. 6d. per 3 minutes or part of 3 minutes.

For press conversations when the line is not otherwise engaged, 2s. 6d. per 3 minutes or part of 3 minutes.

The charges for the use of the telephone trunk line between Melbourne and Adelaide shall be:—

For conversations between 8 a.m. and 7 p.m., 4s. 8d. for the first 3 minutes and 3s. 6d. for every additional 3 minutes.

For conversations after 7 p.m. and before 8 a.m., 2s. 4d. for the first 3 minutes and 1s. 9d. for every additional 3 minutes.

For press conversations when the line is not otherwise engaged, 2s. 4d. for the first 3 minutes and 1s. 9d. for every additional 3 minutes.

(2) No conversation to exceed six minutes if any other person is waiting to converse.

(3) When a public telephone is used for the purpose of conversing over a trunk line, the fee for the use of the trunk line only is to be charged.

(4) Where two towns are connected by telephone trunk lines, and are not more than 1 mile beyond the mileage fixed by this Regulation for the various rates, the additional distance is not to be taken into consideration, and conversations between those places are to be charged for as if they were within the limit.

52. (1) Subscribers to Telephone Exchanges may use the trunk lines, when required, by paying the trunk line fees prescribed by Regulation 51. Trunk line calls made by any subscriber shall be recorded and included in the subscriber's half-yearly account for calls, prescribed by Regulation 5 (3), provided that the total fees for such trunk line calls do not exceed Ten shillings in any half-yearly accounting period. If the subscriber's estimated requirements in respect of trunk line calls for any half-yearly accounting period exceed Ten shillings, a sum of money equal to the subscriber's estimated requirements for one month, but not less than Five shillings, shall be deposited by the subscriber in advance. Accounts concerning the expenditure of money so deposited shall be rendered monthly, reimbursements must be made promptly, and, when notification has been made that an advance has been exhausted, no connexion will be made until the advance has been renewed.

(2) No person to be allowed the use of the trunk line for more than six minutes consecutively, if other applicants are waiting to use it; but if the line be disengaged an extension of time will be granted on payment of the additional fee for every three minutes or portion thereof.

(3) In cases where the line is engaged, applications will be registered, and connexions will be made in the order of priority of application.

(4) Applications for conversations over any trunk line will be received at any time during the day on which the conversations are desired, but the calls shall take their turn as though made at the time at which the conversation is desired.

53. (1) The charges prescribed by this part of these Regulations only shall be made for calls over trunk lines.

(2) Calls over trunk lines or from public telephones will be considered effective, and the time will be calculated from the moment that the number called has answered.

(3) The Department cannot guarantee the attendance of any particular person desired at the number asked for, but all reasonable efforts will be made to obtain the attendance of a particular person at the number asked for if the calling subscriber makes the request at the time he asks for the use of the trunk line.

(4) If any person desires that a messenger shall be sent to call any non-subscriber or other person to speak over any trunk line, the service will be performed on payment of the following charges, in addition to any other charges for the use of the trunk line:—

(a) For a messenger sent to call to the telephone any person who resides within the usual radius of free delivery of telegrams, 3d.

(b) For a messenger sent to call to the telephone any person who resides beyond the radius of free delivery of telegrams, in addition to the fee of 3d., the usual portage fees charged for the delivery of telegrams shall be made.

At offices where messengers are not provided by the Department, the services specified in sub-sections (a) and (b) of this Regulation cannot be performed.

#### Press Rates.

54. (1) When telephone trunk lines are used for conversations in the nature of press telegrams, as defined in the Telegraph Regulations under the head of "Telegrams within the Commonwealth—Press Telegrams", the charge for such use during any hour the trunk line is open for public business shall be as follows:—

| Distance.*                 | Rates for five minutes' conversation. |     |
|----------------------------|---------------------------------------|-----|
|                            | s.                                    | d.  |
| Not exceeding 25 miles ..  | ..                                    | 0 4 |
| Not exceeding 50 miles ..  | ..                                    | 0 6 |
| Not exceeding 100 miles .. | ..                                    | 0 9 |
| Not exceeding 150 miles .. | ..                                    | 1 1 |
| Not exceeding 200 miles .. | ..                                    | 1 5 |
| Not exceeding 250 miles .. | ..                                    | 1 9 |
| Not exceeding 300 miles .. | ..                                    | 2 1 |

Provided that conversations paid for at full rates shall in all cases take precedence over those paid for at press rates; that is, no conversation to be paid for at press rates shall be allowed to commence, or having commenced, shall be allowed to extend beyond the period then current, if any person is waiting to use the lines on payment of full rates.

(2) Where two towns are connected by telephone trunk lines, and are not more than 1 mile beyond the mileage fixed by this Regulation for the various rates, the additional distance is not to be taken into consideration, and conversations between those places are to be charged for as if they were within the limit.

#### PART VII.—USE OF SUBSCRIBERS' TELEPHONES BY THE PUBLIC.

55. Any subscriber to a Telephone Exchange who pays the rates prescribed by Regulation 5 may place his telephone at the service of the public. Provided that subscribers for telephone services connecting with places situated beyond the limits of the network of the Exchange to which the service is connected, shall not grant the use of the service to any other person except in cases of emergency, unless with the consent of, and upon terms approved by, the Postmaster-General.

56. (1) The subscribers may provide and exhibit a plain and legible notice in a prominent position on his premises indicating that the telephone is available for public use. Provided that, except as provided by sub-clause (2) of this Regulation, no notice or sign intimating that a telephone is available for public use shall be exhibited on or about the premises of any hotel, public house, or place licensed for the sale of intoxicating beverages.

(2) The subscriber may also exhibit on a coin receptacle placed near to the telephone a notice requesting the public using the instrument to place the coin in the receptacle provided by him for the purpose.

57. A charge of one penny for each conversation of three minutes, or part of three minutes, may be made by the subscriber for all calls within the network, and the money may be retained by him. The charges for each such call will be made by the Department against the subscriber at the rates prescribed by Regulation 5.

58. (1) Charges for conversations over trunk lines from any subscriber's telephone available for use by the public shall be collected from the user by the subscriber, and be paid to the Department by the subscriber without any deduction.

(2) The subscriber may also charge the user the fee prescribed by Regulation 57.

(3) The subscriber shall pay to the Department all charges, including trunk line charges, payable to it in respect of all calls made over the telephone whether he has collected those charges or not.\*

#### PART VIII.—FIRE BRIGADE LINES.

59. Ordinary Exchange rates, less 25 per centum, shall be charged for rented Fire Brigade lines, and any additional instruments used thereon, which are connected with Exchanges for ordinary conversations. The Fire Brigades shall be allowed to use their own instrument if of a type approved by the Deputy Postmaster-General. Instruments provided by Fire Brigades under this Regulation shall be maintained by and at the expense of the Fire Brigades.

60. (1) In the case of Fire Brigade lines, an annual rental shall be charged at the rate of 25s. per mile or part thereof, on the aggregate total length of the lines rented.

(2) In this Regulation Fire Brigade lines include only the following lines:—

- (a) Lines which connect the Fire Brigade Station with an Exchange and which are used for fire alarm purposes only;
- (b) Lines which connect any one Fire Brigade Station with any other Fire Brigade Station under the same management or with the residence of any officer of the Fire Brigade, and which are used for Fire Brigade purposes only; and
- (c) Lines which connect a Fire Brigade Station with any fire alarm point where an instrument is available to the public to transmit fire alarms to the Fire Brigade Station.

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\* See also Regulation 5 (3).

61. Where the cost of construction of Fire Brigade lines has been paid for by the Fire Brigades, existing arrangements may continue as regards those lines, if so desired by the Fire Brigades, and the maintenance fee shall be 15s. per annum per mile of circuit (exclusive of instruments), or portion thereof. New lines must be rented, in accordance with Part VIII. of these Regulations.

62. The instruments for non-exchange Fire Brigade lines may be supplied either by the Fire Brigade, at their own cost, or by the Postmaster-General, at the cost of the Fire Brigades, as may be agreed on.

63. Rented Fire Brigade lines shall be subject to the general provisions of Part I. of these Regulations, where they do not conflict with Part VIII.

#### PART IX.—MILITARY LINES.

64. When telephone lines required for military purposes only, and which do not connect with any public telephone system, are erected upon military reserves or premises, and partly upon poles of the Postmaster-General, the charges payable for the portion of such lines erected on poles of the Postmaster-General shall be at the rate of 25s. per annum per mile, or part thereof, calculated upon the aggregate length of the circuits.

#### PART X.—BURGLAR ALARMS.

65. Lines for use in connexion with burglar alarms will be erected and supplied, as well as maintained, by the Postmaster-General in accordance with Part XII. of these Regulations, and will be his property.

66. The apparatus must be supplied and maintained by the user.

67. Neither the Postmaster-General nor the Commonwealth shall be under any liability in respect of any defect or want of efficiency in any line supplied or maintained under these Regulations.

#### PART XI.—TIME SIGNALS AND WEATHER FORECASTS.

68. Subscribers to Telephone Exchanges equipped with the necessary apparatus may, on payment of a fee of £1 per annum, have the exact time signalled on their telephone at 1 p.m. daily, Sundays and holidays excepted.

The rentals prescribed by these Regulations shall be charged for lines specially erected for time signalling purposes.

In cases where any public telegraph line is made available for such purposes, a charge of 1s. shall be made for each minute or portion of a minute during which the use of such public line is so required, except in cases where the signals are required for determining longitude, when special arrangements will be made.

69. (1) Subscribers to Telephone Exchanges, who are outside networks of State capitals or other large centres may, on payment of an annual fee of 30s., be supplied by telephone with the daily weather forecast and occasional notes concerning flood waters and impending storms, issued by the Commonwealth Meteorologist.

(2) Such service shall be provided for a period certain of one year, after the expiration of which period payment shall be made half yearly, under the conditions as to discontinuance laid down in Regulation 11 in respect of ordinary telephone services.

(3) The fees shall be paid in advance.

#### PART XII.—TELEPHONE LINES NOT CONNECTED WITH EXCHANGES.

70. (1) Private telephone lines (special single wire and instruments not connected directly with any Exchange) may be provided and maintained between private houses, offices, warehouses, mines, factories, or other places on payment of the following rates annually in advance for a term of not less than three years, and subject to the same general conditions as those which apply to lines to the Telephone Exchange:—

If within a radius of 10 miles from the Post Office, in the case of cities or towns having a population of 10,000 resident within that area—

For each quarter-mile or fraction thereof of actual length of wire, 10s.

In other places—

- (a) Wire erected on existing poles.—For each quarter-mile or fraction thereof, of actual length of wire, for such portion of the line, 7s. 6d. per annum.
- (b) Where poles are not available.—For each quarter-mile or fraction thereof, on which poles have to be erected, £1 per annum.
- (c) Where, in any quarter-mile of line, portion of the wire is on new poles and portion on existing poles, only one charge, namely, £1 per annum, is to be made for such quarter-mile.

(2) If metallic circuits are required for private lines, they will be provided upon payment of 50 per centum advance upon the rates for wire named herein.

(3) Conductors in special lead-covered metallic circuit cables will be provided by the Postmaster-General for Fire Alarm purposes from the wall of the building to be connected to the nearest point in connexion with existing underground or aerial cables on payment of the following charges annually in advance for a term of at least six (6) years, viz.:—

| Number of Pairs of<br>Conductors in one cable, | Charge for each quarter-mile or<br>portion thereof for each pair of<br>conductors up to one mile in<br>length of circuit. | Charge for each 220 yards or por-<br>tion thereof beyond one mile for<br>each pair of conductors. |
|--|---|---|
|  | £ s. d.   | £ s. d.   |
| 1 .. ..  | 3 10 0  | 1 15 0  |
| 2 .. ..  | 2 0 0   | 1 0 0   |
| 3 or 4 .. ..                                   | 1 5 0   | 0 12 6  |
| 5 or 6 .. ..                                   | 1 2 6   | 0 11 6  |
| 7 or 8 .. ..                                   | 1 0 0   | 0 10 0  |

Each cable will be charged for separately, the length not being aggregated, and the regulation charges will be made for conductors in existing cables.

(4) The telephones and other apparatus for use by the subscriber on lines provided for in this Regulation may be erected and maintained by the user if he so desires, or by the Postmaster-General, upon payment of the following charges annually in advance:—

|  | £ | s. | d. |
|--|---|----|----|
| Telephone wall instruments, ordinary .. ..   | 2 | 0  | 0  |
| Telephone instruments, special, including table sets..   | 2 | 10 | 0  |
| Jack, or jack and plug .. ..   | 0 | 2  | 6  |
| Shutter, with local bell contact, but without bell or battery .. ..  | 0 | 5  | 0  |
| Intermediate switches, or switches used to divide or join two telephone circuits, with magneto bell, per set .. .. | 0 | 10 | 0  |
| Bells, trembling, with battery and two-way switch:—  |   |    |    |
| Bells with gongs not exceeding 3½ inches in diameter .. ..   | 0 | 10 | 0  |
| Bells with gongs over 3½ inches and not exceeding 5 inches in diameter .. ..                                       | 0 | 15 | 0  |
| Bells with gongs over 5 inches and not exceeding 8 inches in diameter .. ..  | 0 | 17 | 6  |
| Bells with gongs over 8 inches and not exceeding 10 inches in diameter .. ..                                       | 1 | 0  | 0  |
| Bells with gongs over 10 inches and not exceeding 12 inches in diameter .. ..                                      | 1 | 2  | 6  |
| Bells, magneto, including two-way switch:—   |   |    |    |
| Bells with gongs not exceeding 3 inches in diameter .. ..  | 0 | 2  | 6  |
| Bells with gongs over 3 inches and not exceeding 4 inches in diameter .. ..  | 0 | 5  | 0  |

Special appliances and specified patterns of instruments, as per agreement.

(5) The Postmaster-General especially reserves the right to refuse to provide or maintain any private line between houses, offices, &c., when the points connected or to be connected are more than one mile apart if the applicants can obtain connexion by means of lines connecting with Exchanges.

### PART XIII.—AUTOMATIC PRIVATE BRANCH TELEPHONES.

70A. Upon receipt of applications, stating full requirements, from persons who desire to install Automatic Private Branch Exchanges on their premises, connecting with the Department's system, the Department will quote the terms upon which those requirements will be met by means of automatic apparatus.

70B. The installation of Automatic Private Branch Equipment will be undertaken by the Department on the following basis:—

- (1) The subscribers shall pay the cost of "wiring" (labour and material) for connecting the telephones within the building to the Private Branch Exchange.
- (2) The Department shall bear the cost of providing and installing—
  - (a) The Exchange wires;
  - (b) The switchboard;
  - (c) The telephones used throughout the building.

(3) The subscribers shall pay:—

(a) For each telephone connected the sum of 20s. or 25s. per annum as the case may be as required by Regulation 28, Part I., and, in addition, the sum of 5s. per annum for the provision and maintenance of the calling device associated therewith.

(b) For the switchboard an annual rental equal to 15 per cent. of the cost of providing and installing the switchboard and associated equipment, this percentage being made up as follows:—

Interest, 4 per cent.

Maintenance, 4 per cent.

Depreciation, 7 per cent.

(c) The cost of current for charging the battery to operate the Private Branch Exchange. The price per current unit to be fixed from time to time by the Department.

(d) For the lines connecting the Private Branch Exchange with the Department's switchboard, and for all calls passing outward through the Department's Exchange, the subscribers shall pay the fees prescribed by Regulation 5, subject to the present allowance of an ordinary instrument without calling device per Exchange line.

(4) The subscribers shall agree to pay these charges for at least three years.

(5) The subscribers shall provide all necessary attendance at the Private Branch Exchange to handle all calls coming to the Private Branch Exchange from other subscribers.

(6) All connexions and apparatus shall be approved by the Department.

(7) In special cases where automatic systems not connected with the Department's systems have already been installed by subscribers, and it is desired that these shall connect with the Department's system, such shall be allowed on the Department taking over at a valuation such of the instruments as are, in the opinion of the Department, suitable, and then applying the above terms.

#### PART XIII.—TELEPHONE LINES CONNECTING WITH TRUNK LINE SWITCHBOARDS OR TELEGRAPH OFFICES ONLY.

71. Telephone lines connecting a subscriber with a telephone trunk line switchboard, and available for conversations over trunk lines, for which conversations the rates specified in Regulation 51 are to be paid, and telephone lines connecting a subscriber with a telegraph office for use only in connexion with the transmission of telegrams at the prescribed rates, or telephone lines to be used for both the purposes named, will be provided on payment of the rates, and subject to the conditions prescribed in Parts I., XIV., or XV. of these Regulations, whichever may be applicable.

PART XIV.—TELEPHONE LINES IN COUNTRY DISTRICTS NOT ERECTED,  
OR ONLY PARTLY ERECTED BY THE POSTMASTER-GENERAL.

72. The Postmaster-General reserves the right to erect all private lines within the boundaries of any railway line, municipality, township, or village, or along any public road.

73. (1) Any person wishing to erect a private telephone line passing beyond the boundary of his own land must make application for permission to the Deputy Postmaster-General.

(2) With the application must be forwarded (a) a plan showing the route to be followed, especially marking where roads are to be crossed or entered upon, and the places to be collected; and (b) a description of the proposed method of constructing that portion of the line which is not upon private land.

(3) Where the line is erected upon private land, the method of construction shall be at the option of the persons constructing the line, subject to the approval, in writing, of the owners of the land, the onus of obtaining which approval shall lie upon the persons constructing the line.

(4) Where the line is erected upon public land of the Commonwealth or of a State, or on or across a road, railway, track, or other place used for traffic or accessible to the public, the method of construction and the poles and other material to be used shall be subject to the approval of the Deputy Postmaster-General, but the approval shall not be unreasonably withheld.

(5) The Deputy Postmaster-General may direct an officer of the Department to examine the application and the accompanying particulars, and, if necessary, make an inspection of the route.

(6) The cost of such inspection shall be borne by the person wishing to erect the line.

(7) Should the report of such officer disclose that the line will not in any way interfere with or endanger any other line of telegraph, whether belonging to the Postmaster-General, the railway authorities, or any private person, and that the material and method of erection to be adopted for the construction of that portion of the line which is not upon private property are satisfactory, the Postmaster-General may, upon payment of the prescribed fees, grant permission to erect such line.

(8) Provided, however, that such permission shall in no case be granted where a line is to run from a point in the vicinity of a telegraph office to another point in a like vicinity unless the line is to connect to or through a telegraph office.

74. Permission shall not be granted for any such line to be erected along any public road, railway, or track, unless the Deputy Postmaster-General is satisfied that it is in every respect unobjectionable, and that the consent of the railway and local authorities, where necessary, has been obtained.

75. The Postmaster-General reserves the right to refuse permission to erect private telephone lines along a public road, railway, or track, where poles of the Postmaster-General are already available for those lines.

76. When the line passes along any road, track, or water, the wire shall, except at a crossing, be at least 12 feet from the surface, and if the line crosses a road, track, or other public place, the height of the

wire above the highest portion of the road, track, or public place, shall not be less than 18 feet, and the poles carrying the wire at any such crossings shall be of substantial character, and be strutted or stayed, if necessary, to stand the strain of the wire.

77. The person to whom the permission has been granted shall, upon the completion of the line, inform the Deputy Postmaster-General thereof, and an officer of the Department may then be sent to inspect the line and report whether it has been constructed in accordance with these Regulations. The cost of such inspection shall be borne by the person to whom permission to erect the line has been given. If the line has not been constructed in accordance with these Regulations, the inspecting officer shall issue instructions as to what is required, and, on the defects being made good, a licence to use the line may be issued.

78. Should the person to whom permission has been granted to erect the line fail to construct it in accordance with, or to comply with, the requirements of these Regulations, the Deputy Postmaster-General may take such steps as he deems necessary to obtain compliance with the Regulations, and a licence to use the line shall not be issued until the requirements of the Deputy Postmaster-General have been satisfactorily complied with, and any expense entailed upon the Department in connexion therewith shall have been paid by the person concerned.

79. On the completion of the line to the satisfaction of the Deputy Postmaster-General, a licence to use it shall be issued. A licence-fee of one shilling per annum, payable in advance, shall be charged, irrespective of the length of the line. This fee covers only the use of one line connecting two points. If additional points are connected, whether by means of a switchboard at a central switching point, or by direct connexions to the line, a further fee of one shilling per annum for each additional point so connected shall be charged, and, in the case of a line joining two separate holdings, a separate licence-fee shall be charged for each holding occupied by a different lessee, irrespective of the length of the line.

80. Where the line is erected partly on existing poles, the property of the Postmaster-General, a sum of 25s. per annum per mile of wire, or portion thereof, shall be charged for the portion so erected, in addition to the licence-fee mentioned. The wire on these poles shall be erected and maintained by the Postmaster-General, and the licensee must undertake to rent the wire on the Department's poles for a period of at least six years.

The charge of 25s. per annum per mile of wire mentioned in this Regulation is for a single wire circuit. The charge for metallic circuit under the same conditions shall be 37s. 6d. per annum per mile.

81. (1) If a private telephone line connect with a telegraph office, the following charges shall be payable in respect of such connexion:—For every telephone which connects or can connect with any telegraph office, whether the connexion is direct or by means of a switchboard at a central switching point upon the privately-constructed line, a fee of ten shillings per annum, to cover the cost of attention to and maintenance of the telephone and other apparatus to be provided by the Postmaster-General for use at the telegraph office.

(2) Unless otherwise provided in these Regulations the telephone for the use of the licensee must be provided by him, and must be of a pattern approved by the Deputy Postmaster-General, and must be maintained by the licensee to the satisfaction of the Postmaster-General.

82. Where two or more such telephone lines in country districts not erected, or only partly erected, by the Postmaster-General connect with any telegraph office, the terms of Part XV. of these Regulations shall apply.

83. If a private telephone line connect with a telegraph office, telegrams received or intended for transmission over the wires of the Postmaster-General in the usual way will be received or transmitted over such private telephone line on payment of the ordinary telegraphic charges only.

84. (1) Every telegram passing in either direction between any point connected with any private telephone line and the telegraph office to which such line connects, shall be charged for at the following rates:—

- |   |   |   |
|---|---|---|
| (a) For every telegram intended for delivery within a radius of one mile from the telegraph office to which the private telephone line connects,                            | { | Including address and signature. Not exceeding sixteen words, 3d. |
| (b) For every telegram handed in at the telegraph office to which the private telephone connects for transmission over the private telephone line to the licensee's office, | { | Every additional three words or fraction thereof, 1d.             |

(2) Regulations 83 and 84 apply not only to telegrams upon the business of the licensee, but also to telegrams from or to any other person, which telegrams may be transmitted over the licensee's wire with his consent, but no charges other than the charges specified in these Regulations may be made for such communications.\*

85. The licensee shall deposit in advance with the officer in charge of the telegraph office with which the private line is connected a sum calculated to meet the cost of all telegrams or conversations likely to pass over the line for a period of one month, such deposit to be renewed monthly, or more frequently if necessary, and the licensee must accept as correct the statement of such officer as to the charges payable by such licensee.

86. (1) For conversations over any such private telephone line connected with a telegraph office, the following charges shall be made:—

- |  |         |     |
|--|---------|-----|
| (a) For a messenger sent to call to the office any person residing within the usual radius of free delivery of telegrams   | .. .. . | 3d. |
| (b) For a messenger sent to call to the office any person from beyond the radius of free delivery of telegrams, the usual portorage charges in addition to the above-mentioned charge of 3d. |         |     |
| (c) The charges specified in (a) and (b) shall be paid by the caller irrespective of whether the desired person answers the call or not.   |         |     |
| (d) For each conversation of three minutes, or portion thereof   | .. .. . | 1d. |

\* See also Regulation 88.

(2) This Regulation applies not only to conversations between the licensee and any other person, but also to conversations between any two persons who use the line with the licensee's consent, but no charges other than the charges specified in these Regulations may be made for those conversations.\*

(3) The licensee or any *bonâ fide* employé of the licensee may, however, speak over his private line from the Post Office with which such line is connected, free of charge.

87. Provided, however, that the facilities mentioned in Regulation 86 shall be given only when the telephone is so placed in the telegraph office as not to require access to the portions of the office premises which, by regulation, are not open to the public; and that the facilities mentioned in Regulation 84 (1a) and 86 (1a and b) shall be given only at offices where the delivery of telegrams is undertaken.

88. The licensee of a private telephone line shall not make any charge beyond those specified in these Regulations for the transmission of any communication over such line, nor shall he receive any valuable consideration for such privilege without the authority of the Postmaster-General.†

89. The Deputy Postmaster-General may direct an official inspection to be made periodically of such portions of the telephone lines as are not upon private lands, and the officer making the inspection may direct the licensee to make such alterations or repairs as to him appear necessary, and the licensee shall immediately carry out his directions. In the event of the licensee failing to do so within a reasonable time, the officer shall report to that effect, and the licence to use the line may be cancelled. Periodical inspections under this Regulation shall be made free of cost to the licensee of the lines.

90. (1) The licensee shall be wholly responsible for the repair and maintenance of the line (except as regards the portion of it erected on poles the property of the Postmaster-General, and therefore maintained by the Postmaster-General) to the satisfaction of the Deputy Postmaster-General, and he shall undertake to maintain the same in a thoroughly efficient manner at his own cost, and any alterations, repairs, or other works which the Deputy Postmaster-General may, in the interest of the public safety or convenience, order to be done, shall be performed by the licensee, or, if undertaken by the Department, shall be charged to the licensee, in which latter case the amount due may be recovered by the ordinary process of law.

(2) If any portion of the telephone line is erected and maintained by the Postmaster-General means will be provided by the Department for separating that portion from the privately-constructed portion at will, so that defects may be localized.

91. The licensee of a private telephone line shall be responsible for any injury to life, limb, or property caused by the poles, wire, or other parts of the line (except, however, such portion of the line as is erected on poles the property of the Postmaster-General, or which is maintained by the Postmaster-General).

\* See also Regulation 88.

† See *Post and Telegraph Act 1901-1912*, Section 129.

92. Where a private telephone line does not connect with a telegraph office, the licensee shall undertake that it shall be used for his own private purposes only, or by those authorized by him with the approval of the Deputy Postmaster-General to connect by telephone *en route*.

93. In the event of a private telephone line being found to interfere in any way with the erection or use of any line by the Postmaster-General or the railway authorities, the Deputy Postmaster-General may direct that the private telephone line be altered, removed, re-erected in another position, or otherwise dealt with, as he deems necessary.

94. (1) The Deputy Postmaster-General may authorize the use, by any Government official on public business, of any private telephone line erected under the provisions of these Regulations.

(2) If the licensee of a private telephone line refuses to allow any such official, authorized as aforesaid, to use such line, the licence issued in respect thereof may be cancelled.

95. All fees must, unless otherwise provided by these Regulations, be paid annually in advance.

#### PART XV.—TELEPHONE LINES IN COUNTRY DISTRICTS PARTLY ERECTED BY THE POSTMASTER-GENERAL, AND WHICH CONNECT WITH TELEPHONE EXCHANGES.

96. Where privately-constructed lines existed at the 1st September, 1910, or were subsequently erected to connect with any town in which a Telephone Exchange is in operation, they may be connected with the Telephone Exchange on the following terms:—

- (a) If poles of the Postmaster-General are available, the portion of the lines within the boundaries of any township shall be erected and maintained thereon by the Department.
- (b) Where poles of the Postmaster-General are not available, and it is not considered desirable that they should be erected by the Department, permission may be given for any portion to be constructed by the user of such privately-constructed line.
- (c) Where the portion of the line erected by the Department joins the portion erected by the user, the Department will provide a means of separating the two portions at will, so that defects may be localized.
- (d) For any portion of the line erected by the Department the following annual charges shall be made:—
  - For any distance up to 2 miles, single wire or metallic circuits, as may be necessary, the fees prescribed for an exclusive service under Regulation 5.
  - For each additional  $\frac{1}{4}$  mile or portion thereof of single wire, 6s. 3d.; of metallic circuit, 9s. 5d.
- (e) In cases where the line is extended so that more than one point can communicate with the Exchange—
  - For each additional point, 10s.
- (f) Mileage of the portion of the line erected by the Department will be calculated radially from the Exchange as a centre.

(g) The charges specified in (d) and (e) include—

- (1) Unlimited calls between any two stations on the same line, such calls not requiring the attention of the Exchange.
- (2) Provision of all apparatus at the Exchange.
- (3) The transmission by telephone, without extra charge, of telegrams on which the ordinary charges for transmission over the wires of the Postmaster-General have been paid.

(h) All calls passing through the Exchange shall be charged for as provided in Regulation 5.

But the provisions of Regulations 84 and 86 shall apply, and the charges specified therein be made when the services provided for therein are required.

A licence-fee of one shilling per annum, as required by Regulation 79, shall also be paid.

97. (1) A person by whom any portion of a line has been erected under this part of the Regulations shall construct and maintain it, and maintain the instruments connected with it to the satisfaction of the Deputy Postmaster-General. The Postmaster-General will not be responsible for any portion of the line not erected by or for the Department.

(2) The telephones for use on exclusive service lines will, if required, be provided by the Postmaster-General, but must be installed and maintained by the licensee to the satisfaction of the Deputy Postmaster-General: Provided that if the licensee brings to the Telephone Exchange instruments provided by the Department which have been used on the line, and have become defective, such instruments shall be repaired, so far as ordinary defects due to fair wear and tear are concerned, by the Department, free of charge.

(3) When more than one point is connected on a line, one telephone will be provided by the Postmaster-General, but any other telephones required must be provided by the subscribers. All the telephones used on a line must be maintained by the subscribers under the conditions as to maintenance laid down in this Regulation.

98. The cost of any necessary inspection of the privately-constructed line or of installing or repairing instruments connected therewith shall be paid by the person for whose use the line has been erected.

99. Should the person using the line not maintain the portion constructed by him, or the instruments connected therewith, to the satisfaction of the Deputy Postmaster-General, after reasonable notice has been given him so to do, the service at the Exchange may be discontinued and the instruments removed without prejudice to the right of the Postmaster-General to recover any fees payable by the user.

100. In cases where the Postmaster-General permits the user to erect the whole of the line from his premises to the Department's terminal pole outside any Telephone Exchange or any office at which a telephone service is or may be provided by the Department, the charges specified in Part XV., Regulation 96 (d), will be reduced by £2 10s. per annum, and the subscriber shall provide and maintain to the satisfaction of the Deputy Postmaster-General the instrument used in connexion with the line, but the other provisions of Part XV. of the Regulations shall apply.

101. Where they do not conflict with any regulation in this Part, the Regulations contained in Part XIV. shall also apply.

**PART XVI.—TELEPHONE LINES IN COUNTRY DISTRICTS ERECTED AT THE COST OF THE USERS UPON POLES OF THE POSTMASTER-GENERAL.**

102. (1) The cost of all material and supervision necessary to erect the wire upon poles of the Department shall be borne by the subscriber.

(2) Where the subscriber desires the Postmaster-General to erect the wire upon poles of the Department, he shall deposit with the Deputy Postmaster-General a sum of money equal to the estimated cost of the material to be supplied, and work to be performed by the Department on his behalf, and shall enter into an undertaking in a form approved by the Deputy Postmaster-General, guaranteeing that on completion of the work he will pay such other sums as may be necessary to repay to the Department the actual cost of the whole of the work.

(3) The subscriber may, instead of paying for labour provided by the Postmaster-General, provide the labour himself, to the satisfaction of the Deputy Postmaster-General; but in such case the direction and control of the work performed shall rest with the Postmaster-General's officers.

(4) The subscriber shall pay to the Postmaster-General a sum of 5s. per annum for each mile of wire, or portion thereof, as rental for the use of the poles on which the wire is erected.

(5) The subscriber shall enter into an agreement in a form approved by the Deputy Postmaster-General to remove the material from the poles of the Postmaster-General to his satisfaction at any time when required to do so, but not earlier than six years from the date of construction. Provided that in the event of the material being no longer required on the poles for the subscriber's purposes, the Department shall be first given the option of purchasing such material, or any portion thereof, as it stands on the poles, at a valuation to be mutually agreed upon.

(6) The subscriber shall not be responsible for any portion of the cost of maintaining or renewing the poles upon which the wire is erected.

(7) The subscriber shall not, without the consent of the Postmaster-General, transfer his right to the wire or to the use thereof.

(8) Should any pole of the Postmaster-General require renewal by reason of ordinary decay, the Postmaster-General's officers shall place the subscriber's wire on the new pole without cost to the subscriber.

(9) Should any pole of the Postmaster-General require renewal by reason of bush fires or similar unusual causes, the cost of removing the subscriber's wire from the old to the new poles of the Postmaster-General shall be borne by the subscriber.

(10) The Postmaster-General shall not be responsible for the maintenance of the wire or insulators or for the removal of any defects whatsoever from the portion of the subscriber's line which is erected subject to these conditions upon the poles of the Postmaster-General, but the Postmaster-General will, at the request of the subscriber and

on the subscriber agreeing to pay the costs incurred, use all reasonable means towards removing any such defects, and take any necessary action for the maintenance of the line.

(11) Should the subscriber's wire or insulators interfere with the use by the Postmaster-General of the poles on which they are erected, he may remove the wire or insulators or alter their positions, as may be found necessary.

(12) All material used on poles of the Postmaster-General shall be subject to the approval of the Deputy Postmaster-General.

(13) The subscriber shall have no right to enter upon any works of the Postmaster-General, climb any pole, or do any work on any telegraph line of the Postmaster-General without the authority in writing of the Deputy Postmaster-General.

(14) Any works undertaken by the subscriber for the maintenance of any wire upon the poles of the Postmaster-General shall be performed at his own risk and cost.

(15) The actual cost of any works performed by or on behalf of the Postmaster-General for the removal of defects or maintenance of the subscriber's wire or insulators upon the poles of the Postmaster-General shall be paid to the Postmaster-General by the subscriber within one month from the date of demand.

(16) This Regulation shall not apply within the boundaries of any township nor within a radius of 1 mile from any telegraph office, post office, or Telephone Exchange.

(17) The Postmaster-General accepts no responsibility in respect of any wires erected under these Regulations.

#### PART XVII.—ERECTION OF PUBLIC TELEGRAPH OR TELEPHONE LINES UNDER GUARANTEE.

103. Any person may apply in writing to the Postmaster-General for the construction of a telegraph or telephone line under these Regulations.

104. Each application will be dealt with on its merits, but no application will be granted unless the Postmaster-General is satisfied that the line applied for is required in the public interest.

105. No application shall be granted for the construction of a line not likely to yield a minimum revenue within a period of eight years after the construction of the line, unless the Postmaster-General is satisfied that there are special circumstances rendering its construction desirable. Provided, however, that in cases where the estimated cost of the line applied for does not exceed £100, the Postmaster-General may permit the line to be constructed, notwithstanding that the conditions of this Regulation as to minimum revenue do not obtain.

106. If the line is not likely to yield, annually, an amount sufficient to provide—

- (a) For the cost of operating the line; and
- (b) Ten per centum of the cost of constructing the line and supplying the instruments (to cover maintenance, renewals, &c.).

(which amount is referred to in this Part of the Regulations as a minimum revenue), the applicants shall, for the purpose of guaranteeing the receipt of that amount, comply with the following conditions, namely:—

- (i) The applicants shall deposit with the Postmaster-General a sum of money equal to fifty per centum of the difference between the estimated revenue from the line for two years and the minimum revenue for two years.
- (ii) The applicants shall enter into a joint and several bond in a sum to be fixed by the Postmaster-General, conditioned to make good, during a period of seven years after the completion of the line, an amount equal to fifty per centum of the amount by which (a) the estimated revenue or (b) the actual revenue (whichever of these is the greater) falls short of a minimum revenue.

107. The sum deposited with the Postmaster-General shall be paid to the Trust Fund, and such sum shall be available for the purpose of making good, in any year, fifty per centum of the amount by which (a) the estimated revenue or (b) the actual revenue (whichever of these is the greater) falls short of a minimum revenue, and the sums required for that purpose may be withdrawn from the Trust Fund, and the accrued interest thereon, where necessary, may also be drawn from an Expenditure Vote, and paid to the Consolidated Revenue Fund at such times as the Postmaster-General thinks fit: Provided that fifty per centum of any amount by which the revenue received in any year exceeds a minimum revenue may be applied to reduce the guarantor's liability in respect of the deficiency in the revenue received for any year during the guarantee period.

Substituted by  
{ 1914, No. 12 ;  
{ 1914, No. 144.

108. The bond shall be in a form approved by the Postmaster-General, and payments under it shall be made within one month after demand by the Postmaster-General; but no such demand shall be made so long as the sum deposited, or any balance thereof, is sufficient to make good the amount required.

109. After the expiration of seven years from the completion of the line, the bond may be renewed or a new bond executed for such further period as the Postmaster-General directs, and if the bond is not so renewed, or a new bond executed, the Postmaster-General may, unless he is satisfied that the line will yield a minimum revenue, remove it and the instruments.

110. Any balance of the sum deposited or interest thereon may, after the expiration of seven years from the completion of the line, be returned to the applicants.

111. The line and instruments shall remain the property of the Postmaster-General.

#### PART XVIII.—PUBLIC TELEGRAPH (OR TELEPHONE) LINES ERECTED AND MAINTAINED BY THE PERSONS DESIRING SUCH LINES, INSTEAD OF BY THE DEPARTMENT, UNDER GUARANTEE.

112. In cases where the estimated probable telegraph (or telephone) revenue is not sufficient to justify the erection and maintenance by the Department of a telegraph (or telephone) line for public use without guarantee, and where it is considered by the persons applying for the erection and maintenance of a telegraph or telephone line, that it will be to their advantage to construct and maintain the line at their own

expense, the Postmaster-General may authorize the construction and maintenance of the line by those persons subject to the following conditions:—

- (1) The erection of the line shall be subject to the Regulations contained in Part XIV. of these Regulations, so far as they are applicable, but so that—
  - (a) Notwithstanding anything contained in the *Post and Telegraph Act 1901-1912*, or in any Regulations under that Act, the persons constructing the line shall not have or exercise any power to enter upon or interfere with any private land without the consent, in writing, of the owner thereof, the onus of obtaining which consent shall lie upon the persons constructing the line.
  - (b) Where the line is erected upon private land, the method of construction shall be at the option of the persons constructing the line, subject to the approval, in writing, of the owners of the land, the onus of obtaining which approval shall lie upon the persons constructing the line.
  - (c) Where the line is erected upon public land of the Commonwealth or of a State, or on or across a road, railway, track, or other place used for traffic or accessible to the public, the method of construction, and the poles and other material to be used, shall be subject to the approval of the Deputy Postmaster-General, but the approval shall not be unreasonably withheld.
  - (d) No licence-fees shall be charged.
- (2) The persons constructing and maintaining the line shall nominate and submit to the Postmaster-General the names of one or two persons as the trustees for the line, to represent them, and to receive on their account the amounts payable by the Postmaster-General, as hereinafter provided, for the use of the line for public purposes.
- (3) Upon the completion of the line the Postmaster-General may make arrangements for its use for public business, and provide for such attendance as may be necessary for operating the line at the cost of his Department.
- (4) The charges for the use of the line by all persons, including those by whom it has been erected, and by whom it is to be maintained, shall be those prescribed by the Act or Regulations, for the time being, for telegrams or telephonic conversations.
- (5) In consideration of the erection and maintenance by the persons concerned of the line for public business, the Postmaster-General shall pay to the trustees for the line such a sum as is from time to time agreed upon, but not more than will equal a payment for every telegram transmitted from the new offices on the line of two-thirds of the rates prescribed for suburban telegrams, or not more than two-thirds of the rate prescribed for telephonic conversations with the office with which the line is directly connected.

- (6) The Postmaster-General may at any time take possession of the line, paying to the owners thereof such compensation as is agreed upon, or, failing agreement, as is settled by arbitration, as provided by Section 155 of the *Post and Telegraph Act 1901-1912*.
- (7) The necessary instruments will be provided by the Department.

## PART XIX.—MISCELLANEOUS.

*Temporary Telephonic Communication.*

113. In cases where temporary telephonic communication is required, such communication will be provided by the Postmaster-General under the following conditions:—The cost of connecting and dismantling the telephone service to be paid for by the associations or persons requiring the same, which cost shall include only labour, perishable material, and any special line construction, but shall not include the cost of instruments.

Substituted by  
( 1914, No. 44 ;  
1914, No. 139.

In addition to which the following charges shall be payable:—

- (a) If the telephones are used without Exchange service, 10s. per month, or portion thereof, up to six months, for each set of telephones used.
- (b) If the telephones are connected with any public Telephone Exchange, the rates prescribed by Part IV. or Part VI. of these Regulations.

Provided, however, that the charge mentioned in (a) shall not be made in the case of temporary telephonic communication required by Rifle Clubs.

*Transaction of Business after usual Office Hours.*

114. (1) Arrangements may be made to keep any official or semi-official office open for the transmission of telephone messages after the ordinary business hours, upon notice being given to the officer in charge at least one hour before the ordinary time of closing, and upon payment of a deposit of 2s. 6d. for the first hour or portion thereof, and 1s. 6d. for every subsequent hour or portion thereof, during which it is desired the office shall be kept open. If more than one office is so kept open, these fees shall be payable in respect of each office. All telephone messages transmitted must be paid for at the usual rates.

(2) In cases of a specially urgent nature, where it is not possible to give the notice stipulated in the preceding paragraph, telephone messages may be transmitted after the ordinary business hours, provided the attention of the officer in charge of the office with which it is desired to transact business can be obtained. The charges for this service will be the same as indicated in paragraph (1).

(3) Only the person who pays for keeping an office open after the ordinary business hours is entitled to transact business during such special attendance. Should any other person desire to transact business at such times, he may do so on payment of the above-mentioned charges.

(4) Similar arrangements may be made at allowance post-offices in cases where the postmasters are willing to give the necessary attendance, on payment of a fee not exceeding 1s. for each thirty minutes or portion thereof during which it is desired that the office shall be kept open, in addition to the ordinary departmental charges for the transmission of telephone messages.

*General.*

115. Amendments may from time to time be made to the Regulations, and amendments so made may be made applicable to the services established before the commencement of those amendments, as well as to services established after the commencement of those amendments.

116. On being given a telephone service subscribers shall, in all cases, be deemed to have agreed to be bound by the several provisions of the Regulations in force from time to time.

117. (1) In any case where it is desired or proposed to open a Telephone Exchange, full particulars should be furnished to the Deputy Postmaster-General as to—

- (a) The number of persons who propose to join the Exchange.
- (b) The points to be connected, with radial distance from the post-office.
- (c) Information respecting any portion of the lines which can be erected by the applicants in conformity with the Regulations.
- (d) Any further information required by the Deputy Postmaster-General.

(2) Upon receipt of the required information, the Postmaster-General will determine whether the Exchange is to be opened, and, if so, under what conditions and rates.

*Repeal.*

118. Except so far as the contrary intention appears in these Regulations, all previous Regulations relating to telephonic and other like services made under the *Post and Telegraph Act 1901-1912* are repealed.

*EXTRACT FROM THE POST AND TELEGRAPH ACT 1910  
REGARDING UNAUTHORIZED TELEPHONE LISTS.*

3. After section one hundred and seventeen of the Principal Act, the following section is inserted:—

117A.—(1.) Any person who without the authority of the Postmaster-General (the proof of which authority shall be on the person charged) prints, publishes, or circulates, any list purporting to be a list of the subscribers or persons connected with any Telephone Exchange, shall be liable to a penalty not exceeding Ten pounds.

(2.) Every list printed, published, or circulated in contravention of this section shall be forfeited to the King, and shall, on demand in writing by the Postmaster-General, be delivered up to him.

*EXTRACT FROM THE POST AND TELEGRAPH ACT 1901-1912.*

136. Every person who aids abets counsels or procures the commission of any offence against this Act shall be liable to the same punishment as if he actually committed the offence.

# TELEGRAPH LINES PROTECTION REGULATIONS.<sup>(a)</sup>

## PART I.—GENERAL.

1. These Regulations may be cited as the Telegraph Lines Protection Regulations 1913, and are divided into Parts as follows:—

Short Title  
and Parts

Part I.—General.

Part II.—Electric Tramways.

Part III.—Electric Light and Power Works and Lines.

Part IV.—Miscellaneous.

2. These Regulations shall apply only in relation to electric works and lines for the generation, use, or supply of electricity which injuriously affect, or are likely to injuriously affect, the telegraph lines of the Postmaster-General.

Application.

3. In these Regulations, unless the context otherwise indicates—

Interpretation.

“Aerial Line” means an electric line which is placed above ground and in the open air.

“Current” means an electric current.

“Difference of Potential” means difference of electrical potential.

“Efficiently connected with earth” means connected with the general mass of the earth in such a manner as to insure at all times an immediate and safe discharge of energy.

“Energy” means electrical energy.

“Generator” means a dynamo or other apparatus used for the generation of energy.

“High Pressure” means a pressure which exceeds 650 volts, alternating (R.M.S.) or continuous current.

“Leakage Current” means the current passing between any electric line and the earth or any other conducting at points where the electric line should be insulated.

“Pressure” means the difference of potential between any two conductors through which a supply of energy can be given, or between any part of a conductor and the earth.

“The Act” means the *Post and Telegraph Act 1901-1912*.

4. Every electric authority shall permit any officer authorized by the Postmaster-General at all reasonable times to inspect and examine its electric lines and works, and to ascertain by tests or otherwise whether the Act and these Regulations are being complied with, and shall do all things that are necessary to enable any test to be made by such officer.

Power of  
inspection.

5. Nothing in these Regulations shall affect any right or obligation of the Postmaster-General or of any electric authority under Section 147 of the Act.

Saving of rights  
under the Act.

(a) Statutory Rules 1913, No. 350 (19th December, 1913); made under the *Post and Telegraph Act 1901-1912*; as amended by the following Statutory Rules:—

§ 1914, No. 48; 8th May, 1914 (Provisional);  
§ 1914, No. 115 (13th August, 1914);

§ 1914, No. 76; 10th June, 1914 (Provisional);  
§ 1914, No. 169 (21st November, 1914).

## PART II.—ELECTRIC TRAMWAYS.

Application of Part.

6. This Part shall apply only in relation to electric works and lines for the generation use or supply of electricity for working electric tramways, and shall be complied with by electric authorities generating, using, or supplying electricity for that purpose.

Continuous currents to be used.

7. The currents used for working the motors on an electric car shall be continuous currents without appreciable pulsation.

Use of alternating currents.

8. (1) Unless by permission in writing of the Postmaster-General, alternating currents shall not be used except for the transmission of energy from a generator to transformer sub-stations.

(2) The Regulations in Part III. shall, so far as applicable, apply to all lines used for the transmission of energy from the generator to transformer sub-stations by means of alternating currents, and the insulation resistance of those lines shall not be permitted to fall below the equivalent of 10 megohms for a length of 1 mile.

(3) A test of the insulation resistance of all such lines shall be made at least once in each month.

Conductors.

9. One of the two conductors used for transmitting energy from the generator to the motors shall be in every case insulated from earth, and is hereinafter referred to as the "line"; the other may be insulated throughout, or may be uninsulated in such parts and to such extent as is provided in the following Regulations, and is in these Regulations referred to as the "return."

Insulation of returns.

10. Where any rails on which electric cars run, or any conductors laid between or within 3 feet of such rails, form any part of a return, such part may be uninsulated. All other returns or parts of a return shall be insulated, unless of such sectional area as will reduce the fall in potential along the uninsulated portion of the return, so that it shall not at any time exceed the rate of  $3\frac{1}{2}$  volts per mile of tramway, whether single or double track.

11. (1) When any part of a return is uninsulated, then either—

(a) the uninsulated return shall be connected with the negative terminal of the generator, and the negative terminal of the generator shall be directly connected through a current indicator with earth; or

(b) the uninsulated return shall be connected with the negative terminal of the generator by one or more insulated return conductors, of which the ends connected with the uninsulated return shall be connected through a current indicator with earth; and the generator shall have no other connexion with earth.

(2) If, in the last-mentioned case, the current indicator cannot conveniently be placed at the connexion of the uninsulated return with the insulated return, the instrument may consist of a current indicator at the generating station connected by insulated wires to the terminals of a resistance interposed between the returns and the earth connexion or connexions. The resistance shall be such that the maximum current permitted by these Regulations to pass from the earth connexions to the generator shall produce a difference of potential not exceeding 1 volt between the terminals. The indicator shall be so constructed as to indicate correctly the current passing through the resistance when connected to the terminals by the insulated wire mentioned in this Regulation.

(3) The earth connexions required by this Regulation shall be either two separate earth connexions, or connexions with a main for water supply of not less than 3 inches internal diameter.

(4) The two earth connexions shall be placed not less than 20 yards apart, and shall be constructed, laid, and maintained so as to secure electrical contact with the general mass of earth, and so that an electro-motive force not exceeding 4 volts shall suffice to produce a current of at least 2 amperes from one earth connexion to the other through the earth, and a test shall be made at least once in every month to ascertain whether this requirement is complied with.

(5) No portion of either earth connexion shall be placed within 6 feet of any pipe, the property of the Postmaster-General.

(6) Nothing in this Regulation shall authorize the connexion of any generator or return to any main for water supply without the consent of the owner of the main.

(7) Where, from the nature of the soil or for other reasons, the electric authority can show to the satisfaction of the Postmaster-General that this Regulation cannot be complied with without undue expense, the provisions of this Regulation shall not apply.

12. (1) When the return is partly or entirely uninsulated, the electric authority shall, in the construction and maintenance of the tramway—

*Duty of electric authority where return is uninsulated.*

(a) so separate the uninsulated return from the general mass of earth, and from any pipe in the vicinity;

(b) so connect together the several lengths of the rails;

(c) adopt such means for reducing the difference produced by the current between the potential of the uninsulated return at any one point and the potential of the uninsulated return at any other point; and

(d) so maintain the efficiency of the earth connexions specified in the preceding Regulations,

as to fulfil the following conditions, viz.:—

(i) That the current passing from the earth connexions through the indicator to the generator, or through the resistance to the insulated return, shall not at any time exceed either 2 amperes per mile of single tramway line, or 5 per cent. of the total current output of the station.

(ii) That if at any time and at any place a test be made by connecting a galvanometer or other current indicator between the uninsulated return and any pipe, wire, or work in the vicinity the property of the Postmaster-General, it shall always be possible to reverse the direction of any current indicated by interposing a battery of three Leclanche cells, connected in series if the direction of the current is from the return to the pipe, or by interposing a Leclanche cell if the direction of the current is from the pipe to the return.

(2) In order to provide an indication that the condition (i) is complied with, the circuit of the current indicator provided for in Regulation 11 shall be closed twice per day for periods of five minutes

*Substituted by  
(1914, No. 48;  
(1914, No. 115.*

each at intervals of not less than six hours, and as nearly as possible to the times of maximum output. The maximum reading through the current indicator during each of such tests shall be recorded, together with the output at the time such reading was taken.

(3) If at any time it can be shown that within a distance of 1 mile from any part of the tramway system there is a current flowing between any pipe, wire, or work of the Postmaster-General, and any other pipe or metallic substance connected to earth and in close proximity to such pipe, wire, or work of the Postmaster-General, and that such current is due to the operation of the tramway system, it shall be possible to reverse the direction of such current by the insertion of one Leclanche cell.

Maximum fall  
in potential.

13. (1) When the return is partly or entirely uninsulated the difference of potential between the points of the uninsulated return furthest from and nearest to the generating station shall not on any route at any time exceed  $3\frac{1}{2}$  volts per mile of tramway, whether single or double track, and the fall in potential along any portion of such uninsulated return shall in no case exceed the rate of  $3\frac{1}{2}$  volts per mile.

(2) In order to provide an indication that the above condition is complied with, a record of such difference of potential and of the output at the time of such observation shall be taken upon each route twice per day for periods of five minutes each at intervals of not less than six hours, and as nearly as possible to the times of maximum output.

Arrangement  
of connexions.

14. Every electrical connexion with any pipe shall be so arranged as to admit of easy examination, and shall be tested by the electric authority at least once in every three months.

Maintenance  
insulation.

15. The insulation of the line and of the return when insulated and of all feeders shall be so maintained that the leakage current shall not exceed one-hundredth of an ampere per mile of tramway. The leakage current shall be ascertained daily if practicable, and in any case not less frequently than once a week, before or after the hours of running when the line is fully charged. If at any time it is found that the leakage current exceeds one-half of an ampere per mile of tramway, the leak shall be localized and removed as soon as practicable, and the supply of current to the defective section shall be stopped unless the leak is localized and removed within twenty-four hours. Provided that where both line and return are placed within a conduit this Regulation shall not apply.

Position of  
insulated  
returns in  
double trolley  
and under-  
ground systems.

16. In double trolley systems, any insulated return shall be placed parallel to and at a distance not exceeding 3 feet from the line; and in underground systems, paralalled to and at a distance not exceeding 18 inches from the line.

Feeders.

17. In the disposition, connexions, and working of feeders, the electric authority shall take all reasonable precautions to avoid injurious interference with any existing wires belonging to the Postmaster-General.

Contact  
between  
motors, line  
and return.

18. The electric authority shall so construct and maintain its system as to secure good contact between the motors and the line and return respectively.

19. The electric authority shall adopt the best means available to prevent the occurrence of undue sparking at the rubbing or rolling contacts in any place, and in the construction and use of generators and motors.

Reduction of sparking.

20. In working the cars any necessary variation of the current shall be effected by an efficient method of gradually varying resistance.

Working current to be varied gradually.

21. When required by the Postmaster-General, guard wires shall be fixed and maintained by electric authorities in the following cases:—

Guard wires to be erected in certain cases.

- (a) Where not more than ten telegraph wires cross from one side of the tramway to the other side, and
- (b) Where any number of distributing telegraph wires cross, from a distributing pole, from one side of the tramway to the other side, and
- (c) Where at places other than crossings any bare telegraph wires are liable to fall upon the conductors or other electric wires of the tramway.

22. (1) Where guard wires are required to be erected for the protection of telegraph wires weighing less than 100 lbs. per mile, they shall be erected as follows:—

Resistance of guard wires.

- (a) Where there is one trolley wire two guard wires shall be erected as in Fig. 1.

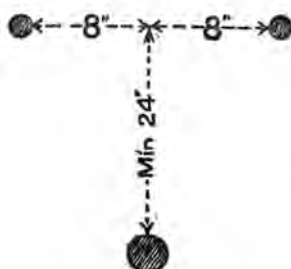


FIG. 1.

- (b) Where there are two trolley wires at a distance not exceeding 12 feet apart, two guard wires shall be erected as in Fig. 2.

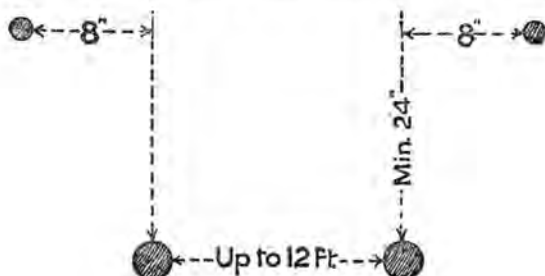


FIG. 2.

(2) Where guard wires are required to be erected for the protection of telegraph wires weighing 100 lbs, or more per mile, they shall be erected as follows:—

- (a) Where there is only one trolley wire, two guard wires shall be erected as in Fig. 3.

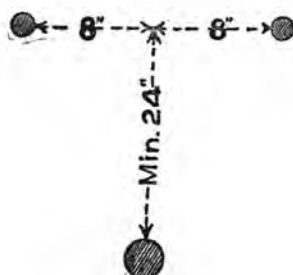


FIG. 3.

- (b) Where there are two trolley wires not more than 15 inches apart, two guard wires shall be erected as in Fig. 4.

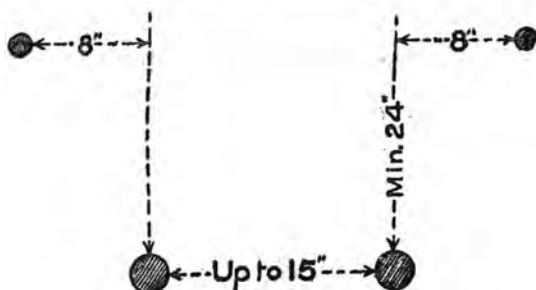


FIG. 4.

- (c) Where there are two trolley wires, and the distance between them exceeds 15 inches but does not exceed 10 feet, three guard wires shall be erected as in Fig. 5.

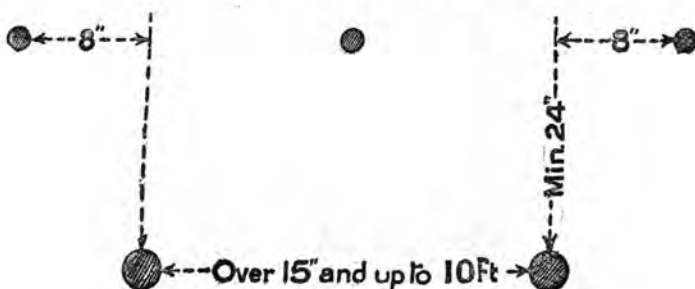


FIG. 5.

- (d) Where the distance between the two trolley wires exceeds 10 feet each trolley shall be separately guarded as in Fig. 6.

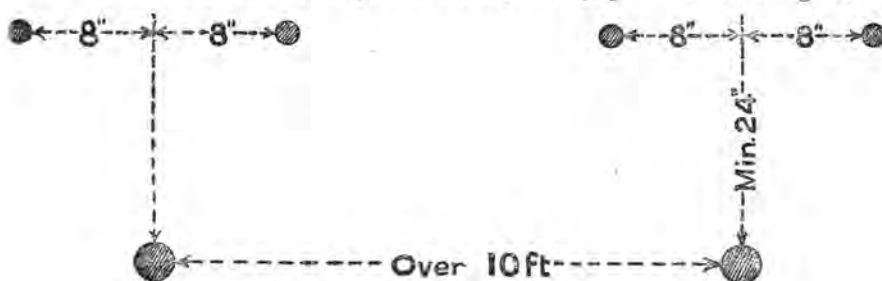


FIG. 6.

(3) Subject to the following paragraphs, guard wires shall be so fixed as to be parallel with the trolley wire for a distance on each side of the point where the telegraph wires cross the trolley wire equal to at least twice the perpendicular distance between the highest telegraph wire and the guard wire:—

- (a) Where telegraph wires not crossing a trolley wire are liable to fall upon or to be blown on to a trolley wire, or other tramway wire which may become charged to a dangerous potential, the guard wires shall be so erected that a falling telegraph wire must fall on a guard wire before it can fall on the trolley wire or tramway wire.
- (b) In special cases at junctions or curves where parallel guard wiring would be complicated, guard wires shall be so erected that a falling wire must fall on a guard wire before it can fall on the trolley wire.

(4) Guard wires shall be of galvanized steel, but in places where galvanized steel wires are liable to corrosion, they shall be of bronze or hard-drawn copper, and they shall be of a gauge of not less than seven strands of No. 16, or one of No. 8 wire (S.W.G.).

(5) Guard wires shall be fixed between the trolley wire and the telegraph wires at such a height that the trolley boom of an electric car cannot come into contact with them. They shall be fixed to supports which are rigid, and sufficiently strong for their purpose, and at each support each guard wire shall be securely bound in or terminated.

(6) Guard wires shall be well earthed at one point at least, and at intervals of not more than five spans. The earth connexion shall be made by connecting the wire through the support to the rails by means of a copper bond.

23. The resistance of the guard wires to earth shall be sufficiently low to insure that a telegraph wire falling on and making contact with the guard wire and trolley wire at any time will cause the circuit breaker protecting the section to open.

Resistance of guard wires.

24. A test of the resistance of the guard wires shall be made forthwith after the erection of the guard wires, and thereafter shall be made quarterly, and a record shall be taken of each test so made.

Tests of resistance.

Rise of trolley boom.

25. The rise of the trolley boom of an electric car shall be so limited that if the trolley leaves the wires it will not foul the guard wires, and in no case shall it be possible for the trolley boom to rise more than 3 feet above the trolley wire, at its highest point above the track.

Records.

26. The electric authority shall, so far as may be applicable to its system of working, furnish to the Postmaster-General, if and when required, information upon the following matters:—

- (a) Maximum working current.
- (b) Maximum working pressure.
- (c) Maximum current from the earth connexions.
- (d) Leakage current.
- (e) Fall of potential in return.
- (f) Condition of earth connexions.
- (g) Insulation resistance of insulated cables.
- (h) Conductance of joints to pipes.
- (i) Efficiency of guard wire earth connexions.
- (j) Any tests made under provisions of Regulation 12 (1) (ii).
- (k) Localization and removal of leakage, stating time occupied.
- (l) Particulars of any abnormal occurrence affecting the electric working of the tramway.

Location of electric tramway lines and feeders.

27. Where the wires of the Postmaster-General have been erected on one side of a street or road, any aerial line for tramway purposes shall not, except with the written consent of the Postmaster-General, be placed on the same side of the street or road.

High pressure lines laid underground.

28. Where, in any electric tramway system, any high pressure electric line is used, and is laid beneath the surface of the ground, all known practicable means shall be used to prevent interference or leakage between the high pressure lines and the lines or works of the Postmaster-General.

### PART III.—ELECTRIC LIGHT AND POWER WORKS AND LINES.

#### *Division 1.—General.*

Application of Part.

29. This Part shall apply only to electric works and lines for the generation supply or use of electricity for lighting or power, and shall be binding on and complied with by electric authorities generating using or supplying electricity for lighting or power in relation to their works and lines.

Maintenance of insulation.

30. The insulation of every complete circuit used for the supply of energy, including all machinery, apparatus, and devices forming part of or in connexion with such circuit, shall be so maintained that the leakage current shall not under any conditions exceed one-thousandth part of the maximum supply current, and suitable means shall be provided for the immediate indication of leakage. Every leakage shall be remedied without delay.

Test of insulation of circuit.

31. A high-pressure circuit shall not be brought into use unless the insulation of every part thereof, including every machine, device, or apparatus, has withstood the test of a continuous application, during one hour, of the maximum pressure to which it is intended to be subjected in use. A record shall be kept of the result of the test.

32. (1) Except with the written consent of the Postmaster-General—

Earth  
connexions

(a) the earth shall not be used as any part of a return circuit; and

(b) no connexion with earth, other than one connexion at each generating or transforming station, shall be allowed.

(2) Each earth connexion allowed under this Regulation shall be capable of being removed for testing purposes.

*Division 2.—Aerial Lines.*

33. The sectional area of the conductor in any electric line shall not be less than the area of a circle of one-tenth of an inch diameter, and where the conductor is formed of a strand of wires, each separate wire shall be at least as large as No. 20 standard wire gauge.

Size of  
conductors

34. Every support of an aerial line shall be of a durable material, and properly stayed against wind pressure, change of direction of the line, or unequal lengths of span. The factor of safety, at a temperature of—5 deg. C., for aerial lines, suspending wires, and all other parts of the structure, shall be at least 6, taking the maximum possible wind pressure at 25 lbs. per square foot.

Supports.

35. Provision, to the approval of the Postmaster-General, shall be made to prevent any aerial conductor from coming into contact with any wire or work of the Postmaster-General.

Prevention of  
contact.

36. All aerial lines shall be secured to insulators in such manner and so guarded that they cannot fall away from the support.

Securing of  
lines.

37. The two conductors constituting the lead and return for any circuit shall be run parallel with each other and on the same poles, and the position of the lead and return shall be interchanged by crossing where necessary. This Regulation shall not apply to any circuit which carries a continuous current without appreciable pulsation or injurious inductive influence.

Protection from  
induction.

38. (1) Where any aerial lines carrying not more than 650 volts are erected so as to cross one or more telegraph lines, they may pass over or, by permission of the Postmaster-General, under the telegraph lines, but so that the aerial lines are kept at least 2 feet clear of the telegraph lines in all directions. Where it is not practicable for the aerial lines to pass over or under the telegraph lines, then the Postmaster-General, or the officer authorized by him, may, if he is satisfied that his works will not be injuriously affected, grant permission, subject to such special conditions as he prescribes, for the aerial lines to pass between the telegraph lines.

Lines crossing  
telegraph lines.  
Substituted by  
( 1914, No. 76 ;  
1914, No. 169.

(2) Where aerial lines carrying more than 650 volts alternating or continuous, cross wires of the Postmaster-General, the wires of the electric authorities shall cross above the wires of the Postmaster-General. The method of crossing shall also be to the satisfaction of the Postmaster-General, and, except with the permission of the Postmaster-General, the wires of the two systems shall not be within 4 feet of each other, nor shall the distance between any pole of the Postmaster-General and any wire of the electric authorities be less than 10 feet.

(3) Where aerial lines cross a street or road, and cross one or more telegraph lines, the crossing of the road shall be made at an angle of not less than 60 degrees to the direction of the street or road.

(4) The aerial lines shall be prevented from coming into contact with the lines of the Postmaster-General by approved guard wires efficiently connected with earth, or by some other method approved by the Postmaster-General.

Maintenance.

39. Every aerial line, including the poles or supports, and all the structural parts and electrical appliances and devices belonging to or connected with the line, shall be duly and efficiently supervised and maintained as regards both electrical and mechanical conditions.

Location of lines.

40. Where the wires of the Postmaster-General have been erected on one side of a street or road, aerial lines for power or lighting shall not, except with the written consent of the Postmaster-General, be placed on the same side of the street or road.

#### *Division 3.—Lines other than Aerial Lines.*

Electric continuity of metal conduits, pipes, and casings.

41. All metal conduits, pipes, or casings containing any electric line shall be efficiently connected with earth, and shall be so jointed and connected across all streets, boxes and other openings as to make good electrical connexion throughout their whole length.

Precaution to be taken when bare conductors are used.

42. (1) Where the conductors of electric lines placed in any conduit are not continuously covered with insulating material, they shall be secured in position, and no unfixed uninsulated material of a conducting nature shall be contained in the conduit.

(2) Adequate precautions shall be taken to insure that no accumulation of water shall take place in any part of the conduit, and to prevent any dangerous access of moisture to the conductors or the insulators.

(3) In the case of electric lines laid in conduits, the insulators shall be so disposed that they can be readily inspected.

High-pressure lines laid underground.

43. Where any high-pressure electric line is laid beneath the surface of the ground, all known practicable means shall be used to prevent interference or leakage between the high-pressure lines and the lines or works of the Postmaster-General.

Discontinuance of supply on discovery of leakage on any premises.

44. Should a leakage which interferes with the telegraph lines of the Postmaster-General exist at any part of an electric light or power circuit within or upon any premises, the leakage shall be remedied without delay by the electric authority responsible for the proper maintenance of the wiring, and in the event of it not being so remedied, the electric authority shall discontinue the use of energy on, and the supply of energy to, the premises, and shall not resume the use or supply until the leakage is remedied.

#### **PART IV.—MISCELLANEOUS.**

Portion of cost borne by the Postmaster-General.

45. (1) Where the telegraph lines of the Postmaster-General were not, prior to the introduction of the works of the electric authority, in a position to which they were legally entitled, the cost of putting them in a legally correct position shall be borne by the Postmaster-General.

(2) The Postmaster-General shall also bear the cost of all works for the protection of any aerial telegraph line erected by him subsequent to the erection of the line or work against which the protection is required.

(3) The cost of providing metallic circuits or common return wires for telephone lines of the Postmaster-General shall be borne by the Postmaster-General.

Portion of cost borne by electric authority.

46. Except as provided in the last preceding Regulation, or in the Act, the cost of all works necessary to comply with these Regulations shall be borne by the electric authority.

Provided, however, that the electric authority shall not be required to pay the cost of any work undertaken by the Postmaster-General if the work was not primarily required for the protection of the telegraph lines of the Postmaster-General from injurious affection by the works of the electric authority.

47. In computing the cost of any work undertaken by the Postmaster-General, and chargeable under these Regulations against the electric authority or *vice versa*, only the actual cost incurred shall be taken into account.

48. Any electric authority guilty of any breach of or non-compliance with these Regulations, for which no other penalty is imposed by the Act, shall be liable to a penalty not exceeding Fifty pounds.

Penalty in cases not otherwise provided for.

49. All Regulations for securing the telegraph lines of the Postmaster-General from interference or injurious affection by electric lines or works previously made under the *Post and Telegraph Act* 1901-1912, and in force at the commencement of these Regulations, are hereby repealed save as to any right privilege or obligation acquired accrued or incurred thereunder.

Repeal.

## WIRELESS TELEGRAPHY REGULATIONS.<sup>(a)</sup>

### *Short Title.*

1. These regulations may be cited as the Wireless Telegraphy Regulations 1913.

### *Definitions.*

2. In these regulations, unless the contrary intention appears—

- “Australian ship” means a ship registered in Australia;
- “British ship” means a British ship other than an Australian ship;
- “Foreign ship” means a ship other than an Australian ship or a British ship;
- “Harbor” includes any harbor properly so called, whether natural or artificial, or any estuary, navigable river, pier, jetty, or other work in or at which a ship can obtain shelter, or ship or unship goods or passengers;
- “Land Station” means a station, not being a ship station, for the transmission and receipt of messages by means of wireless telegraphy, and includes an experimental station;
- “Ship Station” means a ship (not permanently moored) having installed thereon appliances for the transmission and receipt of messages by means of wireless telegraphy;
- “Territorial Waters” means the territorial waters of the Commonwealth, and those of any territory of the Commonwealth, and includes harbors;
- “The Act” means the *Wireless Telegraphy Act* 1905.

<sup>(a)</sup> Statutory Rules 1913, No. 351 (19th December, 1913); made under the *Wireless Telegraphy Act* 1905; as amended by the following Statutory Rules:—

|   |  |
|---|--|
| 1914 No. 60 (27th May, 1914);                   | 1914, No. 155; 28th October, 1914 (Provisional); |
| 1914, No. 16 (27th May, 1914);                  | 1914, No. 156; 28th October, 1914 (Provisional); |
| (1914, No. 111; 3rd August, 1914 (Provisional); |  |
| 1914, No. 170 (21st November, 1914);            |  |

*Kinds of Licences.*

3. Licences under section 5 of the Act may be—

- (a) General Licences; or
- (b) Experimental Licences.

*General Licences.*

4. (1) A General Licence shall be granted only in respect of ship stations on Australian ships.

(2) Any number of ships belonging to the same company or person may be included in a General Licence.

(3) A General Licence may be in accordance with the form in the Schedule, and shall include the terms and conditions set out in that form.

(4) A General Licence shall be for a period of one year from the date thereof, but may be renewed from time to time.

*Experimental Licences.*

Substituted by  
1914, No. 111;  
1914, No. 170.

5. (1) An Experimental Licence may be granted in respect of a land station only.

(2) An Experimental Licence shall be in such form and, subject to these regulations, shall contain such terms and conditions as the Postmaster-General thinks fit to include therein.

(3) An Experimental Licence shall remain in force until revoked, or until surrendered by the licensee, but shall be revocable at will by the Postmaster-General.

(4) The wireless telegraphy appliances included in an Experimental Licence shall be used only for experimental purposes, and so as not to interfere with the working of any land station or ship station, and the licensee shall in working the appliances obey all directions issued by the Postmaster-General.

(5) Only one land station may be included in any one Experimental Licence, and no person shall be granted more than one Experimental Licence.

(6) A person who is the holder of an Experimental Licence may, with the permission of the Postmaster-General, and on payment of the fee prescribed by paragraph (d) of Regulation 7 (1), transfer the station in respect of which the licence has been granted from one address to another without the issue of a fresh licence.

*Supplementary Licence.*

6. (1) The Postmaster-General may grant to the holder of a General Licence a Supplementary Licence in respect of any ship belonging to him and not included in the General Licence.

(2) A Supplementary Licence shall be in such form as the Postmaster-General thinks fit, and shall be deemed to be incorporated with the General Licence, and the General Licence shall apply to each ship included in the Supplementary Licence to the same extent as if the ship had been included in the General Licence.

*Fees for Licences.*

7. The fees for licences shall be as follows:—

Substituted by  
1914, No. 111;  
1914, No. 170.

- (a) For a General Licence for ship stations or for any renewal thereof—Five shillings for each ship included in the licence.
- (b) For a Supplementary Licence for ship stations or for any renewal thereof—Five shillings for each ship included in the licence.
- (c) For an Experimental Licence for land stations—Twenty-one shillings for each year or part of a year during which the licence is in force.
- (d) For transfer of a station in respect of which an Experimental Licence has been granted from one address to another—Five shillings.

(2) The fees prescribed by this Regulation shall be payable in advance.

*Application for a General Licence.*

8. (1) An application for a General Licence must be in writing, and must set out the following particulars:—

- (a) the names of the different ships to be included therein;
- (b) the ports in Australia at which the ships are registered; and
- (c) the system of wireless telegraphy to be used on the ships.

(2) Before granting the licence the Postmaster-General may require the applicant to furnish such additional particulars as he thinks necessary:

*Condition as to Syntony, Etc.*

9. Before any General Licence is granted, the applicant must satisfy the Postmaster-General that the wireless telegraphy apparatus or appliances to be worked in pursuance of the licence complies with the regulations for the time being in force governing syntony and wave length.

*Licences to be in Duplicate.*

10. (1) Every licence shall be made out in duplicate, and one part shall be issued to the Licensee and the other retained in the Department of the Postmaster-General.

(2) Before the licence is issued to the applicant he shall execute the part of the licence to be retained in the Department.

*Renewal of a Licence.*

11. (1) A General Licence or Supplementary Licence may be renewed by writing thereon or attaching thereto a memorandum stating the period for which it is renewed.

Substituted by  
1914, No. 111;  
1914, No. 170.

(2) The memorandum of renewal must be signed by the Postmaster-General or by some officer authorized by him.

(3) The renewal may be made at any time within one month before or one month after the expiry of the licence.

(4) The memorandum is to be written on both parts of the licence, but in the case of the licensee's part it shall be in the form of a receipt for the renewal fee signed by the Postmaster-General or by some officer authorized by him, which receipt is to be attached by the licensee to his part.

*Revocation of Licence.*

12. The Postmaster-General may, by notice in writing, revoke and determine any licence, as to all or any of the ship stations included therein on the ground of the licensee having failed to comply with any regulation for the time being in force under the *Wireless Telegraphy Act 1905*, or on any other ground specified in the licence.

*Powers of Inspection.*

13. The Postmaster-General or any Deputy Postmaster-General or any person thereto authorized in writing by the Postmaster-General or by a Deputy Postmaster-General may at all reasonable times enter upon any ship station or land station on which wireless telegraphy appliances are installed, or are in course of being installed, in pursuance of a licence, and may inspect such appliances and the working and user thereof.

*Communications between Ship and Land Stations.*

14. When communications are made by means of wireless telegraphy between a ship (whether British, Foreign, or Australian) in territorial waters and a wireless telegraph station on land, the rules in force for the working of wireless telegraphy at that station shall be observed.

*Application of the Radio-Telegraphic Convention and Regulations.*

15. The provisions of the Radio-Telegraphic Convention and the Service Regulations for the time being in force thereunder, so far as such Convention and Regulations are applicable, shall apply to all wireless telegraphy installations available for the transmission or receipt of private messages, whether installed by the Commonwealth or under Licence, and whether at ship stations or land stations, and every Licensee shall comply therewith.

*Appliances to be Worked so as to Avoid Interference with other Appliances.*

16. (1) The wireless telegraphy appliances on board any ship (whether an Australian ship, a British ship, or a foreign ship) in territorial waters shall be worked in such a way as not to interrupt or interfere with—

- (a) Naval or Military signalling; or
- (b) the transmission of messages between other wireless telegraph stations.

(2) In this regulation Naval or Military signalling includes signalling or communicating, by means of any system of wireless telegraphy, by the King's Imperial or Colonial Naval or Military Forces.

Substituted by  
1914, No. 61.

17. Except by permission of the Postmaster-General, the wireless appliances on board any Australian ship, British ship, or foreign ship (other than a ship of war) shall not be worked or used while the ship is moored to any wharf or pier in Australia, or any Territory of the Commonwealth.

*Application of Defence Regulations to Foreign Ships of War in Harbors.*

18. The use of wireless telegraphy appliances on board any foreign ship of war while in any harbor in Australia or any Territory of the Commonwealth shall be subject to such rules (whether prohibitive or regulative) as the Governor-General may think fit to make.

*Powers of Governor-General in Emergencies.*

19. If at any time, in the opinion of the Governor-General, an emergency has arisen in which it is expedient that the Commonwealth Government should have control over the transmission of all messages by wireless telegraphy, he may by notice in the *Gazette* prohibit for such period as he thinks necessary the use of wireless telegraphy on board foreign ships in territorial waters.

*Control of Appliances in Emergencies.*

20. (1) In case of emergency, any officer in command of any ship of war of His Majesty's Navy (whether Imperial or Colonial), or any officer in command of any part of the Defence Force, may—

- (a) take possession of any wireless telegraphy appliances installed on any ship in pursuance of a licence, or installed in pursuance of any experimental licence, and use such appliances for the King's service; or
- (b) place any person in control of any such appliances; or
- (c) direct the licensee or person in charge of such appliances to submit to him all or any messages tendered for transmission or received by means of such appliances; or
- (d) stop or delay or direct the licensee or person in charge of such appliances to stop or delay the transmission or delivery of any such messages or to deliver them to him; or
- (e) direct the licensee or person in charge of such appliances to comply with all such directions as he thinks fit to give with reference to the transmission or receipt of messages by means of such appliances.

(2) Every licensee and every person in charge of any wireless telegraphy appliances installed in pursuance of a licence or experimental licence shall comply with this regulation, and all directions issued in pursuance thereof.

(3) Reasonable compensation shall be payable to the licensee for any damage to the appliances arising in consequence of the exercise of the powers conferred by this regulation.

*Operators' Proficiency Certificates.*

21. (1) Every ship station in respect of which a general licence is issued must be operated by a person or persons holding a certificate of competency or certificates of competency issued by the Postmaster-General after examination, or by the Postmaster-General of the United Kingdom.

Substituted by  
1914, No. 60.

(2) Certificates of competency shall only be issued to natural-born or naturalized British subjects, and shall be of two classes, namely:—

- (a) 1st class—issued to persons capable of working up to the speed of 20 words per minute; and
- (b) 2nd class—issued to persons capable of working up to the speed of 12 words per minute.

(3) A fee of Five shillings shall be paid by the candidate on each occasion on which such candidate is examined. A certificate of competency shall be issued, without charge, to each candidate who satisfactorily passes the prescribed examination, but a fee of Two shillings and sixpence each shall be paid for any copies of such certificate.

*Use of Wireless Telegraphy for Naval or Military Purposes.*

22. These regulations shall not prevent the use, without licence, by the naval or military authorities of wireless telegraphy for naval or military purposes: Provided that in time of peace each wireless telegraphy installation (other than a mere temporary installation) to be used shall be authorized in writing by the Postmaster-General.

*Charges.*

23. The total charges for messages transmitted and received for any duly authorized Wireless Station within the Commonwealth or licensed under the *Wireless Telegraphy Act 1905* shall include:—

- (a) the coast charge which belongs to the coast station;
- (b) the ship charge which belongs to the ship station;
- (c) the charge for transmission over the lines of the telegraph system (where necessary); and
- (d) where no transmission over the land lines is necessary, the minimum "town and suburban rate" for ordinary messages and the minimum "within the State" rate for press messages.

Substituted by  
(1914, No. 111;  
(1914, No. 170.

24. The rates for messages transmitted or received shall be as follows:—

- (1) For ordinary messages—
  - (a) Coast station transmitting or receiving charge, 6d. per word.
  - (b) Ship station transmitting or receiving charge, not exceeding 4d. per word.
  - (c) Land line charge, 1d. per word.
- (2) For press messages—
  - (a) Coast station transmitting or receiving charge, 1½d. per word.
  - (b) Ship station transmitting or receiving charge, not exceeding 4d. per word, as determined by the ship authorities concerned.
  - (c) The land line charges for press telegrams within the Commonwealth:—

|   | Within the State in<br>which the Wireless<br>Station is situated. |    | Other States. |    |
|---|---|----|---------------|----|
|   | s.  | d. | s.            | d. |
| Not exceeding 25 words ...                              | 0   | 6  | 1             | 0  |
| Exceeding 25 words, but<br>not exceeding 50 words...    | 0   | 9  | 1             | 6  |
| Exceeding 50 words, but<br>not exceeding 100 words      | 1   | 6  | 3             | 0  |
| Every additional 50 words,<br>or portion of 50 words... | 0   | 6  | 1             | 0  |

(3) For official messages to or from ships of the British or Australian Navies—

- (a) Coast station transmitting or receiving charge, 1d. per word.
- (b) There shall be no ship station charge.
- (c) Land line charge, 1d. per word.

(4) For messages consisting of reports to Lloyd's agents concerning marine casualties and overdue vessels:—

- (a) Coast station charge, 6d. per word.
- (b) Land line charge, 1d. per word.

The charges for these messages shall be collected from the addressee.

24A. (1) Radiotelegrams conveying Christmas or New Year greetings may be lodged at any telegraph office in the Commonwealth for transmission to New Zealand or to vessels registered in Australia or New Zealand. In addition to the address and signature, such radiotelegrams may contain a text consisting of any one of the following phrases:—

Inserted by  
(1914, No. 111;  
(1914, No. 170.

(a) "Christmas greetings."

(b) "New Year greetings."

(c) "Compliments of the season."

(2) The total charge for such radiotelegrams shall be:—

(a) For those addressed to New Zealand, 4s.

(b) For those addressed to vessels registered in Australia or New Zealand, 3s.

(3) Radiotelegrams containing the text "Christmas greetings" must be lodged on or before 23rd December, and those containing the text "New Year greetings" or "Compliments of the season" must be lodged on or before 28th December.

*Radiotelegrams addressed to New Caledonia.*

24B. (1) The Commonwealth charges for ordinary and for Naval and other Government radiotelegrams originating in the Commonwealth and addressed to Noumea, New Caledonia, shall be as follows:—

Inserted by  
1914, No. 155.

(a) Coast Station charge, 4d. per word.

(b) Land line charge, 1d. per word.

(2) The charges for press radiotelegrams originating in the Commonwealth and addressed to New Caledonia shall be one-half the charges prescribed for ordinary radiotelegrams in sub-regulation (1).

25. The total charge for messages transmitted to or from ships shall be paid by the sender.

*Refunds.*

26. The full charge for a radio-telegram will be refunded when such radio-telegram is rendered useless through a fault of the telegraph service, and the full charge, less land-line charges, will be refunded when a radio-telegram cannot be delivered on account of the ship of destination having passed out of range.

*Transmission of Shipping Intelligence by Telephone.*

27. Information received at a duly authorized wireless station within the Commonwealth from vessels at sea, indicating the noon or midnight position, will be communicated by telephone to the owners or agents of such vessels on payment of Sixpence per communication.

*Ocean Forecasts and Weather Reports.*

28. Ocean forecasts sent by the Commonwealth Meteorologist will be transmitted from radiotelegraph stations owned, operated, and maintained by or on behalf of the Postmaster-General to vessels at sea, and weather reports received at such radiotelegraph stations from vessels at sea, and addressed to the Commonwealth Meteorologist, will be transmitted, on payment of the following charges:—

For each communication not exceeding 20 words, 2s.; for each additional word, 1d.; plus the ordinary land line charges.

*Repeal.*

29. All regulations previously made under the *Wireless Telegraphy Act 1905*, and in force at the commencement of these Regulations, are hereby repealed save as to any right, privilege, or obligation acquired, accrued, or incurred thereunder.

## THE SCHEDULE.

Commonwealth of Australia.

THE POSTMASTER-GENERAL

TO

*Licence to establish Wireless Telegraph Ship Stations.*

TO ALL TO WHOM THESE PRESENTS SHALL COME :

I the Honorable  
the Postmaster-General of the Commonwealth of Australia send greeting

Whereas of  
in the State of  
(hereinafter called "the Licensee") is desirous of establishing erecting maintaining and using on ships belonging to the Licensee appliances for the purpose of transmitting and receiving messages by means of wireless telegraphy :

And whereas by reason of the provisions of the Telegraph Acts 1863 to 1907 of the United Kingdom and the *Wireless Telegraphy Order* 1908 of the United Kingdom it is unlawful to establish any wireless telegraph station or instal work any apparatus for wireless telegraphy in any place or on board any British ship (whether in the territorial waters of the British Islands or on the high seas) except under and in accordance with a licence granted in that behalf by the Postmaster-General of that Kingdom :

Provided that a person on board a British ship which is registered in any British Possession (other than the Channel Islands and the Isle of Man) or in any British Protectorate, shall not be deemed to commit an offence against the *Wireless Telegraphy Act* 1904 of the United Kingdom by reason of the installation and working of wireless telegraphy on such ship if the authority in such Possession or Protectorate having power by law so to do shall have granted a licence for the installation and working of apparatus for wireless telegraphy on that ship and if such person is acting in accordance with the provisions of such licence :

And whereas the ships in respect of which this licence is granted are registered in the Commonwealth :

And whereas by the *Wireless Telegraphy Act* 1905 of the Commonwealth of Australia it is enacted that licences to establish erect maintain and use stations and appliances for the purpose of transmitting or receiving messages by means of wireless telegraphy may be granted by the Postmaster-General for such terms and on such conditions and on payment of such fees as are prescribed :

And whereas the Licensee has made application for this licence and has paid the prescribed fees payable in respect thereof :

Now I, the  
Postmaster-General aforesaid in pursuance of the *Wireless Telegraphy Act* 1905 and in exercise of all powers and authorities enabling me in this behalf do hereby grant to the Licensee during the term or period commencing on the day of 19 and terminating on the day of 19 licence and permission—

- (i) To establish erect and instal and maintain work and use for the purposes hereinafter mentioned at the ship stations specified in the first Schedule hereto and at such other ship stations as may be specified in any Supplementary Licence given from time to time under the hand of the Postmaster-General appliances or apparatus for wireless telegraphy of the kind used in the system known as the system of wireless telegraphy (which apparatus is hereinafter referred to as "the licensed apparatus").

Provided that—

- (a) The apparatus installed at each ship station shall be of the character specified in the said first Schedule opposite to the name of such station or in any such Supplementary Licence as aforesaid;
- (b) A complete scheme of the connexions intended to be employed in each ship station shall be supplied by the Licensee;

- (c) The apparatus used at all of the said ship stations shall be syntonised;
  - (d) The licensed apparatus shall be so constructed as to be capable of using wave lengths of 300 metres in length as measured by the standard of measurement in use by the Post Office in the United Kingdom for the time being and may have such other wave lengths not exceeding 600 metres in length as shall be authorized in writing from time to time by the Postmaster-General;
  - (e) The speed of transmission and reception of messages shall not in normal circumstances be less than 12 words a minute five letters being counted as one word.
- (ii) To transmit and receive messages by means of the licensed apparatus between the said ship stations and between the said ship stations and coast stations and other ship stations. Provided that the transmission and receipt of messages from and at the said ship stations when in any harbor in the British Islands shall be subject to such conditions and restrictions as the Postmaster-General of the United Kingdom may prescribe from time to time and when in any harbor in the Commonwealth or any Territory under the control of the Commonwealth shall be subject to the regulations under the *Wireless Telegraphy Act 1905*; and
- (iii) To receive money or other valuable consideration for or in respect of the use of the licensed apparatus or for or in respect of the transmission or receipt of messages by means of the said apparatus.

And I do hereby declare that the said licence and permission is granted on and subject to the following conditions and provisions :

1. In these presents (and in the first Schedule hereto) the following words and expressions shall have the several meanings hereinafter assigned to them unless there be something either in the subject or context repugnant to such construction (that is to say) :—

Interpretation  
clause.

The expression "wireless telegraphy" has the same meaning as in the *Wireless Telegraphy Act 1904* of the United Kingdom.

The term "telegraph" has the same meaning as in the *Telegraph Act 1869* of the United Kingdom.

The expression "Naval signalling" means signalling by means of any system of wireless telegraphy between two or more ships of His Majesty's Navy between ships of His Majesty's Navy and Naval Stations or between a ship of His Majesty's Navy or a Naval Station and any other wireless telegraph station whether a coast station or a ship station.

The expression "His Majesty's Navy" includes ships being part of the Naval Forces of any part of His Majesty's Dominions.

The expression "the Admiralty" means the Commissioners for executing the office of Lord High Admiral of the United Kingdom of Great Britain and Ireland.

The expressions "the International Telegraph Convention" and "the International Telegraph Regulations" mean respectively the International Convention of St. Petersburg dated the 10th/22nd July 1875 and the Service Regulations made thereunder and include respectively any modifications of the Convention or Regulations made from time to time.

The expression "the Radiotelegraphic Convention 1906" means the Convention signed at Berlin on the 3rd day of November 1906 and the Service Regulations made thereunder and includes any modification of the Convention or Regulations made from time to time.

The expression "coast station" means a wireless telegraph station which is established on land or on board a ship permanently moored, and which is open for the service of correspondence between the land and ships at sea.

The term "ship station" means a wireless telegraph station established on board a ship which is not permanently moored.

Apparatus shall be deemed to be "syntonised" when the transmitting apparatus is so adjusted as to communicate with a receiver which has a corresponding adjustment, and to produce as little effect as possible on a receiver not having a corresponding adjustment. The aerial antenna must be continuous and without a break in the transmitting condition. If two waves are emitted, neither may differ from the normal wave of the station by more than 3 per cent., provided that in the case of stations using 5 kilowatts or over this variation shall not exceed 2 per cent.

|   |  |
|---|--|
| Restrictions on use of apparatus.   | 2. The licensed apparatus shall not be used by the Licensee or by any other person either on behalf or by permission of the Licensee for the transmission or receipt of messages except messages authorized by this Licence.   |
| Protection of naval signalling.   | 3. (1) The Licensee shall not by the transmission of any message by means of the licensed apparatus or otherwise by the use of the licensed apparatus interfere with Naval signalling.<br>(2) Stations using wave lengths longer than those set apart for Naval purposes shall not emit any subsidiary waves or harmonics likely to interfere with signalling on the commercial wave-lengths or Naval wave-lengths in the vicinity.<br>(3) If the Admiralty or the Minister for Defence are of opinion that the working of the licensed apparatus at any ship station specified in the first Schedule hereto is inconsistent with the free use of Naval signalling the Licensee shall when required in writing by the Postmaster-General so to do close the said station.<br>(4) These provisions for the protection of Naval signalling shall be construed to be without prejudice to the generality of any other provisions of this Licence. |
| Licensee to observe International Telegraph Convention and Regulations.   | 4. For the purpose of this Licence the Licensee shall observe the International Telegraph Convention and the International Telegraph Regulations so far as the said Convention and Regulations are capable of being applied to wireless telegraphy in common with ordinary land and submarine telegraphy but the provisions of the said Regulations in relation to semaphore telegraphy shall not be held to apply to wireless telegraphy.   |
| Licensee to observe Regulations as to Wireless Telegraphy. Radio-telegraphic Convention to be observed. As to interference. | 5. The Licensee shall observe the provisions of any Regulations from time to time made under the <i>Wireless Telegraphy Act 1905</i> so far as the same are applicable to the Licensee.<br>6. The Licensee shall observe the provisions of the Radiotelegraphic Convention 1906.   |
| Alteration of apparatus.  | 7. The Licensee shall comply with all such directions and observe all such rules as may be given or made by the Postmaster-General from time to time for the purpose of preventing interference with the working of any other wireless telegraph station and for enabling the messages exchanged by means of the licensed apparatus to be distinguished from those emanating from any other wireless telegraph station.  |
| Emergency apparatus.  | 8. The licensed apparatus shall not without the consent of the Postmaster-General be altered or modified in respect of any of the particulars mentioned in the Schedules hereto or in any such Supplementary Licence as aforesaid.<br>9. (1) The Licensee shall cause the ship referred to in the Licence to carry emergency apparatus, comprising battery accumulators associated with a spark coil, together with switching apparatus, so that, in case the licensed apparatus is rendered inoperative, the emergency apparatus can be employed.<br>(2) The emergency apparatus shall have a working capacity sufficient for communication for six hours, and the scheme of connexions employed in conjunction therewith may be of the plain air wire type.  |
| Indemnity of Postmaster-General.  | 10. The Licensee shall at all times indemnify the Postmaster-General against all actions claims and demands which may be brought or made by any corporation company or person in respect of any injury arising from any act licensed or permitted by these presents.   |
| Messages to be transmitted without favour or preference.  | 11. (1) Subject to the provisions of this Licence the Licensee shall transmit messages by means of the licensed apparatus on equal terms without favour or preference whether as regards rates of charge order of transmission or otherwise.<br>(2) In respect of messages transmitted on behalf of His Majesty's Government or the Government of the Commonwealth the Licensee shall charge rates not in excess of half of the rates charged to the ordinary public.  |
| Intercommunication.   | 12. Every ship station licensed within the Commonwealth shall intercommunicate with and accept traffic from and through every other ship, whether licensed in the Commonwealth, the United Kingdom, any part of the British Dominions, or any foreign country, without regard to the particular system of radio-telegraphy used by the ship station desiring to communicate.   |
| Licensee to receive signals of distress.  | 13. The Licensee shall so far as possible receive from ships and light stations all requests for assistance and all signals of distress and shall answer such requests and signals and re-transmit them with the least possible delay to the proper authorities by means of the licensed apparatus or any other means in the power of the Licensee.  |
| As to persons employed in work stations.  | 14. The licensed apparatus at the said ship stations shall be worked only by a person or persons holding a certificate or certificates of competency issued by the Postmaster-General or by the Postmaster-General of the United Kingdom.  |

Certificates of competency shall be granted only to persons who satisfy the Postmaster-General that they possess the requisite technical proficiency as regards operating and knowledge of the regulations governing signalling, and shall be in such form and subject to such conditions as the Postmaster-General shall from time to time prescribe.

15. The Licensee shall not divulge to any person (other than properly authorized officials of His Majesty's Government or the Government of the Commonwealth or a competent legal tribunal) or make any use whatever of any message coming to the knowledge of the Licensee and transmitted by Naval signalling or by any system of wireless telegraphy provided or maintained by or for the purposes of the Postmaster-General or any Department of His Majesty's Government or the Government of the Commonwealth or by any Licensee of the Postmaster-General (other than the Licensee).

Provisions as to secrecy.

16. The Licensee shall keep full accounts records and registers of all messages transmitted by means of the licensed apparatus and in such registers each of such messages shall be accompanied by its identifying number and date and full particulars of its place of origin and of ultimate destination and such further particulars as the Postmaster-General shall from time to time reasonably require to be shown, messages on His Majesty's service being in such registers distinguished from other messages. The Licensee shall preserve all used message forms written and printed and transcripts of messages and all other papers for such period as is from time to time prescribed by the Radiotelegraphic Convention 1906 and in default of any provisions on the subject in the said Convention for such period as is from time to time prescribed by the International Telegraph Regulations and such registers and message papers shall be open to the inspection of the Postmaster-General or his officers thereto authorized at the Head Office of the Licensee in

Registers of messages to be kept.

between the hours of 10 a.m. and 5 p.m. on every day except Sunday or a statute or general holiday.

17. The Postmaster-General and any agent authorized in that behalf in writing by him may at all reasonable times enter upon all or any of the ship stations hereby licensed for the purpose of inspecting and may inspect any apparatus fixed or being in such stations respectively for the purpose of sending and receiving messages by wireless telegraphy and all other telegraphic instruments and apparatus fixed or being in such stations respectively and the working and user of such apparatus and telegraphic instruments respectively.

Power to Postmaster-General to inspect apparatus.

18. The Licensee shall carry on every ship at which a ship station is established under this Licence a print or copy of the Licence certified under the hand of an appropriate officer of the Postmaster-General to be a true copy and also such documents as may be prescribed by the Postmaster-General for the purpose of enabling the Licensee to communicate with coast stations in accordance with the Radiotelegraphic Convention 1906.

Licence and other documents to be carried by ships.

19. (1) The Licensee shall pay to the Postmaster-General for and in respect of the Licence hereby granted a fee of Five shillings per annum in respect of each ship station at which the licensed apparatus is installed.

Fees.

(2) The fees payable under this Licence shall be payable before the issue of the Licence and the fees payable upon the renewal of the Licence shall be payable before such renewal.

20. Except with the consent in writing of the Postmaster-General the Licensee shall not assign underlet or otherwise dispose of or admit any other person or body to participate in the benefit of the licences powers or authorities hereby granted or any of such licences powers or authorities.

Licence not to be assigned.

21. (1) If and whenever an emergency shall have arisen in which it is expedient for the public service that His Majesty's Government shall have control over the transmission of messages by the licensed apparatus it shall be lawful for any officer in command of any ship of war of His Majesty's Navy to cause the licensed apparatus or any part thereof to be taken possession of in the name and on behalf of His Majesty and to be used for His Majesty's service and subject thereto for such ordinary services as to the said officer may seem fit and in that event any person authorized by the said officer may enter upon any ship on which any such apparatus is installed and take possession of the said apparatus and use the same as aforesaid.

Power to take possession of or control apparatus upon emergency.

(2) Any such officer may in such event as aforesaid instead of taking possession of the licensed apparatus as aforesaid direct and authorize such persons as he may think fit to assume the control of the transmission of messages by the licensed apparatus either wholly or partly and in such manner as he may direct and such persons may enter upon any ship on which any apparatus is installed accordingly or the said officer may direct the Licensee to submit to him or any

person authorized by him all messages tendered for transmission or arriving by the licensed apparatus or any class or classes of such messages to stop or delay the transmission of any messages or deliver the same to him or his agent and generally to obey all such directions with reference to the transmission of messages as the said officer may prescribe and the Licensee shall obey and conform to all such directions.

(3) The Licensee shall be entitled to reasonable compensation for any damage to the licensed apparatus arising in consequence of the exercise of the powers conferred by this clause.

22. In any of the following cases (that is to say):—

- (a) In case any sum of money which ought to be paid by the Licensee to the Postmaster-General under or by virtue of these presents shall be in arrear and unpaid for one calendar month after the time at which the same ought to be paid under or by virtue of the covenants herein contained;
- (b) In case of any breach non-observance or non-performance by or on the part of the Licensee of any of the covenants (other than a covenant for the payment of money) or conditions herein contained and on the part of the Licensee to be observed and performed; or
- (c) In case the Licensee fails to comply with any regulation for the time being in force under the *Wireless Telegraphy Act 1905*,

then and in any such case the Postmaster-General may by notice in writing revoke and determine these presents and the licences powers and authorities hereinbefore granted and each and every of them as to all or any of the ship stations and thereupon these presents and the said licences powers and authorities and each and every of them shall absolutely cease determine and become void as to all or any of the said ship stations (as the case may be) but without prejudice to any right of action or remedy which shall have accrued or shall thereafter accrue to the Postmaster-General under the covenants on the part of Licensee herein contained.

23. Nothing in these presents contained shall prejudice or affect the right of the Postmaster-General from time to time to establish extend maintain and work any system or systems of telegraphic communication (whether of a like nature to that hereby licensed or otherwise) in such manner as he shall in his discretion think fit neither shall anything herein contained prejudice or affect the right of the Postmaster-General from time to time to enter into agreements for or to grant licences relative to the working and user of telegraphs (whether of a like nature to those hereby licensed or otherwise) or the transmission of messages in any part of the Commonwealth or any Territory under the control of the Commonwealth by means of wireless telegraphy or by any other means with or to any person or persons whomsoever upon such terms as he shall in his discretion think fit. And (save as in this Licence expressly provided) nothing herein contained shall be deemed to authorize the Licensee to exercise any of the powers or authorities conferred on or acquired by the Postmaster-General by or under the *Post and Telegraph Act 1901-1912* or the *Wireless Telegraphy Act 1905*.

24. Any notice request or consent (whether expressed to be in writing or not) to be given by the Postmaster-General under these presents may be under the hand of the Postmaster-General or any Minister or officer authorized by the Postmaster-General to act on his behalf and may be served by sending the same in a registered letter addressed to the Licensee at the usual or last known place of residence or business of the Licensee or if such notice request or consent relates to any particular ship station by delivery to the master of the ship upon which such station is installed and any notice to be given by the Licensee under these presents may be served by sending the same in a registered letter addressed to the Secretary to the Postmaster-General's Department at his official address within the Commonwealth.

Provisions for  
revocation of  
licence in  
certain events.

Licensee not to  
affect  
Postmaster-  
General's rights.

Notices, &c.

# SCHEDULE ONE.

Particulars of the Ship Stations referred to in this Licence.

| 1.<br>Name of Ship on<br>which Station<br>Established. | 2.<br>Port of Registry<br>of Ship. | 3.<br>If engaged on<br>Regular Packet or<br>Passenger Service,<br>state Ports of Call. | Normal Range of Signalling in<br>Nautical Miles. |                   | Character of Apparatus.                             |   | Power.                                     |   |                     | 11.  |
|--|------------------------------------|--|--|-------------------|---|---|--|---|---------------------|--|
|  |                                    |  | 4.<br><br>By Night.                              | 5.<br><br>By Day. | 6.<br><br>Description of<br>Receiving<br>Apparatus. | 7.<br><br>Wave-<br>Lengths.<br>(in Metres). | 8.<br><br>Source and<br>Maximum<br>Output. | Maximum taken by Trans-<br>mitting Instruments. |                     | If Alternator<br>is used,<br>Number of Cycles<br>per Second. |
|  |                                    |  |  |                   |   |   |  | 9.<br><br>Current.                              | 10.<br><br>Voltage. |  |
|  |                                    |  |  |                   |   |   |  |   |                     |  |

Other particulars :—

## SCHEDULE TWO.

Complete scheme of connexions authorized to be employed in the herein-licensed station.

This drawing, which is purely diagrammatic, shows the circuits authorized to be employed in both the transmitter and receiver.

Signed sealed and delivered by the  
Postmaster-General in the pre-  
sence of

(L.G.)

Signed sealed and delivered by the  
Licensee in the presence of

(L.S.)

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REGULATION *RE*CONTROL OF RADIOTELEGRAPHIC COMMUNICATION IN  
EMERGENCIES.<sup>(a)</sup>

(1) The Postmaster-General may, notwithstanding anything contained in a licence issued to a licensee under the Wireless Telegraphy Regulations 1913, by order published in the *Gazette*, prohibit for such time as he directs any licensee (whether licensed in respect of a land station or a ship station) from communicating with any radiotelegraph station licensed by, or belonging to, or in any country which is at war with His Majesty the King, or the possessions thereof.

(2) Any order under this Regulation may prohibit all communications whatever, or may permit communications to particular stations, or under special circumstances.

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(a) This Regulation was made under the *Wireless Telegraphy Act 1905* and the *Telegraph Act 1909* by Statutory Rules 1914, No. 156; 28th October, 1914 (Provisional).

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## PUBLIC SERVICE.

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COMMONWEALTH PUBLIC SERVICE REGULATIONS.<sup>(a)</sup>

## PART I.—ADMINISTRATION AND DISCIPLINE.

*Division I.—Preliminary.*

1. These Regulations may be cited as the Commonwealth Public Service Regulations 1913 <sup>(b)</sup>.

Short title.

1A. Notwithstanding anything contained in these Regulations or in Awards made by the Commonwealth Court of Conciliation and Arbitration upon claims submitted to the said Court in pursuance of the *Arbitration (Public Service) Act* 1911, the provisions of such Awards, whether made before or after the commencement of this Regulation, shall apply, as from the dates upon which they come into operation, to all officers who are employed under the designations set forth in the Awards.

Application of award.

Arbitration (Public Service) Act.

Substituted by 1914, No. 94.

1B. These Regulations are divided into Parts as follows:—

Part I.—Administration and Discipline.

Division of Regulations.

Division I.—Preliminary.

Division II.—Attendance of Officers.

Division III.—Duties of Officers.

Division IV.—Miscellaneous.

Part II.—Classification of the General Division.

Part III.—Classification of the Clerical Division.

Part IV.—Classification of the Professional Division.

Part V.—Temporary Employment.

Part VI.—Employment of Married Women.

Part VII.—Promotion and Transfer with Promotion of Officers.

Part VIII.—Travelling and other Allowances.

Division I.—General Allowances.

Division II.—Mode of Travelling.

Division III.—Special Allowances.

Division IV.—District Allowances.

(a) Statutory Rules 1913, No. 341 (19th December, 1913) made under the *Commonwealth Public Service Act* 1902-1911; as amended by the following Statutory Rules:—

|  |  |
|--|--|
| 1914, No. 94; 16th July, 1914 (Provisional): | { 1914, No. 138; 30th September, 1914 (Provisional); |
|  | { 1914, No. 187 (23rd December, 1914):               |
| 1914, No. 113 (18th August, 1914):           | 1914, No. 149; 14th October, 1914 (Provisional):     |
| 1914, No. 136 (30th September, 1914):        | 1914, No. 153; 28th October, 1914 (Provisional):     |
| 1914, No. 137 (30th September, 1914):        | 1914, No. 157; 4th November, 1914 (Provisional).     |

(b) Awards made by the Commonwealth Court of Conciliation and Arbitration under the *Arbitration (Public Service) Act* 1911 have affected the application of some of the following regulations to officers who are members of Public Service organisations.

Part IX.—Life Assurance and Superannuation.

Part X.—Appointments and Transfers.

Division I.—Professional Division.

Division II.—Clerical Division.

Division III.—General Division.

Division IV.—Miscellaneous.

Part XI.—Election of Divisional Representatives.

Part XII.—Offences: Boards of Inquiry.

Part XIII.—Boards of Appeal.

Part XIV.—Directions to be observed by Candidates at Competitive Examinations.

Part XV.—Instructions for the guidance of Superintendents at Competitive Examinations.

Part XVI.—Repeal of Previous Regulations.

Officers to be acquainted with regulations.

2. All officers are required to acquaint themselves with the Act and Regulations. Officers at the head of the various branches of each Department should send in requisitions for copies for the use of the officers under their control; and they are hereby directed to keep a copy of the Act and Regulations in each room to which officers of the Public Service commonly have access.

Communications, how to be made.

3. Except as otherwise provided, all communications intended for the Commissioner, relating to the Public Service or the administration thereof, or to any subject or matter referred to in the Act or Regulations, should be addressed to the "Secretary to the Commonwealth Public Service Commissioner." All communications intended for the Inspector should be addressed to the Commonwealth Public Service Inspector.

#### *Division II.—Attendance of Officers.*

Hours of business.

4. (1) The hours of attendance to be observed by officers not subject to special Regulations or departmental arrangements in that behalf, or not specially exempted by the Commissioner or by the Permanent Head, shall be from 9 o'clock a.m. to 4.30 p.m., except on Saturdays, when the hours of attendance shall be from 9 o'clock a.m. to 12 noon. Where the nature of the work will not, in the public interest, admit of the general observance of this Regulation, the Permanent Head or Chief Officer shall recommend, and the Commissioner will prescribe, the hours of duty.

(2) The hours of attendance of officers in the General Division will be determined by the Commissioner from time to time, but the ordinary hours of duty for artisans, labourers, and similar classes should be, as far as practicable, from 8 a.m. to 5 p.m., with half-an-hour off for luncheon, and on Saturdays from 8 a.m. to 12 noon.

Attendance-books.

5. In every Department attendance-books shall be kept, and every officer supervising a division or branch shall have charge of the attendance-books to be used by himself and the officers under him, and he will be held responsible to the Chief Officer for the proper keeping of the attendance-books and the due observance of the regulation hours. The Commissioner may, in special circumstances, authorize the use of time recorders in place of attendance-books.

6. Every officer not specially exempted by the Commissioner or the Permanent Head shall enter daily in one of these books the times of his arrival and departure. Entries in attendance-books.
7. Attendance-books shall be accessible for record and signature by officers before and up to 9.15 a.m. every day, when they shall be withdrawn, and a line ruled under the last signature therein, by the officer supervising the Division or Branch, and shall not be produced for recording departures until the proper time for ceasing work. The allowance of fifteen minutes before the withdrawal of the attendance-book must only be considered as a concession to meet emergent cases. Officers not subject to special Regulations in that behalf, or not specially exempted from attendance at that hour, must be in their offices at 9 a.m. Attendance-books, when accessible.
8. Officers of the Administrative Division and officers specially exempted by the Commissioner or the Permanent Head shall not be required to enter in the attendance-books the times of their arrival at and departure from their offices; but this exemption shall not be held to authorize any officer so exempted from absenting himself from duty during office hours. Certain officers not required to sign attendance books.
9. Any officer not subject to special Regulations in that behalf, or not specially exempted, arriving at his office after 9.15 a.m., shall report himself to the officer in charge or sub-charge, who shall record the time of his arrival in the attendance-book, and, if a satisfactory explanation be not made, his conduct shall be brought under the notice of the Chief Officer as a breach of the Regulations. Irregularity of attendance.
10. No officer shall be allowed to leave his office during office hours, except on official business or by express permission of the Chief Officer or head of the branch, and the period of such absence, if not on official business, shall be recorded in the attendance-book. Officers not to leave their offices.
11. If any officer is found to be habitually irregular in the time of his arrival or departure, or to absent himself without leave during office hours, his conduct shall be reported to the Chief Officer. Absence during office hours.
12. To officers who are required to attend on week days from 9 a.m. to 4.30 p.m., three-quarters of an hour will be allowed daily for luncheon, viz., from 1 o'clock p.m. to 1.45 p.m., or at such time as the officer in charge or sub-charge may arrange, so as to prevent any interference with the transaction of public business. Time allowed for luncheon.
13. No officer shall be absent from duty, or shall leave his district without authorized leave, unless reasonable cause be shown. If an officer be prevented by illness or other emergency from attending to duty, he shall immediately report the fact through the head of the branch to the Chief Officer, and it shall be incumbent upon the officer to furnish such evidence of the illness or emergency as the Chief Officer may consider necessary. The duties of any absent officer shall be performed, if practicable, by his fellow officers, without additional salary or remuneration, in such manner as the superior officer of the branch or sub-department may authorize or direct; but, if not practicable, then in such manner as the Chief Officer may direct. Absence from duty.
14. In cases where an officer's absence is not sanctioned, there shall be deducted from his salary his pay for each day of such absence. Absence without leave.

*Division III.—Duties of Officer.*

Responsibility  
of Permanent  
Heads.

15. The Permanent Head shall be responsible for the general working of the Department over which he presides, and for all the business thereof, and shall advise the Minister on all matters relating thereto.

Information to  
be furnished by  
Permanent  
Head.

16. Whenever the Commissioner directs, the Permanent Head shall forward to the Commissioner any information required by him in connexion with the administration of the Act, and, in particular, a return in duplicate showing the officers under his control, arranged under the head of the branches or sub-departments in which they are immediately employed; the offices they hold, specifying division, class, and subdivision of class or grade; the emoluments, salaries, allowances, and fees paid to, and an accurate description, in moderate detail, of the duties performed by each officer, the date of his birth, the date of his appointment, and the number of years he has been in the Service. The Permanent Head shall report to the Commissioner, whenever the necessity arises, what alterations, if any, are, in his opinion, necessary or expedient for the more economic, efficient, or convenient working of his Department or any branch thereof. He shall further report to the Commissioner what alterations, if any, are, in his opinion, necessary in the salaries, fees, or allowances of any of the officers under his control; and shall also bring under the attention of the Commissioner any matter, whether in relation to any officer or to the work of any branch of his Department, with which he may think it desirable for the Commissioner to be acquainted. All such returns and reports will be filed as a record by the Commissioner.

17. (*Repealed.*)

18. (*Repealed.*)

Charges against  
officers.

19. If any officer is charged before any Court with, or is convicted of, any offence, whether punishable by summary conviction or otherwise, the officer in charge of the sub-branch in which the officer is employed shall immediately report the circumstances to the Chief Officer, who, if he is of opinion that the offence is an offence within the meaning of section 46 of the Act shall deal with the case under that section.

Forfeiture of  
office upon  
indictment or  
presentment.

20. If an officer is on an indictment or presentment convicted of any offence he shall be deemed to have forfeited his office, and shall thereupon cease to perform his duties or receive his salary.

Return of  
punishments.

21. The Chief Officer of each Department shall cause a return to be forwarded to the Commissioner monthly, showing all fines of the amount of five shillings and upwards and punishments by deprivation of leave of absence imposed under the provisions of the Act or Regulations during the previous month. The return shall set forth the name of the officer, office held, offence, and punishment.

22. (*Repealed.*)

Insobriety.

23. If an officer in charge or sub-charge observes at any time that any one under his supervision is unfit to perform his duties properly by reason of over-indulgence in intoxicating liquor, he shall temporarily suspend him from duty, and immediately report the matter to the Chief Officer of the Department.

24. (*Repealed.*)

Officers of 60  
years of age.

25. When any officer attains the age of 60 years the Permanent Head shall advise the Commissioner whether such officer is willing and fit to continue to perform the duties of his position or whether he should be retired from the service.

26. The Permanent Head shall furnish the Commissioner in the month of April in each year with a return of officers in his Department who have attained the age of 60 years or over, together with a report in each case as to whether the officer is able and willing to continue to perform his duties. Should the Permanent Head recommend the retirement of any officer over the age specified, he shall also state the reasons for such recommendation.

Return of officers over 60 years of age.

26A. Every officer reaching the age of 65 years shall inform the Chief Officer of his Department, who shall notify the Permanent Head in order that he may make a recommendation to the Commissioner as to whether it is desirable or otherwise to continue the officer in the Service.

Officers of 65 years of age.

27. The Chief Officer shall immediately report the death of any officer to the Inspector for transmission to the Commissioner.

Death of officer.

28. Whenever requested by the Inspector the Chief Officer shall supply such returns or other information as may be required.

Chief officer to furnish information.

29. At the beginning of April, July, October, and January of each year the Chief Officer of each Department in each State shall furnish the Inspector, for transmission to the Commissioner, with a return showing the names (arranged in alphabetical order) of all persons temporarily employed during the previous quarter, the branch or office, and the capacity in which employed, their periods of employment, and rates of pay.

Quarterly return of temporary employes.

30. (1) The Permanent Head of each Department shall report to the Commissioner whenever it is deemed advisable—

Creation of new offices, &c.

(a) To create a new office in any Division in the Department under his control;

(b) To abolish any office in his Department;

(c) To raise or lower the classification or grading of any office, the duties of which have been materially changed.

(2) On receiving the report of the Permanent Head, the Commissioner may make a recommendation on the subject to the Governor-General. Provided, however, that where, under section 13 (2) of the Act, the Permanent Head has assigned to the Chief Officer, either generally or in any particular cases or classes of cases, power and authority to report in respect of any of the matters specified in section 41, the Chief Officer shall himself report accordingly, and such report shall be sent to the Inspector for transmission to the Commissioner.

31. Whenever the Chief Officer finds that the number of officers under his control is greater than is required to perform the current work of the Department, he shall forthwith report the circumstances to the Permanent Head, who shall advise the Commissioner. Officers in sub-charge are required to report to the Chief Officer when it is considered that a reduction in staff can be made through reduction in amount of work or re-arrangement of duties.

Report as to excess officers.

32. (1) When any officer occupies for the purpose of residence the whole or part of a building belonging to or occupied by the Commonwealth, the Chief Officer shall notify the Permanent Head, who shall report the fact to the Commissioner. Postmasters and others who are provided with quarters are required to reside in them.

Use of public buildings for residence.

(2) Officers who rent Government buildings are prohibited from sub-letting any portion of same without the consent, in writing, of the Permanent Head of their several Departments.

Sub-letting.

- Journals.** 33. Unless otherwise ordered by the Permanent Head of the Department, every officer not immediately under supervision shall keep a journal showing daily the duties performed by him, and the time occupied therein, and shall furnish a copy of this journal when required to the officer under whose authority he is placed.
- Obligations of senior officers.** 34. Officers in charge of any sub-department, branch, or minor division of the Public Service shall be accountable for the maintenance of good order, and afford the utmost aid and support to the Chief Officer and Permanent Head.
- Officers to report breach of regulations.** 35. All officers in charge of any sub-department, branch, or minor division of the Public Service shall report to the Chief Officer any breaches of these Regulations which come to their knowledge.
- Officers to obey summons.** 36. (1) Every officer who is summoned by the Commissioner or an Inspector or the Chairman of a Board of Inquiry or of a Board of Appeal to give evidence upon any subject of inspection, inquiry, or investigation, shall attend to give evidence at the time and place specified in the summons.  
(2) Every officer appearing before the Commissioner, an Inspector, a Board of Inquiry, or a Board of Appeal (whether summoned or attending voluntarily) shall answer all questions asked him pertinent to the inspection, inquiry, or investigation, and shall produce all official or public books, documents, or writings in his control which he is required to produce.  
(3) No officer shall be compelled to answer any question tending to incriminate him.
- Attention and devotion to business.** 37. All officers shall, during the hours of business, devote themselves exclusively and zealously to the discharge of their public duties, and shall behave at all times with courtesy to the public, giving prompt attention to all reasonable requirements. Officers having to undertake duty at more than one place of business shall, as far as possible, attend at regular periods, and shall post a notice at each office showing the days and hours at which they will be present.
- Application of officers, how to be made.** 38. The application of any officer upon any matter affecting his position in the Service shall be made by the applicant himself, through the head of his branch, to the Chief Officer. Where in exceptional cases an officer desires to communicate with the Commissioner, the communication must be so addressed, and shall be forwarded by the Chief Officer to the Inspector for transmission to the Commissioner, with any remarks considered necessary.
- Subordination of officers.** 39. Every officer shall obey promptly all instructions given to him by the officer under whose immediate control or supervision he is placed. If any officer has ground of complaint arising out of such instructions, or from any other cause whatsoever, he may appeal in regard thereto, through his immediate superior, who shall forward such appeal forthwith to the Chief Officer; but he shall, nevertheless, so far as possible, carry out any instructions which may be given to him until the same are countermanded by competent authority.
- Performance of duties.** 40. Every officer shall promptly and correctly carry out all duties appertaining to his office, and shall in due course and at proper times comply with and give effect to all enactments, regulations, and authoritative instructions made or issued for his guidance in the performance of his duties.

41. An officer shall not—

- (a) publicly comment upon the administration of any Department of the Commonwealth; or
- (b) use for any purpose other than for the discharge of his official duties information gained by or conveyed to him through his connexion with the Public Service.

Officers not to publicly comment on administration, &c.

42. Except in the course of official duty, no information concerning public business or any matter of which an officer has knowledge officially shall be given, directly or indirectly, by an officer without the express direction or permission of the Chief Officer.

Information not to be given.

43. Officers are prohibited from seeking the influence or interest of any person in order to obtain promotion, removal, or other advantage. Any officer who considers that his claims for promotion or consideration have been overlooked may communicate with the Commissioner in the manner prescribed by Regulation 38.

Outside influence.

43A. (1) Officers are expressly forbidden to directly or indirectly—

- (a) solicit gifts or presents, or
- (b) issue addresses, complimentary cards, or other communications, intended or likely to induce the public to make gifts or presents to them.

Solicitation of gifts or presents.  
**Substituted by 1914, No. 113.**

(2) An officer shall not demand or, except with the approval of the Governor-General, receive for his own use any fee, reward, gratuity, or remuneration of any kind whatsoever, other than his official salary and allowances, for services performed by him, either in or out of office hours, in connexion with the Public Service.

(3) No address or testimonial shall be accepted by any officer without the sanction in writing of the Chief Officer or Permanent Head of the Department in which the officer is employed.

44. All officers shall be held responsible for the careful use and preservation of all Government property in their possession, custody, or care. Officers in charge of public buildings shall, in the event of repairs being required, report to the Chief Officer, and shall not allow the buildings to fall into decay, or to become permanently injured, for the want of timely requisition for such repairs.

Care of public property.

45. Any monetary transaction between officers, either as principals or agents, whereby any interest or other return in money or kind is charged or paid, or money is borrowed by senior officers from their subordinates, is forbidden.

Borrowing or lending money.

46. If the estate of an officer is sequestrated either voluntarily or compulsorily for the benefit of his creditors, he shall, within seven days, give written notice thereof, with a statement or explanation of the causes of his embarrassment, to his superior officer; and such notice and statement shall within seven days of the receipt thereof be transmitted, with a report, to the Chief Officer, who shall forward same, through the Inspector, to the Commissioner, with any remarks he may desire to make thereon; and, unless and until the Commissioner otherwise directs, the officer in question shall continue to perform the duties of his position and to receive his salary.

Bankruptcy of officers.

47. Any officer whose estate is sequestrated either voluntarily or compulsorily shall apply as soon as he may legally do so to a Court of Insolvency for his certificate of discharge, and, within seven days from the date on which the decision of the court on such application has been

Certificate of discharge.

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Solicitation of gifts or presents.  
Substituted by  
1914, No. 113.

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Care of public property.

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Borrowing or lending money.

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Bankruptcy of officers.

47. Any officer whose estate is sequestrated either voluntarily or compulsorily shall apply as soon as he may legally do so to a Court of Insolvency for his certificate of discharge, and, within seven days from the date on which the decision of the court on such application has been

Certificate of discharge.

delivered, shall inform the Commissioner in writing, through the Chief Officer and Permanent Head, of the result of his application, and thereupon the matter may be dealt with under section 66 of the Act. Provided that nothing in this Regulation shall prevent the case of an officer from being dealt with at any time under the said section.

*Division IV.—Miscellaneous.*

Permanent  
Heads of  
departments.

47A. The persons for the time being holding the several offices named herein shall be Permanent Heads of Departments:—

The Secretary to the Prime Minister's Department.  
The Secretary to the Department of External Affairs.  
The Secretary to the Attorney-General's Department.  
The Secretary to the Department of Home Affairs.  
The Secretary to the Department of the Treasury.  
The Comptroller-General of Customs.  
The Secretary to the Department of Defence.  
The Secretary to the Postmaster-General's Department.

Chief Officers of  
departments.

48. (1) The offices held by the following persons shall constitute the holders thereof *ex officio* Chief Officers of Departments:—

Deputy Postmaster-General in each State.  
Collector of Customs for each State.

(2) In the undermentioned Departments, the Secretary, until otherwise determined, may exercise the powers conferred, and shall perform the duties imposed by the Act or by these Regulations on the Chief Officer:—

The Prime Minister's Department.  
The Department of External Affairs.  
The Attorney-General's Department.  
The Department of Home Affairs.  
The Department of the Treasury.  
The Department of Defence.

(3) In the case of the Departments referred to in sub-regulation (2) of this Regulation any reference in these Regulations to a Chief Officer shall, unless inconsistent with the context, be taken to refer to the Permanent Head.

(4) In the case of the Postmaster-General's Department, and the Department of Trade and Customs, the Permanent Head shall, as regards the officers of the central staffs of these Departments, be taken to be the Chief Officer.

Power to "fix"  
salary in special  
cases.

49. On the recommendation of the Commissioner, the rate of salary to be paid to an officer occupying any particular office may be "fixed" by order at any sum within the limits of his class or grade, and such sum shall be the salary attached to such officer while he holds such office; but no such order shall be made so as to diminish the rate of salary received by the occupant when the order is made.

Seniority.

Substituted by  
1914, No. 113.

49A. In any case where an officer is appointed, promoted, or transferred to any particular office, the Commissioner may, as a condition of such appointment, promotion, or transfer, define the relative seniority of such officer; otherwise relative seniority shall be determined by the salary paid and the time during which such salary has been received, but salary paid by reason of age shall not be taken into consideration in determining seniority. An officer may be transferred from one office to another without reduction of salary, provided that, unless otherwise directed by the Commissioner, the salary paid in the new office shall not exceed the maximum for such office.

Salary on  
transfer.

50 (1) No officer shall refuse compliance with an order of the Governor-General on the recommendation of the Commissioner directing his transfer from one position to another of equal importance in the same or any other part of the Commonwealth.

Transfer of  
officers from  
place to place.

(2) The circumstances of individual officers will receive due consideration, but, while attention will be given to objections of a personal or private nature, in view of a proposed transfer, it is to be understood that private considerations must give place to the interests of the Service.

(3) Should any officer object to a change of station or of work, on the grounds that it will involve him in pecuniary loss, or that the change is not to a position of equal importance, he may apply, through the Chief Officer and Inspector, to the Commissioner for permission to decline the transfer; and if the Commissioner finds that the objection is well founded, permission may be granted without prejudice to the officer's right of future promotion or appointment: Provided that he shall have no grounds of appeal against loss of seniority should another officer be appointed to the position, and should the Commissioner determine that it is of higher status than the position occupied by the officer objecting to transfer.

(4) Where officers of the same class or grade desire to exchange positions, the Chief Officer, with the concurrence of the Inspector, may approve thereof; notification of such exchange shall be made by the Chief Officer to the Permanent Head and by the Inspector to the Commissioner.

51. The Chief Officer may temporarily transfer an officer from one position to another. When it is necessary temporarily to fill a position by the transfer of an officer of lower class or grade, the senior competent officer who is available shall be selected. The Chief Officer shall cause a return to be forwarded monthly to the Public Service Inspector for transmission to the Commissioner showing all officers whose temporary transfer at the date of such return has exceeded a period of three months. The return shall show the reason for each temporary transfer. A temporary transfer shall not be continued if disapproved by the Commissioner.

Temporary  
transfers.

52. (1) An officer stationed for a prolonged period in a remote locality, and who desires transfer, may apply to the Chief Officer, who shall, after recording the application for consideration when opportunity occurs, forward it to the Inspector.

Officers  
stationed in  
remote  
localities.

(2) On the occurrence of a suitable vacancy, any such application shall be brought under review by the Chief Officer, and if the officer is otherwise eligible the length of his service in the remote locality shall be held to entitle him to special consideration.

(3) On the report of the Permanent Head, the Commissioner will determine the particular places to which this Regulation shall apply, and the periods of residence which shall entitle an officer to special consideration as regards transfer.

53. Officers who are transferred from one locality to another solely at their own request, or by exchange (except as provided for in the next regulation), must bear the whole cost of their removal. When transferred on account of misconduct, the cost must be borne by officers in fault, unless otherwise determined by the Permanent Head prior to removal.

Conveyance of  
officers  
transferred.  
Officers to bear  
cost.

Department to  
bear cost of  
conveyance.

54. When officers are transferred—

- (a) in the public interest;
- (b) to meet the convenience of the Department, or in the ordinary course of promotion;
- (c) on account of illness, due to causes over which the officer has no control, provided a medical certificate be furnished to the effect that a change is needed to restore health;
- (d) after a residence of three years or over in an extreme climate, or in a locality where the necessities of life are exceptionally dear; or
- (e) to fill vacancies occurring at places described in the last preceding sub-clause—

the actual cost of conveyance of such officers, as well as that of their wives and children, will be paid by the Department.

Removal of  
furniture.

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

| Officers' Salaries. |    |    |    |    | Maximum Amount Allowed. | Maximum Weight Allowed. |
|---------------------|----|----|----|----|-------------------------|-------------------------|
|                     |    |    |    |    | £                       | tons.                   |
| Under £200          | .. | .. | .. | .. | 25                      | 2½                      |
| £200 and under £400 | .. | .. | .. | .. | 35                      | 3½                      |
| £400 and under £600 | .. | .. | .. | .. | 40                      | 4                       |
| £600 and over       | .. | .. | .. | .. | 50                      | 4½                      |

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

(3) Where exceptional circumstances can be shown to exist, a reasonable amount in excess of the maximum under these Regulations may be authorized by the Chief Officer.

56. (1) Before removal is undertaken, the officer shall, where practicable, obtain offers from at least two carriers, and submit same to the Chief Officer, who may authorize the acceptance of the more suitable, provided that the maximum amount above stated is not exceeded.

(2) The Chief Officer may, in lieu of cost of removal, authorize payment of an amount less than 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.

(3) An officer shall not be entitled to any compensation from the Government for losses or damages arising from removal.

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

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

57. (1) All increments shall be discretionary, and subject to the approval of the Commissioner and to the necessary appropriation by Parliament.

Increases and  
increments.

(2) Increments shall be payable from the first day of the month following the date they accrue, provided that any increase in salary accruing through an officer reaching twenty-one years of age shall be paid from the officer's twenty-first birthday.

(3) Where an officer receives no increase of pay on transfer, the time served in his former office may be counted in reckoning the interval for increment.

(4) All departmental recommendations for increments shall be forwarded by the Chief Officer to the Inspector for transmission to the Commissioner.

(5) Where an increment has been deferred, the Commissioner may determine that, for purposes of seniority and future advancement the increment shall be deemed to have been granted from the date on which, but for such deferment, it would have become due:

Provided that where an increment has been deferred owing to misconduct or inefficiency, the provisions of this paragraph shall not apply unless the officer's conduct, diligence, and efficiency during the ensuing twelve months be reported as satisfactory.

58. Whenever it appears to be necessary to subject candidates for a vacancy to a practical test of their qualifications, the Commissioner may appoint a committee consisting of the Inspector, a senior officer of the Department, selected on the recommendation of the Permanent Head, and a senior officer from another Department, to act as promotion examiners:

Promotion  
examiners.

Provided that the Commissioner may, if he deems such a course expedient, add to or otherwise alter such committee so as to include other officers or persons more conversant with the duties of the position.

59. Every officer admitted to the Public Service before the commencement of the Act who is not a natural-born or naturalized subject of His Majesty shall forthwith, or so soon as he is qualified to do so, obtain a certificate of naturalization under the laws of the United Kingdom, or of the Commonwealth, or of a State.

Officers not  
British  
subjects to be  
naturalized.

60. Officers will be required to perform public duty after the usual hours, whenever it is necessary to bring up arrears of work or to meet any temporary pressure of business. Where found essential, the staff dealing with such work, or, at the discretion of the officer in charge, the whole staff, may be retained beyond the ordinary official hours. Every officer shall, when required by the officer in charge, remain after the usual hours to complete work considered necessary to be done on the same day.

Duty after  
usual hours.

61. (1) Where attendance beyond the usual hours is considered necessary, and such attendance may involve the payment of overtime under the conditions hereinafter set out, the Officers in Charge shall immediately report, in writing, the circumstances to the Chief Officer, or such other officer as may be approved by the Commissioner. The report shall specify the officer or officers to be employed and the probable duration of the overtime, and the Chief Officer or other approved officer, if satisfied as to the necessity therefor, may sanction the working of overtime.

Overtime.

(2) In emergent cases the Officer in Charge may directly authorize the working of overtime, but in such cases a report shall immediately be made to the Chief Officer.

(3) In any case where it is necessary for an officer to work beyond the usual hours to meet some emergency, and it is not practicable to obtain prior authority, the officer shall immediately upon the completion of the work report the circumstances, and the Chief Officer, if satisfied as to the necessity for the work, shall authorize the recording of the excess time as overtime.

(4) At the end of each calendar month the Officer in Charge shall furnish the Chief Officer with a return of all overtime worked during the month, together with claims of officers for payment at the prescribed rates. No claim for overtime payment shall be recognised unless accompanied by the authority of the Chief Officer or by a certificate from the Officer in Charge that the overtime has been worked by direction.

(5) Payment of claims for overtime shall be made only on the approval of the Chief Officer.

(6) Unless otherwise directed by the Commissioner, a return shall be forwarded to the Permanent Head quarterly, showing overtime worked by each officer in each branch, sub-branch, or sub-office during the preceding quarter, the amount paid therefor, and briefly the reasons for requiring the overtime to be worked.

(7) Overtime shall be recorded and paid subject to the provisions of this Regulation and to the following conditions:—

(a) In the case of officers whose hours of attendance are defined by Regulation or otherwise, and who work ordinarily for eight hours a day or less, overtime shall be time worked in excess of eight hours a day.

(b) In the case of officers whose hours of attendance are defined by Regulation or otherwise, and whose regular term of daily duty exceeds eight hours a day, overtime shall be time worked on any day in excess of the regular hours of duty, provided also that in any case, except where otherwise prescribed, time worked in excess of forty-eight hours per week shall be regarded as overtime.

(c) In the case of officers employed between the hours of 8 p.m. and 8 a.m., overtime shall be time worked in excess of seven hours a day, except where otherwise prescribed.

(d) In cases of shift duties, officers may be employed for more than forty-eight hours in any one week, or for more than seven hours between the hours of 8 p.m. and 8 a.m., without being entitled to overtime payment. In such cases, overtime shall be time worked beyond the ordinary shift hours, or where, in a complete rotation of shifts, an officer may be required to exceed an average of eight hours per shift, overtime shall be the time in excess of such average.

(e) In the cases of officers performing telephonists' duties, or such duties combined with any other work, between the hours of 8 p.m. and 8 a.m., overtime shall be time worked in excess of forty-four hours per week. This provision shall apply only to officers who are required to be in constant attendance at the switchboard during their term of duty, and to whom the provisions of the preceding paragraph would not apply.

- (f) Notwithstanding anything contained in parts (a), (b), (c), (d) and (e) hereof, in the cases of the following classes of officers, overtime shall be time worked in excess of the hours shown hereunder:—

Clerical Assistants, Sorters, Postal Assistants, and other officers employed wholly or mainly on indoor work whose hours of duty, owing to varying conditions of business, are not fixed within prescribed daily limits:—

|  |                     |
|--|---------------------|
| Day work .. ..   | 44 hours per week.  |
| Day work, broken, where any break exceeds two hours .. ..  | 42 hours per week.  |
| Night work, <i>i.e.</i> , work commencing after 8 p.m. and terminating before 8 a.m. .. ..   | 40 hours per week.  |
| Letter Carriers and other officers, excluding Telegraph Messengers, employed wholly or mainly on outdoor work, and whose hours of duty, owing to varying conditions of business, are not fixed within prescribed daily limits .. | 46½ hours per week. |
| Telegraph Messengers ..  | 48 hours per week.  |
| Telegraphists—   |                     |
| Day work .. ..   | 42 hours per week.  |
| Day work, broken, where any break exceeds two hours .. ..  | 39 hours per week.  |
| Night work, <i>i.e.</i> , work commencing after 8 p.m., and terminating before 8 a.m. ..   | 39 hours per week.  |

Provided that where officers are required to work in alternating weeks or longer periods above and below the hours specified, overtime shall be the aggregate time worked during such alternating periods in excess of the hours specified above multiplied by the number of weeks covered by such periods.

- (g) In cases where an officer who has ceased work for the day is recalled to duty, such duty shall be recorded as overtime, and shall include the time necessarily occupied in travelling to the place of duty and returning therefrom.
- (h) In cases where an officer is required to perform, outside his usual hours, work for some Department other than that to which he is attached, such work not being compensated for by allowance or payment of similar nature, time thus worked beyond the usual hours shall be regarded as overtime.

- (i) In cases where officers are required to work on a Saturday, or some other day in lieu thereof, for portion of a day only, time worked in excess of the usual hours of duty on such day shall be regarded as overtime, provided that in any case where the usual hours of duty on such day are less than four hours, overtime payment shall only be made for time worked in excess of four hours. This provision shall only apply to cases where overtime is computed on a daily basis.
- (j) In any case where an officer, in consequence of having worked overtime, is released from ordinary duty, there shall be deducted from any payment to be made for overtime the value, computed at the ordinary rate of pay, of the time during which he has been released from duty.
- (k) When overtime is computed on a weekly basis, and a half-holiday, holiday, or holidays occur in any week, and the attendance of the officer on such half-holiday, holiday, or holidays is not required, a deduction at the rate of one-twelfth for a half-holiday, and one-sixth for each holiday, shall be made from the number of hours to be worked before overtime can be claimed. A similar deduction shall be made in the case of absences on authorized leave.
- (l) In any case not covered by the foregoing, the Commissioner may determine the conditions under which overtime shall be recorded and paid.
- (m) Officers not working under close supervision, or whose hours of duty cannot be definitely determined, such as Inspectors, Postmasters, Detectives, Patrol Officers, Caretakers (in residence), Boatmen, Messengers, and Watchmen, shall not be entitled to claim overtime except as prescribed in clause (h) of this Regulation, or in such cases as may be specially approved by the Commissioner, nor shall officers stationed at lighthouses nor any officer in receipt of salary exceeding £400 per annum be so entitled.

62. (1) Overtime shall be paid for at the rate of time and a quarter based on a day of eight hours, provided that not less than One shilling per hour shall be paid. For the purpose of ascertaining the hourly payment for overtime, the yearly salary shall be divided by 313, and the result multiplied by  $5/32$ . A fraction of a penny in the hourly rate shall not be regarded in computing overtime payment unless it exceeds a halfpenny, when one penny shall be allowed in lieu of the fraction. Overtime shall be calculated to the nearest quarter of an hour in the total amount of time claimed.

(2) An allowance paid to an officer for the performance of the duties of a position of a higher class or grade than that in which the officer is classified, and allowances granted in such other cases as the Commissioner may determine, shall be regarded as salary for the purpose of computing overtime payment.

63. (1) Where an officer, whose ordinary hours of duty are between 8 a.m. and 5 p.m., is required to attend for duty before 6.30 a.m., or to remain on duty after 6.30 p.m., or in any case where an officer is required to commence duty at least two hours before the usual time, or

Rate of  
payment for  
overtime.  
Substituted by  
1914, No. 113.

Mea 1  
allowance.

to remain on duty at least two hours beyond the usual time, and such attendance necessitates his obtaining a meal away from home, he shall be granted a meal allowance on the following scale:—

Officers receiving £500 a year and over, 2s. 6d.; over £200 a year and under £500 a year, 2s.; £200 a year and under, 1s. 6d.

(2) A meal allowance shall not be granted when overtime pay is given, but when the amount of the meal allowance would exceed the amount of overtime pay, the meal allowance may be granted instead of overtime pay.

64. In any case where an officer is required to attend for duty at some place other than his usual station, and such officer in the course of daily travelling between his home and his temporary station is necessarily obliged to exceed the time required to travel between his home and his permanent station, he shall be entitled to be paid for time spent in travelling at a rate equal to his ordinary rate of pay:

Travelling time.

Provided that no payment shall be made under this Regulation unless the time in excess is more than half an hour daily, or in any case where the officer is paid relieving or other allowance consequent upon his temporary transfer.

65. (*Repealed.*)

66. (1) Where an officer, whose ordinary duties require him to work on week days, is required to work on Sundays, the Permanent Head or Chief Officer may authorize the payment to the officer for the Sunday work of additional pay in accordance with this Regulation.

Payment for Sunday work.

(2) In cases where the officer is on duty on seven or more consecutive days, in consequence of having to work on the Sunday, he shall be allowed one and a half day's pay for a full day, and a proportionate amount for less than a full day.

Provided that in the case of an officer employed at a radiotelegraph station, where the duties are so arranged that the officer is released from duty for fifty-two days in the year, either on Sundays, or on days in lieu of Sundays, the officer shall be allowed, for time worked on Sundays, half a day's additional pay for a full day's duty, and a proportionate amount when less than a full day is worked.

Added by  
(1914, No. 138;  
1914, No. 187.

(3) In cases where the officer is on duty on not more than six consecutive days, in consequence of having to work on the Sunday, he shall be allowed half a day's additional pay for a full day and a proportionate part for less than a full day:

Provided that in all cases where an officer resides on the premises where his duties are performed, and his attendances for work on Sundays are intermittent, or for brief periods, he shall not be entitled to claim any additional pay for those attendances, except in such cases as may be approved for payment by the Commissioner. In any such case, the minimum payment for attendance shall be 2s.

(4) Where in any Department of the Public Service the performance of Sunday duty is necessitated by the public requirements, every officer called upon for such duty shall be liable therefor under the conditions herein; provided, however, that any officer possessing conscientious scruples against Sunday duty may apply for permission to furnish a substitute.

(5) This Regulation shall not apply to officers stationed at light-houses.

\* \* \* \* \*

Regulation 67  
repealed by  
1914, No. 113.

Prosecuting  
officers.

68. When a public officer, engaged in the execution of his official duty, successfully prosecutes an offender, and the magistrate adjudicating on the case awards him a moiety or other part of any fine inflicted upon and recovered from the offender, he shall forthwith notify the Chief Officer, and shall forward, together with the notification, evidence that he has paid the sum awarded to him into the Consolidated Revenue.

Attendance at  
Courts.

69. (1) An officer subpoenaed or called as a witness must promptly notify the Chief Officer.

(2) An officer required as a witness on behalf of the Commonwealth shall not be entitled to receive any witness fee, but shall be granted leave with pay and in cases where the officer is required to travel he may be allowed his ordinary travelling allowance.

(3) Officers subpoenaed or called as witnesses on behalf of a State Government shall be granted any necessary leave with pay and shall not be entitled to retain any portion of the witness fees received, but must pay such fees to the Receiver of Revenue to be credited to Miscellaneous Receipts:

Provided that if the officer is required to travel he may deduct from any payments received the expenses necessarily incurred in travelling. A statement of the fees received and any deductions made therefrom shall be forwarded to the Chief Officer with the receipt from the Receiver of Revenue.

(4) An officer subpoenaed or called as a witness in any other circumstances may be granted leave, but such leave shall be without pay, and any fees received as a witness may be retained by the officer.

#### 70. (*Repealed.*)

Accounts and  
public moneys.

71. In the matter of accounts and the collection and payment of public moneys, officers are enjoined to conform strictly to the provisions of the Audit Act and regulations and such directions as are issued from time to time by order of the Treasurer.

Liability on  
behalf of the  
Government.

72. No officer, unless duly authorized in that behalf, shall incur any liability or enter into any contract on behalf of the Government, or alter the terms or conditions of any approved contract.

Performance of  
work outside  
Public Service.

73. (1) No officer, except with the express permission of the Governor-General, after report by the Commissioner shall—

- (a) accept or continue to hold an office in or under the Government of any State or in or under any public or municipal corporation; or
- (b) accept or continue to hold or discharge the duties of or be employed in a paid office in connexion with any banking, insurance, mining, mercantile, or other commercial business, whether the same be carried on by any corporation, company, firm, or individual; or
- (c) engage in or undertake any such business whether as principal or agent; or
- (d) engage or continue in the private practice of any profession; or
- (e) accept or engage in any paid employment other than in connexion with the duties of his office or offices under the Commonwealth:

Provided that nothing herein contained shall be deemed to prevent an officer from becoming a member or shareholder only of any incorporated company or of any company or society of persons registered under any Act in any State or elsewhere:

Provided also that an officer who at the proclamation of the Act performs any service for a State may continue to do so under arrangements then existing until the terms and conditions under which such service shall be performed in future are determined by the Governor-General by agreement with the Governor in Council of the State in which the officer is employed or otherwise.

(2) All applications for permission to engage in the performance of work outside the Public Service shall be made to the Chief Officer, who shall forward same, with his report, through the Inspector to the Commissioner.

73A. Subject to the approval of the Chief Officer, an officer may be permitted to accept appointment as an Area Officer under the Defence Acts, and may receive the allowance attached to such position, in addition to his salary as an officer of the Public Service, provided that in any case where the officer is called upon to absent himself from his ordinary official duties he may, subject to the convenience of the Department, be granted leave of absence on full pay, and such leave shall be deducted from any leave due or accruing under the Act or Regulations.

Officers acting  
as Area  
Officers under  
Defence Act.

\* \* \* \* \*

Regulation 74  
repealed by  
1914, No. 113.

75. Every application for leave of absence shall be made to the Chief Officer through the officer in charge or sub-charge of the branch in which the applicant is employed. The officer in charge or sub-charge shall report as to the conduct of the applicant and as to his compliance with these regulations, and whether the leave can be granted without detriment to the work of the branch in which the applicant is employed.

Applications for  
leave of  
absence.

76. (1) Unless otherwise directed by the Minister, the Chief Officer may grant to every officer of his Department leave of absence for recreation for any period or periods not exceeding in the whole eighteen days in each year, exclusive of Sundays and holidays; such leave shall be dependent upon the good conduct and regular attention to duty of the officer; provided that the Minister may grant the whole or any part of such leave.

Leave of  
absence for  
recreation.

(2) The Chief Officer in each Department in each State shall make such arrangements as will allow each officer in his Department leave of absence annually for recreation, as provided in the foregoing Regulation; but if it is found impracticable to grant such leave in any year or for any other sufficient reason the Chief Officer may permit the leave to be taken in the following year, in addition to the leave for such year. Provided that in other cases, leave not taken during the year it accrues shall lapse.

77. (1) Applications for leave of absence on the ground of illness shall be supported by the certificate of a duly qualified medical practitioner.

Leave of  
absence on  
ground of  
illness.

(2) The Chief Officer, in cases of sickness or ill-health, may, on production of satisfactory evidence, provisionally grant extended leave, not exceeding three months, in accordance with the following schedule; but a schedule of all leave granted under this Regulation shall be submitted monthly for the approval of the Minister, who may in any case disallow the leave so granted:—

| Length of Service in State and Commonwealth. | Period for which Leave may be Granted, on— |           |  |
|--|--|-----------|--|
|  | Full Pay.                                  | Half Pay. |  |
|  | Months.                                    | Months.   |  |
| Under five years ..                          | 1  | 2         | In exceptional cases the Minister may take any special circumstances into consideration, and may vary the scale of payments; provided that in no case shall the leave granted exceed three months on full pay. |
| Over five years and under ten ..             | 2  | 1         |  |
| Over ten years ..                            | 3  | ..        |  |

Further leave.

78. Where in cases of illness any officer who has received leave of absence for three months is not so far recovered as to be able to resume his duties, further extensions of leave may be provisionally granted by the Inspector in accordance with the following schedule; provided that on each extension of leave the applicant shall be subjected to an examination by a medical officer approved by the Inspector. A schedule of all such leave granted by the Inspector shall be forwarded monthly to the Commissioner for submission to the Governor-General, and such leave, or any part thereof, shall be subject to disallowance by the Commissioner:—

| Length of Service in State and Commonwealth. | Period for which Leave may be Granted on— |            |              |  |
|--|---|------------|--------------|--|
|  | Half-pay.                                 | Third Pay. | Without Pay. |  |
|  | Months.                                   | Months.    | Months.      |  |
| Under five years                             | 1   | 6          | 8            | In exceptional cases, special circumstances may be taken into consideration, e.g., where an officer in discharge of his duty sustains injuries of such a nature as to incapacitate him for all duty this scale may be varied; provided that in no case shall full pay be allowed for a period exceeding nine months, in addition to leave granted by the Minister on full pay. |
| Over five years and under ten..              | 3   | 6          | 6            |  |
| Over ten years ..                            | 6   | 3          | 6            |  |

Medical examination before resumption of work.

79. If any officer is absent from duty on account of illness, and such absence has extended beyond three months, he shall not be permitted to return to duty unless and until the Government Medical Officer, or some other medical practitioner approved by the Inspector, has certified that he is fit to resume work.

Payment for Sundays and holidays during leave on reduced pay.

80. When extended leave is granted other than on full pay, the rate paid for Sundays and holidays shall be the same as that allowed for the period of leave.

81. No leave on account of illness shall be granted with pay if the sickness or ill-health has been caused by the misconduct of the officer, to satisfy himself on which point the Chief Officer may send a special medical officer to attend on and examine such officer at his residence. A fee of £1 1s. shall be paid to the special medical officer for his attendance and report, and if such report is, in the opinion of the Chief Officer, not favorable to the officer concerned, or if the officer is absent from his residence at the time of the medical officer's visit without, in the opinion of the Chief Officer, reasonable cause therefor, the amount of the fee so paid shall be deducted from any money which is or becomes payable to the said officer by the Government. The same practice may be followed where an officer is suspected of absenting himself from duty without sufficient cause.

Pay not to be granted if illness due to misconduct.

Examination by Medical Officer.

82. Leave of absence in case of illness shall not be reckoned as nor included in leave of absence for recreation.

Sick leave to be apart from recreation leave.

83. (1) Sick leave allowed under Regulations 77 and 78 may be granted in one or more periods, but the aggregate amount of leave provided for in the schedules is intended to cover a period of three years, dating from the first absence on sick leave.

Triennial period.

(2) The second or any subsequent triennial period will commence on the date of first absence on sick leave following the date upon which the previous triennial period expired, and for the three years thus commencing the full amount of leave provided in the schedules according to length of service may again be allowed.

84. With the approval of the Governor-General, on the recommendation of the Commissioner, leave of absence, without pay, may be granted to any officer for any period not exceeding twelve months, but the period of such leave shall not for any purpose be included as part of such officer's period of service.

Extended leave without pay.

85. In case of other pressing necessity, the Minister may grant leave of absence for a period not exceeding three months, without salary, to any officer, and such leave may be in addition to the leave for recreation.

Leave of absence in case of pressing necessity.

86. Officers stationed in places remote from large centres of population, or whose duties cannot ordinarily be performed within usual regular hours, and when no compensation in time or money has been given for the extra time worked, may be granted by the Chief Officer twenty-four days' leave of absence in any year, exclusive of Sundays, for recreation purposes: Provided that—

Extra and accumulated leave.

- (a) Should an officer in a remote district not avail himself of leave in any year, it may be granted to him in a subsequent year, in addition to the leave for that year, but the accumulated leave shall not exceed forty-eight days, exclusive of Sundays. This provision shall apply to all officers stationed in localities where, under ordinary conditions of conveyance, the time occupied on the journey from such places to the chief city of the State is in excess of three days, or where, in the opinion of the Chief Officer, the conditions are such as to warrant the granting of such leave.

- (b) In very exceptional cases special circumstances may be taken into consideration, such as excessive distance of a locality from the chief city of the State, unusually trying nature of climatic conditions, &c., and leave of absence for recreation may be allowed to accumulate for three consecutive years.
- (c) The Chief Officer may, in very exceptional cases, in addition to leave as above specified, grant such reasonable time for travelling, not exceeding two weeks, as circumstances warrant.

Short leave of absence.

87. The Chief Officer, or other officer authorized by the Minister, may, on sufficient cause being shown, grant any officer leave of absence not exceeding three days; but all such periods of leave shall be properly recorded in a book to be kept for that purpose, and at the discretion of the Chief Officer shall or shall not be deducted from the next annual leave or accumulated leave. Provided that if the leave granted under this Regulation to any officer exceeds three days in one year, the excess shall be deducted from the officer's next annual leave.

Leave of absence for Naval and Military purposes.

88. Subject to departmental convenience, the Chief Officer may grant to officers who are members of the Defence Force leave of absence on full pay for the purpose of attending camps and courses of naval and military instruction. Leave of absence granted in pursuance of this Regulation shall not be deducted from the officer's annual or accumulated leave.

Leave of absence to temporary employés.

88A. Temporary employés shall be treated in the same manner as permanent officers as regards public holidays and leave of absence on full pay for the purpose of attending camps and courses of naval and military instruction, but leave of absence granted on other occasions shall be without pay.

Furlough.

89. (1) When an officer has continued in the Public Service at least twenty years, the Governor-General may grant to him, on the recommendation of the Commissioner, leave of absence for a period not exceeding twelve months on half pay, or six months on full pay. Where an officer not having been granted such leave of absence retires from the Public Service after at least twenty years' service, the Governor-General, on the recommendation of the Commissioner, may grant such officer six months' pay upon retirement, or upon the death of any officer who has continued in the Public Service for at least twenty years, and has not been granted leave of absence under the provisions of this Regulation, the Governor-General, on the recommendation of the Commissioner, may pay to the dependents of such deceased officer a sum equivalent to six months' salary of such officer. Provided that where an officer has been reduced in position or salary through misconduct, such misconduct shall be taken into consideration in determining whether the whole or any portion of the prescribed leave of absence may be granted, or, in the event of retirement or death of an officer, whether payment may be made under the conditions prescribed herein and as to the terms of such payment.

(2) Where any person has become transferred from any position of a permanent nature in the Naval or Military Forces of the Commonwealth, or of a State, to the Public Service of the Commonwealth, either directly or through the Public Service of the State, his service in the Naval or Military Forces shall, for the purpose of furlough, be reckoned as service in the Public Service.

89A. (1) The Governor-General may, upon the recommendation of the Commissioner, grant to any officer of satisfactory service who is not eligible for the furlough prescribed in Regulation 89, prior to his retirement from the Public Service on or subsequent to his attaining the age of sixty years, leave of absence with full pay as follows:—

Extended leave  
to officers not  
entitled to  
furlough.

Service of 16 years, and under 20 years, 5 months.

Service of 12 years, and under 16 years, 4 months.

Service of 8 years, and under 12 years, 3 months.

Service of 4 years, and under 8 years, 2 months.

Service of less than 4 years, 1 month.

(2) Or, in lieu of such leave, the Governor-General may, on the recommendation of the Commissioner, grant to the officer a sum equivalent to the pay for such period of leave, or, in the event of the death of any officer who was eligible for but had not been granted the leave prescribed herein, may authorize payment to the dependents of such deceased officer of a sum equivalent to the pay of such officer for the period of leave which he could have been granted under this Regulation.

90. The Chief Officer shall report upon all applications for furlough or extended leave, and shall forward same to the Inspector for transmission to the Commissioner.

Applications  
for furlough or  
extended leave.

91. (1) The following days or any days prescribed under the law of any State, to be observed in lieu thereof in that State shall be observed as holidays in the public offices, namely:—

Public  
holidays.

First day of January,

Commonwealth Day,

Christmas Day and the following day,

Good Friday and the following Saturday and Monday,

the anniversary of the birthday of the Sovereign, and

any day proclaimed by the Governor-General or required by any

Act to be observed in lieu of any of the said days.

(2) Whenever any of the days specified in sub-regulation (1) of this Regulation falls upon a Sunday the next following Monday shall be observed as a holiday in the public offices in lieu of such Sunday.

92. Where by or under the law of a State any day or part of a day is appointed to be or is proclaimed as a public holiday or bank holiday or half-holiday throughout such State or in any part of such State, such day or half-day shall be observed as a holiday or half-holiday (as the case may be) in the public offices of the Commonwealth throughout such State or in such part of such State (as the case may be).

State  
holidays.

93. The Governor-General may also by proclamation at any time appoint in addition to the days hereinbefore named any specified day, or specified part of a day, to be kept as a holiday or half-holiday in the public offices of the Commonwealth, or in any part thereof.

94. (1) The Minister of a Department, or the Permanent Head or Chief Officer thereof, may require such Department or any part thereof to be kept open in the public interest for the whole or any portion of a holiday, and may require the attendance and services of any officer of such Department during any such holiday: but in that case every such officer shall be granted in lieu thereof a holiday upon such other occasion as does not interfere with public business: Provided that when an officer is required to work for only half a day or less, half a holiday may be allowed in lieu thereof.

Attendance on  
holidays.

Added by  
1914, No. 149.

(2) Where under the provisions of an award of the Commonwealth Court of Conciliation and Arbitration an officer is entitled to payment at the rate of an additional day's pay for time worked on a holiday leave in lieu under sub-regulation (1) of this Regulation shall not be granted.

Added by  
1914, No. 149.

(3) For the purposes of computing payment at the rate of a day's pay for time worked on a holiday, the annual salary of the officer shall be divided by three hundred and thirteen.

#### PART II.—CLASSIFICATION OF THE GENERAL DIVISION.

General  
Division.

95. The General Division shall comprise all officers not included in the Administrative, Professional, or Clerical Divisions, but shall not include any officer or class of officers to whom or to which, on the recommendation of the Commissioner, the Governor-General declares that the provisions of the Act shall not apply.

96. (*Repealed.*)

97. (*Repealed.*)

Increases of  
salary to  
General  
Division.

98. (1) Increases of salary may, subject to the Regulations, be granted to such officers or classes of officers in the General Division within the several grades as are determined by the Commissioner.

(2) The granting of an increment under this Regulation shall be discretionary, and conditional on the good conduct, diligence, and efficiency of the officer concerned, and on the value of the work justifying the increase of salary, regarding which a report must be furnished by the Chief Officer of the Department to the Inspector for transmission to the Commissioner.

Salary in excess  
of maximum  
rate of office.

99. If any officer is in receipt of pay greater than the maximum rate assigned to his grade or office, he may continue to receive such greater pay until he can be employed in another office on work equivalent to his salary. In such cases the Governor-General, on the recommendation of the Commissioner, may fix by order the rate of salary or wages the officer is then receiving, so that it shall neither be increased nor diminished while he holds such first-mentioned office. The rate of salary or wages may be similarly fixed where an officer is in receipt of pay determined as the maximum for his office.

100. (*Repealed.*)

Appointments  
at higher than  
minimum  
salaries.

101. Where in the opinion of the Commissioner the minimum salary of any grade would not be adequate remuneration for any officer or class of officers on first entering the grade, he may assign to such officer or class of officers a minimum salary at any higher subdivision of the grade.

102. (*Repealed.*)

103. (*Repealed.*)

Grades of  
General  
Division.

104. The General Division shall be arranged in grades as set forth in Table A in this Regulation. Except where otherwise provided the limits of salary to be paid an officer occupying any office designated in Table B in this Regulation shall be those prescribed therein in respect to such office. The Governor-General may, from time to time, upon the recommendation of the Commissioner, create any office in the General Division not designated in Table B, and may fix the grade in which the officer occupying such office shall be placed and the limits of salary for such office, or may raise the grading of any office and fix the limits of salary for such office, and thereupon Table B shall be deemed to have been amended by the inclusion of the office so created or raised.

TABLE A.

| Grade. |    |    |    | Minimum<br>Salary of<br>Grade. | Maximum<br>Salary of<br>Grade. |
|--------|----|----|----|--------------------------------|--------------------------------|
|        |    |    |    | £                              | £                              |
| I.     | .. | .. | .. | 39                             | 60                             |
| II.    | .. | .. | .. | 72                             | 110                            |
| III.   | .. | .. | .. | 126                            | 156                            |
| IV.    | .. | .. | .. | 162                            | 192                            |
| V.     | .. | .. | .. | ..                             | 198                            |
| VI.    | .. | .. | .. | ..                             | 210                            |
| VII.   | .. | .. | .. | ..                             | 228                            |
| VIII.  | .. | .. | .. | ..                             | 240                            |
| IX.    | .. | .. | .. | 252                            | 276                            |
| X.     | .. | .. | .. | 288                            | 360                            |

TABLE B.

| Office.                  | Grade.   | Salary.  |          | Incre-<br>ments<br>(Annual). | Remarks.   |
|--------------------------|----------|----------|----------|------------------------------|--|
|                          |          | Minimum. | Maximum. |                              |  |
|                          |          | £        | £        | £                            |  |
| Armourer                 | .. IV.   | 174      | 186      | 6                            |  |
| "                        | .. V.    | ..       | 198      | ..                           |  |
| "                        | .. VI.   | ..       | 210      | ..                           |  |
| "                        | .. VII.  | ..       | 228      | ..                           |  |
| "                        | .. VIII. | ..       | 240      | ..                           |  |
| "                        | .. IX.   | 252      | 276      | †                            |  |
| Armourer, Assistant      | III.     | 144      | 156      | 6                            | To advance to next Grade after one year's service at maximum |
| "                        | .. IV.   | 162      | 168      | 6                            |  |
| Assistant                | .. II.   | 72       | 110      | 12, 12, 14                   | To advance to next Grade after one year's service at maximum |
| "                        | .. III.  | 126      | 156      | 6                            |  |
| Assistant, Senior        | .. III.  | 144      | 156      | 6                            | To advance to next Grade after one year's service at maximum |
| "                        | .. IV.   | 162      | 180      | 6                            |  |
| Blacksmith               | .. III.  | ..       | 156      | ..                           |  |
| "                        | .. IV.   | ..       | 168      | ..                           |  |
| Blacksmith's Striker     | III.     | 126      | 150      | 6                            |  |
| Boatman                  | .. III.  | 126      | 150      | 6                            |  |
| Boy on Launch            | .. II.   | 72       | 110      | 12, 12, 14                   |  |
| Caretaker                | .. III.  | 126      | 156      | 6                            |  |
| "                        | .. IV.   | 162      | 180      | 6                            |  |
| Carpenter                | .. IV.   | 168      | 186      | 6                            |  |
| " (Ship)                 | .. III.  | ..       | 156      | ..                           |  |
| " Foreman                | .. V.    | ..       | 198      | ..                           |  |
| "                        | .. VI.   | ..       | 210      | ..                           |  |
| Coxswain                 | .. III.  | ..       | 156      | ..                           |  |
| Inquiry Officer          | .. VI.   | ..       | 210      | ..                           |  |
| "                        | .. VII.  | ..       | 228      | ..                           |  |
| "                        | .. VIII. | ..       | 240      | ..                           |  |
| Engine-driver            | .. III.  | ..       | 156      | ..                           |  |
| Engine-driver and Fitter | IV.      | 174      | 180      | 6                            |  |
| Farrier                  | .. III.  | ..       | 156      | ..                           |  |
| "                        | .. IV.   | ..       | 168      | ..                           |  |

TABLE B—*continued.*

| Office.                            | Grade. | Salary.  |          | Increments<br>(Annual). | Remarks.  |
|------------------------------------|--------|----------|----------|-------------------------|---|
|                                    |        | Minimum. | Maximum. |                         |   |
|                                    |        | £        | £        | £                       |   |
| Female Assistant<br>(Printing)     | II.    | 72       | 110      | 12, 12, 14              |   |
| Female Assistant (Quar-<br>antine) | II.    | 72       | 110      | 12, 12, 14              |   |
| Female Supervisor<br>(Printing)    | III.   | 126      | 150      | 6                       |   |
| Fireman .. ..                      | III.   | 132      | 150      | 6                       |   |
| Foreman Assistant<br>(Quarantine)  | V.     | ..       | 198      | ..                      |   |
| " " "                              | VI.    | ..       | 210      | ..                      |   |
| Foreman (Stamp Print-<br>ing)      | VII.   | ..       | 228      | ..                      |   |
| French Polisher ..                 | III.   | ..       | 156      | ..                      |   |
| Groom .. ..                        | III.   | 126      | 156      | 6                       |   |
| " (in charge) ..                   | IV.    | 162      | 168      | 6                       |   |
| Labourer .. ..                     | III.   | 126      | 138      | 6                       |   |
| " Foreman ..                       | III.   | 144      | 156      | 6                       |   |
| " " ..                             | IV.    | 162      | 168      | 6                       |   |
| Letter Carrier ..                  | II.    | 72       | 110      | 12, 12, 14              | To advance to next<br>Grade after one<br>year's service at<br>maximum |
| " " " ..                           | III.   | 126      | 156      | 6                       |   |
| Lift Attendant ..                  | II.    | 72       | 110      | 12, 12, 14              | To advance to next<br>Grade after one<br>year's service at<br>maximum |
| " " " ..                           | III.   | 126      | 132      | 6                       |   |
| Lineman .. ..                      | III.   | 132      | 156      | 6                       |   |
| " (Senior) ..                      | IV.    | 162      | 168      | 6                       |   |
| " (in charge of<br>office)         | III.   | 144      | 156      | 6                       |   |
| " " " ..                           | IV.    | 162      | 168      | 6                       |   |
| Line Foreman ..                    | IV.    | 174      | 186      | 6                       |   |
| " Inspector ..                     | V.     | ..       | 198      | ..                      | To advance to next<br>Grade after one<br>year's service in<br>Grade   |
| " " " ..                           | VI.    | ..       | 210      | ..                      | " " "   |
| " " " ..                           | VII.   | ..       | 228      | ..                      |   |
| " " " ..                           | VIII.  | ..       | 240      | ..                      |   |
| " " " ..                           | IX.    | 252      | 276      | †                       |   |
| " " " ..                           | X.     | 288      | 360      | †                       |   |
| Locksmith and Gas-<br>fitter       | III.   | ..       | 156      | ..                      |   |
| Machinist .. ..                    | III.   | ..       | 156      | ..                      |   |
| " " " ..                           | IV.    | 162      | 168      | 6                       |   |
| " (Senior) ..                      | IV.    | ..       | 180      | ..                      |   |
| Mail Driver ..                     | II.    | 72       | 110      | 12, 12, 14              | To advance to next<br>Grade after one<br>year's service at<br>maximum |
| " " " ..                           | III.   | 126      | 156      | 6                       |   |
| " " (Motor) ..                     | III.   | 132      | 156      | 6                       |   |
| " Officer ..                       | V.     | ..       | 198      | ..                      | To advance to next<br>Grade after one<br>year's service in<br>Grade   |
| " " " ..                           | VI.    | ..       | 210      | ..                      | " " "   |
| " " " ..                           | VII.   | ..       | 228      | ..                      | " " "   |
| " " " ..                           | VIII.  | ..       | 240      | ..                      | " " "   |

TABLE B—continued.

| Office.                          | Grade. | Salary.  |          | Increments<br>(Annual). | Remarks.   |
|----------------------------------|--------|----------|----------|-------------------------|--|
|                                  |        | Minimum. | Maximum. |                         |  |
| Mason .. ..                      | IV.    | £ ..     | £ 168    | £ ..                    | To advance to next Grade after one year's service at maximum |
| Messenger .. ..                  | I.     | 39       | 52       | 13                      |  |
| .. ..                            | II.    | 72       | 110      | 12, 12, 14              |  |
| .. Senior ..                     | III.   | 126      | 156      | 6                       | To advance to next Grade after one year's service at maximum |
| .. Ministerial ..                | III.   | 144      | 156      | 6                       |  |
| .. ..                            | IV.    | 162      | 180      | 6                       |  |
| Monitor .. ..                    | III.   | 132      | 156      | 6                       | To advance to next Grade after one year's service in Grade   |
| Motor Mechanic ..                | IV.    | 162      | 168      | 6                       |  |
| Notes Sorter ..                  | II.    | 72       | 110      | 12, 12, 14              |  |
| Office Cleaner ..                | III.   | 126      | 132      | 6                       | To advance to next Grade after one year's service in Grade   |
| Overseer of Letter Carriers      | V.     | ..       | 198      | ..                      |  |
| .. ..                            | VI.    | ..       | 210      | ..                      |  |
| Painter .. ..                    | III.   | ..       | 156      | ..                      | To advance to next Grade after one year's service at maximum |
| Painter and Writer ..            | IV.    | ..       | 168      | ..                      |  |
| .. Foreman ..                    | IV.    | 174      | 186      | 6                       |  |
| Pension Receipt Sorter           | II.    | 72       | 110      | 12, 12, 14              | To advance to next Grade after one year's service at maximum |
| Postal Assistant* ..             | II.    | 72       | 110      | 12, 12, 14              |  |
| .. ..                            | III.   | 132      | 156      | 6                       |  |
| .. .. Senior*                    | III.   | 144      | 156      | 6                       | To advance to next Grade after one year's service at maximum |
| .. ..                            | IV.    | 162      | 192      | 6                       |  |
| Reader .. ..                     | IV.    | 174      | 180      | 6                       |  |
| Saddler and Harness-maker        | III.   | ..       | 156      | ..                      | To advance to next Grade after one year's service at maximum |
| Sailmaker .. ..                  | III.   | ..       | 156      | ..                      |  |
| .. Foreman ..                    | IV.    | ..       | 174      | ..                      |  |
| Searcher and Watchman, Assistant | III.   | 126      | 138      | 6                       | To advance to next Grade after one year's service at maximum |
| Searcher and Watchman            | III.   | 144      | 156      | 6                       |  |
| Searcher and Watchman, Foreman   | IV.    | 174      | 180      | 6                       |  |
| Ship Mailman ..                  | III.   | 144      | 156      | 6                       | To advance to next Grade after one year's service at maximum |
| .. ..                            | IV.    | 162      | 180      | 6                       |  |
| Shipping Patrol Officer          | III.   | 144      | 156      | 6                       |  |
| Sorter .. ..                     | III.   | 144      | 156      | 6                       | To advance to next Grade after one year's service at maximum |

TABLE B—*continued.*

| Office.                                  | Grade. | Salary.  |          | Increments<br>(Annual). | Remarks.   |
|--|--------|----------|----------|-------------------------|--|
|  |        | Minimum. | Maximum. |                         |  |
|  |        | £        | £        | £                       |  |
| Sorter .. ..                             | IV.    | 162      | 192      | 6                       | Provided that a sorter shall not be advanced beyond £168 per annum unless reported by the Chief Officer as willing and capable to perform any of the duties of a sorter in the section in which he is employed |
| Stables Manager ..                       | IX.    | 252      | 276      | †                       |  |
| Storeman .. ..                           | III.   | 126      | 156      | 6                       |  |
| Foreman .. ..                            | IV.    | 162      | 180      | 6                       | To advance to next Grade after one year's service at maximum   |
| Supervisor .. ..                         | III.   | 144      | 156      | 6                       |  |
| Supervisor of Publications ..            | IV.    | 162      | 174      | 6                       |  |
| Supervisor of Publications ..            | IV.    | 162      | 186      | 6                       | To advance to next Grade after one year's service at maximum   |
| Supervisor of Publications ..            | IX.    | 252      | 276      | †                       |  |
| Supervisor of Publications, Assistant .. | VI.    | ..       | 210      | ..                      |  |
| Telegraph Messenger ..                   | I.     | 39       | 60       | 13, 8                   | Final increment of £8 to be granted only upon passing telegraphic test at rate of 20 words a minute  |
| Telephonist .. ..                        | I.     | 39       | 52       | 13                      | To advance to next Grade after one year's service at maximum   |
| Tipstaff .. ..                           | II.    | 72       | 110      | 12, 12, 14              | To advance to next Grade after one year's service at maximum   |
| Tipstaff .. ..                           | III.   | 144      | 156      | 6                       |  |
| Typist .. ..                             | IV.    | 162      | 180      | 6                       |  |
| Typist .. ..                             | II.    | 72       | 110      | 12, 12, 14              | To advance to next Grade after one year's service at maximum   |
| Wagon Repairer ..                        | III.   | 126      | 156      | 6                       | To advance to next Grade after one year's service at maximum   |
| Watchman .. ..                           | III.   | 126      | 156      | ..                      |  |
| Watchman .. ..                           | III.   | 126      | 132      | 6                       |  |
| Yard Officer .. ..                       | III.   | 144      | 156      | 6                       |  |
| Yard Officer .. ..                       | IV.    | 162      | 168      | ..                      |  |

\* Designations to apply only to officers in positions where telegraphic qualifications are required.

† No increments are provided in these grades. Salary within the limits of the grades will be such as may be determined from time to time by the Commissioner.

(a) To apply only to supervisors of telephone traffic or such other positions of supervisor as the Commissioner may determine.

104A. Notwithstanding anything contained in the preceding Regulation, officers of 21 years of age and over shall be paid salary at the rate of £110 per annum if occupying positions of Boy on Launch, Female Assistant (printing), Female Assistant (quarantine), Messenger, Pensions Receipt Sorter, Notes Sorter, or Telephonist, and at the rate of £126 per annum if occupying any other position in Grade I. or II. designated in the preceding Regulation. Where an officer has received £126 per annum under this Regulation his salary may be advanced by annual increments of £6 to the maximum salary of the position filled by him. Salary paid under this Regulation shall not be taken into consideration for purposes of seniority.

Minimum adult salary.

Substituted by 1914, No. 113.

104B. Except where otherwise provided advancement from grade to grade shall be dependent upon the occurrence of vacancies in the higher grades, or upon alteration of the classification of an office.

Advancement from grade to grade.

104C. The grade of an officer under the provisions of Regulation 104 shall be that corresponding to his designation, provided that when the same designation occurs in two or more grades the grade of the officer shall be that corresponding to the rate of salary received by him prior to the issue of this Regulation.

Grade of officer.

104D. Notwithstanding anything in the tables contained in Regulation 104, in any case where the Governor-General, on the recommendation of the Commissioner, directs that an office shall be classified in any particular grade, the officer occupying such office may, subject to the approval of the Commissioner, be advanced to the minimum salary of such grade.

Advancement to minimum salary of higher grade.

104E. Notwithstanding anything contained in these Regulations, while any officer occupies a position in which, under Regulation 104, as in force at the time of his appointment, he would, if that Regulation had not subsequently been repealed, substituted, or amended, be entitled to receive salary higher than that which may be paid under Regulation 104 as at present in force, such higher salary may be paid on the approval of the Commissioner.

Saving of rights under repealed Regulation.

Inserted by 1914, No. 137.

104F. Upon the approval of the Commissioner, officers of the General Division may be transferred as Acting Telegraphists, or Acting Clerical Assistants, to perform Telegraphists' duties in the Head Telegraph Offices, or duties of Telegraphist or Clerical Assistant at other telegraphic centres in the Commonwealth, subject to the following conditions:—

Inserted by 1914, No. 157.

- (a) No transfer shall be made under the provisions of this Regulation to any existing vacancy for Telegraphist or Clerical Assistant while there is a qualified candidate available for such vacancy.
- (b) The salary of an officer transferred as Acting Telegraphist or Acting Clerical Assistant, shall be the same as that for which he is eligible in the position from which he is transferred, provided that the officer shall receive by way of allowance any difference between his salary and the amount he would receive, if, at the time of his transfer as Acting Telegraphist or Acting Clerical Assistant, he had been eligible for transfer to the Clerical Division as Telegraphist or Clerical Assistant, and had been so transferred.

- (c) No officer shall be transferred as Acting Telegraphist or Acting Clerical Assistant unless he has passed a telegraphic test in sending and receiving by sound telegraph messages at the rate of twenty-five words a minute; and, in selecting officers for transfer, preference shall be given those who have competed at an examination for transfer to the Clerical Division.
- (d) No officer who has not passed an examination for transfer to the Clerical Division, shall be transferred unless he give an undertaking to the Chief Officer, in writing, that he will attend, immediately upon transfer, a school approved by the Chief Officer, with the object of passing an examination for transfer to the Clerical Division, and that he will compete at such examination within two years from date of transfer. Subject to the production of receipts for fees for tuition at such school, accompanied by a satisfactory school report as to attendance, and attention to study, the officer shall be refunded the cost of fees paid up to an amount at the rate of £12 per annum.
- (e) An officer who does not pass an examination for transfer to the Clerical Division prior to the completion of two years' service as Acting Telegraphist or Acting Clerical Assistant, may be transferred to the position in the General Division formerly occupied by him, or such other position not inferior in status, as the Commissioner may direct.

#### PART III.—CLASSIFICATION OF THE CLERICAL DIVISION.

105. The Clerical Division shall include all officers whose offices the Governor-General on the recommendation of the Commissioner directs to be included in such division, and shall be divided into five classes. Each of such classes shall be subdivided as set forth in the following table, and the rate of salary of an officer in a subdivision of any such class shall be that assigned to such subdivision in such table.

Provided that the classification of an officer in a subdivision of the Fourth Class, as existing prior to the commencement of this Regulation, shall not confer any right to advancement to the salary specified in the table in respect of such subdivision:

Provided further that, where the duties of any office included in the First Class are of such a special nature that they would not be adequately remunerated by the rates of salary specified in the table, the Governor-General may, on the recommendation of the Commissioner, fix the salary to be paid to the officer occupying the office at a rate not exceeding Seven hundred pounds per annum.

Annual Salary of Subdivision of Class.

| Class.          | First Subdivision. | Second Subdivision. | Third Subdivision. | Fourth Subdivision. | Fifth Subdivision. | Sixth Subdivision. | Seventh Subdivision. | Eighth Subdivision. | Ninth Subdivision. |
|-----------------|--------------------|---------------------|--------------------|---------------------|--------------------|--------------------|----------------------|---------------------|--------------------|
|                 | £                  | £                   | £                  | £                   | £                  | £                  | £                    | £                   | £                  |
| First Class ..  | 520                | 540                 | 560                | 580                 | 600                | ..                 | ..                   | ..                  | ..                 |
| Second Class .. | 420                | 440                 | 460                | 480                 | 500                | ..                 | ..                   | ..                  | ..                 |
| Third Class ..  | 310                | 335                 | 360                | 380                 | 400                | ..                 | ..                   | ..                  | ..                 |
| Fourth Class .. | 210                | 235                 | 260                | 280                 | 300                | ..                 | ..                   | ..                  | ..                 |
| Fifth Class ..  | 60                 | 72                  | 84                 | 102                 | 120                | 138                | 156                  | 178                 | 180                |

106. Except in the cases of persons who are eligible for appointment under sections 33 and 34 of the Act all new appointments to the Clerical Division shall be made to the First Subdivision of the Fifth Class, and the rate of salary at which a person is first appointed to such subdivision shall be Sixty pounds per annum. Every such officer shall be advanced after twelve months' service in a subdivision to the next higher subdivision, until his salary reaches One hundred and eighty pounds per annum, provided that such advancement has been approved by the Commissioner upon report from the Chief Officer as to the conduct, diligence, and general efficiency of the officer; and provided further that every such officer shall be entitled, upon attaining the age of twenty-one years, to a salary of One hundred and ten pounds per annum.

New appointments to Clerical Division.

107. An officer of the Clerical Division who has been paid salary at the rate of One hundred and ten pounds per annum by reason of having reached the age of 21 years, shall not be entitled to further increase of salary until such time as he would have become eligible for such increase in the ordinary course of progression through the subdivisions of his class, but upon the approval of the Commissioner he may be granted an allowance at the rate of Sixteen pounds per annum, and such allowance may be increased at the end of each succeeding twelve months at the rate of Twelve pounds per annum. Officers of the Clerical Division of 22 years of age or over in receipt of salary of not less than £126 per annum, and not more than £150 per annum, may be paid on the approval of the Commissioner an allowance not exceeding £12 per annum, and such allowance may be increased at the end of each succeeding twelve months by an amount not exceeding £12 per annum, provided that the total amount payable to an officer by way of salary with allowance under this Regulation shall not exceed One hundred and fifty-six pounds per annum.

Allowance to adult clerical officers.

Substituted by 1914, No. 113.

108. Where an officer has served at least one year in the Ninth Subdivision of the Fifth Class, he may be advanced by yearly increments of Ten pounds to salary of Two hundred pounds per annum, provided that in the opinion of the Commissioner such increases are justified by the efficiency of the officer and the value of the work performed.

Advancement beyond £150 per annum.

109. Except where the salary to be paid an officer occupying any particular office has been fixed by order of the Governor-General no officer shall be advanced within a class in the Fourth and higher classes of the Clerical Division except by promotion from one subdivision to the next higher subdivision, and until he has been at least twelve months in the subdivision from which it is proposed to promote him, but any such advancement may be authorized subject to regulations, whether there is or is not a vacancy in the subdivision to which the promotion is made.

Advancement in Fourth and higher classes.

110. No officer shall be promoted from one class to another unless he has served at least one year in each subdivision of the lower class, and then only to fill a vacancy or a new office in the higher class, provided that upon a report from the Permanent Head and the recommendation of the Commissioner an officer may be promoted from any class to the next higher class, although he has not served one year in each subdivision of the class from which he is promoted.

Promotion from class to class.

111. No advancement within a class, or promotion from class to class, shall be allowed unless the Commissioner is satisfied that the officer is entitled by the amount and importance of his work, and by his efficiency, seniority, and good conduct, to receive it.

Conditions of advancement and promotion.

## PART IV.—CLASSIFICATION OF PROFESSIONAL DIVISION.

Professional  
division.

112. The Professional Division shall include Barristers, Solicitors, Medical Practitioners, Engineers, Architects, Actuaries, Land Surveyors, Draughtsmen, and others who, subject to the approval of the Governor-General on the recommendation of the Commissioner, are classified or admitted to the Public Service as such.

Division into  
classes.

113. The Professional Division shall be divided into six classes. Officers in Class A (except those paid a specified rate by virtue of any Act) shall be paid such salaries as are recommended by the Commissioner from time to time and are appropriated by Parliament, provided that the minimum salary payable to officers in Class A shall be £648 per annum, and the maximum salary shall be £1,250 per annum. Each of the remaining classes shall be subdivided as shown in the table in the following Regulation, and the rate of salary of an officer in a subdivision of any class shall be that assigned to such subdivision in such table.

Classification  
of Professional  
division.

114. Officers other than those in Class A shall be classified as under:—

|        |    | Annual Salary of Subdivision of Class. |                     |                    |                     |                    |                    |                      |                     |
|--------|----|--|---------------------|--------------------|---------------------|--------------------|--------------------|----------------------|---------------------|
| Class. |    | First Subdivision.                     | Second Subdivision. | Third Subdivision. | Fourth Subdivision. | Fifth Subdivision. | Sixth Subdivision. | Seventh Subdivision. | Eighth Subdivision. |
|        |    | £                                      | £                   | £                  | £                   | £                  | £                  | £                    | £                   |
| B      | .. | 528                                    | 546                 | 564                | 582                 | 600                | ..                 | ..                   | ..                  |
| C      | .. | 432                                    | 450                 | 468                | 486                 | 504                | ..                 | ..                   | ..                  |
| D      | .. | 336                                    | 354                 | 372                | 390                 | 408                | ..                 | ..                   | ..                  |
| E      | .. | 216                                    | 240                 | 264                | 288                 | 312                | ..                 | ..                   | ..                  |
| F      | .. | 72                                     | 96                  | 114                | 132                 | 150                | 168                | 186                  | 204                 |

New appoint-  
ments.Salary of  
adult officers.Substituted by  
1914, No. 113.

115. (1) Except in the cases of persons appointed under sections 31, 33, 34 and 34A of the Act, or of persons who have qualified by examination for appointment to Class E or a higher class, all new appointments to the Professional Division shall be made to the First Subdivision of Class F, and the rate of salary at which a person is first appointed to such subdivision shall be £72 per annum. Provided that any officer in Class F of twenty-one years of age or over may be paid salary at the rate of £126 per annum.

(2) Notwithstanding anything contained in the preceding Regulation the salary of an officer of the Professional Division of 22 years of age or over who is in receipt of not less than £126 per annum, and not more than £150 per annum, may be increased upon the approval of the Commissioner by annual increments of an amount not exceeding £12 per annum, provided that salary paid under this sub-Regulation shall not exceed £156 per annum.

(3) Salary paid under this Regulation shall not be taken into consideration for purposes of seniority or future advancement.

Advancement  
in Class F.

116. Every officer in Class F who has been twelve months in the Service shall be eligible to receive an annual increase of salary in accordance with the prescribed classification, provided that such increase has been approved by the Commissioner upon report from the Chief Officer as to the conduct, diligence, and general efficiency of the officer.

116A. Notwithstanding anything contained in these Regulations, the classification of an officer in any subdivision of a class prior to the issue of the Regulation shall not, until approved by the Commissioner, entitle an officer to salary other than that received by the officer at the date of this Regulation.

Effect on  
existing  
Classification.

117. Except where the salary to be paid an officer occupying any particular office has been fixed by order of the Governor-General no officer shall be advanced within a class in Classes E to B of the Professional Division, except by promotion from one subdivision to the next higher subdivision thereof. No such officer shall until he has been at least twelve months in a subdivision of a class in the Professional Division be promoted to a higher subdivision thereof.

Advancement  
in Classes  
E to B.

118. No promotion of any officer from class to class or within the limits of a class in Classes E to B in the Professional Division shall be granted unless the Commissioner is satisfied that the officer is entitled by the amount and importance of his work, and by his efficiency, seniority, and good conduct, to receive it.

Conditions of  
advancement.

119. No officer shall be promoted from a class in the Professional Division to the next higher class, or be transferred from one department to another, unless he has passed the non-competitive examination prescribed in section 43 of the Act. Such examination shall be of such a nature as will test his knowledge of the work to be performed in the higher position, and of subjects acquaintance with which would increase the efficiency of the department: Provided that the Commissioner may accept an examination conducted by a University in any State, or by any public examining body therein as sufficient compliance with this Regulation:

Examination  
before  
promotion.

Provided further that, where reported by the Commissioner to be unnecessary, examination may be dispensed with in the case of Barristers, Solicitors, Medical Practitioners, Engineers, Architects, Actuaries, Land Surveyors, and Draughtsmen employed and seeking promotion or transfer in the line of their profession.

120. Examinations for promotion in or transfer to the Professional Division shall be held from time to time and be conducted by a board consisting of three competent persons appointed by the Governor-General on the recommendation of the Commissioner, one of whom shall be a professional officer in the same department of the service in which the officer is employed, to be selected by the Permanent Head, one a senior professional officer from another department, and one to be selected by the Commissioner.

Constitution of  
Examination  
Board.

#### PART V.—TEMPORARY EMPLOYMENT.

121. (1) Whenever in the opinion of the Minister the business of a department renders temporary assistance necessary, the Permanent Head or the Chief Officer shall select, in order of registration as far as possible, having regard to the nature of the work, from the persons whose names are upon the register in the State in which such assistance is required, such available person or persons as appear to be best qualified for such work, and shall forthwith supply the Inspector with the names of those selected, together with the rate of remuneration to be paid.

Temporary  
employés, how  
selected.

(2) If the Inspector considers the rate of remuneration excessive or inadequate, he shall refer the matter to the Commissioner, who shall determine the rate to be paid. Provided that wherever the Inspector shall have previously notified the Chief Officer or Permanent Head of his ability to provide assistance from other departments, or from the lists of successful unappointed candidates at an examination, selection from the register shall not take place without previous reference to the Inspector.

(3) For the purposes of temporary employment, all successful unappointed candidates at an examination shall, during the period of their eligibility for permanent appointment, be deemed to be registered for temporary employment in the class of work for which they have qualified.

(4) The Commissioner may empower an Inspector to authorize, on his behalf, the extended temporary employment of a person for not more than three additional months, as prescribed in section 40 (4).

122. Every person applying to be recorded for employment on any temporary work in any department under the Commonwealth must forward an application in his own handwriting, stating his full name and address, the date of his birth, whether he is a British subject, length of residence in the State if not born therein, and, if naturalized, date of letters of naturalization, and a full description of the work desired by him and the work to which he has been accustomed. Application must be made to the Inspector for the State in which the applicant resides.

123. (1) Every applicant must forward with his application documentary evidence that he is of good moral character and industrious habits, of sound bodily health, and possesses the physical strength necessary for the performance of the work which he desires, and, if possible, testimonials from recent employers.

(2) Applicants are prohibited from using the interest of any person in order to obtain temporary employment.

124. Every applicant for temporary employment in a clerical capacity must address the Inspector in his own handwriting in a communication of not less than fifty words in length, and, in addition to a general statement of his qualifications, must state whether he is able to write shorthand and use a typewriter, or whether he has been accustomed to accounts, and, if such be the case, furnish evidence thereof.

125. Every applicant for employment in any temporary work requiring the exercise of skill usually acquired in some profession, mechanical trade, or other occupation, must satisfy the Chief Officer that he possesses the skill and experience necessary for the work he desires.

126. Every applicant who, in the opinion of the Inspector, has complied with the above regulations, and from the evidence furnished appears to be qualified to perform the work applied for, shall be deemed to be a fit and proper person to be employed in temporary employment, and his full name and address, and his age, together with the date of entry, and a full description of the kind of temporary work which he desires, and such other particulars as the Commissioner directs, shall forthwith be entered in a book to be called the "Temporary Employment Register." Provided always that, if the work desired is clerical, the Inspector must first be satisfied with the applicant's handwriting.

Application,  
how to be made.

Evidence to  
accompany  
application.

Qualification  
to be stated.

Technical  
qualifications.

Temporary  
Employment  
Register.

127. Whenever any person whose name is recorded in the "Temporary Employment Register" is nominated for employment under the provisions of Section 40 of the Act, an entry shall be made in the Register of such nomination.

Entries in Register of persons nominated for employment.

128. The name of any person who accepts temporary employment under the provisions of section 40 shall be struck off the Register when he has completed a period or periods of service amounting in the aggregate to six months in any one year, unless his term of employment is extended to nine months, when his name shall be struck off at the expiry of the latter period.

Deletion of name when employed for six or nine months.

129. Whenever any person whose name is recorded in the "Temporary Employment Register" is proposed for appointment to perform temporary work of the kind desired by him, and he is not available or not willing to be so appointed, his name may be removed from the Register.

Removal of names of persons not available.

130. If any person omits to cause a reply to be delivered at the office of the Inspector within seven days to any letter from the Inspector requesting him to state whether he is prepared to accept such temporary employment, his name may be removed from the Register.

Removal of names of persons not replying to letters.

131. Every name which has remained on the "Temporary Employment Register" for the space of nine months from the date of entry shall be removed from the Register, unless in the meantime the applicant has applied to the Inspector to be registered, in which case he shall retain his position on the Register.

Duration of registration.

132. No person who has been temporarily employed in any department for a period of six months continuously, or for nine months continuously where extended, or for six months on the whole in any twelve months, shall during the six months following such temporary employment be eligible for further temporary employment.

Period of employment.

132A. The services of any person temporarily employed may be dispensed with at any time by the Minister or by the Permanent Head or Chief Officer.

Services may be dispensed with.

133. Whenever it appears in the public interest to be desirable in the carrying out of any public work or scheme, the Governor-General, on the recommendation of the Commissioner, may order that the temporary employment of all or any persons employed upon such work or scheme may be continued until completion of the same.

Continuance of employment till work completed.

134. Local examinations shall be held as required for appointment as Telegraph Messenger or as Telephonists. Except in capital cities, applications will be received by the local Postmaster, who shall, where possible, supervise the examination in accordance with directions issued to him by the Commissioner. The Postmaster shall keep a record of the names, addresses, and ages of all candidates who enter for the examination. Upon publication in the *Gazette* of the names of candidates who have qualified for appointment at such centre, the Postmaster shall note their addresses, so that, should temporary or casual assistance be required during the eligibility of the successful candidates, selection shall be made from those who are qualified by examination and are resident in the particular centre.

Telegraph messengers and telephonists.

Application for  
re-registration.

135. (1) When renewing an application or when re-applying after completing a term of employment, it shall not be necessary within a period of two years from the date of the first application to furnish further evidence of health and character.

(2) Applicants for registration for further employment must forward with their application a certificate from the Permanent Head or the Chief Officer or the superior officer under whom they have been serving in the State that the work on which they have been engaged has been performed in a satisfactory manner, and that they have been punctual in attendance, diligent, and well conducted.

Regulations  
affecting  
temporary  
employés.

136. Every temporary employé shall be deemed to be subject to the regulations for the time being for the guidance of officers of the Commonwealth Public Service relating to—

Attendance;

Absence from duty;

Performance of duties;

Holidays prescribed by section 72 of the Act.

Offences by  
temporary  
employés.

137. (1) Any temporary employé charged with the commission of an offence may—

(a) In the case of minor offences against discipline, be reprimanded or cautioned by the Chief Officer, or, in any office or place not under his immediate control, by the principal officer in such office or place.

(b) In the case of offences of a more serious nature, be suspended by the Chief Officer or such principal officer.

(2) The officer suspending shall forthwith furnish the offending employé with a copy of the charge on which he is suspended, and require him to forthwith state, in writing, whether he admits or denies the truth of such charge, and to give any explanation, in writing, as to such offence for the consideration of the Chief Officer.

(3) On receipt of such explanation, the Chief Officer, Permanent Head, or Minister may summarily deal with the offending employé, or, if such a course be deemed necessary, any person or persons may be appointed to make further inquiry and report.

Punishment for  
offences.

138. (1) If any temporary employé be found guilty—

(a) of wilful disobedience; or

(b) of being negligent or careless in the discharge of his duties; or

(c) of being inefficient or incompetent; or

(d) of using intoxicating beverages to excess; or

(e) of any disgraceful or improper conduct;

then such temporary employé shall be liable to summary dismissal by the Minister, or by the Permanent Head, or by the Chief Officer.

(2) In the case of minor offences he may be fined, reprimanded, or cautioned by the Chief Officer, who shall advise the Inspector of the action taken.

## PART VI.—EMPLOYMENT OF MARRIED WOMEN.

139. The employment of married women in the Service is deemed undesirable, but if in any special case it should be considered advisable to depart from this rule, employment may be sanctioned upon the recommendation of the Permanent Head and the special certificate of the Commissioner in each case.

Employment of married women.

140. Unless the Permanent Head recommends, and the Commissioner certifies that her continuance in office is required in the public interest, a female upon her marriage shall, if she has been continuously employed for at least five years, be granted leave of absence on full pay in accordance with the following scale. At the expiration of any leave so granted she shall be deemed to have forfeited her office, and shall thereupon cease to perform her duties and to receive her salary:—

Leave of absence to female officers on marriage.

| Length of Service.              |    |    |    |    | Period of Leave. |
|---------------------------------|----|----|----|----|------------------|
| 5 years and under 8 years       | .. | .. | .. | .. | 1 month          |
| Over 8 years and under 12 years | .. | .. | .. | .. | 2 months         |
| Over 12 years                   | .. | .. | .. | .. | 3 months         |

## PART VII.—PROMOTION AND TRANSFER WITH PROMOTION OF OFFICERS.

141. On the report of the Permanent Head, an officer may with his own consent be transferred or promoted from one Division to any other, provided that—

Transfer of officers from one Division to another.

- (a) In the case of transfer or promotion from the Clerical or General to the Professional Division he shall first pass the ordinary or special examination prescribed for entrance to the class in the Department to which it is proposed to promote or transfer him. The special examination may be conducted by a Board of Examiners of not less than three persons appointed by the Commissioner and shall be of such a nature as will test the practical knowledge of the candidate of the duties which he would be expected to perform in the new position to which he desires to be transferred or promoted.

- (b) In the case of transfer or promotion from the General to the Clerical Division he shall first pass the tests and examination prescribed in Regulation 196 or 197, as the case may be.

142. Transfers from the General to the Professional or Clerical Division of officers who have qualified by passing the prescribed examination, or are eligible by virtue of qualifications preserved to them by their Classification, shall be made in accordance with relative fitness for the duties to be performed. An officer, upon transfer, shall continue to receive the salary paid to him in the General Division, provided that, if the Commissioner so determine, such officer may be granted, either upon transfer, or at a later date to be fixed, the salary of the subdivision next above that corresponding to the salary received by him in the General Division, such salary not being the minimum salary payable under section 25 of the Act.

Transfers from General Division to Professional or Clerical Division.

142A. The seniority of officers transferred from the General Division shall be determined by subdivision of class, and date of entrance to such subdivision.

Seniority of officers transferred from General Division.

Transfer and  
promotion.

143. The transfer of an officer from one Department to another, or from one position to another position in the same Department, for the purpose of promotion, may be temporary for a period not exceeding one month, and the officer transferred shall not receive promotion to the superior class or position unless he satisfies the Commissioner of his ability to perform the work. If it appears to the Commissioner that such officer is not fitted to perform the duties required of him, he may, if practicable, be re-transferred to the position previously occupied by him in the Department or to some other similar position.

144. (*Repealed.*)

145. (*Repealed.*)

146. (*Repealed.*)

147. (*Repealed.*)

Procedure in  
filling Staff  
vacancies.

148. When a vacancy occurs in any Department, the Chief Officer shall, without delay, report such vacancy to the Inspector, stating whether, in his opinion, it is necessary that the vacancy should be filled.

#### *General Division.*

Advertised  
vacancies.

(1) Where notification of the vacancy in the *Gazette* is required by the Commissioner, the following action shall be taken:—

- (a) The Inspector shall immediately advise the Commissioner.
- (b) The Commissioner will cause to be published in the *Gazette* a notice stating the office to be filled, the division, grade, salary, and location of the office.
- (c) Applications for vacancy shall be addressed to the Commonwealth Public Service Inspector of the State in which the vacancy exists, and be forwarded through the Chief Officer of the Department to which the applicant belongs.
- (d) The Inspector, after conferring with the Chief Officer as to the qualifications of the applicants and as to any changes consequent upon the filling of the vacancy, shall forward the applications, together with a report, to the Commissioner for determination. If, after conference, the Inspector and the Chief Officer are not in agreement, the Chief Officer shall make a report of the circumstances to the Permanent Head, who shall forward same to the Commissioner, with any comments he may deem desirable.
- (e) Where the filling of the vacancy, or of any consequent vacancy, involves the promotion of any officer to a higher grade, the Commissioner will recommend such promotion or promotions for the approval of the Governor-General; but where promotion to a higher grade is not involved, the Commissioner will make the appointment and any changes consequent thereon.
- (f) The Commissioner will notify the Permanent Head of any such recommendations to the Governor-General, and of any such changes not the subject of a recommendation, and he shall at the same time likewise notify the Inspector and the Chief Officer. Upon receipt of such notification from the Commissioner, the Chief Officer may effect all necessary changes.

(2) When notification of the vacancy in the *Gazette* is not required by the Commissioner, and it is desirable to fill the vacancy by the promotion or transfer of an officer, the following action shall be taken:—

Non-advertised  
vacancies.

- (a) The Inspector, after conferring with the Chief Officer as to the qualifications of officers eligible for promotion or transfer to the vacancy, and as to any changes consequent upon the filling of such vacancy, shall furnish a report to the Commissioner, who shall thereupon deal with such vacancy and consequent changes (if any) in the manner hereinbefore prescribed with respect to notified vacancies and vacancies consequent thereon. Provided that where an officer of the same grade has applied for transfer to the vacancy, the transfer of such officer may be effected by the Chief Officer with the approval of the Inspector, who shall notify the Commissioner of such transfer, and the Commissioner shall advise the Permanent Head as hereinbefore provided. Where after conference the Inspector and the Chief Officer are not in agreement, the Chief Officer shall make a report of the circumstances to the Permanent Head, who shall forward the same to the Commissioner, with any comments he may deem desirable.

(3) Where it is desirable to fill a vacancy from the Register of Qualified Candidates at an examination:—

Vacancies  
filled by  
qualified  
candidates.

- (a) The Inspector shall furnish the Chief Officer with the name of the person entitled to appointment, and the Chief Officer may thereupon direct such person to take up duty temporarily, pending appointment by the Commissioner.
- (b) The Inspector shall advise the Commissioner of the vacancy, and of the name of the person proposed for appointment, and the Commissioner may appoint such person upon probation.
- (c) The Commissioner shall notify the Permanent Head, the Inspector, and the Chief Officer of such appointment as is prescribed in the case of notified vacancies.
- (d) Where there is no person available from the Register of Qualified Candidates the Inspector shall notify the Commissioner of the vacancy, who may cause an examination to be held and thereafter make the necessary appointment, and notify the Permanent Head, the Inspector, and the Chief Officer thereof, as prescribed above.

#### *Administrative, Professional, and Clerical Divisions.*

(4) (a) Where, under section 13 (2) of the Public Service Act the Permanent Head has assigned to the Chief Officer, either generally or in any special cases or classes of cases, power and authority to report in respect of appointments and promotions under sections 31 and 44 of the Act, the Chief Officer shall himself report accordingly, and such report shall, where the Chief Officer and Inspector are in agreement, be sent to the Inspector for transmission to the Commissioner.

(b) Where such authority has *not* been so assigned, the Inspector and the Chief Officer shall confer as to the filling of any vacancy or consequent vacancy in the Administrative Division, or any vacancy involving promotion to a higher class in the Professional or in the Clerical Division. After consultation, the Inspector shall report for

the information of the Commissioner, and the Chief Officer for the information of the Permanent Head, who may forward such report, together with his independent report, to the Commissioner for determination. In such cases the applications (if any), together with all necessary departmental papers, shall accompany the Chief Officer's report.

(c) In all other respects the procedure hereinbefore prescribed for filling vacancies in the General Division shall be followed in regard to vacancies in the Administrative, Professional, and Clerical Divisions, "class" in respect of the Professional and Clerical Divisions being substituted for "grade" in the General Division.

### PART VIII.—TRAVELLING AND OTHER ALLOWANCES.

#### Division I.—General Allowances.

149. The following shall be the scale of travelling allowances:—

| Salary.       |          |    |    | Daily Allowance. | Daily Allowance after One Week's Residence in same place. | Hourly Rate.         |
|---------------|----------|----|----|------------------|---|----------------------|
| From—<br>£    | To—<br>£ |    |    | s. d.            | s. d.   |                      |
|               | Over 600 | .. | .. | 17 6             | 15 0  | 1/24th of daily rate |
| 501           | 600      | .. | .. | 14 0             | 12 0  |                      |
| 301           | 500      | .. | .. | 12 0             | 10 0  |                      |
| 201           | 300      | .. | .. | 10 0             | 8 6   |                      |
| 200 and under |          | .. | .. | 8 0              | 6 0   |                      |

Provided—

(a) That the allowances payable to officers stationed in Western Australia, when travelling within that State, shall be at the following rates:—

| Salary.       |          |    |    | Daily Allowance. | Hourly Rate.         |
|---------------|----------|----|----|------------------|----------------------|
| From—<br>£    | To—<br>£ |    |    | s. d.            |                      |
|               | Over 600 | .. | .. | 17 6             | 1/24th of daily rate |
| 501           | 600      | .. | .. | 15 0             |                      |
| 301           | 500      | .. | .. | 12 6             |                      |
| 300 and under |          | .. | .. | 10 0             |                      |

With an additional allowance of 25 per cent. on these rates when an officer is travelling in the gold-fields districts, and a deduction of 25 per cent. when an officer is stationed for any period in excess of ten days in any one place.

(b) That the minimum travelling allowance to officers acting as Members of Boards of Inquiry and Appeal shall be at the rate of 12s. per diem, excepting in the cases of such officers travelling in Western Australia, where the minimum allowance shall be at the rate of 12s. 6d. per diem.

Allowances in Western Australia.

Gold-fields allowance.

Allowance to members of Boards of Inquiry and Appeal.

- (c) That in the case of officers transferred temporarily from their head-quarters to take up duty at another station for a period of two weeks or over, the Chief Officer may direct that a reduced allowance be paid after the first week of residence, provided that no allowance shall be reduced below the rates in the following scale:—

Allowance to officers temporarily transferred.

| Salary.                          | Allowance Per Week. |
|----------------------------------|---------------------|
|                                  | £ s. d.             |
| £310 and over .. .. .            | 2 2 0               |
| Over £156 and under £310 .. .. . | 1 10 0              |
| From £110 to £156 .. .. .        | 1 5 0               |
| Under £110 .. .. .               | 1 0 0               |

- (d) That in the case of officers regularly employed on relieving duties, the following shall be the scale of allowances:—

Allowance to relieving officers.

| Salary.                          | Allowance Per Week. |   |
|----------------------------------|---------------------|---|
|                                  | £ s. d.             |   |
| £310 and over .. .. .            | 2 2 0               | Where officer's residence at his temporary station is less than one week he shall be paid the daily rate prescribed in the foregoing part of this Regulation. |
| Over £156 and under £310 .. .. . | 1 10 0              |   |
| From £110 to £156 .. .. .        | 1 5 0               |   |
| Under £110 .. .. .               | 1 0 0               |   |

- (e) That the rate of allowance to sorters and senior sorters on Travelling Staffs shall be as follows:—

Travelling sorters.

|                                  |       |
|----------------------------------|-------|
|                                  | s. d. |
| For first six hours .. .. .      | 1 6   |
| For each hour thereafter .. .. . | 0 2½  |

- (f) That the rate of allowance to officers relieving away from their head-quarters in city and suburban areas shall be as follows:—

Relieving allowance in city and suburban areas.

| Salary.               | Allowance Per Day. |
|-----------------------|--------------------|
|                       | s. d.              |
| £310 and over .. .. . | 2 0                |
| Under £310 .. .. .    | 1 6                |

Substituted by 1914, No. 113.

Provided that allowance shall not be paid unless the office at which the officer is relieving is further from his home than his ordinary station, and that, unless the Commissioner so directs, no allowance shall be paid to an officer permanently attached to a city office relieving within the city.

- (g) That in the case of officers who are required to camp in the performance of their work, the allowance shall be on the following scale:—

Camp allowance.

- (1) When supplied by Department with camp equipment and cook, at the rate of .. £1 per month.
- (2) When supplied by Department with camp equipment only .. 2s. per diem.

Allowance when not absent over night.

(h) That unless specially approved by the Commissioner no allowance other than for expenses necessarily incurred shall be paid in any case where the officer is not required to be absent from his head-quarters over night.

Allowance to officers supervising contracts when camping.

(i) That in the case of officers supervising contracts who are required to camp on the work, and are supplied with camp equipment and meals, no allowance shall be paid whilst so engaged. If meals are not supplied, allowance of 25s. per week shall be paid.

Patrol linemen.

(j) That the rate of allowance to patrol linemen employed outside the metropolitan area be 30s. per week.

Allowance on steamers, &c.

150. (1) When officers travel by steamer or other vessel in which the fare paid includes subsistence, one quarter of the ordinary rates to which such officers would otherwise be entitled shall be allowed.

Allowance when subsistence and lodging provided.

(2) In any case where an officer is provided with subsistence and lodging the Chief Officer shall determine what allowance, if any, shall be granted, but any allowance granted shall not exceed one-quarter of the amount allowable under the ordinary scale of travelling allowances.

Allowance when travelling beyond the State.

151. Officers travelling beyond the limits of the State in which they are ordinarily employed shall receive an increase of one-fifth on the scale rates. Provided that this Regulation shall not apply to officers employed at stations on or near the border of any State when temporarily transferred to stations on or near the opposite border, or to officers performing duties in defined districts extending beyond the border of a State, or to any officer to whom, on report from the Chief Officer, the Commissioner directs it shall not apply.

Cost of conveyance and method of computing from.

152. All travelling allowances shall be in addition to the cost of conveyance. The period for which travelling allowances may be claimed shall be computed from the time of departure of the train, steamer, or other conveyance by which officers travel.

153. (*Repealed.*)

Allowance may be increased by Commissioner.

154. Where it is proved to the satisfaction of the Commissioner, by any officer, that the travelling expenses he would be entitled to draw under these Regulations do not, as a rule, cover his actual expenses, the Commissioner may authorize a payment in addition to that set forth in the foregoing schedule of allowances. Provided that, in States other than Victoria, the Public Service Inspector may authorize payments under this regulation in cases where the amount involved does not exceed the sum of Two pounds.

155. (*Repealed.*)

#### *Division II.—Mode of Travelling.*

Means of conveyance.

156. (1) Officers shall travel by railway if the cost be not greater than by other means of conveyance.

(2) Whenever an officer does not travel by railway he shall be repaid the actual cost of the necessary and most economical means of conveyance upon furnishing receipts for such payment. Receipts will not be required for any amounts not exceeding 5s.

Bicycle allowance.  
Substituted by  
1914, No. 113.

157. Officers not in receipt of forage or equipment allowance who use their own bicycles when travelling on public business, or any officer whose bicycle is used for such purpose, may be allowed in respect thereof at the rate of 3d. per mile for journeys of 20 miles and under, but where the distance travelled exceeds 20 miles the allowance shall be at the

rate of 1½d. per mile for each additional mile, except where a motor-cycle is used when the allowance for each additional mile shall be at the rate of 2½d. per mile. Proof must be given that the use of the bicycle results in greater efficiency and saving than would be the case were other means of conveyance employed.

158. First-class fares shall be allowed to all officers receiving salary of £185 and upwards per annum, and second-class fares to officers receiving under £185 per annum. Provided that officers travelling by steamer on the Queensland or Western Australian coast may be allowed saloon fares, and that officers travelling by railway in tropical climates on journeys exceeding twelve hours in duration, or on journeys of any duration in company with their wives and families, may be allowed first-class fares. Provided, further, that in special cases the Permanent Head or Chief Officer may allow first-class fare to any officer.

Payment of fares.

158A. Except upon the approval of the Commissioner, no allowance shall be made to any person, whether previously temporarily employed or otherwise, upon appointment to the Public Service, for cost of conveyance to the locality of appointment, unless the cost for railway or other fares, including, if married, those of wife and children, exceeds £3, when the Chief Officer may allow the appointee the amount in excess. The Commissioner may increase the allowance when, in his opinion, the circumstances warrant it.

New appointees.  
Cost of conveyance.

### *Division III.—Special Allowances.*

159. The actual expense incurred by officers in the hire of a private room for official purposes when travelling on specially important duties may be allowed in such cases as the Chief Officer shall determine.

Hire of room for official purposes.

160. When an officer temporarily stationed at any place, and receiving a travelling allowance, has to visit any other place, and thereby necessarily incurs extra personal expenses, he may be permitted to draw such additional allowance for the visit as the Chief Officer directs.

Extra travelling allowance.

161. An officer acting for another officer shall, whilst so acting, be entitled to receive allowances on the same scale as the officer for whom he is acting. The officer relieved shall cease to draw such allowances while the relieving officer receives them, unless the Chief Officer otherwise directs.

Allowances to acting officers.

162. When the distance travelled or the state of the road necessitates the use of two horses, a special report shall accompany the account.

Report when two horses used.

163. Officers in receipt of commuted allowances when absent from duty, either on leave or through illness, for any period over a fortnight, shall be paid such portion only of their commuted allowances as the Chief Officer directs.

Commuted allowances may be reduced during absence.

163A. Allowances may be granted, on the authority of the Chief Officer, for the cleaning and lighting of offices, such allowances not to exceed a maximum annual rate of Ten pounds (£10) for each of the services mentioned. In special cases, where it may be deemed advisable to grant an allowance for the delivery of correspondence, the Chief Officer may authorize such allowance up to, but not exceeding, Six pounds (£6) per annum. The Chief Officer may also authorize the payment to officers of allowances, not exceeding Four pounds (£4) in each case, for the use of bicycles for official purposes, and not exceeding Five shillings (5s.) per week to each officer not in residence and not in receipt of a relieving allowance who is required to sleep on official premises and to provide himself with sleeping requisites.

Allowances for cleaning and light.  
Bicycle allowance.  
Allowance for sleeping on official premises.

Forage allowance.

164. In cases where officers are required to provide horse and equipment for the performance of their duties, allowances ranging from £24 to £42 per annum may be allowed by the Chief Officer. Where the minimum rate is considered excessive, it may be reduced by the Chief Officer, and where the maximum rate is considered to be inadequate to meet the actual expenses of any officer, the Commissioner, on reasonable cause being shown, may authorize an increased rate. Where, by direction of the Chief Officer, more than one horse must be kept, half the prescribed allowance may be granted for each additional horse.

Horse allowance.

165. In districts where horses cannot be easily hired, the Chief Officer may authorize a commuted allowance for the keep of horses.

Allowance to telegraphists for use of typewriter.

166. Where any telegraphist is required by the Chief Officer to use a typewriter, and to provide the machine and accessories, an allowance at the rate of Ten shillings per month shall be paid the telegraphist, subject to the following conditions:—

- (a) That the telegraphist is capable of satisfactorily receiving telegraph messages by sound, and typing as received, at the rate of at least thirty words per minute for ten consecutive minutes.
- (b) That the typewriter is of a pattern approved by the Chief Officer, gives satisfactory service, and is used regularly by the telegraphist when receiving.
- (c) That the allowance shall cease for any period when the typewriter is not in use, and shall also cease if the telegraphist be transferred to another position where, in the opinion of the Chief Officer, the typewriter is not required.

Allowance for performance of higher duties.

166A. (1) Where any officer has performed the duties of a position of a higher class or grade than that in which he is classified for six months continuously, or for six months in the preceding twelve months, he may be granted, on the approval of the Commissioner, during the period for which he continues to perform the duties of such higher position, payment in addition to salary at a rate equal to the difference between his salary and the minimum salary of the class or grade of the higher position.

(2) No payment shall be made unless application be made by the officer within one month from the date on which he becomes eligible for payment under the provisions of this Regulation.

Allowance to junior officers appointed away from home.

166B. Officers appointed or transferred away from their homes may be paid an allowance, in addition to salary, of such sum as may be approved by the Commissioner, provided that no allowance shall be paid under this Regulation of a sum which, added to salary, would raise an officer's total remuneration above £78 per annum, nor shall any allowance be paid in any case where, in the opinion of the Commissioner, the circumstances do not warrant such payment.

Married officers transferred.

Allowance where quarters not available.

Substituted by 1914, No. 113.

166C. (1) Where a married officer is stationed at an office where the quarters provided are temporarily not available for occupancy, or where an officer upon transfer cannot enter into occupancy of quarters or private residence through unavoidable delay in transmission of furniture and household effects, and the officer must, therefore, necessarily reside for the time being with his family at a hotel or other house of accommodation, the Chief Officer may grant such officer an allowance not exceeding half the cost of board and lodging of himself and family provided that such allowance shall not be paid for more than one month except upon the approval of the Commissioner.

(2) In the case of a married officer transferred to a station where quarters are not provided, an allowance may be similarly granted upon evidence to the satisfaction of the Chief Officer that suitable premises for residence are not available at the time the officer reaches his new station.

Allowance where no residence is available.

167. All allowances previously granted other than those in accordance with these Regulations shall be discontinued unless specially approved by the Governor-General on the recommendation of the Commissioner.

Allowances previously granted to be discontinued.

*Division IV.—District Allowances.*

168. (1) The following shall be the scale of allowances which may be paid to officers living in localities where the climatic conditions are severe, or where the cost of living is exceptionally high:—

District allowances.

| Scale.     | Ratio of Allowance to Salary.      |                                     |                                  | Minimum. | Maximum. |
|------------|------------------------------------|-------------------------------------|----------------------------------|----------|----------|
|            | On First £100, or Portion thereof. | On Second £100, or Portion thereof. | On Portion of Salary above £200. |          |          |
|            | Per cent.                          | Per cent.                           | Per cent.                        | £        | £        |
| I. .. ..   | 10                                 | 5                                   | 2½                               | 5        | 20       |
| II. .. ..  | 15                                 | 7½                                  | 5                                | 10       | 30       |
| III. .. .. | 20                                 | 10                                  | 5                                | 15       | 35       |
| IV. .. ..  | 25                                 | 12½                                 | 5                                | 20       | 45       |
| V. .. ..   | 30                                 | 15                                  | 5                                | 25       | 50       |
| VI. .. ..  | 40                                 | 20                                  | 5                                | 30       | ..       |
| VII. .. .. | 50                                 | 25                                  | 5                                | 40       | ..       |

Provided that a married officer whose family resides with him at his station may be paid the allowance of the scale next higher than that in which his station is classified. In cases of married officers stationed in localities in Scale VII., the allowance may be increased by an amount equal to one-fifth of the scale allowance. An unmarried officer may be paid the allowance prescribed for married officers if he shows to the satisfaction of the Chief Officer that he is the main support of persons related to him, and that such persons reside with him at his station.

(2) Officers in the State of Western Australia who do not receive a district allowance under the foregoing scale may be paid a special allowance equal to 5 per cent. of their salary.

(3) Where, in computing on the above scale, the annual amount of district allowance, the result involves fractional parts of a pound up to and including Ten shillings, the nearest lesser amount in pounds shall be that allowed; where the fractional part exceeds Ten shillings, the nearest greater amount in pounds shall be allowed.

(4) In localities where these allowances do not, in the opinion of the Permanent Head, fairly compensate the officer for extremely severe and costly conditions of living, the rates in the foregoing scale may be increased by the Commissioner, with the approval of the Governor-General.

168A. District allowances are not payable to officers while temporarily stationed in a district allowance locality; but the Commissioner may, under special circumstances, increase the prescribed travelling allowance payable to an officer while stationed in such a locality.

District allowance not payable to officers temporarily stationed.

Classification  
may be raised  
or lowered.

169. The Commissioner, after report from the Inspector and the Permanent Head, and with the approval of the Governor-General, may raise or lower the classification of any district or locality, and may classify any locality where an allowance is not now granted, or may direct that any locality be removed from the classified list. The list of classified localities and all subsequent alterations therein will be published in the *Commonwealth Gazette*.

#### PART IX.—LIFE ASSURANCE AND SUPERANNUATION.

Officers to  
assure their  
lives.

170. Every officer, on the confirmation of his appointment, shall effect an assurance on his life with any of the assurance companies or societies approved by the Governor-General which are willing to arrange for the necessary progressive increases from time to time on the sum or sums already assured without any medical examination other than that which was required in connexion with the original assurance. Provided, however, that this Regulation shall not apply to any officer who, at the time of his appointment, is already assured in such company or society for benefits equivalent to those prescribed. A list of the companies or societies above referred to shall be kept in each Department.

Commonwealth  
not liable for  
breach of  
contract of  
assurance.

170A. Every policy of assurance issued by an approved company or society under the provisions of the Act and Regulations shall be subject to the condition that the assured officer accepts all responsibility, and that the Commonwealth shall not, by reason of the approval of any company or society by the Governor-General, be held to be liable for any breach of contract of assurance.

Premiums may  
be deducted  
from salary.

171. Every officer whose appointment is confirmed shall be considered as accepting and holding his appointment subject to the condition that a deduction may from time to time be made from the salary, wages, or allowance due to him of a sum sufficient to cover the premium on his life assurance. The Chief Officer may, if the premium be more than two months in arrear, or whenever any policy is liable to lapse within one month, deduct from the salary of the officer assured the amount of arrears of premiums and fines, if any, payable on account of assurance, and pay the same to the company with whom the officer is assured.

Failure to pay  
premiums an  
offence.

It is the duty of an officer to pay his premiums as they become due, and any officer who omits or neglects to do so shall be deemed to have committed a breach of these Regulations, and may be punished accordingly.

Amount of  
assurance.

172. Every policy taken out as aforesaid by any person not already assured shall provide for the payment of an amount in accordance with the following scale to the person assured on his attaining the age of sixty years, or to his personal representatives within three (3) months from the date of his death if the person assured should die before reaching that age. In special circumstances the Commissioner may permit an officer to effect an assurance payable at sixty-five years of age.

| Maximum Salary of Class or Position to which Officer is Appointed or Promoted. |     |    |    |    |    |    | Amount of Assurance. |
|--|-----|----|----|----|----|----|----------------------|
| £  | £   |    |    |    |    |    | £                    |
| 156 and under  | ..  | .. | .. | .. | .. | .. | 150                  |
| Over 156 to  | 204 | .. | .. | .. | .. | .. | 200                  |
| .. 204 ..  | 312 | .. | .. | .. | .. | .. | 300                  |
| .. 312 ..  | 408 | .. | .. | .. | .. | .. | 400                  |
| .. 408 ..  | 504 | .. | .. | .. | .. | .. | 500                  |
| .. 504 ..  | 600 | .. | .. | .. | .. | .. | 600                  |

173. The amount of assurance shall be increased by £100 for every £100 of salary above £600, provided that the assurance shall be so increased whenever the salary exceeds the amount of assurance. Such additions to assurance shall be made in conformity with a specified table of rates, and according to the ages of the assured at the times the assurances are increased.

Assurance to be increased.

174. Any policy taken out prior to entry of an officer to the Service which provides for the payment of a sum of money to the person assured on his attaining any age less than sixty years may be accepted by the Commissioner in lieu of the prescribed policy maturing at sixty years of age. Any such policy must provide for benefits equivalent to those prescribed, and must otherwise conform to these regulations.

Policy effected prior to appointment may be accepted.

175. The following persons shall not be subject to the foregoing Regulations relating to assurance:—

Persons exempted from assurance.

(a) Persons who at the time of the transfer to the Commonwealth of a Department of the Public Service of a State were officers of such Department.

(b) Persons in the Public Service of a State who are appointed officers of the Commonwealth.

(c) Persons temporarily employed.

176. All life assurances under the Act and Regulations shall be in the name of the assured, and every policy effected in pursuance of the Act shall be deposited with and remain in the custody of the Chief Officer so long as the assured remains in the Public Service, and the premiums payable thereunder shall be paid in advance.

Payment of premiums.  
Deposit of policies.

177. If the person assured under any policy or policies lodged as hereinbefore provided has been transferred from a State to the Public Service of the Commonwealth such policy or policies may be delivered up to the Public Service Commissioner of the Commonwealth, or to any officer of the Commonwealth duly authorized to hold the policies of officers in the Department to which the person assured has been transferred.

Policies of officers transferred from State.

178. (*Repealed.*)

179. No contract of assurance once effected with any company under the provisions of the Act or Regulations shall be varied, altered, or discharged without the knowledge and consent of the Chief Officer.

No policy to be varied, altered, or discharged.

180. The Chief Officer shall notify the company concerned of any increase of the salary or wage of the officer assured which involves an increase in the amount of assurance, and the necessary addition to the amount assured shall thereupon be inscribed on the policy, or a new policy issued. Assurances so increased shall be continued with the company which issued the original policy.

Increases in salary to be notified.

181. Every policy lodged with the Chief Officer as aforesaid shall contain a condition to the effect that the policy shall not be made void

Policies not assignable, &c.

for the non-payment of premiums until one month after notice of such non-payment has been served on the Chief Officer, and that the company will, within one month after the service of such notice, receive the overdue premiums, without interest, and a further condition that the policy shall not so long as the officer remains in the Public Service, be assignable or transferable either at law or in equity, or be charged in any way either wholly or in part.

Officers over 60 years of age.

182. If the person assured is permitted to remain in the Public Service beyond the age at which any sum becomes payable under such policy, a sum of money equal to the maximum amount for which he is required to be assured under these Regulations shall be held by the company in which such officer is assured until he retires or is removed from the Public Service, or depart this life, and until this happens such company shall pay the officer so assured interest half-yearly at the rate of 3 per cent. per annum on the sum retained.

Reduction of assurance.

183. From and after the passing of these Regulations any officer who has effected a policy of assurance on his life may agree with the company which issued such policy to reduce the sum assured under the same to an amount at least equal to that specified in these Regulations corresponding to the salary of the officer, and such policy may be indorsed with a condition setting forth the terms of the agreement entered into between the company and the officer upon whose life such policy was issued.

Deductions from salary in lieu of assurance.

184. When an officer is unable to assure his life, or is unable to assure his life without a loading of five years or more being made upon his age, and in such latter case is unwilling to assure his life, the following deductions shall be made annually by quarterly payments, in advance, from his salary, viz., for every £100 of insurance which an officer would be required to effect under the foregoing regulations:—

| Age of Officer.       |    |    |    | Amount of Deduction |    |    |
|-----------------------|----|----|----|---------------------|----|----|
|                       |    |    |    | £                   | s. | d. |
| Under 20 years        | .. | .. | .. | 1                   | 15 | 0  |
| 20 years and under 25 | .. | .. | .. | 2                   | 0  | 0  |
| 25 years and under 30 | .. | .. | .. | 2                   | 5  | 0  |
| 30 years and under 35 | .. | .. | .. | 2                   | 15 | 0  |
| 35 years and under 40 | .. | .. | .. | 3                   | 5  | 0  |
| 40 years and under 45 | .. | .. | .. | 4                   | 0  | 0  |
| 45 and upward         | .. | .. | .. | 5                   | 0  | 0  |

Sums deducted to be paid into trust fund.

185. The sums deducted under the foregoing Regulation shall be paid into a trust fund in the Commonwealth Treasury to be invested and accumulated in the interest of the person from whose salary the amounts have been deducted, and shall be repaid with interest to the officer should he subsequently effect the prescribed assurance, or on his leaving the Service, or to his representative should he die while in the employ of the Government.

Delivery of policies in case of retirement.

186. When any officer retires, or is dismissed, or otherwise leaves the Public Service, the Chief Officer shall deliver to him all his policies of assurance which are in possession of such Chief Officer, and shall notify the company concerned.

187. On the death of an officer before he has attained the age of sixty years, the policies of assurance in his name which are in the possession or custody of the Chief Officer shall be delivered to the legal personal representative of the deceased officer.

Delivery of policies in case of death.

188. All officers who at the establishment of the Commonwealth were employed in a Department transferred to the Commonwealth, and all officers in the Public, Railway, or other Service of a State so transferred shall be subject to the following arrangements:—

Transferred officers.

- (a) Where the law of a State required that they should insure their lives and increase such assurance from time to time whenever their salaries were increased, they shall continue to keep up and increase such assurance as if their service in the Commonwealth were a continuation of their service in the State.
- (b) Where under the law of a State at the establishment of the Commonwealth they were contributors to a superannuation account, or where they may subsequently agree in writing to become contributors to any superannuation or provident fund, the proportion of salary provided by the State law shall, from time to time, be deducted from the salary paid by the Commonwealth as if the service with the Commonwealth were a continuation of the service with the State.
- (c) Where, under the law of a State, they elected to cease contributing to a superannuation account, they shall be entitled to receive on retirement or removal from the Service, for any cause other than an offence, all moneys that would have been payable had they remained in the service of the State until their retirement or removal: Provided that, in any case where the employment of an officer ceases for any cause other than his voluntary resignation or his removal for an offence, such cessation of employment shall be deemed to be a retirement or removal entitling him to all the rights and benefits conferred upon persons retired or removed from the Public Service.
- (d) Where under the law of a State at the establishment of the Commonwealth an officer, on leaving the Service for any reason specified in the law of the State, would have been entitled to any benefits under such law, he shall, on leaving the Service of the Commonwealth for any of the reasons specified in the State law, be entitled to all such benefits as if his service in the Commonwealth were a continuation of his service in the State.

#### PART X.—APPOINTMENTS AND TRANSFERS.

189. The word "Candidate", wherever used in this Part of these Regulations, shall mean a candidate for admission to the Public Service.

Interpretation.

*Division I.—Professional Division.*Examinations  
and tests.

190. Every candidate for admission to the Professional Division shall be examined in the following subjects:—

|  | Full Mark<br>Value. | Pass<br>Value. |
|--|---------------------|----------------|
| (1) <i>Handwriting</i> —To be valued for legibility, neatness, and simplicity, judged by the answers to the examination papers in Dictation and Arithmetic .. .. . | 300                 | 180            |
| (2) <i>Dictation</i> .. .. .   | 200                 | 120            |
| (3) <i>English</i> —Essay writing, <i>précis</i> writing, correction of grammatical errors, analysis, and the meanings of words .. .. .                            | 300                 | 180            |
| (4) <i>Arithmetic</i> —The full course, such as is usually contained in a standard treatise, and the elements of Mensuration .. .. .                               | 300                 | 360            |
| (5) <i>Algebra</i> —Up to and including Quadratic Equations, together with the theory of Indices and the properties and use of Logarithms .. .. .                  | 300                 |                |
| (6) <i>Geometry</i> —Euclid, Books 1 to 4, and 6, with easy deductions .. .. .   | 300                 |                |
| (7) <i>Elementary Plan-drawing</i> —Plan-copying, tracing, and use of scales .. .. .   | 400                 | 240            |
| (8) One of the following subjects:—  |                     |                |
| (a) <i>Elementary Geology</i> —The elements of physical geography and geology .. .. .  | 300                 | 240            |
| (b) <i>Elementary Physics</i> —The properties of matter, elementary mechanics, and the elements of electricity, magnetism, light, heat, and sound .. .. .          | 300                 |                |
| (c) <i>Elementary Chemistry</i> —The principal non-metallic elements and their chief inorganic compounds .. .. .   | 300                 |                |
| (d) <i>Plane Trigonometry</i> —Up to and including Solution of Triangles .. .. .   | 300                 |                |
| (e) <i>Mechanics</i> —Elementary statics and dynamics .. .. .  | 300                 |                |
| (9) One of the following subjects:—  |                     |                |
| (a) <i>English Author</i> —To be selected by examiners .. .. .   | 300                 | 300            |
| or   |                     |                |
| <i>English History</i> —From the middle of the 18th century to the present time, especially with reference to Australia, and other British Dependencies .. .. .    | 300                 |                |
| (b) <i>Latin</i> —Including easy-eight translation, easy composition, and grammar .. .. .  | 300                 |                |
| (c) <i>French</i> —Same as in Latin .. .. .  | 300                 |                |
| (d) <i>German</i> — „ „ „ .. .. .  | 300                 |                |

Appointment  
dependent  
on pass.

191. No candidate for admission to the Professional Division shall be qualified for appointment unless he obtains pass marks as shown above.

Examination  
for special  
positions.

192. For special positions in the Professional Division the subjects of examination and marks will be such as are from time to time arranged by the Commissioner.

## Division II.—Clerical Division.

193. Every candidate for admission to the Clerical Division shall be examined in the following subjects—

|   | Full Marks. |
|---|-------------|
| (1) <i>Handwriting</i> —To be valued for legibility, neatness, and simplicity, judged by the answers to the examination papers in Dictation and Arithmetic .. .. .  | 400         |
| (2) <i>Dictation</i> .. .. .  | 400         |
| (3) <i>English</i> —Essay writing, <i>précis</i> writing, correction of grammatical errors, analysis, and the meanings of words .. .. .                             | 400         |
| (4) <i>Arithmetic</i> —The full course, such as is usually contained in a standard treatise .. .. .   | 400         |
| (5) <i>Geography</i> —Outlines of physical and political geography, and the geography of the Commonwealth of Australia in moderate detail .. .. .                   | 300         |
| (6) <i>English History</i> —From the middle of the 18th century to the present time, especially with reference to Australia, and other British Dependencies .. .. . | 300         |

and may, if the candidate so desires, be examined in not more than two of the following optional or additional subjects:—

|   | Full Marks. |
|---|-------------|
| (a) <i>Mathematics</i> —Euclid, Books 1 to 4, and 6, with easy deductions on these Books. Algebra up to and including Quadratic Equations .. .. .   | 350         |
| (b) <i>Latin</i> , including easy-eight translation, easy composition, and grammar .. .. .  | 300         |
| (c) <i>French</i> , same as in Latin .. .. .  | 300         |
| (d) <i>German</i> , same as in Latin .. .. .  | 300         |
| (e) <i>Elementary Physics</i> —The properties of matter, elementary mechanics, and the elements of electricity, magnetism, light, heat, and sound .. .. .   | 300         |
| (f) <i>Shorthand and Typewriting</i> —Shorthand will comprise three tests of three minutes each, at the rates of 80, 100, and 120 words a minute, 45 minutes being allowed for the transcription of the whole. The transcription must be written.. .. . | 200         |
| No speed is prescribed for Typewriting. Candidates will be allowed a certain time for typing the paper set .. .. .  | 100         |
| Full marks .. .. .  | 300         |

194. (1) No candidate for admission to the Clerical Division shall be qualified for appointment unless he obtains at least three-fifths of the full marks in each of the first four subjects, and half the aggregate marks in the remaining two compulsory subjects.

(2) In optional subjects no candidate shall be credited with any marks unless he obtains at least 25 per cent. of the full number allotted for any subject.

195. Candidates for employment in the Postmaster-General's Department, in positions in the Clerical Division where operating ability is required, must, prior to registration for examination, produce a certificate from the Chief Officer or other officer in the State duly authorized

Examinations and tests.

Proportion of marks to be obtained.

Certificates of competency in technical work.

by the Permanent Head, setting forth that such candidates have the requisite technical knowledge and experience, and that they are capable of undertaking the work required of them.

Transfer from  
General  
Division to  
Clerical  
Division,  
Class 5.

196. Examinations may be held as required under the provisions of section 23 (4) to enable officers of the General Division to qualify for transfer to the Fifth Class of the Clerical Division. Candidates for examination under this Regulation shall, in addition to such other subjects or tests as the Commissioner may from time to time specify for particular positions, be required to pass in the subjects specified in (1), (2), (3), and (4) of Regulation 193.

Transfer from  
General  
Division to  
Fourth and  
higher classes  
of Clerical  
Division.

197. (1) Examinations may be held as required under the provisions of section 41 (d) for transfer from the General Division to the Fourth and higher classes of the Clerical Division, and shall comprise, in addition to the following, viz.:—Spelling, letter-writing, *précis* writing, correction of grammatical errors, the meanings of words, knowledge of Departmental Acts and Regulations, and elementary arithmetic, such subjects as the Commissioner may from time to time specify when notifying the examination. Examinations held under this Regulation will be competitive, and shall be open to such officers or classes of officers as the Commissioner may specify.

(2) An officer applying to be examined under this Regulation will be required to submit with his application a certificate from the Chief Officer of his Department as to his official record and general fitness or capacity for performing the duties of the higher position, and the Commissioner shall thereupon determine whether or not such officer shall be admitted to examination.

### *Division III.—General Division.*

Examinations  
and tests.

198. Except as provided in Regulation 203 every candidate for admission to the General Division shall be examined in the following subjects:—

|   | Full Mark |
|---|-----------|
| (a) <i>Handwriting</i> —To be judged by the candidate's papers in spelling .. .. .          | 100       |
| (b) <i>Spelling</i> —To be tested by writing from dictation not less than 180 words .. .. . | 150       |
| (c) <i>Arithmetic</i> —First four rules, simple and money .. .. .                           | 200       |
| Total .. .. .   | 450       |

Telegraph  
Messengers.

199. Every candidate for appointment as telegraph messenger must be not less than fourteen years of age, and must not have attained his sixteenth birthday, at the date of examination. Every successful candidate nominated for appointment as telegraph messenger must be not less than fourteen and not more than sixteen years of age at his last birthday previous to appointment.

Certificates of  
fitness for  
special  
positions.

200. (1) Every candidate for examination for any position where technical knowledge usually gained in some trade or other occupation is necessary may be required to submit with his application satisfactory evidence by certificate or otherwise that he possesses the handicraft and experience necessary for the work of the position.

(2) In every case where the Commissioner is of opinion that there is no evidence of fitness disclosed, he may exclude the candidate from examination.

201. Candidates for employment in, or officers desiring transfer to positions in the General Division where telegraphic duties form part of the work to be done, will be required to produce a certificate of competency for such work from the Chief Officer, or other officer in the State duly authorized by the Permanent Head. Telegraphic qualifications.

202. The subjects of examination for candidates for appointment as telegraph messenger, telephonist, or any other office or position where, in the opinion of the Commissioner, a special examination is not necessary shall be those specified in Regulation No. 198, and all applicants to whom the examiners award one-half of the maximum number of marks therein in each subject set forth shall be declared qualified for appointment. Provided that candidates for the position of Telegraph Messenger shall be held to be qualified for appointment if they obtain half the maximum number of marks in spelling and handwriting, but their order of merit shall be determined by the number of marks obtained for these subjects and arithmetic. Any person appointed as Telegraph Messenger who, at his entrance examination, does not secure half the maximum number of marks allotted for arithmetic, shall not be eligible for transfer or promotion in the General Division until he obtains half marks in arithmetic at a subsequent examination. Examinations in arithmetic to enable Telegraph Messengers to become eligible for transfer or promotion in the General Division will be held annually. Subjects of examination.

203. The subjects of examination for positions in the General Division where technical knowledge is required shall be those specified from time to time by the Commissioner.

204. (*Repealed*).

#### *Division IV.—Miscellaneous.*

205. Competitive examinations shall be held at such times and places as the Commissioner considers necessary, and due notice thereof shall be given in the *Commonwealth Gazette*, calling upon intending candidates to make application to present themselves for examination. The public notice aforesaid shall specifically state the times when, and the places where, the examination will be held, as well as the appointments or classes of appointment the selection for which is to be determined by the results of the examination: Competitive examinations.

Provided that when vacancies occur for which it would be inexpedient to hold a general examination, the Commissioner may direct that a special examination be held in the locality where such vacancies exist. Due notice of such examination shall be given in the *Commonwealth Gazette* and in a newspaper published in the district. Local examinations.

206. If a candidate residing in one State desires appointment in another, it will be necessary for him to specifically state the same in his application. Candidate resident in another State.

207. The Commissioner may fix minimum and maximum ages for examination and appointment to any particular position in the Professional or General Division. Any determination of the Commissioner under this Regulation shall be notified in the *Commonwealth Gazette*. Age of candidates, Professional or General Division.

Age of  
candidates for  
Clerical  
Division.

208. Candidates for appointment to the Clerical Division must, on the day of the examination, be not less than fifteen nor more than twenty-one years of age at their last birthday, provided that successful candidates who have not attained the age of sixteen years shall not be eligible for appointment until they have attained that age.

Particulars to  
be furnished by  
candidates.

209. Each candidate for appointment to the Public Service shall forward to the Commissioner an application in his own handwriting, stating his full name and address, the date and place of his birth, the particular appointment or the class of appointment he desires to obtain, the place at which he desires to be examined, and the State in which he wishes to be employed, and he must also forward a certificate of good moral character and industrious habits from his present or a past employer, or a clergyman, teacher, or a justice of the peace.

Centre and  
subjects to be  
specified.

210. Every candidate when making application shall specify the centre where and the optional subjects in which he desires to be examined, and the particular State in which he wishes to be registered for appointment.

211. (*Repealed*).

212. (*Repealed*).

213. (*Repealed*).

Register  
of candidates.

214. The name of every applicant who, in the opinion of the Commissioner, has complied with the requirements of these Regulations shall be entered in a book to be called the "Register of Candidates" together with the date of such compliance.

Persons  
ineligible for  
examination  
unless  
registered.

215. No person shall be allowed to compete at any examination unless his name is entered in the "Register of Candidates" as an applicant for one of the appointments included in the public notice.

Naturalization.

216. Every candidate shall be a natural born or naturalized subject of His Majesty, provided, however, that with the permission of the Governor-General a candidate not so naturalized may be allowed to present himself for examination.

217. (*Repealed*).

Candidates to  
be informed as  
to place, &c.,  
of examination.

218. Candidates will, as soon as practicable before the date fixed for the examination, be informed by circular of the place and time at which they are to present themselves for examination, and of the distinguishing number to be allotted to them at such examination. Candidates must produce this circular to the Superintendent conducting the examination.

Persons  
ineligible for  
examination to  
be informed.

219. Candidates who for any reason are not entitled to have their names in a "Register of Candidates" for any particular examination will be so informed.

Fee for  
examination.

220. The following entrance fees shall be paid by applicants for examination, and a postal note for the requisite amount, made payable to the Secretary to the Commonwealth Public Service Commissioner, Melbourne, must be forwarded with each application, viz.:—For appointment to the Professional or Clerical Division, fifteen shillings; for appointment to the General Division to a position other than that of Telegraph Messenger, seven shillings and sixpence; for appointment as Telegraph Messenger, five shillings. If an applicant fails to comply with this Regulation he will not be allowed to present himself for examination. The amount paid will be refunded if the applicant is found to be ineligible for examination or if satisfactory reasons are furnished as

to inability to attend an examination. Provided that at examinations limited to officers of the Public Service, or examinations at which such officers are in competition with persons outside the Public Service, the Commissioner may decide, according to the circumstances of the case and the conditions of the examination, whether a fee should be imposed upon all or any of the candidates who are officers of the Public Service, and, if such fee be imposed, may determine the amount of same.

221. (*Repealed*).

222. In addition to the examiners to be appointed under section 27 of the Act, the Commissioner will appoint suitable persons for the purpose of superintending examinations, and will furnish them with printed instructions for their guidance.

Appointment of  
superintendents  
of examinations.

223. The sealed envelopes containing the papers set for the examination shall be opened in the examination-rooms, in the presence of the superintendents and of the candidates, immediately before the time fixed for the beginning of the examination.

Opening of  
examination  
papers.

224. Immediately after the close of the examination the written answers shall be transmitted, under seal, by the superintendents to the examiners, who shall, as soon as practicable, forward to the Commissioner the examination papers, together with a return duly signed showing the marks obtained by each candidate in each subject, and, in the case of candidates who have obtained the prescribed number of marks in each subject, the order of their passing. Each return shall also contain a certificate, signed by the Examiner, that he has himself personally examined each paper, and has allotted the marks assigned thereto.

Transmission of  
written  
answers.

225. Immediately after an examination has been held all the entries in the "Register of Candidates" shall be cancelled, and a new series of entries shall be commenced for each succeeding examination.

Cancellation of  
entries in  
Register of  
Candidates.

226. The results of the examinations will be published in the *Commonwealth Gazette* as soon as practicable after the examination specifying, in order of merit, the names of the successful candidates, the total number of marks obtained, and the marks gained respectively in each subject.

Publication of  
results of  
examination.

227. The Commissioner will cause the names of all candidates up to twice the estimated number of new appointments, who have qualified for appointment by passing the required standard of examination for the advertised positions, to be entered in their order of merit in a book, to be called the "Register of Persons Qualified for Appointment." The date of the examination, the number of marks obtained thereat, and the State in which each candidate will be available for appointment shall also be entered. If two or more candidates obtain the same number of marks, the order of their merit shall be determined in the Professional Division by the number of marks severally obtained for (1) Arithmetic, (2) Algebra, and (3) Geometry; in the Clerical Division by the number of marks obtained for (1) Handwriting, (2) Dictation, and (3) Arithmetic; and in the General Division by the number of marks obtained for (1) Arithmetic and (2) Handwriting; and if these numbers be also the same, then by ballot. In the event of the number of vacancies estimated by the Commissioner being less than the number occurring during the eighteen months succeeding the examination, he may recommend for appointment in their order of merit such other qualified candidates as may be required.

Registration  
and appoint-  
ment.

Period of  
eligibility.

228. The names of all candidates from outside the service, and also the names of all candidates at examinations held for promotion or transfer of officers within the service, not recommended by the Commissioner for appointment, promotion, or transfer, as the case may be, within eighteen months of the date of registration, shall be ruled out of the Register. Provided, however, that the Commissioner may, if he deem such a course expedient, extend the period of eligibility of successful candidates at examinations confined to officers of the service.

Order of  
appointment.

229. New appointments in the Professional and Clerical Divisions shall be made from among those persons whose names are registered in the "Register of Persons Qualified for Appointment", according to the order of their registration, and in the General Division according to the order of their registration for vacant offices, combined with fitness in each case for the particular office to be filled.

Certificates to  
be furnished.

229A. (1) A successful candidate shall, upon appointment, and within fourteen days of a request being made therefor, forward to the Commissioner (a) a properly certified extract from an official register of births, or other evidence of age satisfactory to the Commissioner, and (b) a certificate, from a medical practitioner registered within the Commonwealth, of sound bodily health and freedom from physical defects, containing satisfactory answers to such detailed questions as the Commissioner may specify. Provided that when so directed such medical certificate must be obtained from a medical practitioner nominated by the Commissioner.

(2) If the required certificates are not forwarded within the time specified, or are not considered satisfactory, the Commissioner may cancel the appointment.

Removal of  
names from  
Register.

230. If any person declines to accept an appointment which is offered to him, his name may thereupon be removed from the Register. The name of a candidate may also be removed from the Register if he fails to reply within seven days to any communication from the Commissioner, respecting his nomination to the Public Service, addressed to him at his last-known place of residence.

Conditions of  
appointment.

231. Every person admitted to the Public Service shall in the first instance be appointed on probation for a period of six months, but his services may be dispensed with by the Commissioner at any time during such period. Before the expiration of the period of probation the Permanent Head shall report to the Commissioner on the manner in which the probationer has performed his duties, and upon his general conduct. Upon receipt of such report the Commissioner will recommend to the Governor-General that the appointment be confirmed or annulled, or that the period of probation be extended for a further period of six months.

Appointment of  
telephonists.

231A. (1) Every person appointed to the position of Telephonist shall, after the expiration of three months from the date of his appointment, be tested by the Chief Officer or some person nominated by the Chief Officer in the following matters:—

- (a) Clearness of speech and acuteness of hearing over a telephone line; and
- (b) Practical efficiency in the operation of a telephone switch-board.

If he fails to pass the test his appointment shall be annulled.

(2) An officer shall not be transferred or promoted to the office of Telephonist unless he has passed a test in clearness of speech and acuteness of hearing similar to the examination mentioned in the preceding paragraph, and is otherwise considered suitable to undertake the duties of the position.

# PART XI.—ELECTION OF DIVISIONAL REPRESENTATIVES ON BOARDS OF INQUIRY AND BOARDS OF APPEAL.

232. As soon as practicable after the date on which the Act comes into operation by proclamation, an election of divisional representatives shall be held in each State of the Commonwealth.

Election.

233. For the purposes of the first election to be held in accordance with section 50 of the Act, the officers of the Commonwealth Service shall be held to be divided into classes, whose duties correspond with those of the four divisions described in the Act, viz.:—Administrative, Professional, Clerical, and General, notwithstanding that under existing State Acts governing the administration of the Public Service other names may be applied to these divisions.

Division of officers.

234. In the event of doubt arising as to the division in which an officer shall be placed, the Chief Officer of each Department in each State shall have power, for the purposes of the first election, or until the classification of officers by the Commissioner has been completed, to decide under which division any officer in his Department may vote.

Division pending classification.

235. As soon as practicable after the date on which the Act comes into operation by proclamation, and from time to time thereafter as is necessary, the Chief Officer of each Department in each State shall cause to be prepared a record of signatures of all officers employed, numbering them consecutively, and keeping those of each division separate from those of each other division, and shall, whenever required by the Returning Officer, place the same at his disposal. At the conclusion of each election the record shall be returned to the custody of the Chief Officer for careful preservation.

Record of signatures to be prepared.

236. The Commissioner will nominate an officer in each State who shall, for the State in which he is employed, act as Returning Officer in connexion with the election of divisional representatives.

Returning Officer's nomination.

237. For such time as is required for the conduct of the election, and for necessary proceedings antecedent thereto, the Returning Officer shall, if necessary, be released from his regular duties, and shall, for the purposes of the election, be supplied by the Chief Officer of each Department with reasonable clerical assistance, such assistance to be, as nearly as possible, proportionate to the numerical strength of each Department.

Release from regular duties.

238. The Returning Officer shall have authority to incur the expense in printing and advertising made necessary by these Regulations.

Authority to incur expense.

239. All nominations of candidates for the position of Representative of Division shall be made, in writing, by not less than twenty persons entitled to vote in such division, except in the case of the Administrative and Professional Divisions, where nomination by two persons of each division will suffice, and shall be forwarded, together with the written consent of the candidate, to the Returning Officer six weeks before such date as is intimated for the election by public advertisement inserted three times in the *Commonwealth Gazette*.

Nominations of candidates.

Voting to be by post or by telegraph in special cases.

240. All voting shall be by post. Provided that upon the recommendation of the Returning Officer and the approval of the Commissioner, officers may be permitted to vote by telegraph where by reason of remoteness from the capital city of a State the time fixed between the date for receiving nominations and the date of election is insufficient to enable officers to vote by post.

Ballot-papers to be marked.

241. The Returning Officer shall stamp or initial all ballot-papers issued, and number them on the counterfoil, so as to correspond with the departmental record of signatures of officers.

Delivery of ballot-papers.

242. There shall be delivered or posted to every officer, not less than fourteen days before the date of election, a postal ballot-paper, with a counterfoil attached, and also an envelope, addressed to the Public Service Returning Officer for the State.

Form of ballot-paper.

243. Every ballot-paper shall be in the form or to the effect set forth in the schedule hereto.

Manner of recording vote.

244. Any officer who has received a ballot-paper shall record his vote in the following manner:—

(a) By making a cross in the square opposite the name of the candidate for whom he desires to vote.

(b) By signing his name upon the counterfoil.

(c) By folding up and fastening the ballot-paper so that the vote cannot be seen, and forwarding it by post, enclosed in an envelope, addressed to the Public Service Returning Officer, so that it will reach him not later than 12 o'clock noon on the day of election.

Returning Officer to deal with voting-paper.

245. After comparison of the signature on the counterfoil with the record signature, and if it be found to correspond, the Returning Officer shall detach the counterfoil from the voting-paper, and deposit the voting-paper in a ballot-box.

Rejected ballot-paper.

246. Any rejected ballot-paper shall be preserved with counterfoil attached, pending settlement of any dispute arising out of any election.

Discretion of Returning Officer.

247. The Returning Officer shall have discretion in the matter of accepting any vote, where no reasonable doubt exists as to the identity of the voter with a particular officer.

Scrutineers.

248. Two scrutineers shall be appointed by the Returning Officer, and each candidate shall be allowed to appoint one scrutineer, and all such scrutineers may be present with the Returning Officer when he opens the ballot-box and counts the votes.

Equality of votes.

249. In the case of an equality of votes between candidates, it shall be decided by lot, in such manner as the Returning Officer determines, which of them is elected.

Returning Officer may vote.

250. The Returning Officer shall, if qualified to vote at any election, be entitled to vote in the same manner as if he had not been appointed to act as Returning Officer.

To decide questions.

251. The Returning Officer shall, subject to these Regulations, determine conclusively all questions of detail concerning any election.

Votes to be counted and announced.

252. All votes received prior to 12 o'clock noon on the day of election shall be counted by the Returning Officer in the presence of at least two scrutineers, and the result shall be communicated to the Commissioner, who will announce same in the *Commonwealth Gazette*.

253. The term for which a Divisional Representative shall hold office shall be three years from the date of his election, except when a successor is appointed to fill an extraordinary vacancy, in which case such successor shall hold office only for the unexpired portion of the triennium following the general election.

Divisional Representative, term of office.

254. A Divisional Representative shall forfeit office if he is found guilty by a Board of Inquiry of any offence punishable by reduction of salary or dismissal, or if he ceases to be employed in the division for which he was elected or appointed as representative.

Forfeiture of office.

255. A Divisional Representative must be an officer employed in the State and division which he represents.

Qualification.

256. In the event of a vacancy in the office of Divisional Representative, arising from any cause whatever, or where no nomination for the position of Representative has been made, the Commissioner may appoint any officer in the same division, who shall act as Representative until the expiration of the period for which other Divisional Representatives are elected: Provided that in the absence of a Divisional Representative arising from any cause whatever the Commissioner may appoint temporarily an officer from the same division to act in his stead.

Vacancy.

## SCHEDULE.

### VOTING-PAPER.

Division

Election of Divisional Representative for the State of  
for the above-named Division.

The Examination of Voting-papers is fixed for half-past 4 o'clock  
in the afternoon of the                      day of                      19                      at

List of Candidates Nominated.

See Directions at the back of Paper.

|                          |       |
|--------------------------|-------|
| <input type="checkbox"/> | _____ |
| <input type="checkbox"/> | _____ |
| <input type="checkbox"/> | _____ |
| <input type="checkbox"/> | _____ |

(Directions to be printed at back of Voting-paper.)

- (a) Every officer must make a cross in the square opposite the name of the candidate for whom he desires to vote.
- (b) He must sign his name on the counterfoil.
- (c) He must fold up and fasten the ballot-paper so that the vote cannot be seen, and forward it by post in an envelope addressed to and to reach the Public Service Returning Officer for the State not later than half-past 4 o'clock in the afternoon of the day of election.

COUNTERFOIL.

Division

Department

Divisional No.

Signature of Officer

## PART XII.—OFFENCES: BOARDS OF INQUIRY.

*Professional, Clerical, and General Divisions.*

Offences.

257. If any officer is charged with—

- (a) a breach of the provisions of the Act or of any Regulations thereunder; or
- (b) wilful disobedience or disregard of any lawful order made or given by any person having authority to give such order; or
- (c) being negligent or careless in discharge of his duties; or
- (d) being inefficient or incompetent, and such inefficiency or incompetency appears to arise from causes within his own control; or
- (e) using intoxicating beverages to excess; or
- (f) any disgraceful or improper conduct,

the charge shall be made in writing. The officer charged shall be immediately furnished with a copy of the charge, and shall be required to forthwith state in writing whether he admits or denies the truth of such charge, and shall be allowed to give any written explanation with regard to the alleged offence.

Summary  
reprimand for  
minor offences.

258. In the case of minor offences against discipline—

- (a) The Chief Officer may reprimand or caution any officer (other than an officer of the Administrative Division).
- (b) The officers hereinafter prescribed as having power to temporarily suspend officers may reprimand or caution any officer in respect of whom the power to temporarily suspend applies; such caution or reprimand shall be immediately reported to the Chief Officer, together with reasons therefor and particulars of same.

Temporary  
suspension of  
officer charged.

259. (1) For any offence whatever, an officer (other than an officer of the Administrative Division) charged with the commission of such offence, may be temporarily suspended by the Chief Officer.

(2) In emergent cases an officer charged with any offence whatever may be temporarily suspended from duty by the Head of the Branch or Office in which such offending officer is employed or with which he is connected, or in the case of an officer of the Postmaster-General's Department by the Postal Inspector for the district in which the offending officer is employed or located, provided, however, that such liability to temporary suspension shall not extend to officers in charge of sub-branches or offices under the control of the officer so prescribed as having power to temporarily suspend. Any such temporary suspension, together with the reasons therefor, shall be immediately reported to the Chief Officer.

Power of Chief  
Officer to  
reprimand, fine,

260. If upon consideration of the circumstances and the explanation (if any) the Chief Officer is of opinion that the alleged offence has not been committed, he may remove the suspension; if, however, he is of opinion that the alleged offence has been committed, but is not of so serious a nature as to justify reference to a Board of Inquiry, he may remove the suspension, and caution or reprimand the officer, or impose a fine not exceeding £10.

261. Where the Chief Officer is of opinion that an offence is of so serious a nature as to warrant reference to a Board of Inquiry, the following procedure shall be followed:—

or refer charge to Board of Inquiry.

(a) The officer charged if he has been suspended shall be further suspended by the Chief Officer.

Amended by 1914, No. 153.

(b) The charge shall be referred forthwith to a Board of Inquiry to be appointed by the Chief Officer, with the approval of a Public Service Inspector.

262. The Board of Inquiry shall consist of—

Constitution of Board of Inquiry.

(a) an officer of the Department in which the accused officer is employed;

(b) an officer of any other Commonwealth Department;

(c) the representative of the division to which the accused officer belongs:

Provided that, instead of the officers specified in paragraphs (a) and (b), or either of them, the Chief Officer, with the approval of a Public Service Inspector, may appoint any person or persons he may deem desirable, whether connected with the Commonwealth Public Service or not. Any two members of a Board of Inquiry may exercise all the powers of such Board.

263. Where the Chief Officer and the Public Service Inspector are not in agreement as to the *personnel* of a Board of Inquiry proposed to be appointed, the matter shall be referred to the Commissioner by the Public Service Inspector for determination.

Commissioner to determine constitution of Board in certain cases.

264. A Divisional Representative shall not sit on a Board of Inquiry to determine any matter in which he is personally interested, but in any such case the Chief Officer, with the approval of a Public Service Inspector, may appoint any other officer from the same division to act in his stead.

Divisional Representative not to sit if personally interested.

265. When appointing a Board of Inquiry the Chief Officer, with the approval of a Public Service Inspector, shall name the person who shall act as chairman.

Appointment of chairman.

266. The Board shall inquire into the truth of the charge or charges made, and after fully hearing the case report to the Chief Officer the proceedings and evidence taken, and their opinion thereon.

Duties of Board.

267. (1) Where it appears to a Board of Inquiry that it is undesirable, by reason of the officer charged being stationed in a remote locality, or by reason of expense, inconvenience, or delay to require the officer or any particular witness to attend before the Board to give evidence, the Board may, by order in writing under the hand of the Chairman, appoint some fit and proper person to take the evidence of the officer or witness.

Board may appoint person to take evidence.

(2) The person so appointed shall take the evidence of the officer or witness on oath or affirmation, and for the purpose of so doing shall have all the powers of the Chairman of the Board.

(3) Any party to the Inquiry entitled to be represented before the Board shall be entitled to be represented before any person taking evidence in pursuance of this Regulation.

(4) The evidence so taken shall be certified under the hand of the person taking it and forwarded to the Board, and considered by it in connexion with the Inquiry.

books, documents, or writings pursuant to such summons, he shall be liable to pay a penalty not exceeding Twenty pounds, to be recovered by any person authorized so to do by such Board in any court of competent jurisdiction in the State in which such person resides, provided that no such person shall be compelled to answer any question which would tend to incriminate him.

Officer may obtain copy of report of Board.

276. Every officer shall be entitled to a copy of the report of any Board of Inquiry which has investigated any charge made against him.

Constitution of Board of Inquiry, section 65.

276A. A Board of Inquiry, under section 65 of the Act, for the investigation of the question of an officer's unfitness to discharge, or incapability of discharging, the duties of his office shall consist of—

- (a) an officer (to be nominated by the Commissioner) of the Department in which the officer is employed;
- (b) an officer (to be nominated by the Commissioner) of any other Department; and
- (c) the representative of the division to which the officer, whose unfitness or incapability is to be investigated, belongs; or where in any State there is no representative of the division to which the officer belongs, or where the officer whose unfitness or incapability is to be investigated, is himself the representative of the division to which he belongs, an officer to be nominated by the Commissioner:

Provided that in any case where it appears to the Commissioner that the proper investigation of the subject-matter of the inquiry calls for special technical or other knowledge on the part of the members of the Board of Inquiry, the Commissioner may, in lieu of any one or more of the officers specified above, nominate any one or more persons who, in his opinion, possess the special knowledge required to be a member or members of the Board of Inquiry. Any two members of a Board of Inquiry may exercise all the powers of such Board.

#### PART XIII.—BOARDS OF APPEAL.

Constitution of Board of Appeal.

277. The Board of Appeal under section 50 of the Act shall consist of the Inspector, the Chief Officer of the Department to which the appellant belongs, or an officer nominated by such Chief Officer, and a representative of the division to which the appellant belongs.

Chief Officer may be represented by another officer.

278. The Chief Officer may nominate an officer to represent him for a specified time upon a Board of Appeal, or he may from time to time nominate any other officer who from his special knowledge or experience appears to him to be specially fitted to act on a particular case of appeal.

Commissioner to be advised of representative of Chief Officer.

279. The name of the officer nominated by the Chief Officer to act on a Board of Appeal shall be communicated to the Commissioner at least fourteen days before the date of hearing of appeal.

Divisional Representative not to sit if personally interested.

280. A Divisional Representative shall not sit on a Board of Appeal to determine any matter in which he is personally interested, but in any such case the Commissioner may appoint any other officer from the same division to act in his stead.

Appeals, when to be made.

281. Appeals shall only be considered if made within one month of the date on which the report or recommendation affecting an officer is communicated to him directly, or made known by public advertisement.

282. An officer, in his appeal, shall set out concisely the grounds of his dissatisfaction with the action appealed against, and shall forward the same to the Chief Officer of his Department in the State, who shall forthwith transmit it, through the Permanent Head, to the Commissioner.
283. The Commissioner, unless he is prepared without hearing evidence to decide in favour of the appellant, shall, as soon as may be convenient, forward the appeal to the Inspector, who shall fix a time for the consideration of the appeal, and shall cause the appellant, the Chief Officer, and the Divisional Representative to be informed of the time so fixed.
284. The Inspector shall be the Chairman of the Board of Appeal.
285. An appellant shall receive at least ten days' notice of the date upon which his appeal is set down for hearing.
286. At least seven days before the hearing, appellants shall supply the Inspector with the names of all witnesses desired to be in attendance, and who are in a position to give evidence relevant to the appeal.
287. The Crown will not be responsible for travelling or other expenses of any appellant or witnesses subpoenaed at his request.
288. The Chief Officer of the Department in any State shall grant such leave as is necessary to insure the attendance of witnesses who are summoned to give evidence before a Board of Appeal.
289. Where officers are employed in remote localities, and where arrangements cannot conveniently be made for their attendance in person, or where they would be subjected to great expense in travelling to appear before the Board of Appeal, the Commissioner may appoint a competent person or persons to take evidence on oath concerning the matter of appeal. Such evidence shall be forwarded for consideration of the Board of Appeal. As an alternative, officers similarly situated may state their case in writing to the Board of Appeal, who may, at the request of appellant, allow any officer in the same division resident in the locality where the appeal is to be heard to appear before them on behalf of appellant.
290. Before proceeding to take evidence, all papers and correspondence bearing on the decision appealed against shall be read, or otherwise made available for the use of the appellant, provided that the Board may withhold any papers, minutes, or correspondence, if for any reasons of State, of which the Minister shall be the judge, it is considered undesirable to produce them.
291. The appellant shall have the right to call evidence in support of his appeal, and the Board may also call evidence to elucidate any matter connected with the case.
292. Any evidence deemed by the Board to be irrelevant may be excluded.
293. All evidence shall be taken in the presence of appellant or his deputy; but if the appellant or his deputy fail to appear, the Board may deal with the appeal on such evidence as is available.

Grounds of appeal to be stated.

Appeal to be referred to Board.

Chairman.

Notice to appellant of hearing.

Appellant to supply names of witnesses.

Crown not responsible for expenses.

Leave to be granted witnesses.

Commissioner may appoint person to take evidence.

Relative papers to be available for appellant.

Appellant and Board may call evidence.

Board may exclude irrelevant evidence.

Evidence to be taken in presence of appellant.

Power to  
summon  
witnesses  
and examine  
on oath.

294. The Chairman of any Board of Appeal appointed under the Act may at any time summon any person whose evidence appears to be material to the determining of any appeal, and any person so summoned shall attend at such place and time as is specified in such summons, and produce any official or public books, documents, and writings in his custody and control material to the appeal, and the Chairman of such Board may examine such person upon oath touching the matter to be investigated.

Persons failing  
to obey  
summons may  
be punished.

295. If without reasonable cause any person, not being an officer, summoned as aforesaid, being paid or tendered his reasonable expenses, neglects or fails to appear, or refuses to be sworn or to answer any question put to him by a member of a Board of Appeal, or to produce all books, documents, or writings pursuant to such summons, he shall be liable to pay a penalty not exceeding Twenty pounds to be recovered by any person authorized so to do by such Board in any court of competent jurisdiction in the State in which such person resides, provided that no such person shall be compelled to answer any question which would tend to incriminate him.

Allowances to  
witnesses.

296. The scale of allowances which may be paid to any witness summoned on behalf of a Department for his travelling expenses and maintenance during his absence from his usual place of residence shall be the same as that allowed in connexion with Boards of Inquiry under the Act; and the claim of any witness upon such scale as aforesaid shall be paid and satisfied by the Treasurer out of the consolidated revenue, if it be certified by the Chairman of such Board.

Board to  
report to  
Commissioner.

297. The Board, as soon as convenient after the hearing of the appeal, shall transmit the evidence taken, together with a recommendation thereon, to the Commissioner, who shall thereupon determine such appeal.

Commissioner's  
decision to be  
notified.

298. The Commissioner, as soon as convenient after the hearing of the appeal, shall notify the appellant and the Permanent Head of his decision.

#### PART XIV.—DIRECTIONS TO BE OBSERVED BY CANDIDATES AT COMPETITIVE EXAMINATIONS.

Conditions to  
be observed at  
examinations.

299. Candidates at examinations shall observe the following directions:—

- (a) Candidates are required to present themselves at the place of examination half-an-hour before the time fixed for the examination.
- (b) The examination will usually commence at 9 a.m., and close at 5 p.m. An interval of half-an-hour will be allowed in the middle of the day.
- (c) No books, manuscripts, writing materials, or blotting-paper are to be brought into the examination-room by candidates, but those who are accustomed to use any particular kind of pen may bring their own.
- (d) Candidates may be permitted to leave the examination-room for a short time after giving up a paper, and before proceeding to the next; but no candidate will be allowed to quit the room until he has given up the paper on which he is engaged.

- (e) Candidates are to write on one side only of their paper, to lay each sheet, when finished, close beside them with the face downwards, and to take care that no other candidate shall have any opportunity of copying from their paper.
- (f) No communication, by word or otherwise, between candidates will be allowed during examination. If a candidate wish to communicate with a superintendent, he must stand up in his place.
- (g) Candidates are to prefix to each answer the number or letter corresponding with the question. They are not obliged to copy the question.
- (h) In answers to the arithmetical and other mathematical questions the details of the work must be given; no credit will be allowed for answers only.
- (i) Warning will be given ten minutes before the time fixed for giving up papers. When the papers are called for, candidates are immediately to cease writing.
- (j) Questions may be answered in any order.
- (k) Candidates are to fasten their papers together at the upper left-hand corner before giving them up.
- (l) Any candidate detected in possession of a book or manuscript, brought with him for his assistance, or in copying from the papers of any other candidate, or in permitting his own papers to be copied, or in attempting to give or obtain assistance of any nature, will be disqualified from further competing in the examination.
- (m) On the first page of each subject a candidate must write the date and place of examination; he must also place on every sheet of every subject the distinguishing number allotted to him in the circular from the Commissioner notifying the time and place of examination. On no account must he write his name or initials on any of the papers containing his answers.
- (n) Candidates must fill in and return to the superintendent the identification forms which will be handed to them for that purpose.

PART XV.—INSTRUCTIONS FOR THE GUIDANCE OF SUPERINTENDENTS  
AT COMPETITIVE EXAMINATIONS.

300. Superintendents at competitive examinations for admission into the Public Service shall conform to the following instructions:—

Duties of  
Superintendents  
at Examina-  
tions.

- (a) Examinations will usually commence at 9 a.m. each day, and close at 5 p.m.
- (b) The superintendents will be supplied by the Commissioner before the examination with the names of candidates who will present themselves for examination under their supervision, and also, in a sealed envelope, with the distinguishing number allotted to each candidate. Superintendents must see that each candidate has a distinguishing number.

- (c) The examination papers will be forwarded by the examiners to the superintendents in sealed envelopes.
- (d) The superintendent will also be furnished by the Commissioner with a supply of identification forms which must be signed by each candidate before he leaves the examination room. At the termination of the examination these forms must be forwarded to the Commissioner in a separate sealed parcel.
- (e) The examinations will usually be held in a public building; the rooms should be prepared the day previous to an examination, when all diagrams, maps, &c., having reference to any of the subjects of the examination must be removed from the walls. Ink, pens, blotting-paper, and ruled foolscap writing-paper will be provided.
- (f) One of the superintendents at least must be always present during the examination, to see that the candidates commit no violation of the rules either by assisting each other or by using books or memoranda. If more than one room is used, there must be a superintendent continuously in each room. No persons except the superintendents and the candidates are to be allowed in the room during the examination.
- (g) Places must be allotted to the candidates so that they may, where practicable, be seated at least 5 feet apart, and the candidates should be in their seats five minutes before the time fixed for beginning work. No candidate is to be allowed to bring any writing material for use in the examination-room; he may, however, bring his own pens should he so desire.
- (h) The sealed envelopes containing the examination questions are to be opened in the examination-room by the superintendents, in the presence of the candidates, just before the time fixed for beginning each paper.
- (i) The examination papers, previously numbered by the examiners, are to be given out in numerical order to the candidates, and the superintendent must see that the time allowed for each paper is not exceeded.
- (j) Ten minutes before the time fixed for giving up papers the candidates are to be warned, and on the completion of the time they are immediately to cease writing, arrange their papers in order, see that every sheet has the distinguishing mark upon it, fasten the papers together, and hand them to the superintendents, who will initial or stamp them for identification.
- (k) The printed passage furnished for testing spelling by writing from dictation is to be read to the candidates by one of the superintendents. The passage should be first read over to enable the candidates, who are to listen but not to write, to catch the meaning; then it is to be read again slowly, a few words at a time, in order that the candidates may write it. Immediately after this second reading the papers are to be given up. Candidates are not to be allowed any time for final corrections.

- (l) Candidates may be permitted to leave the examination-room for a short time after having given up a paper before proceeding to the next; but no candidate is to be allowed to quit the room until he has given up the paper on which he is engaged.
- (m) Immediately after the examination, the written answers are to be sealed up by the superintendents in the examination-room and transmitted to the examiners. Before they are thus sealed up, the superintendents must be careful to see that their initials or stamp and the distinguishing numbers of the candidates are placed upon the papers.

#### PART XVI.—REPEAL OF PREVIOUS REGULATIONS.

301. All Regulations heretofore made under the Act, in force at the commencement of these Regulations, are hereby repealed as from the commencement of these Regulations, save as to anything lawfully due, or any right, privilege, obligation, or liability acquired, accrued, or incurred thereunder.

Repeal of  
previous  
Regulations.

#### WORKMEN'S COMPENSATION REGULATIONS.<sup>(a)</sup>

##### *Short Title.*

1. These Regulations may be cited as the "Workmen's Compensation Regulations 1913."

##### *Interpretation.*

2. In these Regulations, unless the contrary intention appears, "the Act" means the *Commonwealth Workmen's Compensation Act 1912*.

##### *Fee to Medical Referee.*

3. The fee payable to a medical referee shall be as follows:—  
For a first examination—£2.  
For a subsequent examination—£1.

##### *Prescribed Authority.*

4. Wherever in the First Schedule or the Second Schedule to the Act a prescribed authority is referred to, that authority shall be the Secretary to the Treasury.

##### *Moneys Received by Prescribed Authority.*

5. All moneys received by a prescribed authority in pursuance of paragraph (5) or paragraph (6) of the First Schedule to the Act shall be dealt with as the Secretary to the Treasury directs.

<sup>(a)</sup> Statutory Rules 1913, No. 336 (19th December, 1913); made under the *Commonwealth Workmen's Compensation Act 1912*.

*Appeal to High Court or Supreme Court from Decision of County Court.*

6. (1) An appeal under paragraph (2) of the Second Schedule to the Act may be instituted by notice of appeal in accordance with this Regulation.

(2) The party appealing shall, within twenty-one days after the decision or order appealed against is made, serve the notice of appeal on the opposite party, and shall file a copy of the notice of appeal in the County Court and in the Registry of the High Court in the State or the Supreme Court of the State, as the case requires.

(3) The notice of appeal must state the grounds of appeal, and must set out the Court to which the appeal is made.

(4) The Registrar or other proper officer of the County Court in which the notice of appeal is filed shall, forthwith after receiving it, send to the Registrar or other proper officer of the Court to which the appeal is made all such proceedings in the County Court as are necessary to the hearing of the appeal.

*Application of Rules of High Court or Supreme Court.*

7. The Rules of the High Court or the Rules of the Supreme Court, as the case requires, shall, subject to these Regulations, apply to appeals under paragraph (2) of the Second Schedule to the Act so far as the Rules are applicable.

*Particulars of Accidents and Compensation.*

8. (1) The permanent head or chief officer of each Department shall furnish to the Secretary to the Treasury, not later than the 31st day of July and the 31st day of January in each year, a return setting forth the particulars required by paragraphs (a) and (b) of section 10 of the Act for the six months ending on the 30th day of June and the 31st day of December respectively in each year.

(2) In addition to the returns required by Sub-regulation (1) of this Regulation, the permanent head or chief officer of each Department shall furnish to the Secretary to the Treasury, not later than the 31st day of July and the 31st day of January in each year, a separate return in respect of each workman to whom the Act applies injured during the six months ending on the 30th day of June and the 31st day of December respectively in each year, setting forth the following particulars:—

Name of Department.

Name of person injured.

Date of accident.

Place of accident.

Nature of employment.

Nature of injury.

Whether injury resulted in death.

Where injury does not result in death, period of incapacitation.

Amount of compensation paid.

Name and address of person to whom paid.

Where injury results in death, relationship of person to whom compensation paid to person injured.

## QUARANTINE.

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### QUARANTINE REGULATIONS.<sup>(a)</sup>

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#### PART I.—PRELIMINARY.

##### *Citation.*

1. (1) These Regulations may be cited as the Quarantine Regulations 1911.

##### *Repeal.*

(2) All Regulations under the Quarantine Act in force at the passing of these Regulations (Statutory Rules Nos. 73, 100, 146 of 1909, and Nos. 25, 42, 56, 78, 93 of 1910) are hereby repealed.

##### *Parts.*

2. These Regulations are divided into Parts as follows:—

Part I.—Preliminary.

Part II.—General Provisions.

Part III.—Relating to Quarantine of Vessels, Persons, and Goods generally.

Part IV.—A. Relating to Special Measures against Plague.  
B. Miscellaneous.

Part V.—Relating to Quarantine of Animals.

Part VI.—Relating to Quarantine of Plants.

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(a) Statutory Rules 1911, No. 121 (17th August, 1911), operative 1st October, 1911, as amended by the following Provisional Statutory Rules:—

1912, No. 105 (23rd May, 1912); No. 135 (11th September, 1912);

1914, No. 67 (10th June, 1914).

## PART II.—GENERAL PROVISIONS.

*Quarantine Signal—Section 23.*

## 3. The Quarantine Signal\* shall be—

## (1) From sunrise to sunset:—

(a) For oversea vessels requiring pratique, the flag known as flag Q, being a yellow flag of six breadths of bunting hoisted at the mainmast-head;

(b) For vessels having or suspected of having a quarantinable disease on board or actually performing quarantine, the flag known as the Commercial flag L, being a large flag of yellow and black, borne quarterly, hoisted at the mainmast-head;

(2) From sunset to sunrise, three lights (two red and one white, each being not less than eight inches in diameter) of such a character as to be visible on a clear night all round the horizon for a distance of two miles, and placed as nearly as practicable amidships, at distances of six feet apart, in the form of an equilateral triangle with the apex (the white light) above.

## PART III.—RELATING TO QUARANTINE OF VESSELS, PERSONS, AND GOODS GENERALLY.

*Hours of Clearance of Vessels subject to Quarantine.*

4. The hours of clearance for vessels subject to Quarantine shall be from sunrise to sunset provided that an authorised quarantine officer may, at any hour between five a.m. and midnight during the months, from November to March (inclusive), and between six a.m. and ten p.m. during the remaining months of the year, if so directed by the Chief Quarantine Officer, inspect and clear any vessel carrying a medical officer who is a legally qualified medical practitioner.

\* The following are the sections of the Act relating to the Quarantine Signal:—

21. The master of every vessel subject to quarantine shall—

(a) hoist the quarantine signal at the mainmast-head of his vessel before she comes within one league of any port, and

(b) keep the quarantine signal hoisted at the mainmast-head of his vessel while entering or being in any port or quarantine station.

Penalty: One hundred pounds.

22.—(1.) When—

(a) any eruptive disease; or

(b) any disease attended with fever and glandular swellings; or

(c) any disease which he believes or suspects, or has reason to believe or suspect, to be a quarantinable disease—

has broken out on board any vessel, the master of the vessel shall forthwith (unless the vessel is actually performing quarantine under the supervision of a quarantine officer)—

(a) notify a quarantine officer of the breaking out of the disease, and

(b) hoist the quarantine signal at the mainmast-head of his vessel, and keep it so hoisted until he is authorized by a quarantine officer to take it down or until the vessel is released from quarantine.

Penalty: Fifty pounds.

(2.) \* \* \* \* \*

23. The quarantine signal shall be as prescribed.

## Health Report—Section 27.

5. (1) The Primary Health Report relating to any vessel at its first port of entry to the Commonwealth shall be in accordance with the following form:—

Commonwealth of Australia.

The Quarantine Act 1908.

Health report and answers to questions as to the present and recent state of the health of all persons on board, and as to the history and sanitary circumstances of the undermentioned vessel during the current voyage, by

Master\* of the said vessel,

and by

Medical Officer

of the said vessel.

| Name, Description, Tonnage, and Nationality of Vessel. | Port from which Vessel started, and Date of sailing therefrom. | Ports at which Vessel has called, and Dates of arrival and departure. |          |            | Number of Persons now on Board.                     |         |  |         |
|--|--|---|----------|------------|---|---------|--|---------|
|  |  | Port.   | Date.    |            | Passengers.   |         | Crew.  |         |
|  |  |   | Arrival. | Departure. | Class.  | Number. | Rating.  | Number. |
| Name.  |  |   |          |            | First   | ..      | Officers, including master, medical officer, and pursers ..          | ..      |
|  |  |   |          |            | Second  | ..      | Engineers ..   | ..      |
| Description.   | Terminal Port of Voyage.                                       |   |          |            | Third   | ..      | Deck hands, including carpenters, boatswain, &c. ..                  | ..      |
| Tonnage.   |  |   |          |            | Steerage  | ..      | Donkymen, greasers, firemen, trimmers ..                             | ..      |
| Nationality.   | Duration of Voyage, in Days.                                   |   |          |            | Other persons not on articles nor on passenger list | ..      | Stewards, cooks, bakers, butchers, and all others on the articles .. | ..      |
|  |  |   |          |            | Total   | ..      | Total  | ..      |

## Questions.

1.—Did any small-pox, plague, cholera, yellow fever, or typhus fever exist at the port of departure, or at any port at which the vessel touched during the voyage?

Answer.—

2.—Was there, during the voyage (at any port or while at sea), any communication, other than oral or by signal, between the vessel and any other vessel on which there was any quarantinable or pestilential disease?

If so, state particulars.

Answer.—

3.—Have you, during the voyage, taken on board at any place, any person who, or any goods which, at the time of his or their reception on board, would be deemed liable to quarantine under section 18 of the Quarantine Act?

Answer.—

\* Master in relation to a vessel means the person (other than a pilot) in charge or command of the vessel.

- 4.—Has any detailed inquiry, or medical inspection or examination of all or any of the persons on board been made within the last twenty-four hours, with a view to the detection of any quarantinable disease ?

If so, give full particulars.

*Answer.*—

- 5.—Is there now, or has there been, on board during this voyage, any person affected with—

- (a) any fever attended with or followed by eruption ;
- (b) any skin eruption ;
- (c) any illness attended with glandular swelling ;
- (d) choleraic diarrhoea or diarrhoea with collapse ;
- (e) any disease which you believe or suspect to be or to have been a quarantinable disease, or which resembles or has resembled a quarantinable disease.

*Answer.*—(a)..... (b)..... (c)..... (d)..... (e).....

(State particulars of any case in Schedule A on back hereof).

- 6.—Is there any person suffering from tuberculosis in any form, demonstrable syphilis in an active condition or any other communicable disease, or any infirm, invalid, epileptic or mentally defective person on board the vessel ?

If so, state particulars in Schedule B on back hereof.

*Answer.*—

- 7.—Has any person affected with any sickness or disease left the vessel during the present voyage ?

If so, state particulars.

*Answer.*—

- 8.—Has any person died on board during the voyage ?

If so, state particulars in Schedule A on back hereof.

*Answer.*—

- 9.—Does the cargo include any secondhand clothing or bedding or any rags or any flock made of rags or other textile material, whether in compressed or uncompressed bales, or any used sacks or carpets or canvas ?

If so, state particulars, including information as to the port or ports from which such cargo was shipped.

*Answer.*—

- 10.—From inquiries made :

- (a) Is any person on board in possession of any culture, virus, or substance containing any disease germ or microbe or disease agent ?
- (b) If so, has the permission of the Minister to import the article been obtained ?

*Answer.*—(a)..... (b).....

- 11.—(a) Is there now or has there been during the voyage any unusual number of rats or mice on board ?

- (b) Have any dead or apparently sick rats or mice been found on board during the voyage ?

If so, state particulars.

*Answer.*—(a)..... (b).....

12.—Have you any Bills of Health?

If so, state number and ports to which they relate.

*Answer.*—

The answers to questions and the particulars given in this Report, and in the schedules hereunder, are true and correct.

Master.

Medical Officer.

Witness

Quarantine Officer or other authorized person.

Date

NOTE.—*The Master and Medical Officer must sign in the presence of the witness.*

#### SCHEDULE A.

PARTICULARS AS TO ANY CASE OF DISEASE DESCRIBED IN QUESTION NO. 5 OR DEATH DURING THE VOYAGE.

| Name and Class or Rating. | Sex. | Age. | Port of      |              | Duration of Illness. |              | Nature of Illness. | Remarks. |
|---------------------------|------|------|--------------|--------------|----------------------|--------------|--------------------|----------|
|                           |      |      | Embarkation. | Debarkation. | Beginning.           | Termination. |                    |          |
|                           |      |      |              |              |                      |              |                    |          |

#### SCHEDULE B.

PARTICULARS AS TO ANY PERSON ON BOARD SUFFERING FROM ANY DISEASE OR CONDITION NAMED OR DESCRIBED IN QUESTION NO. 6.

| Name and Class or Rating. | Sex. | Age. | Port of      |              | Nature of Illness, Infirmary, or Defect. | Remarks. |
|---------------------------|------|------|--------------|--------------|--|----------|
|                           |      |      | Embarkation. | Destination. |  |          |
|                           |      |      |              |              |  |          |

NOTE.—If necessary, amplify Schedules A and B on a separate sheet of paper.

Comments of quarantine officer at the Port of—

NOTICE TO MASTERS.—In order to expedite the clearance of the vessel, this form should be filled up by the medical officer (if carried) or by the master immediately on arrival in Australian waters, and all Bills of Health and other documents relating to the sanitary history of the vessel should be ready for production to the Quarantine Officer. The master is further requested to take the necessary steps to have all persons on board ready for inspection, together with passenger and crew lists, log book, sick lists, &c.

The passenger and crew lists should be in duplicate, typewritten (if practicable) and grouped according to class or rating.

5. (2) The Health Report shall be prepared and signed in duplicate by the Master and (if carried) by the Medical Officer of any vessel at its first port of entry or call. The duplicate copy, which will be returned to the Master, shall be kept by him for production on any Quarantine or Customs officer demanding to see it.

*Supplementary Health Report.*

6. (a) At any Australian port (other than the first port of entry) which the vessel enters without pratique, the visé duplicate Primary Health Report returned to the Master by the quarantine officer of the first port of entry shall be produced to the quarantine officer or to an authorized person, together with a Supplementary Health Report relating to the history and sanitary circumstances of the vessel after its arrival in Australian waters.

(b) The quarantine officer or any authorized person, at any port in Australia may require (a) the visé Health Report to be produced for his inspection, and (b) a Supplementary Health Report to be furnished in reference to any vessel, notwithstanding that pratique covering the port in question has been granted at a port previously visited.

7. The supplementary Health Report shall be in accordance with the following form :—

Commonwealth of Australia.

*Quarantine Act 1908.*

**SUPPLEMENTARY HEALTH REPORT.**

Health Report and Answers to Questions as to the present and recent state of health of all persons on board, and as to the history and sanitary circumstances of the vessel during the current voyage, subsequent to the examination made at its first port of entry in Australia.

By

Master of the said Vessel,

and by

Medical Officer of the said Vessel.

- (1) Name of the Vessel
- (2) (a) Name of last port of call before reaching Australia  
(b) Date of departure therefrom
- (3) (a) Name of first port of entry to Australia  
(b) Date of arrival thereat  
(c) Date of departure therefrom  
(d) Number of persons (crew, passengers, and others) on board on arrival thereat
- (4) Names of ports of call (including first port of entry) in Australia, date of arrival, and number of persons landed at each port—

| Name of Port. | Date of Arrival. | Number of Persons landed. |
|---------------|------------------|---------------------------|
|               |                  |                           |
|               |                  |                           |
|               |                  |                           |

- (5) Number of persons now on board—(a) Crew  
(b) Passengers and others } Total.

**QUESTIONS.**

- (6) Have you the duplicate Primary Health Report visé by the quarantine officer of the first port of entry and of any subsequent port of call which the vessel has entered without pratique ?

Answer.—

- (7) Has any detailed inquiry or medical inspection or examination of all or any of the persons on board been made since leaving the first port of call in Australia ? If so, give particulars.

Answer.—

(8) Is there now or has there been on board since arrival in Australian waters any person affected with—

- (a) any fever attended with or followed by eruption.
- (b) any skin eruption.
- (c) any illness attended with glandular swellings, or
- (d) any choleraic diarrhoea or diarrhoea with collapse.
- (e) any disease which you believe or suspect to be or to have been a quarantinable disease?

Answer—(a) - - - - - (b) - - - - - (c) - - - - - (d) - - - - - (e) - - - - -

State particulars of any case in the Schedule on back hereof.

(9) Is there on board any person suffering from tuberculosis in any form, demonstrable syphilis in an active condition, or any other communicable disease, or any other sick, infirm, invalid, epileptic, or mentally defective person, or has any such person been landed from the vessel at any port in Australia? If so, state particulars in the Schedule on back hereof.

Answer.—

(10) Have any dead or apparently sick rats or mice been found on board during the voyage since leaving the first port of entry? If so, give particulars.

Answer.—

The answers to questions and the particulars given in this Report, and in the schedule hereunder, are true and correct.

Master.  
Medical Officer.

Witness

(Quarantine officer or other authorized person.)

Port of

Date

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#### SCHEDULE.

PARTICULARS AS TO CASE OF ILLNESS OR DEATH DURING THE VOYAGE SINCE ARRIVAL IN AUSTRALIA.

| Name and Class or Rating. | Sex. | Age. | Port of      |                             | Nature of Illness. | Duration of Illness. |              | Remarks. |
|---------------------------|------|------|--------------|-----------------------------|--------------------|----------------------|--------------|----------|
|                           |      |      | Embarkation. | Debarcation or Destination. |                    | Beginning.           | Termination. |          |
|                           |      |      |              |                             |                    |                      |              |          |

NOTE.—If necessary, amplify the Schedule on a separate sheet of paper.

Comments of quarantine officer at Port of—

NOTICE TO MASTERS.—This report is supplementary to that given to the quarantine officer at the first port of entry, and should be prepared by the medical officer (if carried) or master ready for signature immediately before arrival at any other Australian port which the vessel enters without pratique, and also in all cases on arrival at the terminal port.

Any vessel entering an Australian port without pratique, must if no case of quarantinable or suspected quarantinable disease exists on board, fly flag Q; and any vessel having or suspected of having any quarantinable disease on board must fly Commercial flag L. In either case the vessel must show the quarantine signal by night. See Regulation 3, also Quarantine Act, sections 17 (b), 21, and 22. The sections and Regulation are set out in the sheet of notes furnished to Masters by the Pilot at the first port of entry.

*Certificate of Pratique—Section 33.*

8. The certificate of pratique shall be in the following form :—

Commonwealth of Australia.

The *Quarantine Act 1908.*

Certificate of Pratique.

- (a) Insert the name of the vessel. Granted to the (a)
- (b) Insert the name of the master of the vessel. of which (b)
- is Master, at a.m. 19
- (c) Here name the port or ports in which the certificate is to have effect. This Certificate shall have effect in (c)
- (d) Insert any specified date or the words "the end of the current voyage," stating terminus of such voyage. or until (d)
- This certificate shall not, unless explicitly expressed, exempt the vessel from fumigation or any other measure of disinfection.
- In the event of any quarantinable disease breaking out during currency, this certificate shall become null and void, and must be surrendered on demand to a quarantine officer.

(Signed)

Quarantine Officer.

Port of—

Date—

*Bills of Health.*

9. Every oversea vessel arriving at any port in Australia shall bring from the port of departure and from every oversea port called at during the current voyage, a Bill of Health, in which information is given as to the existence or non-existence of small-pox, cholera, plague, yellow fever, typhus fever, or any other pestilential disease at, or in the vicinity of the port concerned at the time of or during the fortnight next preceding the visit of the vessel.

The information given shall include the number or approximate number of existing cases of any of the diseases named, and shall be certified to by the port health officer if the port is a British possession, or by the British consul or such other person as may be approved if the port is a foreign port.

10. An outward Bill of Health in respect of any Australian port and its vicinity shall on application by the master or owner or agents of any vessel visiting such port, be issued by a medical quarantine officer or other authorized officer, subject, except in the case of any vessel of war, to the payment therefor of a fee of Two shillings and sixpence.

*Vessels, Persons, and Goods ordered into Quarantine—Section 35.*

11. The respective orders to be served in the case of
- (a) any vessel and any person or goods thereon ;
- (b) any other person ; and
- (c) any other goods

to be ordered into quarantine shall be in accordance with the following forms :—

- (a) In the case of a vessel.

Commonwealth of Australia.

*Quarantine Act 1908.*

ORDER.

To

I hereby order into quarantine, the vessel  
master—together with all persons and goods on board the vessel.

Date

of which you are the

Quarantine Officer.  
Port of

(b) In the case of a person.

Commonwealth of Australia.

Quarantine Act 1908.

ORDER.

To

I hereby order you into quarantine.

Date

Quarantine Officer.

(c) In the case of goods.

Commonwealth of Australia.

Quarantine Act 1908.

ORDER.

To

I hereby order into quarantine the following goods, of which you are, or appear to be, the owner, consignee, possessor, or custodian.

Date

Quarantine Officer.

*Vaccination.—Section 75.*

12. *Vaccinated* means successfully vaccinated with active vaccine over a total area of not less than one-half of a square inch, which area shall, when healed, show distinct foveation.

13. *Properly vaccinated* in Regulation 14, means *vaccinated* not less than 14 days nor more than 7 years prior to examination.

*Quarantine and Release Under Surveillance.*

14. The period during which persons landed in quarantine under the provisions of section 34, sub-section (1), paragraph (c), or ordered into quarantine under the provisions of section 35, or during which persons released under quarantine surveillance under the provisions of sections 34 and 45, sub-section (4) of the Act, remain subject to quarantine, shall be not less than—

18 days if the disease in regard to which infection is suspected is small-pox;

14 days if such disease is typhus fever; and

7 days if such disease is yellow fever or plague or cholera;

The period of quarantine or quarantine surveillance shall be reckoned from the last day on which in the opinion of the quarantine officer there has been exposure to infection from a quarantinable disease.

In the case of quarantine for small-pox any person who has been *properly vaccinated* under the observation or to the satisfaction of the Chief Quarantine Officer may, as soon as practicable, be released under quarantine surveillance or released from quarantine.

Any person to be released under this regulation shall, if so required, submit himself with his goods and effects to disinfection as prescribed or to the satisfaction of the quarantine officer.

15. Any person eligible under these regulations for release under quarantine surveillance, may, subject to the concurrence of the Chief

Quarantine Officer, and to any conditions as to disinfection imposed by these regulations, be released under surveillance on application in accordance with the following form :—

*Quarantine Act 1908—Sections 34 and 45 (4).*

To the Chief Quarantine Officer, State of—

- I hereby request that I [and the under-named members of my family being under the age of twenty-one years, and under my control\*], may be permitted to leave (a) under quarantine surveillance, and I hereby undertake to comply with all the regulations relating to quarantine surveillance. My address will be (b)
- (a) Name of ship or station.
- (b) Give intended address.

Signature—

Date—

NOTE.—It will be sufficient if this undertaking is signed by the head of the family in cases where more than one member of a family desires to leave under quarantine surveillance, and where they are less than twenty-one years of age.

Every member of a family above twenty-one years of age must give a separate undertaking.

16. Any person released under quarantine surveillance shall, as frequently and at such times as the Chief Quarantine Officer directs, present himself for inspection and examination to a quarantine officer, or to a medical officer of health when available, or to a duly qualified medical practitioner as the Chief Quarantine Officer directs, and shall, if required by the Minister, pay such fee as may be fixed for the inspection or examination.

17. Any person released under quarantine surveillance shall, immediately on the appearance in himself of any symptoms or signs of illness or disease report the facts, or cause them to be reported, to the quarantine officer or other person to whom he has been directed to present himself under the provisions of the last preceding regulation.

The parent or guardian signing the application for the release of any child under surveillance shall be responsible for the observance by the child of the provisions of the regulations relating to release under surveillance.

18. No person under quarantine surveillance shall leave the port where he is released or change his residence without the permission of the Chief Quarantine Officer.

19. No person under quarantine surveillance shall leave the State in which he has been released without permission of the Director of Quarantine, on the recommendation of the Chief Quarantine Officer, subject to such conditions as may be imposed by the former.

20. Any person contravening any of the regulations relating to quarantine surveillance, shall be liable to the penalty fixed generally for any breach of these regulations, and shall also forfeit all the privileges and advantages of release under quarantine surveillance and may be removed by any constable or authorized person to a quarantine station.

#### *Period of Detention in Quarantine.*

21. Subject to these regulations no person or goods shall be detained in quarantine for any longer period than is considered necessary in the interests of the public health by the Chief Quarantine Officer.

#### *Removal of Vessel in Quarantine—Section 40.*

22. No vessel in quarantine shall be moved without the approval of the quarantine officer, and then only to such place and under such conditions as are approved by him.

\* Strike out words in brackets if not applicable.

*Performance of Quarantine on Board a Vessel—Section 45.*

23. Where quarantine is being performed on board a vessel the master shall—

- (a) provide such practicable means of isolation of persons on board, and carry out such cleansing, fumigation, and disinfection as the quarantine officer directs ;
- (b) render all assistance in his power to the quarantine officer, maintain order and discipline upon the vessel, muster for examination all persons on board when so required by the quarantine officer, and carry out all his instructions ;
- (c) when directed by the quarantine officer convey any or all of the persons on board to any quarantine station in such order and in such groups and by such means as the quarantine officer directs ;
- (d) deliver at the quarantine station any personal effects belonging to any person landed from the vessel if so directed by the quarantine officer ;
- (e) discharge the cargo of the vessel in accordance with the directions of the quarantine officer ;
- (f) dispose of all sweepings, refuse, or ballast from the vessel in such manner as the quarantine officer directs.

*Examination of Persons on Board any Vessel—Section 70.*

24. The examination provided for in Section 70 of the Act shall be any examination involving or requiring the use of any of the recognised methods of medical examination.

*Notices on Vessels and Goods—Section 74.*

25. The notices referred to in section 74 of the Act shall be such as the Chief Quarantine Officer considers necessary to issue regarding persons or goods subject to quarantine.

*Removal of Goods and Mails from Vessels subject to Quarantine.*

26. The master of a vessel subject to quarantine shall not permit any goods, mails, or loose letters to be removed from his vessel except under the direction of the quarantine officer and subject to their disinfection as prescribed.

*Persons in Quarantine.*

- 27. (a) No person performing quarantine at a quarantine station, and no person in a quarantine station during quarantine, shall go beyond the bounds of the quarantine station ;
- (b) No person or class of persons in quarantine whose movements are by order of the officer in charge restricted to a certain area within the quarantine station shall go outside the limits of the area fixed ;
- (c) All persons in quarantine shall submit to inspection and medical examination at such times as the officer in charge requires ;
- (d) All persons in quarantine shall duly observe the notices signed by the officer in charge and posted on the recognised notice boards ;
- (e) No person in quarantine shall have any communication with a person not in quarantine except with the consent of, and subject to the conditions imposed by the officer in charge ;
- (f) Every person in quarantine shall aid in maintaining due order and cleanliness in the quarantine quarters ;

- (g) Every person in quarantine, except such as the officer in charge of the quarantine station exempts, shall take his meals at the following hours, or at such hours as usually obtained on the vessel from which he has been landed :—

|           |    | First Class<br>Passengers. |    | Other<br>Passengers. |
|-----------|----|----------------------------|----|----------------------|
| Breakfast | .. | 8.30-9 a.m.                | .. | 8-8.30 a.m.          |
| Lunch     | .. | 1-2 p.m.                   | .. | —                    |
| Dinner    | .. | 6-7 p.m.                   | .. | 1.30-2.30 p.m.       |
| Tea       | .. | ..                         | .. | 6-6.30 p.m.          |

- (h) Lights in all quarters at any quarantine station shall, subject to any exception permitted by the officer in charge, be extinguished at 10.30 p.m. ;
- (i) Every person in quarantine shall, when directed by the officer in charge, be in his proper quarters at least half-an-hour before the time fixed for the extinguishing of lights ;
- (j) No person in quarantine shall use any lavatory for purposes other than those for which it is provided ;
- (k) No person in quarantine shall smoke in any prohibited place ;
- (l) No alcoholic liquor shall be introduced into a quarantine station without the authority of the officer in charge ;
- (m) Any person in quarantine who, in the opinion of the officer in charge, is indulging in alcoholic liquor to excess may, by a written order signed by such officer, be prohibited from being supplied with alcoholic liquor while in quarantine, and while the order continues in force no person having notice of the order shall sell or supply any alcoholic liquor to the person with respect to whom the order is made ;
- (n) No person in quarantine shall carry or use any firearm ;
- (o) The body of any person who has died on a quarantine station shall be disposed of in such manner and by such means as the Chief Quarantine Officer directs ;
- (p) Any person in quarantine wishing to make a complaint shall do so in writing within 24 hours of the occurrence of the matter to which the complaint relates. The complaint shall be addressed to the officer in charge.

*Persons Employed in a Quarantine Station.*

28. All persons employed in any quarantine station shall obey the orders and instructions of the officer in charge.

*Disinfection of Goods in Quarantine.*

29. Cargo and personal effects ordered into quarantine shall be disinfected as prescribed.

*Regulations as to Disinfection.*

30. In these Regulations—

“Disinfection” means the destruction of germs or other agents of infection of communicable disease or of disease under the Quarantine Act.

“Disinfectant” means any substance or means which, when used or applied as directed to articles or substances containing or to which are attached germs or other agents of infection of communicable disease, or disease under this Act, will effect disinfection.

"Effective spraying appliance" means an appliance fitted with a compressed air reservoir and with a fine spraying nozzle (such as a strong garden spray-pump).

31. The following means of disinfection and disinfectants are approved and prescribed :—

(1) *Means of Disinfection—*

- (a) Exposure to saturated steam at a pressure of not less than 10 lbs. to the square inch for twenty minutes, after exhaustion of air from the disinfecting chamber ;
- (b) Boiling in water for not less than thirty minutes ;
- (c) Immersion in an approved disinfectant solution for not less than one hour ;
- (d) Saturation or thorough wetting and *keeping wet* with an approved disinfectant solution for not less than one hour ;
- (e) Thorough spraying on all surfaces by means of an effective spraying appliance with either the first or the third of the approved disinfectant solutions described in subsection 2.
- (f) Fumigation at a temperature of not less than 75 deg. F., for not less than six hours with moistened formaldehyde gas of the strength and of the degree of moisture produced by the evaporation in a completely closed space of at least one (1) pint of a 40 per cent. solution of formaldehyde ; or eight (8) ounces of paraform and one and one-half ( $1\frac{1}{2}$ ) pint of water for each thousand cubic feet of enclosed space. Formaldehyde fumigation may also be effected by the formalin-permanganate method—one pint of a 40 per cent. solution of formaldehyde and ten ounces of permanganate of potash being used for each thousand cubic feet of space. If this method is used, at least one and one-half ( $1\frac{1}{2}$ ) pint of water, for each thousand cubic feet of space to be fumigated, shall be evaporated by boiling in the space immediately prior to fumigation, the temperature in the space being not less than 75 deg. F. The solution of formaldehyde shall be added to the permanganate of potash in a receptacle or receptacles sufficiently large to prevent any overflow. Formaldehyde fumigation as described shall be used only as a means of *surface disinfection* and for the preliminary disinfection of enclosed spaces such as saloons, cabins, quarters, or wards, and for the disinfection of articles of value which cannot without destruction be disinfected by any other approved means.
- (g) Any saloon, room, quarters, cabinet, or other enclosed space to be disinfected by fumigation shall, prior to fumigation, be rendered as air-tight as possible by pasting up all cracks and openings, ventilators, fireplaces, windows, and doors. The walls and floors and all hangings and upholstered surfaces in any room to be fumigated shall, prior to fumigation, be freely sprayed with clean hot water.

(2) *Approved Disinfectant Solutions—*

- (a) A one per cent. (1%) aqueous solution or emulsion of a cresol disinfectant readily miscible with water and having a carbolic co-efficient of not less than ten (10).
- (b) A soapy aqueous solution or emulsion of any disinfectant of the kind mentioned in paragraph (a) and containing three per cent. (3%) of soft (potash) soap.
- (c) A two per cent. (2%) solution of formaldehyde prepared by mixing one part of a forty per cent. (40%) solution of formaldehyde with 19 parts of clean water.
- (d) An aqueous mixture of fresh chlorinated lime (containing not less than twenty-five per cent. (25%) of available chlorine) made by mixing immediately prior to use six (6) ounces of the chlorinated lime in one gallon of cold water.

32. Wherever practicable hot disinfectant solutions shall be used for immersion, washing, mopping or scrubbing purposes.

33. Saloons, cabins, quarters and similar spaces which can be closed shall, as a preliminary measure of disinfection, and prior to removal of contents, be fumigated with formalin as prescribed.

34. Ceilings, walls, woodwork, painted metal work, upholstered and other fittings and articles which are not readily accessible or which cannot without damage be washed, shall be disinfected by thorough spraying with an approved disinfectant solution, followed (after six hours) by free exposure to the air for not less than six hours.

35. All floors and accessible surfaces of holds and other places, woodwork, leather work, trunks, furniture, fittings, vehicles and all articles such as glass, china, silverware, ornaments, brushes, combs, which will not be damaged by washing with a disinfectant solution, shall be scrubbed or mopped or washed with a disinfectant solution, or if practicable with a soapy disinfectant solution, and shall be left thoroughly wet for not less than one hour.

36. Fixed carpets shall be disinfected by thorough spraying *in situ* with a disinfectant solution. After one hour the carpets shall be removed to a place where they can be again sprayed on both sides with a disinfectant solution and exposed freely to the air for not less than twelve hours, after which they may be cleaned.

37. Bedsteads, bunks, and wire mattresses shall be disinfected by mopping or thorough washing, with an approved soapy disinfectant solution or emulsion, the articles being allowed to remain wet for not less than one hour.

38. Wherever practicable bulky articles such as mattresses, beds, pillows, bolsters, blankets, rugs (including horse and cattle rugs), curtains, cushions, loose carpets, mats, coloured woollen clothing, and other similar articles and materials shall be disinfected by means of saturated steam as prescribed in Section 31 (1) (a). Where steam under pressure is not available any soiled infected mattress shall be burned. In the case of soiled hair mattresses only, the cover may be thoroughly wetted with an approved disinfectant solution, then opened and the contained hair immersed for not less than one hour in disinfectant solution at a temperature of 150° F. The cover shall be burned, or boiled and washed.

39. All washable textile and other portable washable articles shall if steam under pressure is not available, be disinfected by immersion in an approved disinfectant solution (where practicable a soapy solution) for not less than one hour, after which they may be washed—or washed and boiled

40. All textiles and other articles that cannot, without destruction or serious injury, be immersed or steam disinfected, shall be hung on lines and thoroughly sprayed on both sides with an approved disinfectant solution (not a soapy solution), or shall be fumigated with formaldehyde, as prescribed, care being taken to hang them in such a manner as to expose them freely to the action of the fumigant; all sprayed or fumigated articles shall after six hours be exposed to the air for not less than six hours.

41. Papers that may not be burnt, loose letters, books, silks, silk hangings, delicate fabrics, ladies' hats, feathers, &c., shall be disinfected by exposure in a completely closed space to moistened formaldehyde gas as prescribed, for six hours, and shall subsequently be exposed freely to the air for not less than six hours.

42. Rags, old wearing apparel, infected dressings, and papers and other articles of little or no value shall be destroyed by fire.

#### *Disinfection of Persons and Personal Effects.*

43. Any officer or other person engaged in superintending or carrying out measures of disinfection shall wear washable overalls, including cap.

44. Any officer going on board any vessel having or suspected of having a quarantinable disease on board or actually performing quarantine, shall wear washable overalls, including cap.

45. Any quarantine officer on board a vessel on which there is a case of quarantinable disease, or which is in quarantine and has not been disinfected as prescribed, shall, on leaving such vessel, unless he is going into quarantine, immediately remove his overalls and immerse them in the disinfectant solution or place them in a washable bag pending disinfection, and shall wash all exposed parts of the body and his boots with approved soapy disinfectant solution.

46. Any person convalescent from a quarantinable disease or deemed by the quarantine officer in charge to be in an infective condition or capable of carrying infection, shall, together with his personal effects, be disinfected.

The person shall strip himself of all clothing which shall at once be removed for disinfection. He shall then bathe himself or be bathed, with the aid of a cresol soap prepared for use with hard or salt water, in a warm solution or emulsion of a miscible cresol disinfectant having a carbolic co-efficient of ten (10) of a strength of one ounce of disinfectant to each two gallons of warm water. The body, and especially the scalp and hair (head and face) and other exposed parts, shall be freely lathered for five minutes; after washing off the lather, the body shall be dried with clean (disinfected) towels, and clean (disinfected) clothes shall then be put on.

An evaporating soapy cresol solution compounded as follows may be used instead of the watery disinfectant solution above described for the disinfection of the hair, scalp, and beard:—

#### *Evaporating soapy disinfectant solution:—*

|  |              |
|--|--------------|
| Cyllin or similar Cresol preparation ... | 1 per cent.  |
| Soft Soap (B.P.) ... ..                  | 2 per cent.  |
| Ether (1) ... ..                         | 12 per cent. |
| Rectified Spirits ... ..                 | 70 per cent. |
| Rainwater ... ..                         | 15 per cent. |

The soap is to be dissolved in the spirit and ether; the disinfectant is then to be added and the whole thoroughly mixed. Keep well corked or stoppered.

The solution must be applied freely and rubbed well into the hair. After five minutes the resulting lather may be wiped off with a clean damp towel.

Care must be taken when using the evaporating lotion to avoid any naked flame, as the solution and its vapour are inflammable.

Clothing and other personal effects shall be disinfected as prescribed in these regulations.

#### *The Disinfection of Goods.*

47. Packages of goods which, in the opinion of the quarantine officer, have been in contact with or have been exposed to infection but in respect of which there is no reason to believe that the contained goods are infected or have been in contact with or exposed to infection, shall be disinfected by *surface disinfection*.

48. Surface disinfection shall be effected by—

- (a) fumigation with moistened formaldehyde gas for six hours as prescribed, each package being so placed as to be freely exposed to the action of the disinfectant, or
- (b) thorough spraying in an enclosed space of all surfaces with an approved disinfectant solution followed after six hours by free exposure of the packages to the air and sun for not less than twenty-four hours.

49. Goods on a vessel in quarantine or on a vessel which a quarantine officer is not satisfied is free from infection shall, unless they have, in the opinion of the quarantine officer, been definitely exposed to contamination by the infective agent of a quarantinable disease, be disinfected by free exposure for not less than forty-eight hours to the open air and sun at a quarantine station or on an approved isolated wharf or pier or lighter or other exposed place from which persons not subject to quarantine are excluded.

50. Goods which in the opinion of the quarantine officer are capable of spreading a quarantinable or other communicable disease shall, according to their nature, be disinfected by the means prescribed,

#### *Disinfection of Mails.*

51. Ordinary mail packages which have been stored in rat-proof mail rooms on board any mail vessel from a proclaimed place, or subject to quarantine, shall be exempt from any special measure of disinfection, unless the quarantine officer, after due investigation, is of opinion that they have been in contact with any infected person or infected goods, or are from any other cause liable to convey infection.

Any ordinary mail package on board any vessel ordered into quarantine shall, unless the quarantine officer is satisfied after due investigation that they have not been in contact with any infected person or infected goods be disinfected by surface disinfection.

#### *Vessels Arriving from Proclaimed Places—Section 35 (2).*

52. Every vessel which arrives in Australia from a proclaimed place shall be ordered into quarantine unless the quarantine officer, after full inquiry and inspection, reports that no danger to public health will arise from giving such vessel pratique.

The report referred to shall be in the following form:—

Commonwealth of Australia.

Quarantine Act 1908.

After full inquiry into the sanitary history and sanitary circumstances of the undernamed vessel, I am of opinion that the (here describe and name the vessel) may without danger to public health be given pratique, and I have accordingly given a certificate of pratique, which will have effect in (here state the name of the port or ports which the vessel will enter during the voyage and in which the pratique will under ordinary conditions hold).

Port of

Date

(Signed)

Quarantine Officer.

*Notification of Cases of Quarantinable Disease\* which occur in Australia—Section 87 (e).*

53. (a) Every medical practitioner in Australia on becoming aware of or suspecting the existence of quarantinable disease affecting any of his patients in any part of Australia shall immediately report the case by telegram or by the speediest means available to the Chief Quarantine Officer in the State in which the case occurs. The report in any case of leprosy may be forwarded by post.

(b) The report shall be in accordance with the following form:—

FORM OF REPORT.

- |   |  |                   |
|---|--|-------------------|
| (a) Insert name of State.   | To the Chief Quarantine Officer—State of (a) |                   |
| (b) Insert name of patient.   | (b)  |                   |
| (c) Insert age, sex, of patient.  | (c)  | residing at       |
| (d) Insert address where patient can be seen.                           | (d)  | is suffering from |
| (e) Insert name of disease.   | (e)  |                   |
| (f) Insert the duration of illness.                                     | Duration (f)                                 |                   |
| (g) Insert name and address of medical practitioner notifying the case. | (g)  |                   |

(c) The cost of such telegram or despatch shall be recouped to the sender by the Department of Trade and Customs, and a fee of Two shillings and sixpence shall be paid to the sender.

PART IVA.—RELATING TO SPECIAL MEASURES AGAINST PLAGUE.

54. The master or owner of any vessel in any port in Australia shall—

- (i) effectively obstruct by means of stout wire netting or other means all openings or holes in the side of the vessel next to any wharf, and, when cargo is being discharged into lighters, also in the side next to the lighters, and shall keep them so obstructed while the vessel is alongside such wharf or lighter;

\* "Quarantinable disease" means small-pox, plague, cholera, yellow fever, typhus fever, or leprosy or any disease declared by the Governor-General, by proclamation, to be a quarantinable disease.

- (2) affix an effective rat disc or screen not less than 1 foot or more than 3 feet from the side of the vessel to every rope or hawser connecting the vessel with any wharf or lighter;
- (3) when so ordered by a quarantine officer thoroughly illuminate from sunset to sunrise with electric or other brilliant lights the whole of the side of the vessel next to the wharf, and remove the landing stages and all unnecessary nets and gangways between the vessel and any wharf for the whole of the same period unless cargo is being discharged; and
- (4) take any other necessary and practicable measures to prevent the migration of rats to and from the vessel.

55. The master or owner of any vessel in any port in Australia shall—

- (1) thoroughly empty, or flush out and empty the bilges prior to berthing the vessel;
- (2) keep all foodstuffs and food refuse in rat-proof and mouse-proof receptacles;
- (3) prevent the discharge of any organic refuse, galley scraps and waste from the vessel on to the wharves or into the waters of the port;
- (4) maintain on board and use effective means for the destruction of rats and mice; and
- (5) when so ordered by a quarantine officer lay on the vessel poison baits effective for rats and mice.

56. The master or owner of any vessel in any port in Australia shall, if so ordered by a quarantine officer—

- (1) submit any part or the whole of the vessel to sulphur fumigation as prescribed or to some other approved method of fumigation. If so directed by the quarantine officer, the fumigation shall be carried out while the vessel is alongside a wharf or while the vessel is in stream, and either before or after the cargo has been discharged;
- (2) wash or spray thoroughly with the prescribed insecticidal solution all portions of the vessel likely to harbor or to afford a shelter for fleas, lice, bugs, and other vermin;
- (3) empty and flush or disinfect and clean all lavatories, water tanks, or any closed space on board the vessel:

Provided that in any case where there is reasonable cause to apprehend that the vessel may be endangered by the removal of water ballast, the quarantine officer may cause any tank or other receptacle to be sealed; and thenceforward, so long as the vessel remains within the port, the master shall prevent the breaking or removal of the seal or the discharge or removal from the tank or receptacle of any part of the water ballast except with the written permission of the quarantine officer;

- (4) cause to be disinfected or fumigated any articles specified by the quarantine officer.

57. The master or owner of any vessel on arrival at any port in Australia from a place proclaimed infected with plague or as a place from or through which plague may be carried shall—

- (1) submit the vessel to fumigation and treatment as prescribed for the destruction of rats, mice, and other vermin;

Provided that the vessel may be exempted from fumigation if the master produce—

- (a) a certificate showing that at the port of departure the vessel, while empty or after loading for the current voyage, was fumigated as prescribed; and
- (b) a certificate or certificates showing that at the port of departure (if a proclaimed place) and at every proclaimed place subsequently called at, effective measures were taken to prevent the migration of rats to the vessel. The measures adopted shall be specified in the certificate.

The certificate or certificates in each case shall be signed by the Port Health Officer or local quarantine officer if the proclaimed place is within the British Dominions, or be indorsed by the British Consul if the proclaimed place is a foreign port or country:

Provided further that in the absence of such certificates the vessel may, if no plague infected rats or mice have been found on board, be exempted from fumigation at any port of call in Australia excepting the terminal port;

- (2) if so ordered by a quarantine officer discharge the cargo into lighters in stream.

58. The following processes are prescribed:—

- (1) For the destruction of rats and mice in closed spaces in vessels—thorough sulphur fumigation for at least eight hours with a gaseous mixture containing not less than three parts per centum of sulphur oxides. The fumigation shall wherever practicable be effected by passing sulphur fumes under pressure into the closed space, the contained air being at the same time partially exhausted;
- (2) For the destruction of insects and other vermin in vessels—sulphur fumigation as prescribed, or thorough application of an aqueous solution or emulsion of soft soap, cyllin and kerosene, containing of each one part per centum. The application must be made by means of a mop or scrubbing brush or similar appliance, or by forcibly spraying the mixture into all places infested with or suspected of being infested with fleas, lice, bugs, or similar insects or vermin.

59. For the purpose of these Regulations, "wharf" shall include any pier, stage, landing place, jetty, or similar structure at which a vessel may lie.

*Fees for the Fumigation of Vessels.*

60. (1) The fees charged for the sulphur fumigation of vessels by means of any approved mechanical appliance worked by steam, oil or electric power and not forming part of the equipment of the vessels concerned, shall be as follows:—

|  | £   | s.  | d.     |
|--|-----|-----|--------|
| (a) For every vessel of not more than 500 tons (gross)         | 1   | 10  | 0      |
| (b) In the case of every vessel of over 500 tons (gross)—      |     |     |        |
| For the first 100,000 cubic feet of hold space or part thereof | ... | ... | 4 10 0 |
| For each additional 20,000 cubic feet or part thereof          | ... | ... | 0 10 6 |

(2) The fees charged for the sulphur fumigation of vessels by means of approved appliances other than those described in Sub-section (1) of this regulation shall be as follows:—

|  | £   | s.  | d.     |
|--|-----|-----|--------|
| (a) For every vessel of not more than 500 tons (gross)         | 1   | 1   | 0      |
| (b) In the case of every vessel of over 500 tons (gross)—      |     |     |        |
| For the first 100,000 cubic feet of hold space or part thereof | ... | ... | 3 3 0  |
| For each additional 20,000 cubic feet or part thereof          | ... | ... | 0 10 6 |

(3) When the fumigation of any vessel is carried out by the owners or agents, or their employes, the work shall be supervised by a Quarantine or other authorized officer, and a fee of £1 1s. shall be charged for such supervision.

(4) In any case where overtime is worked by an officer in the fumigation, or in the supervision of the fumigation, of any vessel, the cost of the overtime shall be paid by the owners or agents of the vessel.

*Fees for the Disinfection of Articles from Certain Places.*

61. The charge for the disinfection of packages of secondhand clothing or of passengers' kits of used bedding or used clothing as required by Proclamation issued under the Quarantine Act, shall be equal to the cost of the disinfection: provided that the *minimum* amount charged shall be as follows:—

Five shillings for any number of packages or kits from one to five when disinfected at one time.

One shilling per package or kit when the number disinfected at one time is more than five.

PART IVB.—MISCELLANEOUS.

*Lepor Lazarets Declared to be Quarantined Areas—Section 87.*

62. (1) The Medical Officer shall forward a monthly report to the Chief Quarantine Officer upon the general condition of patients in the Lazaret, and shall report fully upon the death of any patient.

(2) No patient shall go beyond the bounds of the Lazaret without the consent of the Medical Officer, or visit any place forbidden by the Medical Officer.

(3) No person shall visit the Lazaret without the written permission of the Chief Quarantine Officer.

(4) No application for permission to visit the Lazaret shall be granted unless it is made in writing to the Chief Quarantine Officer at least seven days before the date of proposed visit. The Chief Quarantine Officer may authorize such departures from this Regulation as may, in his judgment, be rendered necessary or advisable from time to time in particular cases.

(5) No visitor shall remain at the Lazaret more than half-an-hour without special permission. The Medical Officer or Officer-in-Charge may, at his discretion, require any visit to be terminated at any time whether written permission has been granted or not, should he consider that the condition of any patient is aggravated, or is likely to be aggravated, by the visit.

(6) Visitors on arrival shall wait in a place set apart for that purpose until the patient is brought to them by the Caretaker or Matron, and shall not, unless specially permitted, enter any enclosed part of the Lazaret area: Provided that, in the case of bedridden patients, the Medical Officer may grant permission for the visitor to see the patient under such conditions as he considers fit.

(7) No visitor shall kiss or embrace or allow himself or herself to be kissed or embraced by any patient.

(8) No visitor shall shake hands with any patient on whose hands there is any open sore or wound.

(9) No visitor or employé shall remove from the Lazaret, except after disinfection as prescribed, and by the written permission of the Medical Officer, any article which has been in the possession of a patient.

(10) Every visitor shall, during his stay in the Lazaret, obey all instructions of the Medical Officer and of the Caretaker or Matron.

(11) Visitors shall wash their hands in a disinfectant solution immediately before leaving the Lazaret, and shall carry out such other personal disinfection as may be required by the Medical Officer.

(12) No mail matter of any kind shall be allowed to leave the Lazaret unless lodged with the Caretaker for transmission.

(13) The Caretaker shall disinfect as prescribed or as directed by the Medical Officer all mail matter or paper money before allowing it to leave the Lazaret.

(14) No mail matter of any kind bearing a stamp which has been in the possession of, or which has been placed thereon by a patient shall be sent or taken from the Lazaret.

(15) No envelope or wrapper shall be sealed by any patient with the aid of the tongue or lips. All such mail matter despatched from the Lazaret shall be sealed by means of the appliances provided.

(16) No visitor or officer (excepting the Caretaker, or other authorized officer), shall receive from any inmate any book, package, paper, letter, or other written or printed matter, including paper money, for transmission to any person outside the Lazaret.

(17) No patient shall receive any article or effects which, in the opinion of the Medical Officer, should not be allowed into the Lazaret, and no patient shall send out from the Lazaret any articles or effects without the consent of the Medical Officer.

(18) Articles taken into use at the Lazaret shall not be issued therefrom to any other place. Damaged or disused articles shall, with the approval of the Medical Officer, be destroyed by the Caretaker.

(19) Any visitor bringing to the Lazaret any articles such as clothing, provisions, fruit, &c., for any patient shall deliver them to the Caretaker, who will give a receipt for them, and advise the Medical Officer of the nature of the articles. The said articles shall await the directions of the Medical Officer, and, if he thinks fit, but in no other case, shall be delivered to the patient.

(20) Articles sent by boat to patients should be addressed to the patient in care of the Medical Officer. Should any articles so brought or delivered be considered by the Medical Officer to be unsuitable or undesirable for the patient in his then condition, or should it be sent in contravention of these regulations, it will, if not perishable, be withheld for return to the sender, or impounded pending the decision of the Chief Quarantine Officer.

*Working Days and Hours, and Overtime Rates for certain Quarantine Officers.*

63. The working days and hours and rates of payment for overtime of quarantine officers engaged in disinfection and fumigation work and supervision shall be as follow:—

*Days:*—All days except Sundays and public Holidays.

By special permission of the Minister, work may be allowed on any Sunday, or by special permission of the Chief Quarantine Officer may be allowed on any public holiday for such time and under such conditions as are approved.

*Hours:*—Any eight hours, or any periods aggregating eight hours daily (between sunrise and sunset) provided that the working hours shall not be less than 44 clear working hours per week.

On Saturdays work shall cease at noon.

The Chief Quarantine Officer may permit any quarantine officer to work before and after working hours on any working day.

When work is permitted before or after the working hours, or on any Sunday or holiday, the rate to be charged for the services of each officer employed shall be rs. 6d. per hour or part thereof.

The overtime charges shall be calculated from the hour at which the officer is required to attend, and shall include charges at the same rate in respect of the time reasonably occupied in proceeding to and returning from the wharf or other place where the attendance is required.

Where any officer is required to attend between 10 p.m. and 6 a.m., the rate prescribed shall be increased by one-half.

The money received for overtime shall be held by the Department, and may be paid to the officers who have earned the same at the rate mentioned above.

*Quarantine Ensign for Launches.*

64. Launches while on Quarantine duty shall fly the Quarantine ensign. The Quarantine ensign shall be a blue ensign showing in a yellow circle the crown over an anchor crossed by a serpent-coiled rod.

*Penalty for Breach of Regulations.*

65. Except in those cases where a penalty is specially provided in the Act for any breach of the Regulations the penalty for a breach of any of the foregoing Regulations shall be a sum not exceeding Fifty pounds.

PART V.—ANIMALS (PART V. OF QUARANTINE ACT 1908).

66. In this part of these Regulations :—

“Quarantine Officer” means an officer dealing with the quarantine of imported animals.

“Chief Quarantine Officer” means the chief officer dealing with the quarantine of animals in any State.

“Importer” includes owner or consignee, or the agent for the owner or consignee.

*Imported Animals.*

67. The following regulations shall have effect with respect to animals imported from places from which the importation of animals into Australia is permitted :—

68. Not less than seven days' notice of the arrival of any animal from any country except New Zealand shall be given by the Importer to the Chief Quarantine Officer of the State.

In the case of any animal from New Zealand, not less than three days' notice shall be given by the Importer.

69. The master of any vessel on which any animal is being imported from any country except New Zealand shall, immediately on arrival at the landing port, give notice of arrival to the Chief Quarantine Officer, and shall also forward to him a declaration that no disease affecting animals has occurred during the voyage, or giving particulars as to any disease which has occurred, and also particulars regarding other stock carried on the vessel during the voyage.

This notice and declaration shall be in the following form, and the Master shall hold the animal until the Chief Quarantine Officer gives a permit to land it :—

To the Chief Quarantine Officer,  
State of

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I hereby inform you that I have on board my ship (give name) shipped at (name of port) to be landed at (name the landing port) the following animals (here enumerate) and that the consignee or owner of such animals is (give name).

I also declare that (no) disease affecting animals has occurred on board during the voyage.....(give particulars if any disease has occurred, also particulars of other stock carried on the vessel during the voyage).

Master of the Vessel.

70. The owner or consignor of any imported animal or animal to be imported shall forward with any such animal, to be delivered to the Chief Quarantine Officer prior to the landing of the animal, declarations, certificates, notices, and permits as follows :—

(A) In the case of any Horse, Ass, or Mule from New Zealand :—

1. A declaration from the owner, certifying—

- (a) that the animal has been free from disease during the six months next preceding shipment ;
- (b) that it has not been in contact with any animal suffering from disease during the six months next preceding shipment.

2. A certificate of freedom from disease by a Government Veterinary Surgeon.

(B) In the case of any Horse, Ass, or Mule from the United Kingdom :—

1. A declaration from the owner certifying—

- (a) that the animal has been free from disease during the six months next preceding shipment ;
- (b) that it has not been in contact with any animal suffering from disease during the six months next preceding shipment ;
- (c) that it has not, otherwise than as required under (B) 2, been tested with mallein during the thirty days next preceding shipment ;

2. A mallein test certificate by a qualified Veterinary Surgeon.

The certificate shall *inter alia* state the date on which the test was applied.

3. A certificate of general health from an approved Veterinary Surgeon at the port of shipment, who shall, unless he himself has applied the mallein test, also indorse the mallein test certificate to the effect that, after due inquiry, he has no reason to doubt its correctness.

(C) In the case of any Horse, Ass, or Mule from the United States of America or Canada :—

1 A declaration from the owner certifying—

- (a) that the animal has been free from disease during the six months next preceding shipment ;
- (b) that it has not been in contact with any animal suffering from disease during the six months next preceding shipment ;
- (c) that it has not, otherwise than as required under (C) 3, been tested with mallein during the thirty days next preceding shipment ;
- (d) that it has not during the twelve months next preceding, been in any State or Province in which Dourine (Maladie du Coit) or Epizootic lymphangitis is declared or known to exist.

2. A certificate from a Government Veterinary Surgeon to the effect that Dourine (Maladie du Coit) or Epizootic lymphangitis neither is nor, during the twelve months next preceding the shipment of the animal, has been declared or known to exist in the State or Province from which the animal is declared by the owner to have been exported or in which it is declared to have been during the twelve months next preceding shipment.

3. A mallein test certificate by a qualified Veterinary Surgeon.

The certificate shall *inter alia* state the date on which the test was applied.

4. A certificate of general health from an approved Veterinary Surgeon at port of shipment, who shall, unless he himself has applied the mallein test, also indorse the mallein test certificate to the effect that, after due inquiry, he has no reason to doubt its correctness.

(D) In the case of any Ass from France, Spain, or Portugal:—

1. A declaration from the owner, certifying—

- (a) that the animal has been free from disease during the six months next preceding shipment;
- (b) that it has not been in contact with any animal suffering from disease during the six months next preceding shipment;
- (c) that it has not otherwise than as required under (D) 3 been tested with mallein during the thirty days next preceding shipment;
- (d) that it has not been, during the twelve months next preceding, in any Province or locality in which Dourine (Maladie du Coit) or Epizootic lymphangitis is declared or known to exist.

2. A certificate from a Government Veterinary Surgeon to the effect that Dourine (Maladie du Coit) or Epizootic lymphangitis neither is nor, during the twelve months next preceding the shipment of the animal, has been declared or known to exist in the Province or locality from which the animal is declared by the owner to have been exported or in which it is declared to have been during the twelve months next preceding shipment.

3. A mallein test certificate by a qualified Veterinary Surgeon.

The certificate shall *inter alia* state the date on which the test was applied.

4. A certificate of general health from an approved Veterinary Surgeon at the port of shipment, who shall, unless he himself has applied the mallein test, also indorse the mallein test certificate to the effect that, after due inquiry, he has no reason to doubt its correctness.

(E) In the case of Cattle from New Zealand:—

1. A declaration from a Government Veterinary Surgeon, certifying that the animal is free from disease, and that it has been located in New Zealand for not less than sixty days next preceding shipment.

(F) In the case of Cattle from the United Kingdom and Canada :—

1. A declaration from the owner, certifying—

- (a) that the animal has been free from disease during the six months next preceding shipment ;
- (b) that it has not been in contact with any animal suffering from disease during the six months next preceding shipment ;
- (c) that it has not, otherwise than as required under (F) 2, been tested with tuberculin during the two months next preceding shipment.

2. A tuberculin test certificate by a qualified Veterinary Surgeon. The certificate shall *inter alia* state the date on which the test was applied.

3. A certificate of general health from an approved Veterinary Surgeon at the port of shipment, who shall, unless he himself has applied the tuberculin test, also indorse the tuberculin test certificate to the effect that, after due inquiry, he has no reason to doubt its correctness.

(G) In the case of cattle or sheep imported for immediate slaughter from any country approved by the Minister :—

A certificate from a Government Veterinary Inspector of the country of origin to the effect that they have been inspected immediately prior to shipment and are free from disease.

(H) In the case of any Sheep or Goat from New Zealand a certificate of freedom from disease from a Government Veterinary Surgeon.

(i) In the case of any Sheep or Goat from the United Kingdom or Canada :—

1. A declaration from the owner certifying—

- (a) that the animal has been free from disease during the six months next preceding shipment ;
- (b) that it has not been in contact with any animal suffering from disease during the six months next preceding shipment ;
- (c) that it has been dipped by thorough immersion in an effective scab-destroying preparation within the fourteen days next preceding shipment. The exact nature of the dipping preparation used shall be stated in the declaration.

2. A certificate of general health from an approved Veterinary Surgeon at the port of shipment, who shall also indorse the owner's declaration to the effect that, after due inquiry, he has no reason to doubt its correctness.

(J) In the case of Swine from New Zealand, the United Kingdom, or Canada :—

1. A declaration from the owner, certifying—

- (a) that the animal has been free from disease during the six months next preceding shipment ;
- (b) that it has not been in contact with any animal suffering from disease during the six months next preceding shipment.

2. A certificate of general health from an approved Veterinary Surgeon at the port of shipment.

(K) In the case of any Dog from any \* country from which dogs are admissible :—

1. A declaration from the owner, certifying—

- (a) that the animal has been located in the country named for the six months next preceding shipment, and that during that period it has been free from disease ;
- (b) that it has not been in contact with any animal suffering from disease during the six months next preceding shipment.

2. A certificate of freedom from disease from an approved Veterinary Surgeon at the port of shipment, who shall also indorse the owner's declaration to the effect that after due inquiry he has no reason to doubt its correctness.

(L) In the case of any Wild or Undomesticated Animal for Scientific or exhibition purposes :—

1. Notice of intention to introduce any such animal into a State shall be given to the Chief Quarantine Officer of the State, and a permit to introduce must be obtained. The permit shall be handed to the master of the ship prior to the embarkation of the animal and delivered by him to the Quarantine Officer at the port of entry.

The notice and permit may be given by cablegram.

2. A declaration from the owner—

- (a) setting forth the location and environment of the animal during the six months next preceding shipment ;
- (b) certifying that the animal has been free from disease during the six months next preceding shipment ; and
- (c) certifying that it has not been in contact with any animal suffering from disease during the six months next preceding shipment.

3. A certificate from an approved Veterinary Surgeon at the port of shipment.

(M) In the case of Circus or other Performing Animals of the several kinds permitted to be imported, the Declarations, Certificates, Notices, Permits shall be those required in respect of the same kind of animal generally.

71. On arrival at the port of destination, imported animals, excepting any specially provided for by Proclamation, shall be removed from the vessel in quarantine. The order into quarantine shall be in accordance with the form prescribed.

72. Every imported animal shall, unless otherwise dealt with in accordance with the directions of the Chief Quarantine Officer, be isolated in quarantine at some place appointed under the Quarantine Act to be a quarantine station. The period of isolation shall date from the time of removal from

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\* Dogs are admissible from the United Kingdom and New Zealand only.

the vessel by which the animal has arrived in Australia, and shall be as follows. In the case of—

|   |          |
|---|----------|
| Horses, Asses, and Mules from the United Kingdom ..   | 14 days. |
| "    "    "    "    from Canada and the United States of America ..   | 28 "     |
| Asses from France, Spain, and Portugal ..   | 28 "     |
| Cattle from the United Kingdom ..   | 40 "     |
| "    Canada ..  | 60 "     |
| Swine from the United Kingdom and Canada ..   | 14 "     |
| "    New Zealand ..   | 28 "     |
| Sheep and Goats from the United Kingdom and Canada ..   | 30 "     |
| Dogs from the United Kingdom ..   | 60 "     |
| Wild and Undomesticated Animals for Menagerie purposes, or for the purposes of a Zoological collection, from any country ... .. | 90 "     |

73. While isolated in quarantine animals shall be subjected to examination and treatment as prescribed or as the Chief Quarantine Officer directs. Such examination and treatment may include any of the diagnostic methods or means of treatment used in veterinary practice, and shall include in the case of—

- (a) any horse, ass, or mule—the mallein test;
- (b) cattle—the tuberculin test

The tests shall be conducted by a quarantine officer who is a Veterinary Surgeon.

In the event of a positive reaction to the tuberculin test without corroborative clinical evidence the Chief Quarantine Officer shall determine what further action shall be taken. If a positive reaction is supported by one or more of the clinical symptoms of tuberculosis certified to by the Veterinary Surgeon applying the tuberculin test the animal shall not be granted pratique.

In the case of sheep and goats the treatment shall include—

- (a) shearing, unless otherwise directed by the Chief Quarantine Officer, and
- (b) dipping on at least two occasions (with an interval of not more than fourteen days) by thorough immersion in an approved solution of lime and sulphur, at a temperature of 110° F., and prepared in the proportions of 4 oz. of flowers of sulphur and 2 oz. of lime to one gallon of water; except in the case of any sheep from New Zealand, when dipping shall be carried out if required by the Chief Quarantine Officer.

All wool and hair removed from such sheep and goats shall be thoroughly immersed and saturated in the solution, or, if the Chief Quarantine Officer so directs, in boiling water (kept boiling) for 5 minutes.

74. In the case of wild or undomesticated animals (for scientific or exhibition purposes) and in the case of circus and performing animals of any kind, the period shall be passed at a Government Quarantine Station, or, in special cases (on the recommendation of the Chief Quarantine Officer, approved by the Minister) at such place and under such conditions as may be specified by the Chief Quarantine Officer from time to time.

75. Wild or undomesticated animals, and menagerie, circus, and performing animals shall, while in quarantine, be subject to such conditions and treatment as the Chief Quarantine Officer deems necessary or as are provided in respect of the same class of animal generally. The cost of such treatment and of compliance with any condition shall be borne by the importer.

76. Wherever practicable, animals ordered to a quarantine station shall be conveyed to the quarantine station by water.

77. No animal which has been isolated in quarantine shall be released until it has been examined and certified to be in good health by a Quarantine Officer who is a Veterinary Surgeon. Thereupon the Chief Quarantine Officer, if he is satisfied that the animal is free from disease, shall issue a permit for the release of the animal from quarantine after treatment as prescribed or as the Chief Quarantine Officer may direct.

78. Any loss occasioned during the removal, handling, or treatment of any imported animals under the direction of an officer, or occurring during the period of detention in quarantine, shall be borne by the owner of such animals, and he shall have no claim whatever against the Commonwealth or its officers for compensation for any such loss.

79. Animals from any Australian State on board any vessel carrying imported animals shall be subject to the restrictions imposed upon imported animals of the same class: Provided that the Chief Quarantine Officer of the port of destination may grant permission for any animal to be conveyed by the vessel under such restrictions as may be prescribed or as he may impose.

#### *Combined Up-keep and Sustenance Charges.*

80. The Chief Quarantine Officer may make a combined up-keep and sustenance charge per diem in respect of each animal, as follows:—

|                       |    |    |     |
|-----------------------|----|----|-----|
| Horses                | .. | .. | 5s. |
| Cattle                | .. | .. | 3s. |
| Pigs                  | .. | .. | 1s. |
| Pigs (under 2 months) | .. | .. | 6d. |
| Sheep (1 to 20)       | .. | .. | 1s. |
| Sheep (all over 20)   | .. | .. | 6d. |
| Dogs                  | .. | .. | 1s. |
| Dogs (under 3 months) | .. | .. | 6d. |

#### *Death or escape of Animals on or from ships.*

81. In the event of any animal on a foreign ship dying while the ship is in port, or escaping therefrom, immediate notice of such death or escape shall be forwarded by the Master to the Chief Quarantine Officer.

82. Immediately on arrival at the first port of entry, the Master shall report to the Chief Quarantine Officer the occurrence of any death or loss of any animal during the voyage, and shall in the report state particulars.

#### *Expenses and Charges for Quarantine of Animals.*

83. (1) The owner or consignee of any animal shall, if required by the Chief Quarantine Officer, deposit with the Chief Quarantine Officer such sums of money as shall be prescribed to defray all the expenses and charges that may be incurred in respect of the animal.

(2) The amount, as the deposit, to be lodged in respect of each animal placed in quarantine shall be—

|                                   |    |    |    |               |     |
|-----------------------------------|----|----|----|---------------|-----|
| Horses                            | .. | .. | .. | not less than | £5  |
| Cattle ..                         | .. | .. | .. | ..            | £10 |
| Swine ..                          | .. | .. | .. | ..            | £5  |
| Sheep ..                          | .. | .. | .. | ..            | £3  |
| Dogs ..                           | .. | .. | .. | ..            | £5  |
| Wild or Undomesticated Animals .. | .. | .. | .. | ..            | £5  |

subject to special dispensation by the Minister, in the event of the aggregate amount exceeding £100.

Amended by  
1912, No. 105.

84. (1) Fees in accordance with the following scale shall be charged for the veterinary examination and treatment, as prescribed, of animals imported from any country except New Zealand :—

(i.) *Horses, Asses, Mules, and Cattle.*

For the prescribed examinations (including the Mallein test or the Tuberculin test) of—

- (a) A single animal, or the first animal in any consignment—£2 2s.
- (b) Each additional animal in any consignment of animals of the same kind—£1 1s.

(ii.) *Sheep, Swine, Goats, Dogs, and Cats.*

For the prescribed examinations of—

- (a) A single animal, or the first animal in any consignment—£1 1s.
- (b) Each additional animal in any consignment of animals of the same kind—2s. 6d.

(iii.) *Sheep.*

The treatment by Dipping as prescribed—

- (a) For a single animal—£1 1s.
- (b) For a consignment of two to twenty animals—£1 10s.
- (c) For each animal above twenty in one consignment—1s.

(iv.) *Wild or Undomesticated Animals for Circus or Menagerie Purposes.*

For the prescribed examinations—

Each animal, 10s. 6d.

(2) The said fees shall be independent of any charges for veterinary treatment on account of any intercurrent disease of any animal while in quarantine. The charges for such treatment by a Quarantine Officer shall not exceed those ordinarily made by the veterinary profession in similar cases.

The owner or importer of any animal in quarantine may, on condition that he accepts all responsibility, arrange with the Chief Quarantine Officer for the said animal to be treated by a private veterinary practitioner.

(3) Fees, as follows, shall be charged for the quarantine examination of animals imported from New Zealand :—

|  | £ | s. | d. |
|--|---|----|----|
| (a) <i>Horses, asses, mules, cattle—</i>                                   |   |    |    |
| For a consignment of 1 to 10 animals of the same kind ..                   | 1 | 1  | 0  |
| For each additional animal up to 20 in one consignment of the same kind .. | 0 | 2  | 0  |
| For each additional animal over 20 in one consignment of the same kind ..  | 0 | 1  | 6  |

Substituted by  
1912, No. 105.

|  | £ | s. | d. |
|--|---|----|----|
| (b) <i>Swine</i> —Each animal ... ..   | 0 | 10 | 0  |
| (c) <i>Sheep, goats, dogs, and cats</i> —  |   |    |    |
| For a single animal ... ..   | 0 | 5  | 0  |
| For any number from 2 to 5 in any consignment<br>of animals of the same kind ... ..                                  | 0 | 10 | 0  |
| For each additional animal in any consignment<br>over 5 of the same kind ... ..                                      | 0 | 1  | 0  |
| (d) <i>Wild or undomesticated animals for circus or<br/>        menagerie purposes arriving via New Zealand</i> —    |   |    |    |
| Each animal ... ..   | 0 | 10 | 6  |
| (4) Fees as follows shall be charged for the veterinary examination<br>of animals imported for immediate slaughter:— |   |    |    |
| (a) For a consignment of one to twenty animals ... ..  | 2 | 2  | 0  |
| (b) For each animal above twenty in one consignment  | 0 | 1  | 0  |

*Ships' Dogs and other Ships' Animals.*

85. (1) The Master of any vessel on which there is any dog or other animal belonging to the vessel or to any officer or member of the crew shall immediately on arrival of the vessel at any Australian port give notice to the Chief Quarantine Officer in the following form:—

Substituted by  
1912, No. 185.

I hereby inform you that I have on board my ship .....  
(give name) ..... the following animals ..... (give  
kind and number) ..... to be kept on board while the vessel  
is in an Australian port.

(2) Ships' dogs and other ships' animals shall be kept on board during the whole of the time the ship is in port. All ships' dogs shall be muzzled and held during such time in such a manner as to prevent contact with other dogs or animals and as shall be approved by the Chief Quarantine Officer under a bond of £50 by the Master of the vessel.

*Litter and Fodder accompanying Animals.*

86. Any hay, straw, litter, or fodder (accompanying any imported animal) taken on board at any port other than a port in the United Kingdom, New Zealand, or Australia shall be destroyed on board the vessel in which the animal has been imported.

87. Any fodder (arriving with any animal) that has been taken on board any vessel at any port in the United Kingdom, New Zealand or Australia may, on the issue of a permit by the Chief Quarantine Officer, be removed to a quarantine station for the use of such animal during its detention in quarantine.

88. No permit shall be issued by any quarantine officer in respect of any hay, straw, fodder, or litter used in any vessel in connexion with any imported animal until such animal has been examined and certified by a Government Veterinary Officer to be free from disease.

89. Clothing, fittings, utensils, kennels, harness, saddlery, implements, or other appliances which have been used on any vessel in connexion with any imported animal may be—

- (a) Destroyed,
- (b) Refused admission, or
- (c) Admitted under conditions as to treatment and disinfection as prescribed or as directed by the Chief Quarantine Officer.

*Certificates of Condemnation—Sections 53 and 57.*

90. The Chief Quarantine Officer, and any other quarantine officer who is a veterinary surgeon, and whom the Chief Quarantine Officer may depute, shall examine animals, and, where necessary for the protection of other animals, shall issue a Certificate of Condemnation.

*The Disinfection of Vehicles, Animal Clothing, Fittings, Appliances, Utensils or Litter used in connexion with any Imported Animal.*

91. The following solutions and mixtures are prescribed as disinfectant solutions for disinfection in connexion with the quarantine of animals :—

- (a) Chlorinated lime wash prepared by mixing, immediately prior to use, six (6) ounces of fresh chlorinated lime containing not less than twenty-five (25) per cent. of available chlorine in one (1) gallon of clean cold water.
- (b) A cresol and lime wash prepared by mixing two (2) ounces of a cresol preparation having a carbolic co-efficient of not less than 10, in one (1) gallon of clean water, and afterwards adding one and one-half ( $1\frac{1}{2}$ ) lb. of fresh lime, and stirring well before use.
- (c) A soapy cresol solution prepared by mixing two (2) ounces of a cresol preparation having a carbolic co-efficient of not less than 10, and one (1) lb. of soft (potash) soap in one (1) gallon of clean water.

92. Any vehicle used to transport any animal ordered into quarantine shall be disinfected by the following means and in the following manner :— The floor, sides, and other parts of the vehicle shall be saturated or thoroughly painted with an approved disinfectant solution or mixture.

93. Rugs or other clothing and similar articles shall, if steam under pressure is available, be subjected to moist steam at a pressure of not less than 10 lbs. to the square inch for twenty minutes after expulsion of air from the disinfecting chamber. If steam under pressure is not available, rugs, clothing, and similar articles shall be soaked in a hot soapy disinfectant solution as prescribed for not less than one hour.

94. All unstuffed harness and saddlery shall be disinfected by thorough washing with the approved soapy disinfectant solution. Stuffed harness shall, unless the Chief Quarantine Officer otherwise directs, be stripped of all lining and stuffing, and, after saturation with a soapy disinfectant solution, may be relined and restuffed with new clean material. The old lining and stuffing shall be burned.

95. Utensils, manger, feeding troughs, pens, hurdles may be disinfected by scrubbing with a hot soapy disinfectant solution as prescribed, or may be painted thoroughly and completely with the chlorinated lime wash as prescribed.

96. The floor of any stable shall be disinfected by saturation with a hot soapy disinfectant solution as prescribed, followed after three hours by a coating of chlorinated lime wash as prescribed.

97. The litter used in connexion with and the manure of any animal in quarantine shall, if disinfection is ordered, be burned or shall be saturated with a disinfectant solution as prescribed.

*The Disinfection (External) of Animals.*

98. The following solutions, mixtures, dips, or washes are prescribed for use as directed by the Chief Quarantine Officer :—

- (a) An aqueous mixture of lime and sulphur, at a temperature of 110° F., and prepared in the proportions of four (4) ounces of flowers of sulphur and two (2) ounces of lime to each gallon of water.

(b) Arsenical dip, prepared by the mixture of—

|               |     |     |              |
|---------------|-----|-----|--------------|
| White arsenic | ... | ... | 8 lbs.       |
| Caustic soda  | ... | ... | 4 lbs.       |
| Stockholm tar | ... | ... | 1 gallon     |
| Tallow...     | ... | ... | 8 lbs.       |
| Water         | ... | ... | 400 gallons. |

(c) Any of the alkaline cresol preparations known as non-poisonous dips, as approved for use by the Board of Agriculture of Great Britain.

*Quarantine Stations for Animals—Regulation of.*

99. The housing, treatment, attendance on, and feeding of all animals in quarantine shall be in accordance with the directions of the quarantine officer in charge

100. No person shall enter an animal quarantine station without a permit of the Chief Quarantine Officer, or his deputy. Any person leaving an animal quarantine station without a permit while the station is occupied by animals in quarantine may be apprehended by any constable and taken back to the station and subjected to disinfection.

101. No animal, vehicle, or goods of any description whatsoever shall be taken into or out of a quarantine station for animals without the approval of the quarantine officer in charge, and subject to such conditions as to disinfection as are prescribed, or as may be directed by the Chief Quarantine Officer.

102. All persons employed in any quarantine station shall obey the orders and carry out the instructions of the quarantine officer in charge, and shall assist by every means in their power to prevent the spread of disease.

103. All persons on a quarantine station shall comply with the directions of the quarantine officer in charge.

104. The quarantine officer in charge may by an order in writing, require any person who will not comply with his directions or the regulations to leave the station, and such person shall, on receipt of such notice, immediately comply therewith, and shall, prior to leaving the station, submit himself to disinfection as prescribed, or as the Chief Quarantine Officer requires.

105. When any animal is to be destroyed, two days' notice of intention to destroy shall be given to the importer, and, on destruction a *post-mortem* examination shall be made by an approved Veterinary Surgeon, who shall report to the Chief Quarantine Officer.

106. The compensation to be paid to the owner of any animal which has been destroyed as diseased, and found on *post-mortem* examination to be free from disease, and certified to this effect by the Chief Quarantine Officer, shall be such as the Minister may approve, but the amount shall not in any case be more than the original selling price to the importer of the animal in the country whence imported, together with all charges for freight, keep, &c., up to the time of destruction. Evidence in respect of these matters shall include such documents, statutory declarations, and other information as the Minister may require.

107. Any animal carried, conveyed, or brought from any quarantine station without compliance with these regulations may be seized and placed in quarantine by any quarantine or police officer or officer of Customs, or otherwise dealt with as the Minister directs.

108. Any animal landed without compliance with these regulations may be seized by any officer, and dealt with in such a manner as the Minister directs.

*Fodder.*

109. The importation of fodder (hay or chaff) from any country shall be subject to the permission of the Minister and to the following conditions:—

(1) Prior to shipment—

(a) A notice of intention and an application for permission to import fodder from any country, except New Zealand or the United Kingdom, shall be given and made to the Chief Quarantine Officer, who shall report and make a recommendation thereon to the Director of Quarantine.

The notice shall specify the nature and quantity of the fodder, its place of origin (growth), the port of shipment, and the anticipated date of arrival.

(b) A permit to import the fodder in respect of which the notice under (a) has been given to the Chief Quarantine Officer shall be obtained from the Minister.

(2) The importer shall give not less than two days' notice of arrival of the fodder.

(3) The fodder shall be landed in quarantine at an approved place, and shall be treated as prescribed or as directed by the Chief Quarantine Officer.

*Hides and Skins.*

110. The importation of hides and skins shall be subject to the following conditions:—

A. From any country except New Zealand—

(1) The owner or consignor shall forward with any hide or skin a declaration made in the country of origin before a magistrate to the effect that such hide or skin was not derived from any animal which had suffered from or died from anthrax or similar disease, and that it has been effectively dry salted, wet salted, or arsenically dressed.

The declaration shall be certified to by a Government officer of the country of origin to the effect that to the best of his knowledge the declaration is true and correct.

If the country of origin is a foreign country the declaration shall be made before a British Consul or before a responsible British official resident therein.

(2) The Master of the vessel in which any hide or skin is imported shall hold the same until he receives a landing permit from a Quarantine Officer.

(3) Any imported hide or skin shall on being landed from a vessel be forthwith removed direct to an approved tannery or other approved place for treatment, and shall be treated as prescribed, or as directed by the Chief Quarantine Officer.

(4) The tanner to whom any imported hide or skin is delivered shall in respect of such hide or skin enter into a bond of £100 to the effect that the hide or skin specified therein shall not leave the tannery or other approved place until it has been treated, tanned, or otherwise dealt with as prescribed or as directed by the Chief Quarantine Officer.

## B. From New Zealand—

The owner or consignor shall forward with any hide or skin a declaration made before a magistrate to the effect that such hide or skin was not derived from any animal which had suffered from or died from anthrax or similar disease. The declaration shall be endorsed as correct by a Government Veterinary Surgeon.

*Wool and Hair.*

111. The importation of wool and hair, except wool samples and clean hair scoured for manufacturing purposes, shall be subject to the following conditions:—

- (1) The importer shall, prior to shipment—
    - (a) give notice of intention to import to the Chief Quarantine Officer of the State to which it is proposed to import such wool or hair;
    - (b) obtain from the Minister, on the recommendation of the Chief Quarantine Officer, a permit to import such wool or hair.
  - (2) Any such wool or hair on being landed shall be forthwith removed to a quarantine station or other approved place for treatment or disinfection as prescribed, or shall be dealt with as directed by the Chief Quarantine Officer.
- This regulation shall not apply to hair from New Zealand provided that each consignment is accompanied by an official certificate to the effect that the hair is the product of New Zealand.

*Bones.*

112. The importation of bones shall be subject to the following conditions:—

- (1) *Bones in any form* shall be admitted only at the following ports:—
 

|   |    |    |    |    |                     |
|---|----|----|----|----|---------------------|
| Sydney                                  | .. | .. | .. | .. | In New South Wales  |
| Melbourne and Geelong                   | .. | .. | .. | .. | „ Victoria          |
| Brisbane, Rockhampton, and Townsville.. | .. | .. | .. | .. | „ Queensland        |
| Port Adelaide                           | .. | .. | .. | .. | „ South Australia   |
| Fremantle                               | .. | .. | .. | .. | „ Western Australia |
| Hobart                                  | .. | .. | .. | .. | „ Tasmania.         |
- (2) Two days' notice of arrival of the bones shall be given by the Importer to the Chief Quarantine Officer.
- (3) Such bones shall, on landing, be forthwith placed in a railway truck or other vehicle, and conveyed to such premises (appointed as a quarantine station for the purpose) as may be directed by the Chief Quarantine Officer. They shall there be subjected for at least two hours to a moist heat at a temperature of not less than 250 degrees F., equal to an indicated steam pressure of 30 lbs. per square inch or shall be converted into superphosphate by chemical process under the direction and supervision of a quarantine officer.
- (4) All bags or other coverings containing such bones shall be destroyed by the quarantine officer either by fire or by immersion in sulphuric acid ( $H_2SO_4$ ) of a specific gravity of not less than 1.843.
- (5) All vehicles or other articles with which such bones may come in contact after landing and prior to being treated shall be disinfected as prescribed, and such vehicles or articles shall not be used for any other purpose until the disinfection has been carried out and certified to by the quarantine officer.

This regulation shall not apply—

- (a) to bones imported from New Zealand provided that each consignment is accompanied by an official certificate that the bones are the product of New Zealand and that they have been subjected to treatment as prescribed in Clause 3 of this Regulation; or
- (b) to bones accompanied by a certificate from an approved Veterinary Officer to the effect that the bones had in his presence been treated as prescribed in Clause 3 of this Regulation.

*Animal Manures (other than bones or guano).*

113. The importation of animal manure (other than bones or guano) shall be subject to the following conditions:—

(1) The importer shall, prior to shipment—

- (a) give notice of intention to import to the Chief Quarantine Officer of the State to which it is proposed to import such animal manure;
- (b) obtain from the Minister, on the recommendation of the Chief Quarantine Officer, a permit to import such animal manure.

(2) Any such animal manure, together with the containing package, shall on arrival be removed forthwith to a quarantine station or other approved place for treatment or disinfection as prescribed or as directed by the Chief Quarantine Officer.

114. The importer shall, if directed by the Quarantine Officer, provide all cartage labour and material required in connexion with the removal and with such treatment of hides, skins, wool, hair, bones, or animal manure as may be prescribed or as may be directed under the four last preceding regulations. If the whole or any part of the work is carried out under the direct control of the Quarantine Officer, the importer shall pay all expenses incurred in connexion therewith.

A charge not exceeding Two shillings per hour shall be paid by the importer for supervision whenever supervision is exercised.

Inserted by  
1914, No. 67.

114 (A).—(1) Where any officer or officer of Customs has seized any animals as forfeited under section 68 of the Act, the officer shall forthwith give to the Director of Quarantine and the importer of the animals notice of such seizure.

(2) The notice to the importer may be in accordance with the following form:—

#### COMMONWEALTH OF AUSTRALIA.

*The Quarantine Act 1908-1912.*

Notice of seizure under section 68 of the Act.

Place.....

Date.....

To (a)

Take notice that (b) \_\_\_\_\_ has this day been seized as forfeited to His Majesty under section 68 of the above-named Act, the said animals having, in my opinion, been (c) \_\_\_\_\_

Inserted by  
1914, No. 67.

And take further notice that unless you show cause to the Minister for Trade and Customs within (d) \_\_\_\_\_ days from the date of this notice why the aforesaid forfeiture should be waived, the Minister will, immediately after the expiration of the said (d) \_\_\_\_\_ days, issue an order for the destruction of the said animals in accordance with the Regulations.

(Signature of Officer.)

(Official Designation.)

(a) Here insert name of importer of animals seized.

(b) Here insert particulars of animals.

(c) Here insert "Imported into Australia in contravention of this Act", or as the case may be.

(d) Here set out period to be allowed to importer to show cause to the Minister.

(3) If—

(a) the importer within the time limited in the notice of seizure fails to show cause to the Minister why the forfeiture should be waived; or

(b) the Minister is not satisfied that good cause has been shown, the Minister may, by order in writing, direct the destruction of the animals, and they shall be destroyed accordingly.

(4) If the Minister is satisfied that good cause has been shown, he may waive the forfeiture upon condition that—

(a) in cases where the prohibition is absolute, the animals are exported within such time as the Minister allows; or

(b) in cases where the importation is subject to conditions, such conditions are complied with within such time as the Minister allows; and

(c) in either case the importer, within such time as the Minister allows, pays such expenses as the Minister thinks fit to require, or gives security for such payment.

(5) If the importer fails to comply with the conditions upon which the forfeiture has been waived by the Minister, such waiver shall be deemed to be void, and the Minister may, without any further or other notice, order the destruction of the animals and they shall be destroyed accordingly.

115. Except in those cases where a penalty is specially provided in the Act for any offence against the Act or breach of the Regulations made thereunder, the penalty for a breach of any of the Regulations of this Part shall be a sum not exceeding Fifty pounds.

#### PART VI.—PLANTS (PART V. OF "QUARANTINE ACT 1908").

116. In this part of these Regulations:—

"Diseased" means affected with disease, and includes showing the presence or evidence of any deteriorated or abnormal condition, whether dependent on the presence of or due to the operation, development, growth, or effect of any disease.

"Importer" includes owner, consignee, or the agent for the owner or consignee.

"Quarantine Officer" means a quarantine officer dealing with the quarantine of imported plants.

"Chief Quarantine Officer" means the chief officer dealing with the quarantine of plants in any State.

Commonwealth of Australia.

*Quarantine Act 1908.*

### IMPORTER'S NOTICE.

Port of

These plants were grown at (name of country and place) and shipped at (name of port).

| Brands<br>or<br>Marks. | Number<br>of<br>Packages. | Description. | Inspection<br>Fees.<br>Rate. | Amount. |    |    |
|------------------------|---------------------------|--------------|------------------------------|---------|----|----|
|                        |                           |              |                              | £       | s. | d. |
|                        |                           |              |                              |         |    |    |
|                        |                           |              |                              |         |    |    |
|                        |                           |              |                              |         |    |    |
|                        |                           |              |                              |         |    |    |
|                        |                           |              |                              |         |    |    |
|                        |                           |              | Total                        | £       |    |    |

Signature\_\_\_\_\_

Witness to Signature

Receipt No. \_\_\_\_\_

(a) *Growing Plants*—

(b) *Cuttings, Stocks, and Scions*—

(c) *Fresh Fruit*—

Fruit, in cases or other packages, 1d. per package weighing half a cental or less ; 2d. per package weighing more than half a cental.

(d) *Dried Fruit*—

Dried fruit, such as raisins, currants, prunes, figs, dates, and apples (other than in air-tight bottles, tins, or similar retail packages), 1d. per cental up to 40 centals; 6d. per 20 centals, or part thereof, above 40 centals.

(e) *Cereals, Pulse, and other Seeds*—

Cereals, pulse, vegetable and similar seeds, in bulk or in whole-sale packages, 1d. per cental up to 100 centals; 3d. per 20 centals, or part thereof, from 100 to 400 centals in each consignment; 1d. per 20 centals, or part thereof, above 400 centals in each consignment.

(f) *Nuts*—

Cocoanuts, 1d. per cental, or part thereof, up to 20 centals; 3d. per 20 centals, or part thereof, above 20 centals in each consignment. Nuts, such as walnuts, filberts, peanuts, and Brazil nuts, 1d. per cental up to 20 centals; 6d. per 20 centals, or part thereof, above 20 centals in each consignment.

(g) *Vegetables, Bulbs, &c.*—

Vegetables, including onions, potatoes, corms, rhizomes, bulbs and tubers generally, 1d. per cental up to 100 centals; 2d. per 20 centals, or part thereof, above 100 centals in each consignment.

(h) *Parts of plants partially treated in preparation for food-stuffs, such as nutmegs, hulled coffee beans, cocoa beans, pepper, pimento, hops, imported for manufacture into food-stuffs or similar purpose. Free—unless found affected with disease when the charge shall be 2d. per cental.*(i) *Plants arriving by Parcel Post or in passengers' luggage. Free.*(j) *Plants from Norfolk Island. Free.*

119. A quarantine officer shall, in respect of any imported plant not otherwise provided for under these Regulations, and found after careful inspection to be free from disease and certified accordingly, issue a permit authorizing delivery of the plant in accordance with the following form, which shall be printed on white paper:—

Commonwealth of Australia.

Form 2.

*Quarantine Act 1908.*

(Plants.)

PERMIT TO DELIVER PLANTS.

To the

Officer at

19

Please deliver, on payment of, or on production of the receipt for payment of the undermentioned inspection fees, the following plants *ex s.s.* from

*Imported by*

| Description. | Number. | Brands. | Consignee. | Fees.   |    |    |
|--------------|---------|---------|------------|---------|----|----|
|              |         |         |            | £       | s. | d. |
|              |         |         |            |         |    |    |
|              |         |         |            | Total £ |    |    |

Date , 19 .

(Signature) \_\_\_\_\_ Quarantine Officer.

Station \_\_\_\_\_

120. Any imported plant subject to quarantine shall, unless after careful inspection by a quarantine officer it is found to be free from disease and is certified accordingly, be ordered into quarantine and shall there be dealt with and treated as prescribed.

121. When any plant has been ordered into quarantine, it shall be immediately removed to a quarantine station or other approved place in such manner, and by such means, as the quarantine officer directs.

122. When a quarantine officer has ordered any plant into quarantine, he shall issue an order to be served on the importer of the plants and shall forward to the Customs or other officer in charge a permit authorizing delivery of the said plant either to a quarantine station or for Inter-State transfer in accordance with the following Form, which shall, with the order, be printed on yellow paper.

Commonwealth of Australia.

Form 3.

*Quarantine Act 1908.*

(Plants.)

PERMIT TO DELIVER PLANTS INTO A QUARANTINE STATION OR FOR  
INTER-STATE TRANSFER.

To the \_\_\_\_\_ Officer  
at \_\_\_\_\_

19 \_\_\_\_\_

Please allow the following plants (as per schedule below), which arrived  
per s. \_\_\_\_\_ from \_\_\_\_\_ to be removed  
in quarantine from the vessel, { for delivery to the Quarantine Station  
for Inter-State transfer  
at }  
per }

| Description. | Number. | Brands. | Consignee. |
|--------------|---------|---------|------------|
|              |         |         |            |
|              |         |         |            |
|              |         |         |            |
|              |         |         |            |

Signature—

Station.

(Quarantine Officer)

*Packages and Packing.*

123. Any package which has contained any diseased plant may, if so directed by the Chief Quarantine Officer, be disinfected as prescribed.

124. Any package or packing material connected with any imported plant, and consisting of hay, straw, grass, moss, fibre, charcoal, bark, or other material considered by the quarantine officer likely to introduce disease, shall be forthwith destroyed at the quarantine station or at any place that may be approved of by the Chief Quarantine Officer in the State concerned.

*Quarantine Stations for Plants—Regulation of.*

125. The treatment of any plant in quarantine shall be as prescribed.

126. All persons employed in any quarantine station shall obey the orders and carry out the instructions of the quarantine officer in charge, and shall assist by every means within their power to prevent any spread of disease.

127. No person shall enter or leave, nor shall any animal, vehicle, or goods of any description whatsoever be taken into or out of a quarantine station for plants without the approval of the quarantine officer in charge, and subject to such conditions as to disinfection as are prescribed or as the Chief Quarantine Officer directs.

128. The quarantine officer in charge may, by an order in writing, require any person who will not comply with his directions or with the regulations to leave the station, and such person shall, on receipt of such notice, immediately comply therewith, and shall, prior to leaving the station, submit himself to such disinfection as the quarantine officer by order requires.

129. Any person leaving a quarantine station without the approval of the quarantine officer may be apprehended by any constable and taken back to such station.

130. Any plant which has undergone quarantine and treatment, and which, after examination by the quarantine officer, is certified by him to be free from disease, may, when all contingent expenses have been duly paid, be removed from the quarantine station on the issue by the quarantine officer to the importer of a certificate of release from quarantine and a permit to remove, which shall be printed on green paper, in accordance with the following form:—

Commonwealth of Australia.

*Quarantine Act 1908.*

(Plants.)

Form 4.

RELEASE FROM QUARANTINE AND PERMIT TO REMOVE PLANTS.

19

To M

The plants imported by \_\_\_\_\_ which arrived per s. \_\_\_\_\_  
from \_\_\_\_\_ and are particularized in the schedule below,  
having been treated in quarantine and subsequently found free from disease,  
are hereby released from quarantine, and may be removed from the Quarantine Station on production to \_\_\_\_\_ of receipts of  
payment of inspection, fumigation, and other quarantine charges.

| Treatment, &c.      | Description.       | Number. | Brand. | @ | £ | s. | d. |
|---------------------|--------------------|---------|--------|---|---|----|----|
| To Treatment of ..  | Fruit .. ..        |         |        |   |   |    |    |
| .. .. ..            | Plants .. ..       |         |        |   |   |    |    |
| .. .. ..            | Packages and cases |         |        |   |   |    |    |
| .. Assortment of .. | Fruit .. ..        |         |        |   |   |    |    |
| .. Supervision ..   |                    |         |        |   |   |    |    |
| TOTAL .. ..         |                    |         |        |   |   |    |    |

Quarantine Officer.

Station

Receipt No.

131. Any imported plant which has been treated at a quarantine station in accordance with these regulations, and released from quarantine, and in respect of which a permit to remove has been issued, shall be removed forthwith by the importer.

132. If any plant in quarantine in respect of which a permit to remove has been issued, is not removed and remains unclaimed after a period of seven days, it may be sold or destroyed, as directed by the Chief Quarantine Officer.

133. Any imported fruit, vegetables (including tubers, bulbs, corms, and rhizomes), nuts, cereals, pulse, or other seed, of which any proportion is on inspection by a quarantine officer found to be or suspected of being affected with a disease, or any cereals, pulse, or other seed found on inspection to be mixed with the seed of a proclaimed weed pest, shall be ordered into quarantine, and may, under the supervision of a quarantine officer, be treated as prescribed (or as the Chief Quarantine Officer may direct), or sorted at a quarantine station or other approved place, subject to the following conditions, viz. :—

- (a) The fruit, vegetables, nuts, cereals, pulse, or other seed shall, as directed by a quarantine officer, be removed to a quarantine station or other approved place.
- (b) Any such fruit, vegetables, nuts, cereals, pulse, or other seed, treated sorted, or cleaned to the satisfaction of the quarantine officer shall, with the exception of bananas, which may be delivered unpacked, be repacked in clean cases, bags, or other packages, which shall be supplied by the importer, who may then be permitted to take delivery under an order issued by the quarantine officer.
- (c) Any case, bag, or other package which has contained any diseased fruit, vegetables, nuts, cereals, pulse, or other seed, shall be disinfected as prescribed or to the satisfaction of the Chief Quarantine Officer before delivery, or shall be destroyed.
- (d) Any fruit, vegetables, nuts, cereals, pulse, or other seed, which have been sorted and are deemed by the quarantine officer to be diseased may, at the expense of the importer and if approved by the Minister, be reshipped and exported, or may be destroyed or denaturated as prescribed.

Any seed of a proclaimed or prohibited weed pest shall, at the importer's expense, be destroyed or denaturated as prescribed at such place as the Chief Quarantine Officer may direct.

- (e) The importer shall, unless the quarantine officer decides that the work shall be performed by the official staff at the cost of the importer, provide all cartage and labour in connexion with the treatment, sorting, picking over, cleaning or repacking of any imported fruit, vegetables, nuts, cereals, pulse, or other seed.

A sum not exceeding 2s. per hour or portion thereof shall be made for the supervision of sorting, cleaning, repacking, or treatment if the work is carried out by the importer under the supervision of a quarantine officer.

#### *Other Plants.*

134. Any plant not otherwise provided for in these regulations shall be retained in quarantine for such period as the Chief Quarantine Officer deems necessary.

135. Any plant imported by a quarantine officer by permission of the Minister shall be ordered into quarantine and be treated as prescribed, and shall, if considered necessary, be isolated and grown in quarantine for a period of not less than one year.

136. Any imported goods found to be infested with a noxious insect or pest or fungus may, if in the opinion of the Chief Quarantine Officer such goods can be treated so as to destroy such insect pest or fungus without destruction or denaturation of the goods, be landed in quarantine and treated under the supervision of a quarantine officer, at a quarantine station or dépôt or other place approved by the Chief Quarantine Officer.

Unless the Chief Quarantine Officer decides that the work shall be performed by the official staff at the cost of the importer, all cartage and labour in connexion with the treatment of such goods shall be provided by the importer. In addition to any other charges a fee not exceeding the sum of 2s. per hour or portion thereof shall be charged for supervision. Minimum fee, two shillings.

137. The importation of fodder (hay or chaff) from any country shall be subject to the permission of the Minister and to the following conditions:—

(1) Prior to shipment—

- (a) A notice of intention and an application for permission to import fodder from any country, except New Zealand or the United Kingdom, shall be given and made to the Chief Quarantine Officer for Animals, who shall report and make a recommendation thereon to the Director of Quarantine.

The notice shall specify the nature and quantity of the fodder, its place of origin (growth), the port of shipment, and the anticipated date of arrival.

- (b) A permit to import the fodder in respect of which the notice under (a) has been given to the Chief Quarantine Officer for Animals shall be obtained from the Minister.

(2) The importer shall give not less than two days' notice of arrival of the fodder.

(3) The fodder shall be landed in quarantine at an approved place, and shall be treated as prescribed or as directed by the Chief Quarantine Officer for Animals.

*The Fumigation or other Treatment of Plants and Packages.*

138. The following means and methods of treating and fumigating plants and packages in quarantine, or other approved place, are approved and prescribed:—

- (a) Fumigation with hydrocyanic acid gas, as prescribed for the destruction of coccids, aphides and similar insects, and for the treatment of fruit, trees, and other hardy plants in foliage, greenhouse plants and deciduous trees and plants in a dormant state infested with such insects, and for cases, bags, or similar packages.

- (b) Fumigation with carbon bisulphide vapour, as prescribed, for the destruction of coleopterous (chiefly curculionidous) and lepidopterous insects, and for the treatment of seeds, unpolished grain, nuts, nutmegs, and seeds and grain of crimson clover, rye, millet, and barley plants; and for cases, bags, and similar packages. This method and that described in paragraph (a) of this Regulation are not approved for the destruction of ova or larvæ, such as those of the codlin moth or fruit fly, imbedded in fruit.
- (c) Immersion in a solution of formaldehyde, as prescribed, for potatoes and for packages.
- (d) Immersion in or spraying with Bordeaux mixture, as prescribed, for fungus diseases of plants and for packages.
- (e) Immersion in a solution of copper sulphate (bluestone) or a mixture, of carbonate of potassium and sulphate of copper in water, as prescribed for fungus diseases, especially of vines.
- (f) Boiling in water, for not less than two minutes, for cases, packages, and bags.

139. The precise methods of treatment and fumigation shall be as follows :—

- (1) Fumigation with hydrocyanic acid gas shall be carried out in a chamber or receptacle specially adapted for fumigation purposes, and shall be maintained for one hour. The procedure shall be as specified hereunder, and the generating mixture shall be in the case of

(a) *Fruit, Trees and Hardy Plants in Foliage :—*

- One-third ( $\frac{1}{3}$ ) oz. (Troy) of fused potassium cyanide (98 per cent.).
- One and one-half ( $1\frac{1}{2}$ ) fluid ozs. of sulphuric acid (1·8 sp. gr.).
- Three (3) fluid ozs. of water.

(b) *Greenhouse Plants :—*

- One-quarter ( $\frac{1}{4}$ ) oz. (Troy) of fused potassium cyanide (98 per cent.).
- One (1) fluid oz. of sulphuric acid (1·8 sp. gr.).
- Two and one-half ( $2\frac{1}{2}$ ) fluid ozs. of water.

Greenhouse plants shall be fumigated after sunset at a temperature as near 50° F. as practicable, and in a dry atmosphere.

(c) *Deciduous Trees and Plants in a Dormant State :—*

- One (1) oz. (Troy) of fused potassium cyanide (98 per cent.).
- Two (2) fluid ozs. of sulphuric acid (1·8 sp. gr.).
- Three (3) fluid ozs. of water.

The quantities above specified shall be used for each 100 cubic feet of space contained in the fumigating chamber or receptacle. In each instance the water and sulphuric acid shall be successively placed in a glazed earthenware or enamelled vessel, and the potassium cyanide shall be placed in the carrier constructed for the purpose; the chamber or receptacle shall then be tightly closed and the potassium cyanide shall be added by turning the handle of the carrier as required on the outside of the chamber or receptacle. All plants to be fumigated shall be so placed as to be freely exposed to the vapour, and fumigation shall be maintained for not less than one (1) hour. After the expiration of one hour, the doors and vents of the chamber or receptacle shall be opened for a sufficient time to allow all gas to escape before removal of the goods.

- (2) No officer or other person shall enter any fumigation chamber until all sensible traces of hydrocyanic acid gas have disappeared.

140. *Fumigation with Carbon Bisulphide Vapour.*—Fumigation with carbon bisulphide vapour shall be carried out in an air-tight chamber or receptacle which shall be lighted only by means of an incandescent electric light and then only when no traces of the carbon bisulphide vapour are present. All switches in connexion with the electric light shall be fixed outside the fumigating chamber or receptacle and shall be kept locked during the period of fumigation.

- (1) For the generation of vapour, carbon bisulphide of a specific gravity of 1.29 at 32° F. shall be used, and the bisulphide of carbon vapour shall be of a strength, in the case of—
  - (a) Seeds, grain (crimson clover, rye, millet, and barley excepted), nuts, and nutmegs—one and one-half ( $1\frac{1}{2}$ ) pounds of carbon bisulphide to each thousand (1,000) cubic feet of space to be fumigated.
  - (b) Seeds and grain of crimson clover, rye, millet, and barley, one pound of carbon bisulphide to each thousand (1,000) cubic feet of space to be fumigated.
- (2) All seeds, grain, nuts, and nutmegs to be fumigated shall, if practicable, be spread out in thin layers so as to be freely exposed to the vapour, and shall be so placed as to be below the sieves or trays specified below, and fumigation shall be maintained for not less than thirty-six (36) hours. If seeds, grain, nuts, or nutmegs cannot be spread out, vapour of twice the specified strength shall be used, the packages shall be stacked and fixed so as to leave space of not less than 3 inches between the packages on all sides, and fumigation shall be maintained for not less than forty-eight (48) hours.
- (3) The bisulphide of carbon shall be evaporated by being poured or a layer of cotton waste placed on a sieve or pervious tray. The layer of cotton waste shall be not less than 1 inch in thickness and shall be spread evenly over the sieve or tray.

- (4) One such sieve or tray, containing at least one-half of a pound of cotton waste, shall be provided for each half ( $\frac{1}{2}$ ) pound of carbon bisulphide required and the bisulphide shall be poured evenly over the cotton waste.

The sieve or tray shall be supported or suspended in the upper part of the fumigating chamber. If more than one sieve or tray is used, they shall be so placed as to secure most effectively an even distribution of the fumes and their intimate contact with any seeds, nuts, or nutmegs to be fumigated.

- (5) No officer or other person shall smoke or expose any light in or within 20 feet of any fumigating chamber in which carbon bisulphide is being used or while any sensible trace of the carbon bisulphide remains in such chamber.

141. *Immersion in Formaldehyde Solution.—Potatoes.*—The solution of formaldehyde to be used for the treatment and disinfection of potatoes in quarantine shall be of the strength of one part by measure of formalin (40 per cent. formaldehyde) to 300 parts of water (1 oz. to 15 pints) and the immersion shall continue for two hours.

142. *Immersion and Spraying of Plants with Bordeaux Mixture.*—The Bordeaux mixture prescribed for dipping and spraying imported plants for fungus diseases shall be prepared as follows:—Take 6 lbs. of bluestone (copper sulphate), 4 lbs. of quicklime, and 40 gallons of water, and mix them in accordance with the following directions:—

Three wooden casks, one having a capacity of at least 40 gallons, and the other two having a capacity of 25 gallons each, are required.

Each of the two smaller casks shall be marked on the inside with an incised or seared (burnt) mark to indicate the measure of 20 gallons. These casks shall be raised on a platform, and shall be fitted with wooden taps, so placed as to run their contents into the third cask placed below.

Six (6) lbs. of sulphate of copper (bluestone) shall be suspended in a bag or cloth from a stick placed across the top of one of the smaller casks. Pour four (4) gallons of hot water into the cask. The water must completely cover the bluestone in the bag or cloth. When the bluestone has entirely dissolved, 16 gallons of cold water shall be added.

Four (4) lbs. of fresh quicklime in hard lumps shall next be slaked slowly in the other cask by adding water, pint by pint, as it is absorbed, until a thick paste of lime free from lumps is formed. Sufficient water shall then be added to make up 20 gallons, and the whole shall be thoroughly stirred. This forms "milk of lime."

When the bluestone solution and the milk of lime are quite cool, they shall be poured together at the same rate (evenly) into the third cask.

These directions must be carefully followed to produce an effective mixture

The following test for determining whether Bordeaux mixture is properly prepared is approved and prescribed:—

Dissolve 4 ozs. of ferrocyanide of potassium in one pint of water, place this in a glass vessel, and add a few drops of the mixture to be tested. Should any brownish discoloration occur, more milk of lime must be added to the Bordeaux mixture, till, on testing, no discoloration is apparent.

Any tree or plant in quarantine affected with any fungus disease shall be immersed or sprayed with Bordeaux mixture, as directed by the Chief Quarantine Officer.

143. Immersion in an aqueous solution of two (2) per cent. of copper sulphate or in an aqueous mixture of carbonate of potassium and sulphate of copper (producing hydrocarbonate of copper).

The hydrocarbonate of copper mixture shall be prepared by dissolving (a) one pound of carbonate of potassium in 40 pints of water; (b) two pounds of sulphate of copper in 40 pints of water, and carefully mixing the two solutions in a cask.

Imported vines shall, if so directed by the Chief Quarantine Officer, be dipped in the copper sulphate solution or in the mixture prescribed.

Weakly plants, or those showing new shoots, shall, one hour after being dipped, be washed in clean water.

144. *The Disinfection of Cases, Bags, and similar Packages.*—Cases, bags, and similar packages which have been used in the packing of any diseased plants shall, if the Chief Quarantine Officer orders their disinfection, be subjected to the same disinfecting process as is prescribed for the plants packed therein, or shall be immersed in boiling water, kept boiling, for a period of no less than two minutes.

#### *Depreciation or Injury of Imported Plants.*

145. Any loss occasioned during the removal, handling, or treatment of any imported plant under the direction of a quarantine officer shall be borne by the owner of such plant, and he shall have no claim whatever against the Commonwealth for compensation for any such loss.

#### *The Disposal of Plants and Packing Seized under the Quarantine Act.*

146. Any plant, together with any case, package, or packing material seized under the provisions of section 68 of the Quarantine Act shall be removed to a quarantine station, and if its introduction is not absolutely prohibited under this Act, it may, after due detention and treatment, and provided that, in the opinion of the Chief Quarantine Officer, there is no danger to be apprehended by its introduction, be sold, otherwise it shall be destroyed.

#### *Penalty for Breach of Regulations.*

147. Except in those cases where a penalty is specially provided in the Act for any offence against the Act or breach of the Regulations made thereunder, the penalty for a breach of any of the Regulations of this Part shall be a sum not exceeding Fifty pounds.

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## RAILWAYS.

|  |       |
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KALGOORLIE TO PORT AUGUSTA RAILWAY BY-LAWS.<sup>(a)</sup>

## PART I.—PRELIMINARY.

1. *Short Title.*—These By-laws may be cited as the Kalgoorlie to Port Augusta Railway By-laws 1914.

2. *Parts.*—These By-laws are divided into Parts as follows:—

Part I.—Preliminary.

Part II.—Use of tickets.

Part III.—Offences by and in respect of passengers.

Part IV.—Protection of Railway property.

Part V.—General.

3. *Definitions.*—In these By-laws if the context so requires or admits—

“Minister” shall mean the Minister of State for Home Affairs:

“Railway” shall include all lands vested in the Minister in connexion with the Kalgoorlie to Port Augusta Railway:

“Employé” shall mean any person employed by the Minister in connexion with the railway.

4. *Variance of By-laws not Permitted.*—The provisions of these By-laws shall not be varied or dispensed with unless with the permission in writing of the Minister.

5. *Delegation by Minister.*—The Minister may, by writing under his hand, delegate all or any of his powers under these By-laws (except this power of delegation).

## PART II.—USE OF TICKETS.

6. *Issue of Tickets.*—(1) Any intending passenger, on paying the prescribed fare, will be furnished with a ticket entitling him to travel on the railway between the stations named thereon.

(2) No person shall travel upon the railway in any carriage or other vehicle of the Minister unless supplied with a pass or ticket for that purpose.

Penalty: Five pounds.

(a) Statutory Rules 1914, No. 150: 14th October, 1914 (Provisional); made under the *Kalgoorlie to Port Augusta Railway Act 1911*.

7. *Inspection and Surrender of Tickets.*—(1) Every passenger shall show his pass or ticket to, and allow it to be marked by an authorized employé of the Minister whenever so required by the employé.

(2) Every passenger holding a return ticket shall, if so required, produce the return half on the forward journey.

(3) Every passenger shall, on the demand of an employé, deliver up his pass or ticket, whether single, return, or periodical.

Penalty for any breach of this By-law: Five pounds.

8. *Travelling without Proper Ticket.*—(1) Any ticket, or return half of a ticket, not used on the day, within the period, or for the journey for which it was issued, shall be deemed cancelled.

(2) No person shall use or attempt to use a ticket unless, on the day, within the period, and for the journey for which it was issued.

(3) A person shall not be allowed to travel to or from stations between those mentioned on his ticket, unless by so doing, he derives no advantage as regards fare.

(4) Excursion tickets shall not be used for any other trains than those for which they have been issued.

(5) Any person who travels between stations other than those appearing on his ticket shall pay (in addition to the penalty prescribed by this by-law), the excess (if any) of the fare for the journey actually travelled over the amount paid.

Penalty for any breach of this By-law: Five pounds.

9. *Defaced Tickets will not be Recognised.*—(1) Tickets on which the number, date, or names of stations are illegible will not be accepted.

(2) No person shall use, or attempt to use, a ticket which is defaced, mutilated, altered, or illegible as regards number, date, or names of stations.

Penalty (in addition to payment of fare in cases where the person has travelled with the ticket): Five pounds.

10. *Breaking Journey.*—Subject to these or other By-laws governing traffic on the railway, no passenger shall break his journey at an intermediate station and thereafter proceed by a subsequent train on the same ticket unless with the permission of an employé.

Penalty: Ten pounds.

### PART III.—OFFENCES BY AND IN RESPECT OF PASSENGERS.

11. *Women's Carriages.*—No male passenger shall enter any room, carriage, or place set apart for the accommodation of females.

Penalty: Ten pounds.

12. *Entering or Leaving Carriages when in Motion.*—No person, other than an employé of the Minister, shall, without reasonable excuse, enter or leave, or attempt to enter or leave, any carriage or vehicle which is in motion or elsewhere than at the place appointed by the Minister for persons to enter or leave the carriage or vehicle.

Penalty: Five pounds.

13. *Getting through Windows, &c.*—No person, other than an employé, shall, without reasonable excuse, enter or leave any carriage or other vehicle of the Minister by getting through a window, or open a locked door with a key or other instrument, or open any carriage door while the train is in motion.

Penalty: Ten pounds.

14. *Travelling on Roofs, Steps, &c.*—No person, other than an employé, shall without reasonable excuse, travel on the roof, steps, or footboard of any carriage or other vehicle, or on an engine, or on any carriage or other vehicle not intended for the conveyance of passengers.

Penalty: Five pounds.

15. *Conveyance of Animals in Carriages.*—(1) No person shall take into or have in his charge in a carriage or vehicle intended for the conveyance of passengers, any dog or other animal, except under the conditions imposed for the conveyance of the dog or animal.

Penalty: Two pounds.

(2) Any dog or animal found in any carriage or vehicle in contravention of this By-law may be forthwith removed.

16. *Smoking in Places not set apart for the Purpose.*—No person shall smoke in any shed, or in any building, or on any pier, jetty, or wharf of the Minister, or in any carriage, vehicle, or compartment not specially provided for that purpose.

Penalty: Two pounds.

17. *Persons Intoxicated or Committing a Nuisance.*—(1) No person in a state of intoxication shall enter or remain in a carriage or other vehicle, or be upon any station or premises of the Minister.

(2) No person shall, in or upon any carriage, vehicle, station, or premises commit any nuisance, or gamble, or write or use any insulting, indecent, obscene, blasphemous, abusive, or offensive words, or wilfully interfere with the comfort of any passenger.

Penalty for any breach of this By-law: Ten pounds.

18. *Expectorating on Station Premises or Rolling-stock.*—No person shall expectorate upon the floor or any other part of any carriage, waiting-room, or platform of the Minister.

Penalty: Two pounds.

19. *Persons with Certain Diseases not to Travel.*—(1) The Minister may refuse to allow any person who is suffering from any infectious or contagious disease to travel on the railway.

(2) No person who is suffering from any infectious or contagious disease shall, without the authority of the Minister, resort to or come upon any premises of the Minister, or travel, or attempt to travel, on the railway.

(3) No person who has charge of any person who is suffering from any infectious or contagious disease shall, without the authority of the Minister, aid or assist the person so suffering to travel or attempt to travel on the railway.

Penalty for any breach of this By-law: Ten pounds in addition to forfeiture of any fare that has been paid.

20. *Power to Remove Offenders.*—Any person who is guilty of a contravention of By-laws Nos. 7, 8, 9, 11, 14, 16, 17, or 19 may, in addition to the prescribed penalty, be removed from any carriage or premises of the Minister.

21. *Lost Property to be Handed Over.*—Any person who finds any lost property in any station or premises, or in or upon any carriage or vehicle of the Minister, shall immediately hand over the property to the officer in charge of the railway station at or nearest the place where the property is found, or to the guard in charge of the train.

Penalty: Five pounds.

#### PART IV.—PROTECTION OF RAILWAY PROPERTY.

22. *Traction Engines, &c., Crossing Line.*—No person shall take, or attempt to take across any railway on the level, any traction engine, road engine, or any vehicle of whatsoever description the weight of which on any wheel exceeds 3 tons, or 6 tons on any axle, or any vehicle or contrivance having thereon any load exceeding 16 feet in height or 10 feet in width, or any load that is exceptional and will cause, or will be likely to cause, an obstruction of the railway, unless such person shall have given twenty-four hours' previous notice, in writing, of his intention to so cross, particularising the place and time where and when he intends to cross, and the name and address of the owner of such engine, vehicle, or load, to the stationmaster or officer-in-charge of any railway station, which is also a telegraph station, or the railway station next adjacent to the point at which such person proposes to so cross such railway, provided a man be in charge of such station, and unless and until such person has made such provision as may be required by the Minister to prevent any injury being done to railway property or such railway by reason of the crossing of such engine, vehicle, or load.

Penalty: Ten pounds.

23. *Removing Survey Pegs or Marks.*—No person shall wilfully without the written permission of the Minister, pull up, remove, destroy, or injure any peg or other survey mark heretofore or hereinafter driven, made, or put up, by or under the direction of the Minister, or any surveyor or other officer employed by him, or any person acting under the directions of the Minister, or such surveyor or other officer, in connexion with the railway.

Penalty: Five pounds.

24. *Polluting Reservoirs, &c.*—No person shall bathe in or pollute the water of any reservoir or tank vested in the Minister.

Penalty: Five pounds.

25. *Selling Goods or Soliciting Custom.*—No person shall, unless authorized by the Minister, sell, or attempt to sell, any article, or solicit custom on railway premises.

Penalty: Two pounds.

26. *Trespassing on Railway Premises.*—(1) No person shall wilfully trespass on any railway premises.

(2) No person shall remain on any railway premises when required to leave by an authorized employé.

Penalty for any breach of this By-law: Two pounds.

27. *Interference with Railway Property.*—No person shall remove, damage, or deface any notice or advertisement, or remove or extinguish any lamp, or interfere with or damage any property vested in the Minister and used in connexion with the railway.

Penalty: Five pounds.

28. *Drainage not to be Emptied on Railway Premises.*—No person shall empty, place, or permit to flow, or cause or suffer to be emptied, placed or permitted to flow upon any railway premises, any sewage, night-soil, drainage, or other offensive matter.

Penalty: Five pounds.

#### PART V.—GENERAL.

29. *Giving False Consignment Note or Waybill.*—No person shall make, or cause to be made, an understatement, or insert or cause to be inserted, any misdescription as to the nature, quantity, weight, measurement, or value of any goods delivered upon the railway, in any consignment note, or other document which he is required to deliver in respect of such goods.

Penalty: Ten pounds, and in addition payment of double rates on the goods in respect of which the offence is committed.

30. *Drivers of Vehicles to be Licensed.*—No driver of any public vehicle shall ply for hire within any premises of the Minister without a licence in writing signed by the proper officer of the Minister.

Penalty: Ten pounds.

31. *Drivers of Vehicles to Obey Directions.*—The driver of any public vehicle shall, while in or upon any station-yard or other premises of the Minister, obey the reasonable directions of any authorized employé of the Minister.

Penalty: Ten pounds.

32. *Obstructing Employés in the Execution of their Duty.*—No person shall wilfully obstruct or impede any employé in the execution of his duty.

Penalty: Ten pounds.

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PORT AUGUSTA TRAFFIC BY-LAWS.<sup>(a)</sup>

PART I.—PRELIMINARY.

1. These By-laws may be cited as the Port Augusta Traffic By-laws, Short title.  
1913.
2. These By-laws are divided into Parts as follows :— Parts
  - Part I. —Preliminary.
  - Part II. —Application of South Australian Railway By-laws.
  - Part III.—Conditions of Traffic between Railway and Ships.
  - Part IV.—The Wharf.
  - Part V. —Rates and Charges.
3. In these By-laws if the context so requires or admits :— Definitions:
  - “ Goods ” includes merchandise and chattels of every description and animals alive or dead ;
  - “ Minister ” means the Minister of State for Home Affairs ;
  - “ Ship ” includes every description of vessel used in navigation not ordinarily propelled by oars only ;
  - “ Wharf ” means the Railway wharf at Port Augusta ; and
  - “ Wharfinger ” means the officer appointed as such under these By-laws and, until a wharfinger is appointed, includes the Station Master at Port Augusta.
4. The Minister may by writing under his hand delegate all or any of his powers under these By-laws (except this power of delegation). Delegation by Minister.
5. The provisions of these By-laws shall not be varied or dispensed with unless with the permission in writing of the Minister. Variance of By-laws not permitted.

PART II.—APPLICATION OF SOUTH AUSTRALIAN RAILWAY BY-LAWS.

6. Goods consigned at Port Augusta to, or received at Port Augusta from, any station on the Port Augusta—Oodnadatta Railway or on the South Australian Railways, shall be shunted and handled and otherwise dealt with by the Minister under and subject to the same conditions as to liability as apply to similar traffic on the South Australian Railways and expressed in the By-laws of the South Australian Railways Commissioner for the time being in force, and references in those By-laws to the Railways Commissioner shall be read as references to the Minister and references to the *South Australian Gazette* shall be read as references to the *Commonwealth Gazette*. Application of South Australian By-laws.

(a) Statutory Rules 1913, No. 349, 20th December, 1913 (Provisional), made under the *Northern Territory Acceptance Act 1910* and the *Kalgoorlie to Port Augusta Railway Act 1911*.

## PART III.—CONDITIONS OF TRAFFIC BETWEEN RAILWAY AND SHIPS.

Liability in  
respect.

7. In respect of goods consigned at Port Augusta for delivery to any ship at the wharf or goods received from any ship at the wharf for delivery at Port Augusta—

- (a) The Minister will not be liable for the loss of or damage to any goods of the descriptions following, that is to say:—Gold or silver coin of the realm or of any foreign State, or any gold or silver in a manufactured or unmanufactured state; or any precious stones, jewellery, watches, clocks, or time-pieces of any description; trinkets, gold or silver ores, bills, notes of any bank, orders, notes, or securities for the payment of money; English, Colonial, or Foreign stamps; maps, writings, title deeds; paintings, engravings, pictures, gold or silver plate or plated articles, glass, china, silks in a manufactured or unmanufactured state, and whether wrought up or not wrought up with other materials; furs, lace, or any of them; which have been shunted, handled, or otherwise dealt with by the Minister, when the value of such goods exceeds the sum of ten pounds, unless at the time that the goods come into possession of the Minister for the purpose of being carried or handled, the value and nature of the goods has been declared by the person sending or delivering them and the increased rate for carriage or handling hereunder set forth has been paid to and accepted by the officer duly authorized to receive it.
- (b) The following are the increased rates to be paid upon the goods enumerated in the preceding paragraph of this By-law carried or handled at the risk of the Minister, the amount to be prepaid upon consignment of the goods:—

Per cent. on Declared Value above £10.

Minimum Charge.

10s. 0d.

2s. 0d.

- (c) The Minister will not, under any circumstances, be responsible for—
- (i) Loss or misdelivery of any goods improperly or insufficiently marked, directed, or described, nor for loss of, or damage to, any goods which he or his employés may consider to be insufficiently or improperly packed or secured;
  - (ii) Loss or damage occurring to goods consisting of a variety of articles in the same package liable by breakage to damage each other or other articles, or arising from leakage due to bad vessels, or bad cooperage, or to fermentation;
  - (iii) Damage to any goods of a fragile or brittle nature, such as marble ornaments or statuary, musical instruments, furniture or toys, which are, in the opinion of the Minister or his employés, more than ordinarily hazardous, unless their nature is declared in writing at the time the goods come under the control of the Minister and the goods are properly packed and protected, and the additional rate referred to in paragraph (b) of this By-law is paid, and for the purposes of this paragraph furniture and fragile articles, simply covered with canvas or paper or in frail skeleton frames, will be treated as unprotected;

- (iv) Loss of or damage to fruit, fish, meat, poultry, game, and other perishable goods which arises from the perishable nature of the goods, or by reason of delivery not being taken of them forthwith on arrival;
- (v) Loss of market, or any indirect or consequential damages in respect of goods lost, damaged, or delayed;
- (vi) Loss or damage in connexion with the receipt, carriage or delivery of goods, unless occasioned by the neglect or default of the Minister;
- (vii) Loss of or damage to any goods, put into wrappers, boxes, packages, cases, or baskets marked, described, returned, delivered, or represented as "Empties".

(d) The Minister reserves the right to inspect all goods before acceptance or at any time before delivery to a consignee in order to ascertain whether they are in accordance with the declaration on the consignment or shipping note. Any package which the Minister considers it necessary to open for the purposes of this By-law shall be opened by and at the expense of the sender or owner. The Minister reserves to himself the right to refuse goods which he or his officers may adjudge to be unsafe or unfit for carriage or handling.

(e) All goods must be fully and distinctly addressed, branded, or marked with approved brand. Bundles or bar iron must be provided with cloth or tin labels bearing the name and address of consignee or the approved brands. Pencil and chalk brands will not be accepted.

8. Claims for detention or loss of or damage to goods will not be recognised unless lodged in writing within seven days after the date on which such goods were or should have been delivered, and no claim will be recognised if lodged after the goods alleged to have been damaged have been removed from the premises of the Minister.

Time for  
lodging claims  
for damage

9. Where an undercharge has been made in respect of any receipt or invoice, the Minister may, within three months from the date of the undercharge, correct the receipt or invoice and collect the balance owing.

Corrections.

10. Any goods on the railway premises, or stored elsewhere by the Minister, which are not claimed and removed by the owners, may be sold by the Minister after the expiration of the time hereinafter specified, and after deducting any amount which may be due thereon for freight, storage, and other charges, including any expense of sale, the Minister will pay the surplus (if any) to the owner on demand:—

Sale of goods.

- (a) Any goods likely to deteriorate may be sold forthwith.
- (b) All empties may be sold after the expiration of seven days.
- (c) All other goods may be sold after the expiration of six months.

Trespassing on  
Railway  
premises  
Persons to leave  
premises when  
requested.

11. Any person wilfully trespassing on Railway premises shall be liable to a penalty not exceeding ten pounds; any person who does not leave the Railway premises when required to do so by an employé of the Minister authorized in that behalf shall be liable to a penalty not exceeding Ten pounds.

Plying for hire  
on Railway  
premises.

12. The driver of any carriage, cart, dray or other public vehicle shall not ply for hire within any Railway premises without a licence in writing.

Penalty: Ten pounds.

Credit accounts.

13. Credit for payment of freight, and other charges will not be allowed except by special arrangement with the Minister. Forms of application for monthly credit are obtainable, but on goods of a highly perishable nature, the freight and other charges must always be prepaid.

#### PART IV.—THE WHARF.

Wharfinger to  
enforce By-  
laws.

14. The Wharfinger is empowered to enforce the By-laws contained in this Part and masters of ships and others using the wharf and failing to comply with his instructions in connexion with such use shall be liable to a penalty not exceeding Ten pounds.

Time allowed  
for unloading  
ships.

15. Ships are allowed time, as under, for discharging and loading, excepting on Sundays, Christmas Day, Good Friday, and any other days specified by the Minister, viz. :—

|                      |  |         |
|----------------------|--|---------|
| Ships (not coasters) | not exceeding 100 tons net register        | 6 days. |
| " "                  | over 100 tons and not exceeding 300 tons   | 10 "    |
| " "                  | over 300 tons and not exceeding 500 tons   | 14 "    |
| " "                  | over 500 tons and not exceeding 1,000 tons | 17 "    |
| " "                  | over 1,000 tons                            | 21 "    |

Penalty for  
exceeding time  
allowed.

16. Any ship exceeding the above and remaining at a berth *without permission* will be charged 1s. per ton net register for every day in excess of the time allowed. Any ship having completed the discharge of its cargo, or which is stopped for stiffening, must be removed from the wharf if such removal is required by the Wharfinger.

Ships shall be  
moored as  
directed.

17. (1) No ship or boat shall be moored or fastened to the wharf or attached to any ship or boat so moored or fastened without the prior consent in writing of the Wharfinger.

(2) The forms of application for such consent may be obtained at the office of the Wharfinger.

(3) The Wharfinger shall, if he sees fit, specify in such written consent the particular berth at the wharf or ship or boat in respect of which his consent is given.

(4) If any ship or boat is moored or fastened to the wharf or attached to any ship or boat other than at the particular berth or to the particular ship or boat specified in the consent, the ship or boat shall be deemed to have been moored or fastened to the wharf or attached to the ship or boat, as the case may be, without the prior consent in writing of the Wharfinger.

(5) The master or other person responsible for the mooring fastening or attaching of any ship or boat in contravention of this By-law shall be liable to a penalty of ten pounds, and the Wharfinger may, at the expense of the master or owner of any such ship or boat remove it to such place in the vicinity as he thinks fit.

18. The master of any ship which occupies a berth at the wharf, if so required by the Wharfinger, shall cause the discharge and the loading of the ship in respect of both ballast and cargo to be proceeded with vigorously *during the whole 24 hours of every day* except Sundays, Christmas Day, Good Friday, and such other days as the Minister specifies, and shall render the usual assistance and provide the usual facilities, rigging, and equipment to permit of such expeditious discharge and loading.

Discharge and loading to be expedited.

Penalty : One pound for every hour during which the contravention of this By-law continues, the total penalty in any case not to exceed ten pounds. For the purposes of this By-law, any period during which the weather conditions are in the opinion of the Harbour Master such as to render it impracticable to carry on the work of discharging or loading or such as to cause damage to the cargo whilst being discharged or loaded shall not be included in the period during which the contravention of the By-law continues.

19. The master of any ship shall, within three hours after written notice from the Wharfinger to remove the ship has been left on board the ship, cause the ship to be removed from the wharf to such a position as will not obstruct any other ship from reaching, leaving, or using such wharf, provided that, in the opinion of the Harbour Master, the weather conditions permit of the ship being moved.

Ships must be removed on notice.

Penalty : One pound for every hour during which the contravention of this By-law continues. The total penalty in any case not to exceed Ten pounds.

20. No person shall remove goods from, or place goods on, the wharf or the platform or in the railway shed or yard in connexion therewith, without permission of the Wharfinger.

Goods must not be removed without permission.

Penalty : Ten pounds.

21. Goods shall be allowed to remain on the wharf for twelve working hours without extra charge, after which time they will become liable to storage charges according to the scale for the time being in force. They may, however, be removed by the Wharfinger without notice, at the risk and expense of the owner, consignor, or consignee.

Goods on wharf liable to storage charges after 12 hours.

22. The Minister will not be responsible for damage from whatever cause arising done to goods lying on the wharf, nor will he be liable for goods stolen therefrom while under storage or otherwise.

Minister not responsible for damage to goods on wharf.

23. The master of each ship loading or unloading ballast, coal, ore, or other goods in bulk shall use tarpaulins in order to prevent any part of the ballast, coal, ore, or other goods from falling overboard.

Tarpaulins must be used.

Penalty : Ten pounds.

24. Boats or casks must not be placed, nor is ballast to be landed, spars made, wood cut, or casks coopered on the wharf without the permission of the Wharfinger.

Certain goods must not be placed on wharf without permission.

- Landing of Gunpowder, &c.** 25. Gunpowder, or any other explosive compound must not be landed or shipped at or from the wharf without the permission in writing of the Wharfinger.
- Fires on wharf not permitted.** 26. Fires will not be permitted on the wharf for any purpose whatever.
- Horses not allowed on wharf.** 27. Horses must not, without permission, be taken on to the wharf for the purpose of loading or discharging ships.
- Use of staging.** 28. Staging provided for loading or discharging shall be used on the wharf only.
- Stacking of goods.** 29. All goods shall be stacked where directed by, and to the satisfaction of, the Wharfinger.
- Goods must be removed.** 30. Any goods impeding business on the wharf may be removed and stored by the Wharfinger at the risk and expense of the owner at any time without notice.
- Gear for loading, &c.** 31. Gear for loading or unloading goods must not be erected or placed within 4 ft. 6 in. of the nearest rail of any railway line.
- Minister's lien on goods.** 32. The Minister shall have an absolute lien on all goods landed or delivered on the wharf for payment of wharfage dues, storage, shunting, or rent incurred thereon, or for any general balance owing by the owner, consignor, or consignee of such goods.
- Wharfage on goods landed and re-shipped.** 33. Wharfage dues shall only be paid once in respect of goods landed at the wharf, and reshipped by the same owners within twenty-four hours of the landing of the goods, and without their removal from the wharf except for the purpose of such reshipment, provided written notice of such reshipment is given to the Wharfinger at the time of landing, provided also that in respect of wool only one wharfage shall be charged if the wool is reshipped within seven (7) days of such landing without removal from the wharf.
- Wharfage to be paid by shipper.** 34. The shipper of any goods will be required to pay the wharfage, whether shipped on his own account or otherwise.
- Wharfage on goods inwards.** 35. Wharfage on goods inwards must be paid by the consignee, agent, or owner.
- Master of ship to furnish manifest.** 36. (1) The master or agent of each ship berthing at the wharf, shall furnish to the Wharfinger on demand a manifest or statement showing a true and correct list of all goods loaded and shipped by the ship and the weight or measurement of such goods upon which the ship's freight is charged.  
(2) Any master failing to furnish such manifest or statement in accordance with the preceding paragraph of this By-law or furnishing a manifest or statement which is not true and correct in every particular will be subject to a penalty not exceeding Ten pounds.
- Certificate of Registry to be produced.** 37. The Master of any registered ship berthed or moored at the wharf shall on demand produce to the Wharfinger the certificate of the Registry of the ship.

38. No person shall hinder, prevent, or obstruct the Wharfinger in the execution of his duty.

Obstructing  
Wharfinger.

Penalty : Ten pounds.

39. No person shall wilfully cut, break or destroy the mooring or fastening of any ship lying at the wharf.

Cutting  
moorings, &c.

Penalty : Ten pounds.

#### PART V.—RATES AND CHARGES.

40. (1) Tonnage Dues in respect of ships berthing at the wharf shall be charged as under, viz. :—

Tonnage dues.

(a) Sailing ships if cargo carriers.

Coasters, 100 tons or under  $\frac{1}{2}$ d. per ton net register per trip, with a minimum of 2s.

Coasters 101 to 200 tons .. .. 15s. per trip.

„ 201 „ 250 „ .. .. 20s. „

All others .. .. 3d. per ton net register per trip.

(b) Steamships.

Coasters and inter-State traders, also steamships trading between the Australian States and New Zealand :—

100 tons or under .. .. 10s. per trip.

101 to 250 tons .. .. 15s. „

251 „ 400 „ .. .. 20s. „

Each additional ton above 400 tons .. 1d. „

All others trading beyond Commonwealth ..  $1\frac{1}{2}$ d. per ton net register per trip

(2) One charge only is to be made for discharging or loading or both.

(3) Quarterly permits entitling coasters (steam or sail) to the use of the wharf during three months, will be issued from 1st January, April, July and October, on payment of dues calculated for ten single trips or visits at the port.

(4) Hulks in tow of steamers are subject to the tonnage dues payable by sailing ships.

(5) The following ships are exempt from tonnage dues :—

(a) His Majesty's warships,

(b) Barges, hulks, ketches or steam lighters, whilst engaged in the work of lightering between the wharf and ships lying at the anchorage of the port, and

(c) Ships lying at an anchorage.

41. In respect of goods loaded into or discharged from any ship at the Wharf, wharfage shall be charged at the rates set out in the table hereunder.

Wharfage dues.

Where not otherwise indicated the words "per ton" shall mean dead weight or measurement, according to the denomination used on the ship's Bill of Lading or Shipping Note.

The minimum wharfage charge shall be 3d. on each consignment.

## Wharfage.

Goods from one consignor to one consignee, if bearing different brands or addresses, shall be charged for separately and not as one consignment.

| Article.   | Wharf-<br>age. |
|--|----------------|
| Ashes .. .. .  | 0 9            |
| Artificial manures, Australian .. .. .                                     | 1 0            |
| "    "    other than Australian .. .. .                                    | 1 8            |
| Bags and packs .. .. .   | 0 6            |
| " (containing bags) .. .. .  | 0 1            |
| " not dumped .. .. .   | 3 4            |
| Ballast .. .. .  | 0 6            |
| Bark .. .. .   | 1 6            |
| Basils .. .. .   | 1 0            |
| (per bale of 25 cub. ft. and over  | 0 6            |
| (per bale of under 25 cub. ft. ..  | 0 2            |
| Beans .. .. .  | 0 3            |
| Beef .. .. .   | 0 6            |
| Bicycles, tricycles, perambulators, and go-carts .. .. .                   | 1 0            |
| Boats, other than motor boats, up to 20 ft. in length .. .. .              | 2 0            |
| " exceeding 20 ft. in length, including motor boats .. .. .                | 0 9            |
| Bones .. .. .  | 0 6            |
| Bellows (blacksmith's) .. .. .   | 0 10           |
| Bran .. .. .   | 2 6            |
| Bricks, tiles, or slates .. .. .   | 2 6            |
| " flooring, tiles, and slates, 9 in. x 4½ in. .. .. .                      | 1 8            |
| " others .. .. .   | 0 6            |
| Building stone .. .. .   | 1 0            |
| Bullion (silver-lead) .. .. .  | 0 6            |
| Casks, cases, and packages of all descriptions—empty .. .. .               | 0 2            |
| Casks and barrels containing liquids—10 gal. kegs or under .. .. .         | 0 3            |
| 15 " " and kilderkins .. .. .  | 0 4            |
| Quarter-casks .. .. .  | 0 4            |
| Barrels and half hogsheds .. .. .  | 0 6            |
| Hogsheds .. .. .   | 0 9            |
| Puncheons .. .. .  | 1 0            |
| Pipes .. .. .  | 2 6            |
| Casks, barrels, and kegs containing dry goods (see General Goods), .. .. . | 2 6            |
| Calcium carbide .. .. .  | 0 6            |
| Cane chairs .. .. .  | 2 6            |
| " maximum .. .. .  | 0 6            |
| Cane lounges .. .. .   | 2 6            |
| " maximum .. .. .  | 1 0            |
| Cattle, large .. .. .  | 1 6            |
| Culves .. .. .   | 1 0            |
| Cement, whiting and plaster .. .. .  | 0 3            |
| " " " bagged .. .. .   | 1 8            |
| Chaff .. .. .  | 2 0            |
| Chalk .. .. .  | 1 0            |
| Coal .. .. .   | 1 0            |
| Coin .. .. .   | 4 3            |
| Coke .. .. .   | 1 0            |
| Concentrates .. .. .   | 1 0            |
| Copper .. .. .   | 1 3            |
| Cork-dust .. .. .  | 5 0            |
| Fibre .. .. .  | 0 6            |
| Firefighters .. .. .   | 2 0            |
| Firewood .. .. .   | 0 9            |
| Fireclay .. .. .   | 1 0            |
| Flax .. .. .   | 5 0            |
| Flour .. .. .  | 0 10           |
| Fodder (compressed) .. .. .  | 2 0            |
| Fluxes .. .. .   | 1 0            |
| Flax, fibre-flock, coir, hair, hemp, kapok, oakum, and grass rope .. .. .  | 5 0            |

RATES AND CHARGES—continued.

| Article.  |    |    |                       |          |  | Wharf-<br>age. |
|---|----|----|-----------------------|----------|--|----------------|
|   |    |    |                       |          |  | s. d.          |
| Grain and Meal—                                       |    |    |                       |          |  |                |
| Wheat, oats, barley, and maize                        | .. | .. | per ton of 2,240 lbs. |          |  | 0 9            |
| "    in lesser quantities                             | .. | .. | ..                    | per bag  |  | 0 1            |
| Flour, pollard, and bran                              | .. | .. | per ton of 2,000 lbs. |          |  | 0 10           |
| Oatmeal and crushed oats                              | .. | .. | ..                    | ..       |  | 0 10           |
| General goods, in packages, and all goods or material |    |    | per ton measurement   |          |  | 1 8            |
| not specially rated                                   | .. | .. | per ton weight        |          |  |                |
| Goats   | .. | .. | ..                    | per head |  | 0 2            |
| Go-carts  | .. | .. | ..                    | each     |  | 0 6            |
| Guano, Australian                                     | .. | .. | ..                    | per ton  |  | 1 0            |
| "    other than Australian                            | .. | .. | ..                    | ..       |  | 1 8            |
| Hair, bale of 25 ft. and over                         | .. | .. | ..                    | per bale |  | 1 0            |
| "    under 25 ft.                                     | .. | .. | ..                    | ..       |  | 0 6            |
| "    "    "    "    "                                 | .. | .. | ..                    | per bag  |  | 0 1            |
| Hay   | .. | .. | per ton of 2,240 lbs. |          |  | 2 6            |
| Hides in bulk   | .. | .. | ..                    | per 100  |  | 6 0            |
| "    "    (lesser quantities)                         | .. | .. | ..                    | each     |  | 0 1            |
| Hoofs and horns                                       | .. | .. | ..                    | per ton  |  | 2 0            |
| Horses  | .. | .. | ..                    | per head |  | 1 6            |
| Iron, pig   | .. | .. | ..                    | per ton  |  | 1 0            |
| "    railway  | .. | .. | ..                    | ..       |  | 1 0            |
| "    scrap, as ballast, first 100 tons                | .. | .. | ..                    | per ton  |  | 0 6            |
| "    "    "    balance                                | .. | .. | ..                    | ..       |  | 1 0            |
| "    "    not   | .. | .. | ..                    | ..       |  | 1 8            |
| Lead  | .. | .. | ..                    | ..       |  | 1 0            |
| "    pig  | .. | .. | ..                    | ..       |  | 1 0            |
| Leather   | .. | .. | ..                    | ..       |  | 2 0            |
| Lime and limestone                                    | .. | .. | ..                    | ..       |  | 0 9            |
| "    "    "    "    "                                 | .. | .. | ..                    | per bag  |  | 0 1            |
| Machines and implements, agricultural, set up—        |    |    |                       |          |  |                |
| Bag lifters   | .. | .. | ..                    | each     |  | 1 6            |
| Bushcutters   | .. | .. | ..                    | ..       |  | 3 0            |
| Baggers   | .. | .. | ..                    | ..       |  | 0 6            |
| Binders   | .. | .. | ..                    | ..       |  | 3 0            |
| Chaffcutters, small                                   | .. | .. | ..                    | ..       |  | 0 6            |
| "    large size                                       | .. | .. | ..                    | ..       |  | 1 6            |
| "    with bagger attached                             | .. | .. | ..                    | ..       |  | 2 6            |
| "    portable oil engine or motor engine attached     | .. | .. | ..                    | ..       |  | 4 0            |
| "    large size in excess of 1 ton in weight          | .. | .. | ..                    | ..       |  | 5 0            |
| Clod crushers   | .. | .. | ..                    | ..       |  | 2 6            |
| Corn crushers   | .. | .. | ..                    | ..       |  | 0 6            |
| Corn screens  | .. | .. | ..                    | ..       |  | 0 6            |
| Cultivators, one furrow                               | .. | .. | ..                    | ..       |  | 0 6            |
| "    each additional furrow                           | .. | .. | ..                    | ..       |  | 0 4            |
| Currant cleaners                                      | .. | .. | ..                    | ..       |  | 1 6            |
| Disc harrows  | .. | .. | ..                    | ..       |  | 1 6            |
| Disc headers  | .. | .. | ..                    | ..       |  | 1 6            |
| Earth scoops, under 3 cwt.                            | .. | .. | ..                    | ..       |  | 0 6            |
| "    "    over 3                                      | .. | .. | ..                    | ..       |  | 1 0            |
| Elevators   | .. | .. | ..                    | ..       |  | 0 6            |
| Forges, portable                                      | .. | .. | ..                    | ..       |  | 0 6            |
| Garden rollers  | .. | .. | ..                    | ..       |  | 0 6            |
| Grain sowers  | .. | .. | ..                    | ..       |  | 0 9            |
| Harrows, sets of three                                | .. | .. | ..                    | ..       |  | 0 9            |
| "    disc   | .. | .. | ..                    | ..       |  | 1 6            |
| Harvesters  | .. | .. | ..                    | ..       |  | 4 6            |
| Horse-rakes   | .. | .. | ..                    | ..       |  | 1 0            |
| "    large  | .. | .. | ..                    | ..       |  | 1 6            |
| Horsepowers   | .. | .. | ..                    | ..       |  | 3 0            |
| Land rollers  | .. | .. | ..                    | ..       |  | 2 6            |



## RATES AND CHARGES—continued.

| Article.  |  |    |    |    |                                    | Wharfage.    |
|---|--|----|----|----|------------------------------------|--------------|
|   |  |    |    |    |                                    | <i>s. d.</i> |
| Skins, Sheep  | ..   | .. | .. | .. | per bundle                         | 0 3          |
| "   | "  | .. | .. | .. | .. per bag                         | 0 2          |
| " Kangaroo  | ..   | .. | .. | .. | .. per dozen                       | 0 2          |
| "   | "  | .. | .. | .. | .. per bundle                      | 0 3          |
| " Wallaby and other   | ..   | .. | .. | .. | .. per bag                         | 0 2          |
| Soap  | ..   | .. | .. | .. | per ton measurement                | 1 8          |
| Sugar   | ..   | .. | .. | .. | .. per ton                         | 2 0          |
| " in casks or cases   | ..   | .. | .. | .. | per ton of 40 cub. ft.             | 2 0          |
| Superphosphates—  |  |    |    |    |                                    |              |
| Australian  | ..   | .. | .. | .. | .. per ton                         | 1 0          |
| Other than Australian   | ..   | .. | .. | .. | ..                                 | 1 8          |
| Tallow and fat  | ..   | .. | .. | .. | .. per cwt.                        | 0 1          |
| Tanks, empty, 400 gallons   | ..   | .. | .. | .. | .. each                            | 1 6          |
| " " 200 "   | ..   | .. | .. | .. | ..                                 | 0 9          |
| " " 100 "   | ..   | .. | .. | .. | ..                                 | 0 9          |
| " " exceeding 400 gallons   | 1s. 6d., plus 3d. for each 100 gallons, or part thereof, beyond the first 400 gallons. |    |    |    |                                    |              |
| Tea   | ..   | .. | .. | .. | per ton of 20 cub. ft.             | 2 0          |
| Timber—   |  |    |    |    |                                    |              |
| Deals, battens, logs, sawn timber other than jarrah or karri                      | ..   | .. | .. | .. | per ton of 40 cub. ft.             | 1 6          |
| Dray poles  | ..   | .. | .. | .. | .. each                            | 0 2          |
| Jarrah and karri  | ..   | .. | .. | .. | per ton of 40 cub. ft.             | 2 0          |
| Laths   | ..   | .. | .. | .. | .. per 1,000                       | 0 6          |
| Logs of 3 tons or over in weight  | ..   | .. | .. | .. | per ton of 40 cub. ft.             | 4 0          |
| Naves   | ..   | .. | .. | .. | .. per pair                        | 0 1          |
| Palings and pickets   | ..   | .. | .. | .. | .. per 100                         | 0 4          |
| Posts and rails   | ..   | .. | .. | .. | ..                                 | 2 3          |
| Shafts  | ..   | .. | .. | .. | .. per pair                        | 0 1          |
| Shingles  | ..   | .. | .. | .. | .. per 1,000                       | 0 9          |
| Sleepers, wooden, railway, new  | ..   | .. | .. | .. | per ton of 2,240 lbs. or 30 c. ft. | 1 6          |
| " old (condemned)   | ..   | .. | .. | .. | .. 40 cub. ft.                     | 0 9          |
| Spokes and felloes  | ..   | .. | .. | .. | .. per 100                         | 0 6          |
| Staves, large   | ..   | .. | .. | .. | per ton of 40 cub. ft.             | 1 6          |
| " and heads, small  | ..   | .. | .. | .. | .. per 1,000                       | 1 8          |
| N.O.S.  | ..   | .. | .. | .. | per ton of 40 cub. ft.             | 1 6          |
| Vehicles—   |  |    |    |    |                                    |              |
| Buggies, carts, ordinary cabs, drays, dog-carts, racing sulkies, trollies, set up | ..   | .. | .. | .. | per wheel                          | 1 0          |
| Mining trucks, small  | ..   | .. | .. | .. | .. each                            | 2 0          |
| Motor cars  | ..   | .. | .. | .. | ..                                 | 5 0          |
| Motor wagons  | ..   | .. | .. | .. | ..                                 | 6 0          |
| Taxicabs  | ..   | .. | .. | .. | ..                                 | 5 0          |
| Railway wagons, 4-wheeled   | ..   | .. | .. | .. | ..                                 | 6 0          |
| " " 8-wheeled   | ..   | .. | .. | .. | ..                                 | 12 0         |
| " " contractor's tip  | ..   | .. | .. | .. | ..                                 | 4 0          |
| Wagons  | ..   | .. | .. | .. | ..                                 | 6 0          |
| Wheels (carriage)   | ..   | .. | .. | .. | .. per pair                        | 0 6          |
| " (dray and wagon)  | ..   | .. | .. | .. | ..                                 | 1 0          |
| Wood-wool   | ..   | .. | .. | .. | per ton of 2,240 lbs.              | 5 0          |
| Wool  | ..   | .. | .. | .. | .. per bale                        | 0 6          |
| "   | ..   | .. | .. | .. | per pocket or bag                  | 0 3          |

42. In respect of goods received from or delivered to any ship at the wharf by the employes of the Minister, a handling charge of 2s. 6d. per ton (minimum 6d. per consignment) calculated on the wharfage tonnage shall be imposed. Such charge shall include sorting and subsequent delivery to consignees, or loading for forwarding by rail.

Handling of goods.

Wharfage.

Goods from one consignor to one consignee, if bearing different brands or addresses, shall be charged for separately and not as one consignment.

| Article.  | Wharfage.                              |
|---|--|
| Ashes .. .. .   | per ton 0 9                            |
| Artificial manures, Australian .. .. .                                    | 1 0                                    |
| "    "    other than Australian .. .. .                                   | 1 8                                    |
| Bags and packs .. .. .  | per bale 0 6                           |
| " (containing bags) .. .. .   | each 0 1                               |
| " not dumped .. .. .  | per 1,000 3 4                          |
| Ballast .. .. .   | per ton 0 6                            |
| Bark .. .. .  | 1 6                                    |
| Basils .. .. .  | ( per bale of 25 cub. ft. and over 1 0 |
| " .. .. .   | ( per bale of under 25 cub. ft. .. 0 6 |
| Beans .. .. .   | per bag 0 2                            |
| Beef .. .. .  | per quarter 0 3                        |
| Bicycles, tricycles, perambulators, and go-carts .. .. .                  | each 0 6                               |
| Boats, other than motor boats, up to 20 ft. in length .. .. .             | 1 0                                    |
| " exceeding 20 ft. in length, including motor boats .. .. .               | 2 0                                    |
| Bones .. .. .   | per ton 0 9                            |
| Bellows (blacksmith's) .. .. .  | each 0 6                               |
| Bran .. .. .  | per ton of 2,000 lbs. 0 10             |
| Bricks, tiles, or slates .. .. .  | per 1,000 2 6                          |
| " flooring, tiles, and slates, 9 in. x 4½ in. .. .. .                     | 2 6                                    |
| " others .. .. .  | per ton of 2,240 lbs. 1 8              |
| Building stone .. .. .  | per ton 0 6                            |
| Bullion (silver-lead) .. .. .   | 1 0                                    |
| Casks, cases, and packages of all descriptions—empty .. .. .              | per ton of 40 c. ft. 0 6               |
| Casks and barrels containing liquids—10 gal. kegs or under .. .. .        | each 0 2                               |
| 15 " " and kilderkins .. .. .   | 0 3                                    |
| Quarter-casks .. .. .   | 0 4                                    |
| Barrels and half hogsheads .. .. .  | 0 4                                    |
| Hogsheads .. .. .   | 0 6                                    |
| Puncheons .. .. .   | 0 9                                    |
| Pipes .. .. .   | 1 0                                    |
| Casks, barrels, and kegs containing dry goods (see General Goods).        |  |
| Calcium carbide .. .. .   | per ton 2 6                            |
| Cane chairs .. .. .   | per ton of 40 c. ft. 2 6               |
| " maximum .. .. .   | one chair 0 6                          |
| Cane lounges .. .. .  | per ton of 40 c. ft. 2 6               |
| " maximum .. .. .   | one lounge 1 0                         |
| Cattle, large .. .. .   | per head 1 6                           |
| Calves .. .. .  | 1 0                                    |
| Cement, whiting and plaster .. .. .                                       | per barrel 0 3                         |
| " " " bagged .. .. .  | per ton of 2,240 lbs. 1 8              |
| Chaff .. .. .   | 2 0                                    |
| Chalk .. .. .   | per ton 1 0                            |
| Coal .. .. .  | 1 0                                    |
| Coin .. .. .  | 4 3                                    |
| Coke .. .. .  | 1 0                                    |
| Concentrates .. .. .  | 1 0                                    |
| Copper .. .. .  | 1 3                                    |
| Cork-dust .. .. .   | per ton of 2,240 lbs. 5 0              |
| Fibre .. .. .   | per bale 0 6                           |
| Firefighters .. .. .  | each 2 0                               |
| Firewood .. .. .  | per ton 0 9                            |
| Fireclay .. .. .  | 1 0                                    |
| Flax .. .. .  | 5 0                                    |
| Flour .. .. .   | per ton of 2,000 lbs. 0 10             |
| Fodder (compressed) .. .. .   | per ton of 2,240 lbs. 2 0              |
| Fluxes .. .. .  | 1 0                                    |
| Flax, fibre-flock, coir, hair, hemp, kapok, oakum, and grass rope .. .. . | 5 0                                    |

## RATES AND CHARGES—continued.

| Article.   |                      |    |    |                       |          | Wharf-<br>age. |
|--|----------------------|----|----|-----------------------|----------|----------------|
|  |                      |    |    |                       |          | s. d.          |
| Grain and Meal—  |                      |    |    |                       |          |                |
| Wheat, oats, barley, and maize                         | ..                   | .. | .. | per ton of 2,240 lbs. |          | 0 9            |
| "    in lesser quantities                              | ..                   | .. | .. | ..                    | per bag  | 0 1            |
| Flour, pollard, and bran                               | ..                   | .. | .. | per ton of 2,000 lbs. |          | 0 10           |
| Oatmeal and crushed oats                               | ..                   | .. | .. | ..                    | ..       | 0 10           |
| General goods, in packages, and all goods or material  | /per ton measurement |    |    |                       | }        | 1 8            |
| not specially rated                                    | ..                   | .. | .. | (per ton weight       |          |                |
| Goats  | ..                   | .. | .. | ..                    | per head | 0 2            |
| Go-carts   | ..                   | .. | .. | ..                    | each     | 0 6            |
| Guano, Australian                                      | ..                   | .. | .. | ..                    | per ton  | 1 0            |
| "    other than Australian                             | ..                   | .. | .. | ..                    | ..       | 1 8            |
| Hair, bale of 25 ft. and over                          | ..                   | .. | .. | ..                    | per bale | 1 0            |
| "    "    under 25 ft.                                 | ..                   | .. | .. | ..                    | ..       | 0 6            |
| "    "    "    "    "    "                             | ..                   | .. | .. | ..                    | per bag  | 0 1            |
| Hay  | ..                   | .. | .. | per ton of 2,240 lbs. |          | 2 6            |
| Hides in bulk  | ..                   | .. | .. | ..                    | per 100  | 6 0            |
| "    "    (lesser quantities)                          | ..                   | .. | .. | ..                    | each     | 0 1            |
| Hoofs and horns  | ..                   | .. | .. | ..                    | per ton  | 2 0            |
| Horses   | ..                   | .. | .. | ..                    | per head | 1 6            |
| Iron, pig  | ..                   | .. | .. | ..                    | per ton  | 1 0            |
| "    railway   | ..                   | .. | .. | ..                    | ..       | 1 0            |
| "    scrap, as ballast, first 100 tons                 | ..                   | .. | .. | ..                    | per ton  | 0 6            |
| "    "    "    balance                                 | ..                   | .. | .. | ..                    | ..       | 1 0            |
| "    "    "    not                                     | ..                   | .. | .. | ..                    | ..       | 1 8            |
| Lead   | ..                   | .. | .. | ..                    | ..       | 1 0            |
| "    pig   | ..                   | .. | .. | ..                    | ..       | 1 0            |
| Leather  | ..                   | .. | .. | ..                    | ..       | 2 0            |
| Lime and limestone                                     | ..                   | .. | .. | ..                    | ..       | 0 9            |
| "    "    "    "    "    "                             | ..                   | .. | .. | ..                    | per bag  | 0 1            |
| Machines and implements, agricultural, set up—         |                      |    |    |                       |          |                |
| Bag lifters  | ..                   | .. | .. | ..                    | each     | 1 6            |
| Busheutters  | ..                   | .. | .. | ..                    | ..       | 3 0            |
| Baggers  | ..                   | .. | .. | ..                    | ..       | 0 6            |
| Binders  | ..                   | .. | .. | ..                    | ..       | 3 0            |
| Chaffcutters, small                                    | ..                   | .. | .. | ..                    | ..       | 0 6            |
| "    large size  | ..                   | .. | .. | ..                    | ..       | 1 6            |
| "    with bagger attached                              | ..                   | .. | .. | ..                    | ..       | 2 6            |
| "    "    portable oil engine or motor engine attached | ..                   | .. | .. | ..                    | ..       | 4 0            |
| "    large size in excess of 1 ton in weight           | ..                   | .. | .. | ..                    | ..       | 5 0            |
| Clod crushers  | ..                   | .. | .. | ..                    | ..       | 2 6            |
| Corn crushers  | ..                   | .. | .. | ..                    | ..       | 0 6            |
| Corn screens   | ..                   | .. | .. | ..                    | ..       | 0 6            |
| Cultivators, one furrow                                | ..                   | .. | .. | ..                    | ..       | 0 6            |
| "    each additional furrow                            | ..                   | .. | .. | ..                    | ..       | 0 4            |
| Current cleaners                                       | ..                   | .. | .. | ..                    | ..       | 1 6            |
| Disc harrows   | ..                   | .. | .. | ..                    | ..       | 1 6            |
| Disc headers   | ..                   | .. | .. | ..                    | ..       | 1 6            |
| Earth scoops, under 3 cwt.                             | ..                   | .. | .. | ..                    | ..       | 0 6            |
| "    "    over 3                                       | ..                   | .. | .. | ..                    | ..       | 1 0            |
| Elevators  | ..                   | .. | .. | ..                    | ..       | 0 6            |
| Forges, portable                                       | ..                   | .. | .. | ..                    | ..       | 0 6            |
| Garden rollers   | ..                   | .. | .. | ..                    | ..       | 0 6            |
| Grain sowers   | ..                   | .. | .. | ..                    | ..       | 0 9            |
| Harrows, sets of three                                 | ..                   | .. | .. | ..                    | ..       | 0 9            |
| "    disc  | ..                   | .. | .. | ..                    | ..       | 1 6            |
| Harvesters   | ..                   | .. | .. | ..                    | ..       | 4 6            |
| Horserakes   | ..                   | .. | .. | ..                    | ..       | 1 0            |
| "    large   | ..                   | .. | .. | ..                    | ..       | 1 6            |
| Horsepowers  | ..                   | .. | .. | ..                    | ..       | 3 0            |
| Land rollers   | ..                   | .. | .. | ..                    | ..       | 2 6            |



## RATES AND CHARGES—continued.

| Article.   |    |    |    |    |                                    | Wharf-<br>age. |
|--|----|----|----|----|------------------------------------|----------------|
|  |    |    |    |    |                                    | s. d.          |
| Skins, Sheep .. .. .   | .. | .. | .. | .. | per bundle                         | 0 3            |
| " " Kangaroo .. .. .   | .. | .. | .. | .. | .. per bag                         | 0 2            |
| " " Wallaby and other .. .. .  | .. | .. | .. | .. | .. per dozen                       | 0 2            |
| " " Soap .. .. .   | .. | .. | .. | .. | .. per bundle                      | 0 3            |
| " " Sugar .. .. .  | .. | .. | .. | .. | .. per bag                         | 0 2            |
| " " in casks or cases .. .. .  | .. | .. | .. | .. | per ton measurement                | 1 8            |
| Superphosphates—   |    |    |    |    | .. per ton                         | 2 0            |
| Australian .. .. .   | .. | .. | .. | .. | .. per ton                         | 1 0            |
| Other than Australian .. .. .  | .. | .. | .. | .. | .. per cwt.                        | 1 8            |
| Tallow and fat .. .. .   | .. | .. | .. | .. | .. per cwt.                        | 0 1            |
| Tanks, empty, 400 gallons .. .. .  | .. | .. | .. | .. | .. each                            | 1 6            |
| " " 200 .. .. .  | .. | .. | .. | .. | .. "                               | 0 9            |
| " " 100 .. .. .  | .. | .. | .. | .. | .. "                               | 0 9            |
| " " exceeding 400 gallons 1s. 6d., plus 3d. for each 100 gallons, or part thereof, beyond the first 400 gallons. | .. | .. | .. | .. | .. "                               | 0 9            |
| Tea .. .. .  | .. | .. | .. | .. | per ton of 20 cub. ft.             | 2 0            |
| Timber—  |    |    |    |    |                                    |                |
| Deals, battens, logs, sawn timber other than jarrah or karri .. .. .   | .. | .. | .. | .. | per ton of 40 cub. ft.             | 1 6            |
| Dray poles .. .. .   | .. | .. | .. | .. | .. each                            | 0 2            |
| Jarrah and karri .. .. .   | .. | .. | .. | .. | per ton of 40 cub. ft.             | 2 0            |
| Laths .. .. .  | .. | .. | .. | .. | .. per 1,000                       | 0 6            |
| Logs of 3 tons or over in weight .. .. .   | .. | .. | .. | .. | per ton of 40 cub. ft.             | 4 0            |
| Naves .. .. .  | .. | .. | .. | .. | .. per pair                        | 0 1            |
| Palings and pickets .. .. .  | .. | .. | .. | .. | .. per 100                         | 0 4            |
| Posts and rails .. .. .  | .. | .. | .. | .. | .. "                               | 2 3            |
| Shafts .. .. .   | .. | .. | .. | .. | .. per pair                        | 0 1            |
| Shingles .. .. .   | .. | .. | .. | .. | .. per 1,000                       | 0 9            |
| Sleepers, wooden, railway, new .. .. .   | .. | .. | .. | .. | per ton of 2,240 lbs. or 30 c. ft. | 1 6            |
| " " old (condemned) .. .. .  | .. | .. | .. | .. | .. " 40 cub. ft.                   | 0 9            |
| Spokes and felloes .. .. .   | .. | .. | .. | .. | .. per 100                         | 0 6            |
| Staves, large .. .. .  | .. | .. | .. | .. | per ton of 40 cub. ft.             | 1 6            |
| " " and heads, small .. .. .   | .. | .. | .. | .. | .. per 1,000                       | 1 8            |
| N.O.S. .. .. .   | .. | .. | .. | .. | per ton of 40 cub. ft.             | 1 6            |
| Vehicles—  |    |    |    |    |                                    |                |
| Buggies, carts, ordinary cabs, drays, dog-carts, racing sulkies, trollies, set up .. .. .                        | .. | .. | .. | .. | per wheel                          | 1 0            |
| Mining trucks, small .. .. .   | .. | .. | .. | .. | .. each                            | 2 0            |
| Motor cars .. .. .   | .. | .. | .. | .. | .. "                               | 5 0            |
| Motor wagons .. .. .   | .. | .. | .. | .. | .. "                               | 6 0            |
| Taxicabs .. .. .   | .. | .. | .. | .. | .. "                               | 5 0            |
| Railway wagons, 4-wheeled .. .. .  | .. | .. | .. | .. | .. "                               | 6 0            |
| " " 8-wheeled .. .. .  | .. | .. | .. | .. | .. "                               | 12 0           |
| " " contractor's tip .. .. .   | .. | .. | .. | .. | .. "                               | 4 0            |
| Wagons .. .. .   | .. | .. | .. | .. | .. "                               | 6 0            |
| Wheels (carriage) .. .. .  | .. | .. | .. | .. | .. per pair                        | 0 6            |
| " " (dray and wagon) .. .. .   | .. | .. | .. | .. | .. "                               | 1 0            |
| Wood-wool .. .. .  | .. | .. | .. | .. | per ton of 2,240 lbs.              | 5 0            |
| Wool .. .. .   | .. | .. | .. | .. | .. per bale                        | 0 6            |
| " " .. .. .  | .. | .. | .. | .. | per pocket or bag                  | 0 3            |

42. In respect of goods received from or delivered to any ship at the wharf by the employees of the Minister, a handling charge of 2s. 6d. per ton (minimum 6d. per consignment) calculated on the wharfage tonnage shall be imposed. Such charge shall include sorting and subsequent delivery to consignees, or loading for forwarding by rail.

Handling of  
goods.

Use of  
platforms.

43. Goods classed as Miscellaneous, Grain, A, B, or C Classes under the By-laws of the South Australian Railways Commissioner for the time being in force in not less than truck loads, may be loaded or unloaded through the goods shed and over platforms only when room will permit, and at Wharfinger's option, a charge of 1d. per ton being levied for either loading or unloading.

Use of  
hand-cranes  
or loading  
boards.

44. A charge of 2d. per ton or part thereof, is made for the use of the Hand Cranes or Loading Boards for lifting, loading, or unloading goods classed as Miscellaneous, Grain, A, B, or C Classes under the By-laws of the South Australian Railways Commissioner for the time being in force carried or to be carried by rail; minimum charge 2d.

A charge of 3d. per ton, or part thereof, is made for either of the above services when rendered in respect of goods not carried or to be carried by rail; minimum charge 3d.

Shunting.

45. Charges as shown below will be imposed :—

(a) In respect of goods for or after shipment when consigned from or to any station on the Port Augusta-Oodnadatta line or on the South Australian Railways, whether direct or otherwise, but not inclusive of goods removed from the railway premises at Port Augusta *en route*; also in respect of goods for or after carriage by rail loaded or delivered upon any private siding at Port Augusta :—

| Article.   | Charge.   |
|--|---|
| Boats, circus material, theatrical scenery, vehicles | 1s. 6d. per four-wheeled truck and 3s. per six-wheeled or bogie truck; one consignor to one consignee |
| Motor cars .. .. .                                   | Above charges, plus 50 per cent. additional   |
| Empties .. .. .                                      | 1s. per ton; minimum 3d.  |
| Agricultural machines .. .. .                        | 1s. per ton; minimum 6d.  |
| All other goods .. .. .                              | 3d. per ton; minimum 3d.  |

(b) In respect of goods for or after shipment loaded or delivered upon any private siding at Port Augusta or shunted between any two points within the Station yard.

| Article.   | Charge.   |
|--|---|
| Boats, circus material, theatrical scenery, vehicles | 1s. 6d. per four-wheeled truck and 3s. per six-wheeled or bogie truck; one consignor to one consignee |
| Motor cars .. .. .                                   | Above charges, plus 50 per cent. additional   |
| Empties .. .. .                                      | 1s. per ton; minimum 3d.  |
| Agricultural machines .. .. .                        | 1s. per ton; minimum 6d.  |
| All other goods .. .. .                              | 9d. per ton; minimum 3d.  |

46. In the case of the shunting of live stock trucks carried or to be carried by rail a charge of 1s. 6d. per four-wheeled truck and 3s. per bogie truck is made for shunting between the Railway Station Yard and the point of delivery, to, or from, any portion of the Wharf, or any private siding. Shunting of live-stock.

The Minister will not undertake any shunting of any goods on any private wharf or siding.

47. The following rates for storage shall be charged in respect of all goods other than vehicles and agricultural implements received by rail or sea remaining on the Wharf or in any shed or yard used in connexion therewith, for more than 12 working hours :— Storage charges.

In sheds . . . . . 9d. per ton per week, or part of a week ;  
minimum charge 9d.

In yards or on the wharf . . . 2d. per ton per week, or part thereof ;  
minimum charge 2d.

The charges on vehicles and agricultural implements shall be 6d. each per week ; minimum charge 6d.

48. Water supplied under pressure to any ship shall be charged for at the rate of 6s. per 1,000 gallons, subject to a minimum charge of 3s. Water supplied to ships.

Water carried by rail to the wharf and supplied to any ship shall be charged for at the rate of 7s. 6d. per 1,000 gallons in addition to such freight and shunting charges as may have been incurred.

49. (1) For the purposes of this By-law hours of working shall be from 8 a.m. to 12 noon and from 1 to 5 p.m. on every day, except Saturdays and Sundays, and from 8 a.m. to 1 p.m. on Saturdays. Overtime.

(2) Overtime rates shall be charged for work performed during any hours other than the hours of working as defined in the preceding paragraph as under :—

Shunting Engine including one shunter—10s. per hour or part thereof.

One horse—3s. per hour each.

A charge of 2s. per hour will be made for a man in attendance at the wharf before or after working hours.

(3) Requests that overtime be worked must be lodged with the Wharfinger four hours prior to commencement.

(4) Overtime will be worked only at the option of the Minister.

## RULES PUBLICATION.

### RULES PUBLICATION REGULATIONS.<sup>(a)</sup>

|  |   |
|--|---|
| Short title.                                 | 1. These Regulations may be cited as the Rules Publication Regulations 1913   |
| Definition.                                  | 2. In these Regulations "the Act" means the <i>Rules Publication Act</i> 1903.  |
| What constitutes making of a statutory rule. | 3. Every exercise of a statutory power, by a rule making authority, which is of a legislative and not an executive character, shall constitute the making of a statutory rule within section five of the Act and these Regulations. |
| Numbering of statutory rules.                | 4. All statutory rules when sent to the Government Printer, as required by the Act, shall be numbered consecutively as nearly as may be in the order in which he receives them, beginning in each year with the number one.         |
| Printing, &c. of statutory rules.            | 5. All statutory rules shall be printed and sold, unless, in the case of rules not required to be published in the <i>Gazette</i> , the rule-making authority declares that it is not necessary to print and sell them.             |
| Price of statutory rules.                    | 6. The sum for which any draft rules may be obtained as provided in section three of the Act shall be such sum, not exceeding threepence per page or part of a page, as is fixed in each case by the Government Printer.            |
| Repeal.                                      | 7. All regulations heretofore made under the Act are hereby repealed as from the date of the commencement of these Regulations.   |

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<sup>(a)</sup> Statutory Rules 1913, No. 315 (10th December, 1913); made under the *Rules Publication Act* 1903.

## SHIPPING.

### SEAMEN'S COMPENSATION REGULATIONS,<sup>(a)</sup>

#### *Short Title.*

1. These Regulations may be cited as the Seamen's Compensation Regulations 1912.

#### *Interpretation.*

2. In these Regulations, unless the contrary intention appears, "the Act" means the *Seamen's Compensation Act 1911*.

#### *Fee to Medical Referee.*

3. The fee payable to a medical referee shall be as follows:—

For a first examination—£2.

For a subsequent examination—£1.

#### *Prescribed Authority.*

4. Wherever in the First Schedule or the Second Schedule to the Act a prescribed authority is referred to, that authority shall in each State be the Collector of Customs for the State.

#### *Moneys Received by Prescribed Authorities.*

5. All moneys received by a prescribed authority in pursuance of paragraph (6) or paragraph (7) of the First Schedule to the Act shall be dealt with by such authority in accordance with the directions of the Comptroller-General.

#### *Fee on Application for Reference to a Medical Referee.*

6. The fee payable under paragraph (13) of the First Schedule to the Act shall be Two pounds.

#### *Appeal to High Court or Supreme Court from Decision of County Court.*

7. (1) An appeal under paragraph (3) of the Second Schedule to the Act may be instituted by notice of appeal in accordance with this Regulation.

(2) The party appealing shall, within twenty-one days after the decision or order appealed against is made, serve the notice of appeal on the opposite party, and shall file a copy of the notice of appeal in the County Court and in the Registry of the High Court in the State or the Supreme Court of the State, as the case requires.

<sup>(a)</sup> Statutory Rules 1913, No. 279 (15th October, 1913); made under the *Seamen's Compensation Act 1911*; superseding the Provisional Regulations, Statutory Rules 1912, No. 127 (13th June, 1912).

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<sup>(a)</sup> Statutory Rules 1913, No. 279 (15th October, 1913); made under the *Seamen's Compensation Act 1911*; superseding the Provisional Regulations, Statutory Rules 1912, No. 127 (13th June, 1912).

(3) The notice of appeal must state the grounds of appeal, and must set out the Court to which the appeal is made.

(4) The Registrar or other proper officer of the County Court in which the notice of appeal is filed shall, forthwith after receiving it, send to the Registrar or other proper officer of the Court to which the appeal is made, all such proceedings in the County Court as are necessary to the hearing of the appeal.

*Application of Rules of High Court or Supreme Court.*

8. The Rules of the High Court or the Rules of the Supreme Court, as the case requires, shall, subject to these Regulations, apply to appeals under paragraph (3) of the Second Schedule to the Act, as far as such Rules are applicable.

*Particulars of Accidents and Compensation.*

9. (1) The owner or master of every vessel (except a vessel included in Sub-regulation (3) of this Regulation), on which seamen to whom the Act applies are employed, shall furnish to the Comptroller-General of Customs, not later than the 31st day of July and the 31st day of January in each year, a return setting forth the particulars required by paragraphs (a) and (b) of section 16 of the Act for the six months ending on the 30th day of June and the 31st day of December respectively in each year.

(2) In addition to the returns required by Sub-regulation (1) of this Regulation, the owner or master of every vessel (except a vessel included in Sub-regulation (3) of this Regulation), on which seamen to whom the Act applies are employed, shall furnish to the Comptroller-General of Customs, not later than the 31st day of July and the 31st day of January in each year, a return in respect of each seaman to whom the Act applies injured during the six months ending on the 30th day of June and the 31st day of December respectively in each year, setting forth the following particulars:—

Name of vessel.

Nationality.

Place of registry.

Date and place of accident.

Name of person injured.

Nature of his employment.

Nature of injury.

Whether injury resulted in death.

Where injury does not result in death, period of incapacitation.

Amount of compensation paid.

Name and address of person to whom compensation paid, or where injury has resulted in death, and no compensation has been paid, the home address of seaman as recorded in the ship's articles.

Where injury results in death, relationship of person, to whom compensation paid, to person injured.

9. (3) In the case of a vessel not having an owner in Australia on which any seaman to whom the Act applies is employed, the master shall furnish to the Comptroller-General of Customs, within one week of the date of the accident, or before clearance is granted, a return setting forth the particulars specified in Sub-regulation (2) of this Regulation in respect of each seaman to whom the Act applies injured while the vessel is in the territorial waters of the Commonwealth.

## TERRITORIES.

### PAPUA FINANCIAL REGULATIONS.<sup>(a)</sup>

#### PART I.—PRELIMINARY.

1. These Regulations may be cited as the Financial Regulations 1913.

2. These Regulations are divided into Parts as follows:—

Part I.—Preliminary.

Part II.—The Estimates.

Part III.—Collection of Public Moneys.

Part IV.—Payment of Public Moneys.

Part V.—Trust Funds.

Part VI.—Deaths of Europeans.

Part VII.—Wages of Native Labourers and Deceased Natives.

Part VIII.—Stores.

Part IX.—Miscellaneous.

Part X.—Repeal.

3. In these Regulations—

The “Governor-General” means the Governor-General of the Commonwealth of Australia.

The “Lieutenant-Governor” means the Lieutenant-Governor of Papua.

“Commonwealth Treasurer” means the Treasurer of the Commonwealth of Australia.

“Treasurer” means the Treasurer of Papua.

“Papua Account” means the Public Bank Account of the Territory of Papua.

“Public Moneys” shall include all revenue, loan, trust, and other moneys whatsoever received for or on account of the Government of the Territory of Papua.

(a) Statutory Rules 1913, No. 352 (19th December, 1913); made under the *Papua Act 1905*.

9. (3) In the case of a vessel not having an owner in Australia on which any seaman to whom the Act applies is employed, the master shall furnish to the Comptroller-General of Customs, within one week of the date of the accident, or before clearance is granted, a return setting forth the particulars specified in Sub-regulation (2) of this Regulation in respect of each seaman to whom the Act applies injured while the vessel is in the territorial waters of the Commonwealth.

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(a) Statutory Rules 1913, No. 352 (19th December, 1913); made under the *Papua Act* 1905.

*Accounting Officer* shall include every person who by any law, ordinance, regulation, or appointment, is charged with the duty of collecting or receiving, or who does actually collect or receive, any public moneys, or is charged with the duty of disbursing, or does actually disburse, any public moneys.

*The Board* means the Board for the Supply and Control of Stores.

4. The Financial Year shall commence on the first day of July and end on the thirtieth day of June.

5. All moneys paid into the Papua Public Account at the Treasury, Port Moresby, on and between the first and the last days of the Financial Year, shall be deemed to be the revenue of that year, and the amount of cheques drawn on the Papua Public Account in the Financial Year shall be deemed to be the expenditure of that year.

#### PART II.—THE ESTIMATES.

6. Annual Estimates of the Revenue and Expenditure of the Territory shall be prepared by the Treasurer and submitted by the Lieutenant-Governor at such a date as will admit of their transmission to the Minister for External Affairs and the receipt of his reply by post, and of their consideration by the Legislature, before the beginning of the year to which the Estimates relate.

7. The Treasurer shall show in his Estimate of Revenue under each head the actual revenue for the previous year, the estimated revenue for the current year, and the estimated revenue for the year to which the Estimates refer.

8. Estimates of Expenditure shall be divided into divisions, subdivisions, and items, in the same manner as the Estimates which are submitted to the Parliament of the Commonwealth of Australia.

9. The Treasurer shall show in the Estimates of Expenditure the estimated expenditure for the year to which the Estimates refer in the first column, the appropriation for the current year in the second column, and the approximate expenditure for the current year in the third column.

10. In preparing the Estimates of Expenditure the Treasurer shall show as far as is possible the total expense of each Department.

11. Items of expenditure which cannot be classed under any particular Department shall be put under the heading of "Miscellaneous."

12. All regular annual salaries must appear under "Salaries", and all other expenses must appear under "Contingencies."

13. The Estimates of Expenditure shall show as nearly as possible the amount which it is expected will actually be expended during the year.

14. Every item must be numbered, and the wording of each item must show clearly what the expenditure is for.

15. Where increased expenditure is proposed a full statement of the grounds under which the increase is considered necessary must accompany the Estimates sent to the Minister for External Affairs.

16. Increases or decreases upon the current year or any new items inserted shall, if important, be explained in a footnote.

17. Where an officer holds more than one appointment or receives salary under more than one heading, it shall be shown in a footnote.

18. The fact of an officer being provided with a residence at the public expense shall be also recorded in a footnote.

19. The Treasurer's Estimates of Expenditure shall in no case exceed the Estimate of Revenue, together with the Commonwealth grant, and any appropriation sanctioned by the Minister for External Affairs from the surplus of previous years.

**PART III.—COLLECTION OF PUBLIC MONEYS.**

20. The Commonwealth Treasurer may agree with any bank upon such terms and conditions as he may think fit for the receipt, custody, payment, and transmission of public moneys within and without the Commonwealth, and for advances to be made, and for the charges in respect of the same, and for the interest payable by or to the bank upon balances or advances respectively, and generally for the conduct of the banking business of the Territory of Papua.

21. No agreement shall be made for a period of more than one year unless it contains a provision that the same may be terminated at any time after a notice of not exceeding six months.

22. The Papua Public Account shall be kept in such bank and under such subdivisions (if any) as the Commonwealth Treasurer may in writing direct.

23. All moneys paid into any bank to the Papua Public Account shall be deemed to be public moneys and the property of His Majesty, and to be money lent by His Majesty to the bank.

24. The Papua Account shall be kept at the Queensland National Bank, Brisbane or Cooktown, unless or until the Commonwealth Treasurer otherwise directs.

25. Moneys received by the Treasurer shall be remitted by every mail for credit to the Papua Account. All moneys received up to the date of any mail shall be so remitted.

26. On the death, resignation, or removal of any Accounting Officer the balances remaining at the credit of his public banking accounts shall, upon the appointment of his successor, unless otherwise directed by law, vest in and be transferred to the Public Accounts of such successor at the said bank or banks, and shall not, in the event of the death of any such Accounting Officer, constitute assets of the deceased or be in any manner subject to the control of his legal representatives.

27. The manager or person in charge of any bank into which any moneys shall be paid to the Papua Account, or in which any lodgment has been made or credit opened on account of the Government of Papua, shall on the first day of each month transmit to the Commonwealth Treasurer and to the Treasurer of Papua, at Port Moresby, a copy of so much of the debit and credit sides of the Papua Account, or of the account in connexion with which such lodgment shall have been made or credit opened as aforesaid, as shall not previously have been submitted to the Commonwealth Treasurer and the Treasurer of Papua, and also a certificate setting forth the balance to the debit or credit of the said account or accounts.

28. The Commonwealth Treasurer shall cause the said copy to be forwarded to the Auditor-General for the Commonwealth for purpose of his audit.

29. Receivers of Public Moneys shall be appointed by the Lieutenant-Governor in Council.

30. The Treasurer shall advise the Commonwealth Treasurer of the names, offices, and districts of all Receivers.

31. Every Receiver shall keep such cash-books or books, and in such form, as shall from time to time be directed by the Treasurer.

32. The Treasurer shall furnish all Receivers with general purposes, receipt books, and all necessary money forms in book form, and he shall cause all such money forms to be machine numbered. The Treasurer shall have the custody of the stock of receipt forms and money forms, and shall record in a register the numbers of all forms supplied to any receiver.

33. Receivers shall give receipts for all moneys paid to them on Public Account, whether for Revenue or Trust Accounts, on the duly appointed official forms taken from books supplied by the Treasurer for that purpose. Such books and forms shall be used in consecutive order, and should any receipt, licence, or other form be cancelled, it is to be so indorsed on the counterfoil, and the receipt form so indorsed is to be attached to the transcript of the cash-book forwarded to the Auditor-General of the Commonwealth. On no account whatever are receipts to be given on other than the authorized form. Full particulars shall be entered on the counterfoil of every receipt form, and the Receiver shall sign each counterfoil. Duplicate receipts shall not be issued without the sanction, in writing, of the Treasurer.

34. Every Receiver shall remit at the end of each month to the Treasurer, unless otherwise directed by him, the full amount of his collections, together with a transcript of his cash-book. Provided that in any case in which the Receiver has been authorized by the Treasurer to pay money out of collections he shall forward the acquitted vouchers in support of such payment in lieu of the cash represented thereby. The particulars of such collections shall be clearly set forth under the various heads of revenue in a Revenue Statement (which form shall be provided by the Treasurer), on which shall also be shown the details of the notes, gold, silver, copper, cheques, and acquitted vouchers which are forwarded.

35. The transcripts of the Revenue Cash Books shall be forwarded by the Treasurer to the Commissioner for Lands, who shall cause the details of revenue under the head of Lands, Mines, Survey, and Agriculture, to be recorded in his registers forthwith, and the transcripts returned within three days to the Treasurer.

36. When any officer shall have neglected to pay his collections or to render his accounts within the time prescribed and as directed by these Regulations, or fails to produce to the Auditor-General for the Commonwealth, or to such person as he may appoint, in writing, under his hand, or to the Treasurer when so required by them, all books, forms, and documents deemed by them, or either of them, to be necessary to the conduct of the audit, the circumstances shall be at once reported to the head of the Department under which such officer is serving. Such head of Department shall report the matter to the Lieutenant-Governor, who shall take such action as it appears to him the gravity of the case demands.

37. Bills of exchange, cheques, or promissory notes are not on any account to be accepted as revenue or as trust money by a Receiver, unless authorized by the Treasurer, in writing. Any officer doing so will be held responsible for the due payment of the same.

38. In every case in which a Receiver shall fail to enforce the regular and punctual payment of revenue or other public moneys receivable by him, the amounts due shall be liable to be surcharged by the Treasurer against the salary of that officer unless and until he can show satisfactorily that the failure to pay in in proper time was occasioned by a cause he could neither control nor prevent; and if when such surcharge

is made the amount in default be not ascertainable from the revenue vouchers and accounts furnished, the salary of the officer shall not be paid until he shall have furnished to the Treasurer a satisfactory statement of the amount due.

Whenever it can be proved that a loss to the Government has arisen from the neglect, carelessness, want of proper precaution, or wilful fault of such officer, he shall be surcharged by the Treasurer with the amount and his conduct reported to the Lieutenant-Governor.

#### PART IV.—PAYMENT OF PUBLIC MONEYS.

39. Accounts in duplicate, one copy being stamped "Duplicate." and not signed by the Certifying Officer, for salaries and allowances shall be prepared in the several Departments and forwarded to the Treasury for payment in the same manner as provided for herein in the case of other accounts.

When preparing salary accounts—

- (a) In stating periods, the first and last days mentioned are invariably to be considered as both inclusive.
- (b) If a salary is regulated by a Daily Rate, the Daily Rate only; if by an Annual Rate, the Annual Rate only to be inserted in the proper column.
- (c) In the case of Daily Salaries the exact number of days for which each is chargeable is always to be specified.
- (d) One-twelfth of an Annual Salary is to be considered the proportion chargeable for each calendar month of the year of whatever number of days the month may consist.
- (e) The proportion of a salary for a broken period is computed by multiplying the amount of the Monthly or Quarterly Salary, according as the same is payable monthly or quarterly, by the number of days in the broken period and dividing by the number of days in the month or quarter.
- (f) Erasures or interlineations are not allowed.

40. Accounts in duplicate (one copy being stamped "duplicate" as soon as received by the Department, and not being signed by the Certifying Officer)—other than salary vouchers—shall be prepared by the public creditor, whose signature, as claimant, shall be a certificate that the amount claimed is due and owing for the services or articles specified therein. The receipt shall always, unless otherwise directed by the Commonwealth Treasurer, be set out in words at full length, and shall be signed by the persons to whom the moneys are payable, or by their authorized agents, on settlement of the claim, and not before. The "duplicate" copy shall be retained in the Territory at such office as the Treasurer shall from time to time direct.

41. Accounts when received shall be passed by the Treasurer, who shall be responsible for seeing that funds for the service in question are legally available. Expenditure of special character must be approved by the Lieutenant-Governor before payment.

42. The fullest information as to details must in all cases be inserted in vouchers, and the dates of supply or services must be shown.

43. Alterations in the vouchers must be initialed by the person who signs as claimant if such alterations were made by him; and, if not, by the officer who made the correction and the Certifying Officer.

44. The officer incurring the expense must sign as such on the voucher. Such signature vouches for the accuracy of every detail on the form, and the Certifying Officer will be held responsible therefor.

45. When payments are made to persons unable to write, the "mark" of the payee is to be made on the voucher as an acknowledgment of the payment, and such "mark" and such payment are to be witnessed wherever possible.

46. The officer making the payment must not sign the voucher as witness, provided, however, that an officer alone on an out-station may do so if he sees no possibility of obtaining a witness without undue delay.

47. An account shall not be considered in order until it has been certified to by the Certifying Officer. The Certifying Officer shall not certify any account until he is satisfied—

- (a) That the service has been duly rendered, or that the supply has been duly made.
- (b) That the amount is a proper and duly authorized charge upon the funds of the Government of Papua.
- (c) That the appropriation or fund to which it is chargeable is correctly stated thereon.
- (d) That the legal appropriation of the revenue suffices for the payment of the account and of all accounts previously certified, or  
If the account is not payable out of the revenue that funds suffice for its payment and for the payment of all accounts previously certified.
- (e) That an account for the same service as that mentioned on the account under notice, or for part of it, has not previously been certified.
- (f) That the account is in such form, and contains such details, as may be reasonably expected in all the circumstances.
- (g) That the account is true and correct in every particular.

Provided that if it is not convenient or practicable for the Certifying Officer to carry out all the duties imposed upon him by this clause, he may rely for the proper performance of one or more such duties upon the work of an assistant Certifying Officer, who may, with the approval of the Commonwealth Treasurer, be appointed by the Lieutenant-Governor to carry out the duties, but in such case the Certifying Officer shall not certify any account until the Assistant Certifying Officer has initialed it.

48. A triplicate account must not be prepared, except when the original account has been lost or mislaid. If it be necessary to certify a "triplicate" account, the Certifying Officer shall explain on the back thereof the reason for the non-production of the original, and shall, after due inquiry, certify that the claim has not been paid. Such triplicate account shall have the words "triplicate, see indorsement", written across the face of it.

49. The Treasurer is strictly prohibited from making any payments, or accepting any charge on his accounts, notwithstanding that the services to which they relate may be duly provided for in the Estimates or Appropriation Ordinance, unless authorized to do so by General Warrant, or Special Warrant, under the hand of the Lieutenant-Governor.

50. All disbursements of public money for or on behalf of the Territory are made by the Treasurer under authority from the Lieutenant-Governor, either personally or by officers acting under his instructions.

51. The Treasurer and all accounting officers will be held responsible personally and pecuniarily for inaccuracies in rendering accounts, and for any payments made, except as prescribed by these regulations.

52. The Treasurer may give instructions in writing to any accounting officer to make certain payments on account of the Public Service from the revenue collected by such officer. When sending the revenue to the Treasurer, the acquitted voucher for sums so paid out shall be forwarded at the same time.

53. Any officer allowing, or directing, any payment without proper authority will be held personally responsible for any amount improperly disbursed.

54. Certifying Officers shall be appointed by the Lieutenant-Governor, and one or more paying officers by the Treasurer.

55. Unless otherwise directed by the Treasurer, all cheques drawn by a paying officer shall be countersigned by an officer appointed by the Treasurer, who shall advise the bank accordingly. The number of the cheque shall be inserted at the head of each account.

56. The Countersigning Officer shall be responsible for seeing that, so far as his general knowledge of Government business enables him to judge, the account in respect of which the cheque is drawn is properly payable, and that a cheque has not previously been drawn for the account. (Reference to the cheque number at the head of the account will enable the last-named test to be applied.)

57. Payment shall be made by cheque drawn on the Papua Account, except in such cases as those provided for in Regulation No. 52.

58. Payment shall be made by paying officers:—

(a) To the claimant personally, on his applying to the Paying Officer.

(b) To any bank to the credit of the claimant's account, if so directed by him. A duplicate of the pay-in-slip, signed by the teller, and stamped with bank stamp, shall be attached to the account as full acquittance for the payment.

(c) To the bearer of an order signed by the claimant.

(d) Payments of salaries and wages may not be made to others than principals, except under special circumstances, which must be explained on the order by the person making payment.

(e) Under no circumstances are duplicate receipts to be obtained.

59. As far as possible all accounts shall be certified before payment.

#### PART V.—TRUST FUNDS.

60. A separate account shall be kept in the Treasury, to be called the Trust Fund, of all moneys which shall be placed to the credit of that fund under such separate heads as may be directed by the Treasurer.

61. It shall not be lawful for the Treasurer to expend any moneys standing to the credit of the Trust Fund except for the purpose of such fund, or under the authority of an Ordinance.

62. All the provisions of these regulations relating to the issue and expenditure of public moneys, and the authority for such issue and expenditure, shall apply to the issue and expenditure of moneys standing to the credit of the Trust Fund, and the Lieutenant-Governor shall have the same authority with respect to such moneys, and the expenditure thereof, as he has with respect to moneys standing to the credit of the Papua Public Account.

63. All the provisions of these regulations relating to the collection and receipt of moneys, and the audit of the Public Accounts, and the powers and duties of the Auditor-General for the Commonwealth, with respect to the expenditure of public moneys, and the duties and liabilities of accounting officers and other persons whomsoever, shall in like manner apply to moneys on account of the Trust Fund.

64. A separate Cash Book Ledger and Banking Account shall be kept.

65. When under any Ordinance now or hereafter to be in force, any money (which by such Ordinance is, or shall be, directed to be paid into the Treasury) shall come to the possession or control of any person in the Public Service by virtue of his office or employment, for, or on account of, or for the use or benefit of, any other person, such first-mentioned person shall act with respect thereto in like manner as Accounting Officers are required to act with reference to their revenue collections, and such moneys shall be placed to the credit of an account to be kept in the Treasury for such purpose, to be called the "Trust Fund", under such separate heads as the provisions of any existing or future law may render necessary.

66. When, by virtue of his office or employment, or of any legal process whatsoever, any moneys shall come to the possession or control of any person in the Public Service for, or on account of, or for the use or benefit of any other person, he shall pay or transmit the same to the Treasury on the first day of each next succeeding month, to be there placed to the credit of the Trust Fund hereinbefore mentioned, and shall forward returns thereof to the Auditor-General and the Treasurer in such form and in such manner as the Treasurer shall from time to time direct.

67. Unless expressly enacted to the contrary, all such sums as shall have been placed to the credit of the said Trust Fund, and as shall have remained unclaimed for the period of six years after the same shall have been so placed, shall be carried to and form part of the Revenue Account. Provided that any sum, the claim to which shall be established to the satisfaction of the Lieutenant-Governor in Council, after the same has been carried to the credit of the Revenue Account, may be withdrawn therefrom and refunded, upon the authority of the Lieutenant-Governor, with the advice aforesaid.

#### PART VI.—DEATHS OF EUROPEANS.

68. When the death of any intestate person is reported, it is the duty of the responsible Government Officer to take charge of the deceased's effects. An inventory must be taken of everything in the first instance. The inventory must be signed and dated. In the interests of the officer himself, it will be better if it can be signed by two persons, one being the responsible officer.

69. An affidavit of death must be filed with the estate papers. In affidavits all names should be stated in full, but the signatures of deponents are to be their usual signatures. It should be remembered that the affidavit of death is not a certificate, and that it is merely required under the Intestacy Acts. It is necessary, therefore, that a separate information of death be sent to the Registrar-General, Port Moresby, so that particulars of death may be recorded in the register of deaths kept there.

70. The officer should then dispose of perishable goods to the best advantage. Information as to what is sold and the price realized must be noted in the inventory. Guns, watches, and valuables should not, as a rule, be sold, but should be sent to the Curator of Intestate Estates. Guns may, however, sometimes be sold, if a fair price is offered.

71. There must then be sent to the Curator by the responsible officer—

- (a) Notice of death.
- (b) Inventory of Real and Personal Estate.
- (c) Affidavit of Intestacy.
- (d) Statement of Sales (if any).
- (e) Statement of Account.
- (f) Unsold Effects.
- (g) Private Papers and Valuables.
- (h) Cash in Estate.

72. If the estate can afford it, the responsible officer may pay from funds in the Estate—

- (a) Burial expenses of deceased.
- (b) Expenses incurred in collecting effects, &c.;

but any debts against the estate are to be attached to an affidavit of debt, and forwarded to the Curator.

73. (a) In cases where the deceased's next of kin is at hand to look after an estate it is generally not necessary for officers to do anything but to report the circumstances to the Curator. Deceased's relatives must also be notified of death and what action is being taken.

(b) In cases where the deceased has left a will and the trustee is available, no action need be taken other than reporting the death. If, however, the trustee cannot be communicated with immediately, action must be taken to protect the estate, and, in such cases, perishable goods should be dealt with in the manner prescribed in Regulation 70 in the case of intestate estates.

#### PART VII.—WAGES OF NATIVE LABOURERS AND DECEASED NATIVES.

74. Officers receiving moneys under the Native Labour Ordinance for deposits by employers for the wages of natives, or for the wages due to deceased or deserted natives, shall issue an official receipt to the payer of such money.

75. A separate Cash Book shall be kept, in such form as the Treasurer shall from time to time direct, in which the full particulars of all moneys collected on this account shall be entered.

76. Proper receipts must be obtained and filed for all payments from this account. As the payments are made to natives, they should, if possible, be made in the presence of a witness, who should sign the receipt as such.

77. When the balance is struck monthly, in addition to seeing that the Cash Book balance agrees with the cash in hand, it must be seen that the amounts not marked off on the debit side make up and agree with the total of the balance. The amounts shall be marked off in such manner as the Treasurer shall from time to time direct.

78. Moneys received by an accounting officer (for the purpose of being paid over to any other person), which have been in his possession unclaimed for a period of over twelve calendar months, or any other moneys which have remained on hand for a period of twelve calendar months, shall, unless otherwise directed by the Treasurer, be transmitted to the Treasury with a proper voucher, to be placed to the credit of Trust Fund.

#### PART VIII.—STORES.

79. There shall be a Board, to be called the Board for the Supply and Control of Stores. It shall consist of the Government Secretary, the Director of Public Works, the Treasurer, the Commissioner for Lands,

the Government Storekeeper, and such other persons as the Governor-General in Council may think fit to appoint. The Government Storekeeper shall be Secretary to the Board, which shall hold its meetings at the Council Chamber on Friday in each week at 10 a.m., and at such other times and places as the Board may decide. At any meeting any two members of the Board shall form a quorum.

80. The Government stores shall be under the direction of the Treasurer, and no stores of any description whatsoever shall be obtained for the Public Service except through the Government Store except—

- (a) The Senior Officer at any out station may purchase locally any stores urgently required for the Public Service, but the value of any stores so purchased shall not at any time exceed £10. The Senior Officer shall state on the vouchers the explanation of the emergency.
- (b) The commander of the *Merrie England* when away from Port Moresby may purchase any stores urgently required for the *Merrie England*, but the value of any stores so purchased shall not at any one time exceed £30. The Commander shall state on the vouchers the explanation of the emergency.
- (c) As hereafter provided.

81. Subject to the approval of the Board, ordinary stores may be ordered by the Treasurer from any part of the Commonwealth, or elsewhere if more convenient.

82. When large quantities of any particular article are required, the Board shall call for tenders for the supply of such articles. Tenders, when received, shall be submitted to and dealt with by the Board.

83. Excepting in such cases as the Board may otherwise direct, all stores are to be consigned to the Government Storekeeper, whose duty it is:—

- (a) To see that all consignments of stores are landed according to the Shipping Receipts.
- (b) To receive goods into the Government Stores, and to see that they are according to order, and that everything is according to the invoices.
- (c) To check the measurements and weights for freight, and to call the Board's attention to any charges which appear excessive.
- (d) When stores are, by order of the Board, sent direct to any officer, the duties set out in (a) (b) and (c) of this regulation, to be carried out by the Government Storekeeper, shall be carried out by the officer to whom the goods are consigned.

84. All goods received by the Government Storekeeper shall be stowed in the Government Stores. The Government Storekeeper and his subordinates will be held personally and pecuniarily responsible for all Government Stores intrusted to their charge. The stores must be kept in good order, and all articles properly stowed away, and every precaution taken for their security.

85. The Government Storekeeper shall keep a Stock Ledger to show a full and proper account of all stores received and issued by him. All invoices received shall be entered up in a Purchase Book, together with the charges thereon, and all goods issued shall be charged up in an Issue Book at the landed cost, with 5 per cent. added.

86. On the 30th day of June in each year a balance shall be struck, and the Treasurer or such officer or officers as he shall appoint shall, on that day, go through the stores on hand, and make a full and thorough inventory of the quantities and values thereof.

87. All articles required for the Public Service must be applied for on the requisition forms supplied for the purpose. Requisitions in duplicate must be sent to the Certifying Officer controlling the vote under which the expenditure is proposed to be made.

87A. Upon receipt of a requisition, the Certifying Officer shall, if he approve of it, certify to the same and forward it to the Secretary to the Board. The Certifying Officer shall not certify any requisition until he is satisfied—

- (a) That the amount set down for the goods required has not been under-estimated;
- (b) That the amount is a proper and duly authorized charge upon the funds of the Government of Papua;
- (c) That the appropriation or fund to which it is chargeable is correctly stated thereon;
- (d) That the legal appropriation of the revenue suffices for the payment of the requisition and all requisitions previously certified; or, if the amount is not payable out of the revenue, that funds suffice for its payment and for the payment of all requisitions previously certified;
- (e) That a requisition for the same stores and for the same service as that mentioned on the requisition under notice, or for part of it, has not previously been certified;
- (f) That the requisition is in such a form and contains such details as may be reasonably expected in all the circumstances.

88. When there is only one vote for a particular service or head of expenditure for the whole Territory, the Treasurer, acting on the advice of the Board and with the approval of the Lieutenant-Governor in Council, shall, at the beginning of each financial year, apportion the vote among the several expending officers, and such apportionments must not be exceeded by the Board unless or until the Lieutenant-Governor in Council, acting on the advice of the Treasurer, reapportions the vote.

89. In preparing requisitions, officers must comply with the following—

- (a) The vote and the number of the item in the Estimates of Expenditure under which the stores are applied for must be inserted in the requisition.
- (b) In requisitions for rations for Police and other natives employed by the Government and for Prisoners the number of men must in every instance be stated, together with the full period for which the rations are required.
- (c) In all cases, such as village constables, when payment for services is to be made by means of "trade", the number of persons to be paid, and the full period of service and rate of pay, must in every instance be stated.
- (d) The approved scale of rations must not under any circumstances be exceeded. At all Government Stations where native food can be grown or bought, full quantities should not be requisitioned for. Officers in charge of such stations

must not fail to plant or buy a sufficiency of native vegetables for the use of Police, other natives employed by the Government, and for prisoners; neglect to do so will be regarded as a want of efficiency.

- (e) In requisitions for articles of food, trade, &c., for payment of Transport Purchase of Native Lands and Gifts to Natives, the basis upon which the quantities have been arrived at must be fully set out. At the end of each quarter the officer shall notify the Board, from information taken from his diary, the approximate issues under these heads, and it shall be the duty of the Board to have these returns compared with the original requisition, and take such action thereon as may, to the Board, seem desirable or necessary.
- (f) All requisitions must be clearly written, and the items must not be crowded. Officers must bear in mind that, to avoid delay in dealing with requisitions, too full particulars and descriptions of articles asked for cannot be given.
- (g) If a requisition for articles of an exceptional nature is sent in, full explanation of the circumstances under which such articles are required must accompany the requisition, which should be on a separate form from the requisition for other ordinary supplies, if any such are asked for at the same time, so as to avoid delay in dealing with the latter.
- (h) All officers, with the exception of those stationed at Port Moresby, should forward their requisitions for supplies half-yearly, and three months in advance of the date upon which the stores are required. Officers stationed at Port Moresby shall forward requisitions at such times and periods as may from time to time be decided and ordered by the Board.

90. Upon receipt of stores from the Government Storekeeper, the receiving officer shall check same with the stores issue note forwarded, and, if correct, sign the issue note, and return it immediately to the Government Storekeeper. In the case of any discrepancies, he shall draw attention to them in a letter addressed to the Treasurer.

91. All stores issue notes shall be filed by the Government Storekeeper, with the requisitions which they represent, and the issue notes, duly receipted, shall be taken as proof, unless the contrary be proved, that the goods have been issued from the Government Stores and received by the officer who signed the receipt. In the case of rations, officers shall, when directed by the Board to do so, record in a Journal to be kept for the purpose all issues made.

92. When preparing half-year's requisition, stock must be taken, and a statement must be sent to the Board, showing the balance of each article on hand at that time. Where possible, two officers must certify that the return is correct, and the balances given as on hand are actually so.

93. Upon receipt of a requisition the Board shall—

- (a) See that the requisition has been drawn up in conformity with these Regulations.
- (b) Have the quantities of rations asked for checked, to ascertain if they are according to scale; and, if not, alter them in such way as it may think fit.

(c) See that the amount allotted for expenditure has not been exceeded.

(d) Note any apparent extravagance, even though the amount allowed to the officer requisitioning may not be exceeded.

94. Officers stationed at Port Moresby must take delivery of the goods required at the Government Stores on Wednesday of each week, between the hours of nine and one and two o'clock and four o'clock. In no case must a native, unless employed upon clerical duties, be allowed to take delivery of goods from the Government Storekeeper. This Regulation shall not apply to requisitions put in on behalf of the Lieutenant-Governor.

95. On the resignation or removal of any officer who shall have charge of any Government Stores, stock shall be taken by the out-going officer; it must also be verified by the in-coming officer, and a certified inventory thereof shall be signed by both officers, and must be forwarded to the Board by the in-coming officer by the first mail after such stock has been ascertained. The same course shall be followed in respect to cases where an officer shall be granted leave of absence, or shall be relieved of his duties for any other cause.

96. In case of emergency, the Treasurer may order the Storekeeper to supply any article or articles said to be urgently required, and he shall submit the requisition to the Board at its next meeting, together with the requisitioning officer's explanation of the emergency. The Treasurer in this respect shall be the sole judge as to whether it is a case of urgency or not.

97. No requisition for printing or supplying any receipt books or forms or licences or other forms having a money value or books of account shall be passed or approved by the Board unless or until the same is approved, in writing, by the Treasurer.

98. No Government Property or Stores shall be sold or otherwise disposed of (excepting as provided by these Regulations) until the approval of the Board has been obtained. The Chairman of the Board shall inform the Auditor-General for the Commonwealth of every such approval, giving particulars of the property or stores to be sold or disposed of and the name of the officer authorized to sell or dispose of the said property or stores.

#### PART IX.—MISCELLANEOUS.

99. The Treasurer shall keep, and cause to be kept by the various Accounting Officers, such books of accounts and in such manner as the Treasurer for the Commonwealth may from time to time direct.

100. The Treasurer shall, at least once a month, forward to the Auditor-General for the Commonwealth, for transmission to the Auditor-General for the Commonwealth, a transcript of all the books of account kept by him, together with all vouchers in support of the entries therein. The transcripts shall be certified to be true and correct copies of the original books of account.

101. All other Accounting Officers shall, at least once a month, forward to the Auditor-General for the Commonwealth transcripts of all books of account kept by them. The transcripts shall be certified to be true and correct copies of the original books of account.

102. Erasures are not permitted in either books of account or vouchers. If an error be made, the necessary correction must be made by ruling through the incorrect amount or words and writing the correct figures or words above the original entry. This Regulation, excepting as regards the first sentence, shall not apply to corrections to be made by means of the Journal.

103. As soon as possible after the end of each quarter there shall be published in the *Commonwealth Gazette* a statement, signed by the Treasurer, showing the receipts and expenditure of Papua between the first day of the financial year and the last day of such quarter. The statement shall show also the receipts and expenditure during the corresponding period of the previous financial year.

104. The Lieutenant-Governor shall cause fidelity guarantees to be obtained in respect of all offices held by officers handling public moneys to guarantee the Government against loss arising from fraud or want of fidelity on the part of the holder for the time being of each guaranteed office. The amount for which each office shall be guaranteed shall be determined by the Lieutenant-Governor, who may cause the amount for which each office is guaranteed to be varied or altered as the necessity therefor arises. The Commonwealth Treasurer may at any time direct that the amount of any guarantee shall be increased, and the Lieutenant-Governor shall cause the guarantee in question to be increased accordingly.

105. The Government Secretary shall notify the Auditor-General for the Commonwealth of all expenditure warrants signed by the Lieutenant-Governor.

106. The forms of entry used by the Customs and all forms of account shall be as similar to those provided by the Commonwealth Customs and Treasury Regulations as the conditions and circumstances will permit.

107. Officers are strictly forbidden to obtain signatures to blank forms of account, or orders for payment, or to acquittances or receipts before the actual payment of the accounts, or to acquittances or receipts which are not properly filled in.

108. The Treasurer may personally, or with the Lieutenant-Governor's authority, by deputy, conduct inspections of the accounts of all Accounting Officers, and for this purpose he shall at any time have access to all books, vouchers, and documents in the charge of such officers. On the completion of such inspections, he shall report to the Government Secretary any material irregularities connected with the public accounts, and any particulars in which the provisions of the Revenue Laws may appear to him to need amendment. A copy of such report shall be sent by the Government Secretary to the Auditor-General for the Commonwealth forthwith. It is at all times the duty of the Treasurer to watch all receipts and expenditure to see that all revenue that should be transmitted to the Treasury is being promptly received, and that all expenditure is duly authorized and economical.

109. It is the duty of all Accounting Officers to reply promptly to any queries addressed to them by the Auditor-General for the Commonwealth, or by the Treasurer, giving fully the particulars or information required.

110. No officer shall incur any expenditure unless duly authorized so to do. The Lieutenant-Governor may authorize officers to incur expenditure up to a certain limit in cases of emergency. Any expenditure so incurred shall be immediately reported to the Treasurer.

111. All officers whose duties are connected with the receipt or payment of moneys are required to acquaint themselves with these Regulations. Heads of Departments and Heads of Districts or Branches are directed to send in requisitions for the Regulations for the use of all such officers under their control. On the 1st of April and the 1st of October in each year every such Head of a Department or Head of a District shall certify to the Treasurer that he has seen or ascertained that a copy of these Regulations, revised to date, is kept in the office of each Accounting Officer. The Treasurer shall report to the Auditor-General for the Commonwealth any failure on the part of any responsible officer to supply such certificate.

112. A penalty not exceeding £5 may be imposed by the Lieutenant-Governor in Council upon an Accounting Officer or other person, subject to these Regulations, who, in the opinion of the Lieutenant-Governor in Council, has been careless in carrying out duties prescribed by these Regulations.

113. Every Head of a Department and every Head of a District or Branch shall be responsible for seeing that the provisions of these Regulations are complied with.

#### PART X.—REPEAL.

114. All Regulations under the Papua Act of 1905 in force at the commencement of these Regulations are hereby repealed, save as to anything lawfully done or as to any right, privilege, obligation, or liability acquired, accrued, or incurred thereunder.

## TRADE AND COMMERCE.

## COMMERCE REGULATIONS (a).

## PART I.—INTRODUCTORY.

*Short Title.*

1. These Regulations may be cited as the Commerce Regulations, 1913.

*Parts.*

2. These Regulations are divided into Parts, as follows:—
  - Part I.—Introductory.
  - Part II.—Trade Descriptions of Imports.
  - Part III.—Trade Descriptions of Exports
  - Part IV.—Inspection of Exports.
  - Part V.—Classification, Certification, Inspection, and Marking.
  - Part VI.—Miscellaneous.
3. In these Regulations, unless the contrary intention appears—
  - “Appointed place” means a place appointed by the Comptroller-General, by writing under his hand, to be a place where any goods enumerated in Part III. of these Regulations and intended for export may be inspected and examined. It may include any wharf at which such goods are exported, and any ship used for the conveyance of such goods for export.
  - “Butter fat” means the fat of cow’s milk.
  - “Carcass meat” includes any meat being portion of a carcass.
  - “Coverings” means all the principal coverings in which goods are contained, and in which such goods are usually sold wholesale or retail.
  - “Creamery butter” means butter, other than pastry butter or milled butter, made from centrifugally separated cream.
  - “Disease”, in relation to fruit, plants, seeds, maize, or potatoes means any abnormal condition of or in such goods, whether consisting of the presence of, or caused by or due to the operations, development, growth or decay of, any insect or fungus, and also, in relation to fruit, includes the condition known as “Bitter Pit”
  - “Disease”, in relation to meat, means pleuro-pneumonia, tuberculosis, anthrax, swine fever, trichinosis, cancer, and any disease in stock declared by the Governor-General by proclamation to be included in this definition; and includes any defect, inferiority, or abnormal conditions in the meat which renders it unsightly or unfit for human food.

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(a) Statutory Rules 1913, No. 347 (19th December, 1913), made under the *Commerce (Trade Descriptions) Act 1905*.

- "Food" and "drink" include every article used as food or drink by man other than drugs and water.
- "Gold-plated" and "gilt" mean coated with gold by the electric process, or by any other process which results in a covering of gold of a quality and thickness other than that defined for rolled gold or gold-cased goods.
- "Leather" means leather intended for or usually employed in the manufacture of boots, shoes, and other apparel.
- "Manures" includes all substances intended for or commonly used as fertilizers of the soil, except farm-yard or stable manures and crude materials for the manufacture of manures.
- "Margarine" means any substance, whether compound or otherwise, prepared in imitation of butter, and whether mixed with butter or not.
- "Meat" means the flesh of animals intended for human consumption, whether fresh or preserved.
- "Milled butter" means butter which is a mixture or blend of two or more butters ordinarily packed alone and under separate names or brands, and which have been mixed or blended at a place other than where manufactured and packed.
- "Pasteurized", in relation to liquids, means subjected to heat in such a manner as to destroy fully developed micro-organisms, but not necessarily the spores thereof.
- "Pastry butter" means butter which is not fit for ordinary table use.
- "Plants" includes every part of any plant (except the seed) intended for planting or purposes of propagation.
- "Preservative" means boric acid, nitrous acid, fluoric acid, hydrogen peroxide, salicylic acid, sulphurous acid, formic aldehyde, and any preparation of any of those substances or chemical compounds thereof, used as a preservative agent, and any substance declared by proclamation to be a preservative.
- "Registered brand" means a brand registered with the Department of Trade and Customs, in pursuance of these Regulations.
- "Rolled gold" and "gold-cased" mean material consisting of a base metal covered by mechanical means with a shell or covering of gold of such quality and thickness as will effectively protect the underlying base metal from the action of pure nitric acid, sp. gr. 1.42 at 60 deg. F.
- "Salt beef" means beef that has been pickled or cured in brine, and does not include canned meat to which the trade description corned beef is applied.
- "Sole" in relation to boots and shoes means all that part of the boot or shoe which in use is under the foot of the wearer, except only the thin slip of leather, paper, or the like, which is affixed to the upper surface of the inner sole.

“ Sound ” and “ Soundness ” have relation to freedom from disease, as defined in these Regulations, and from damage, or decay.

“ State ” includes any territory under the control of the Commonwealth to which the Act applies.

“ The Act ” means the *Commerce (Trade Descriptions) Act 1905*.

*Ships' Stores.*

4. These Regulations shall not apply to ships' stores brought to or shipped in Australia.

PART II.—TRADE DESCRIPTIONS OF IMPORTS.

*Conditional Prohibition of Certain Imports.*

5. The importation of the goods enumerated in the next succeeding Regulation is prohibited unless there is applied to such goods a trade description in accordance with this Part.

*Imports to which a Trade Description must be applied.*

6. The goods to which the foregoing Regulation applies are as follows:—

- (a) Articles used for food or drink by man, or used in the manufacture or preparation of articles used for food or drink by man;
- (b) Medicines or medicinal preparations for internal or external use;
- (c) Manures;
- (d) Apparel (including boots and shoes), and the materials from which apparel is manufactured;
- (e) Jewellery;
- (f) Agricultural seeds; and Plants.

*Trade Description—General Requirements.*

7. The trade description to be applied in accordance with this Part shall comply with the following provision:—

- (a) It shall be in the form of a principal label or brand affixed in a prominent position and in as permanent a manner as practicable to the goods, or where affixture to the goods is impracticable, to the coverings containing the goods; and
- (b) It shall contain in prominent and legible characters a true description of the goods, and the name of the country or place in which the goods were made or produced; and
- (c) In cases where any weight or quantity is set out, it shall specify whether the weight or quantity so set out is gross or net.

*Trade Description—Additional Requirements in Certain Cases.*

8. In the case of the following goods, the trade description shall, in addition, comply with the following provisions:—

- (a) In the case of articles used as food or drink by man, or used in the preparation of articles used as food or drink by man, and containing any deleterious or preservative substance, the trade description shall include a statement setting forth that the articles contain the deleterious or preservative substance, and in the case of preservative substances, the amount thereof per pint or pound weight of the goods.
- (b) In the case of foods for infants, if the food is not suitable for general use for infants under the age of six months, the trade description shall include, in legible characters and conspicuously displayed, the following words, namely, "Not suitable for infants under the age of six months."
- (c) In the case of milk, the trade description shall describe the milk as Condensed Milk, Concentrated Milk, or Dried Milk, as the case requires.
- (ca) In the case of condensed skimmed milk, or condensed separated milk, the trade description shall include the words "Condensed Skimmed Milk, unfit for Infants", or "Condensed Separated Milk, unfit for Infants", printed in bold-faced sans-serif type of not less size than twelve points face measurement; the said words shall form the first words of the label; no other words shall be written on the same line or lines. Additionally, there shall be printed across the face of the whole of the label, in a diagonal line and in a transparent red colour, the words "Skimmed Milk" in bold-faced sans-serif capital type of not less size than forty-eight points face measurement.
- (d) In the case of fruit fresh or dried, the trade description shall set out its condition as to cleanness and freedom from disease.
- (e) In the case of medicines and medicinal preparations prepared ready for internal use, and containing more than 17.5 per cent. by volume of proof spirit (equivalent to 10 per cent. by volume of ethyl alcohol) the trade description shall include a statement setting out the percentage, by volume, of proof spirit contained in the goods.
- (f) In the case of medicines and medicinal preparations for internal or external use, if the goods contain any of the following drugs or poisonous chemical derivatives thereof, viz.:—

Free iodine or chemical compounds containing iodine or bromine excepting iodoform and its substitutes; or

Poisonous compounds of antimony, arsenic, barium, bismuth, copper, lead, and mercury; or

Yellow phosphorus, hydrocyanic acid, and poisonous cyanides; or

Chloral, dormiol, isopral, acetone-chloroform (chlore-tone), dionin, heroin, paraldehyde, sulphonal, trional, tetronal, veronal, propional, bromural, neuronal, or any other natural or synthetic hypnotic substance; or

Anilides, phenetidines, or pyrazolones, such as acetanilide, phenacetin, phenazone, or other derivatives of anilines, aminophenols, or quinolines, or other preparations possessing analgesic or antipyretic properties; or

Any drugs of vegetable origin being or containing poisonous alkaloids, poisonous glucosides, or other poisonous principles; or

Adrenaline, or its substitutes; chloroform, nitroglycerin; or

Carbolic acid, cresols, guaiacol, creosol, naphthols, resorcin, hydroquinone, pyrogallie acid; or

Cantharides, cotton root, ergot, oil of pennyroyal, oil of rue, oil of savin, oil of tansy, oil of parsley, or any emmenagogue or reputed abortifacient substance; or

Para-phenylenediamine, or similar irritant organic bases;

the trade description shall include an explicit statement to such effect, setting out, in regard to any substance specifically named in this list, such specified name of the substance, or in the case of any substance included but not specifically named in this list, the name most commonly applied to the substance in the English language in the Pharmacopœias of Great Britain and the United States of America, or in the British Pharmaceutical Codex, or other recognised authority, and also the quantity or proportion of the drug present in the goods.

(fa) In the case of liniments or veterinary medicines, if the goods contain methylated spirits the trade description shall include a statement setting out in clear and prominent characters, and in the following form, the percentage of such substance contained in the goods, viz., "This preparation contains † per cent. of alcohol by volume in the form of methylated spirit." ‡

(fb) In the case of cultures and preparations of bacteria, yeasts, and similar micro-organisms, intended for medicinal, prophylactic, or therapeutic purposes, or for use as or in the preparation of articles of food or drink for man, the trade description shall include a statement as

† Quantity to be stated.

‡ Under the provisions of the *Spirits Act 1906*, it is an offence to sell or have in one's possession any medicines containing methylated spirits other than liniments and veterinary medicines.

to the freedom of the culture or preparation from extraneous disease-producing micro-organisms, and also a statement as to the date up to which the culture or preparation will remain active.

- (g) In the case of manures the trade description shall be indelibly branded upon the bags or other coverings, and shall include a statement of the name and percentage of each principal active constituent of the manure in terms of one or more of the following, as the case requires, viz.:—Nitrogen, Available Phosphoric Acid ( $P_2O_5$ ) and Potash ( $K_2O$ ).
- (h) In the case of articles of apparel the trade description shall state the nature of the principal material of which the articles are made.

Where articles of apparel are manufactured of fibrous material containing not more than 10 per cent. of fibre other than the preponderating fibre, the name of the preponderating fibre (*e.g.*, "Wool") may be used to indicate the nature of the material. In other cases the trade description shall set out the names of the principal fibres present in the material, or, alternatively, describe the material as being made of the preponderating fibre "and Other Fibres" (*e.g.*, "Wool and Other Fibres").

- (i) In the case of piece goods intended for or commonly used in the manufacture of articles of apparel the trade description shall specify the names of the principal fibres of which the material is composed.

Where the material does not contain more than 10 per cent. of fibre other than the preponderating fibre, the name of the preponderating fibre may be used in the trade description to indicate the nature of the material. In other cases the trade description shall set out the names of the principal fibres present in the material, or, alternatively, describe the material as being made of the preponderating fibre "and Other Fibres" (*e.g.*, "Wool and Other Fibres"). In cases where any substance (other than ordinary dressing) has been used in the preparation or manufacture which has the effect of loading or weighting the material the word "Loaded" or "Weighted" shall also be included in the trade description.

- (j) In the case of boots and shoes manufactured wholly or partly from leather or any imitation thereof, the trade description shall set out the principal material from which they are made, and, unless the soles are solid leather, without admixture or addition other than ordinary fillers of cork or of waterproofed felt, shall state the nature of the admixture or addition, and a statement of the material or materials composing the sole shall, in addition, be conspicuously, legibly, and indelibly stamped upon or impressed into the outer surface of the sole of each boot or shoe.

- (k) In the case of leather containing any loading of any mineral or other weighting substance, the trade description shall include a statement setting out the name of each loading substance contained in the leather, and the percentage thereof. Provided that the following shall not be deemed to be loading substances within the meaning of this Regulation:—

In the case of sole leather—glucose and sugar to the extent of not more than 3 per cent. taken together, and fats and oils to the extent of not more than 5 per cent. taken together; and

In the case of leather other than sole leather—glucose and sugar to the extent of not more than 3 per cent. taken together and fats and oils used in the manufacture and preparation of the leather.

NOTE.—A proclamation has been issued under the *Customs Act 1901-1910* prohibiting the importation of any leather, or manufactures thereof when for human wear containing any proportion of barium sulphate, or other barium compounds.

- (l) In the case of gold jewellery the carat quality shall be conspicuously set out in the trade description applied to the goods, and shall also, where practicable, be legibly stamped or engraved upon each article.

In the case of jewellery wholly or partly covered by gold, the words "Rolled Gold", "Gold Cased", "Gold Plated", or "Gilt", as the case requires, shall be conspicuously set out in the trade description applied to the goods, and shall also, where practicable, be legibly stamped upon each article.

In the case of silver jewellery not marked with a British hall-mark, the degree of millesimal fineness (e.g., ".925 fine") shall be conspicuously set out in the trade description applied to the goods, and the number indicating such degree of millesimal fineness shall also, where practicable, be legibly stamped or engraved upon each article.

In the case of jewellery which, not being gold or silver, nor coated with gold or silver, is coloured to represent gold or silver or gold and silver, the words "Imitation Jewellery" shall be conspicuously set out in the trade description applied to the goods, and the word "Imitation" shall also, where practicable, be legibly stamped upon each article.

- (m) In the case of agricultural seeds, the trade description shall state the names of the seeds and their condition as to soundness, cleanness, and newness.\*

\* NOTE.—Trade descriptions as to soundness, cleanness, and newness are to be interpreted as follows:—  
 "Sound"—as indicating freedom from disease (as defined in Regulation 3), and from damage or decay.  
 "Clean"—as indicating freedom from seeds other than those named in the trade description, and from other foreign substances such as chaff, stalks, soil, &c.  
 "New"—as indicating that the seed has been gathered during the immediately preceding harvest time in the country or place named in the trade description.

(*na*) These Regulations shall not apply to small packets of seeds received by post or to seeds imported otherwise than as merchandise.

(*n*) In the case of plants, the trade description shall state the names of the plants and their condition as to freedom from or affection by any disease or pest.

9. The importation of all goods mentioned in the First Schedule which do not comply with the standards set out therein is prohibited unless the trade description applied to the goods includes in bold and legible characters the matters and the extent to which the goods do not comply with the standards applicable thereto.

### PART III.—TRADE DESCRIPTIONS OF EXPORTS.

#### *Prohibition of Certain Exports.*

10. The exportation of the goods enumerated in the next succeeding Regulation is prohibited unless there is applied to such goods a trade description in accordance with this Part.

#### *Goods to which a Trade Description must be applied.*

11. The goods to which the foregoing Regulation applies are as follow:—

|                                     |  |
|-------------------------------------|--|
| Butter.                             | Meat—  |
| Cheese.                             | Canned.  |
| Cream.                              | Extract or Essence.                              |
| Fruit.                              | Other (except Rabbits and Hares).                |
| Fruit, Preserved (including Dried). | Milk—  |
| Ghee.                               | Concentrated.                                    |
| Honey.                              | Condensed.                                       |
| Jam.                                | Condensed Skimmed.                               |
| Leather.                            | Dried (with or without added sugar of any kind). |
| Maize.                              | Plants.  |
| Margarine.                          | Potatoes.  |
|                                     | Rabbits and Hares.                               |
|                                     | Seeds.   |

#### *Trade Description—General Requirements.*

12. The trade description to be applied in accordance with this Part shall comply with the following provisions:—

(*a*) It shall be in the form of a principal label or brand affixed in a conspicuous and reasonably permanent manner in a prominent position to the goods, or, except in the case of carcass meat, to the coverings containing the goods; and

(*b*) It shall contain in prominent and legible characters a true description of the goods, and the word "Australia." \*

\*NOTE.—The trade description may include the name of the State in which the goods were made or produced.

(c) It shall include any one, and may include all, of the following particulars, namely:—

- (1) The name of the manufacturer or producer or exporter,
- (2) The registered brand of the manufacturer or producer or exporter; and

(d) The label or brand shall specify the net weight or quantity of the goods, except in the case of carcase meat.

Provided that—

- (i.) in the case of potatoes the approximate net weight may be specified; and
- (ii.) in the case of tinned goods, if the net contents fall short of any number of pounds by less than half-a-pound, the weight may be described as “under” that number of pounds.

*Trade Description—Additional Requirements in Certain Cases.*

13. In the case of the following goods the trade description shall, in addition, comply with the following provisions:—

- (a) In the case of butter the trade description as prescribed in Regulation 12 shall be indelibly impressed on the outer covering, in the case of milled butter in red colour, and in the case of butter other than milled butter in some dark colour other than red. The true description shall specify whether the butter is Pure Creamery Butter, Pastry Butter, or Milled Butter, as the case may be.
- (b) In the case of butter (other than milled butter so described, and butter in pats or tins) which has been repacked by any person other than the manufacturer thereof under a brand other than that of such manufacturer, the trade description shall include the word “Repacked” indelibly impressed in block letters, each not less than 1 inch square.
- (c) In the case of butter (other than milled butter so described, and butter in tins) there shall also be stamped or marked in the left-hand top corner of that end or side of each outer covering bearing the trade description a mark or marks, approved by the Comptroller-General, indicating the date and number of the churning.
- (d) In the case of butter (other than tinned butter) unless the net weight of the contents, exclusive of paper, shall at the time of examination prior to export be in excess of the marked weight to the extent of at least  $\frac{1}{4}$  lb. for each 56 lbs. of marked weight, and proportionately for marked weights greater or less than 56 lbs. the trade description shall include the words “Bare Weight” applied in block letters at least three-quarters of an inch square.

- (e) In the case of margarine or ghee the word "Margarine" or "Ghee" shall be conspicuously and indelibly impressed in block letters at least three-quarters of an inch square in a prominent position on the top, bottom, and sides of the outer covering.
- (f) In the case of meat, if the same be the flesh of bulls or "stags" or rams, the trade description shall include—
- (i.) In the case of carcass meat, the word "Bull" or "Ram" prominently applied, in some indelible colour, in half-inch letters, in a circle at least one and one-quarter inches in diameter to each piece of meat, together with the words "Bull Beef" or "Ram Mutton" applied, in similar sized letters, to a label or tag on the coverings (if any) of the goods; or
  - (ii.) In the case of boxed meat, the words "Bull Beef" or "Ram Mutton" indelibly branded or impressed in block letters at least one inch square on the boxes containing the goods; or
  - (iii.) In the case of canned meats, the words "Bull Beef" or "Ram Mutton" in one-quarter inch letters in the principal label on each tin, and also in block letters at least one inch square indelibly branded or impressed on the cases containing the goods.
- (g) In the case of dried milk prepared by the addition of milk sugar or other sugars the trade description shall include a statement as to percentage of milk fat contained therein.
- (h) In the case of salt beef, unless it has been subjected for a period of at least sixteen days to a process of curing approved by the Comptroller-General, the trade description shall include, in prominent characters, the words "Below Standard."
- (i) In the case of potatoes, the trade description shall specify their condition as to soundness or otherwise.
- (j) In the case of maize, seeds, dried fruits, and plants, the trade description shall specify their condition as to soundness, cleanness, and freshness.\*

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\* NOTE.—Trade descriptions as to soundness, cleanness, and freshness are to be interpreted as follows:—

"Sound"—as indicating freedom from disease (as defined in Regulation 3), and from damage or decay.

"Clean" (in relation to seeds)—as indicating freedom from seeds other than those named in the trade description, and from other foreign substances, such as chaff, stalks, soil, &c.

"Fresh" (in relation to seeds)—as indicating that the germinating power of the seed has not been impaired by age or other cause.

"Fresh" (in relation to dried fruits)—as indicating that the goods are the product of the latest crop, and in prime condition.

- (k) In the case of leather containing any loading of any mineral or other weighting substance, the trade description shall include a statement setting out the name of each loading substance contained in the leather, and the percentage thereof. Provided that the following shall not be deemed to be loading substances within the meaning of this Regulation:—

In the case of sole leather—glucose and sugar to the extent of not more than 3 per cent. taken together, and fats and oils to the extent of not more than 5 per cent. taken together; and

In the case of leather other than sole leather—glucose and sugar to the extent of not more than 3 per cent. taken together, and fats and oils used in the manufacture and preparation of the leather.

*Unsorted Fruit.*

14. (1) In the case of fruit, where the case is packed with fruits of various sizes in such a way as to deceive the buyer, *e.g.*, good quality on top and inferior below, the trade description shall include the word “Unsorted.”

*Apples under 2½ inches Diameter.*

(2) In the case of apples under 2½ inches in diameter, the trade description shall include, in bold and legible characters, the words “Under 2½ inches”, unless the trade description already includes a statement as to the size of the fruit, *e.g.*, “2 inches”, or any specified size under 2½ inches.

*Goods Below Standard, or Inferior, or Unsound.*

15. The exportation of all goods of the classes enumerated in Regulation 11 which, in the case of goods mentioned in the First Schedule, do not comply with the standards therein set out, or in the case of other goods, which are in an inferior, unsound, or abnormal condition, is prohibited—

- (a) Unless, in the case of goods mentioned in the First Schedule, the trade description applied to the goods includes, in bold and legible characters, the words “Below Standard”, or states fully the matters in which, and the extent to which the goods do not comply with the standard applicable thereto; or
- (b) Unless in the case of fruit, the trade description includes, in bold and legible characters, the words “Second Grade”; or
- (c) Unless, in the case of other goods included in the classes enumerated in Regulation 11, the trade description includes, in bold and legible characters, the words “Unsound”, or “Inferior”, as the case requires.

*Condition as at Time of Shipment.*

17. The trade descriptions applied to goods in pursuance of this Part shall have relation to the condition of the goods as at the time of shipment.

*Interference with Trade Descriptions.*

17. No trade description or official stamp or mark appearing on any goods of the classes enumerated in Regulation 11, intended for export, and which have been inspected under these Regulations by an officer, shall be removed, altered, or interfered with, except by authority and in accordance with these Regulations.

*Preparation under Supervision.*

18. Upon the application of an exporter, any goods enumerated in this part of these Regulations may be prepared for export under the special supervision of an officer, whose services shall be paid for by the exporter at the rate of 2s. per hour, or part of an hour. In such cases, the exporter may attach or affix to the goods, or to the coverings containing the goods, a label setting out that the goods have been so prepared, and the supervising officer may then sign or stamp his name upon the label. In such cases the fees specified in Regulation 55 are not to be enforced.

*Goods for China and Eastern Parts.*

19. In the case of any goods enumerated in this Part of these Regulations exported for consumption in China, Japan, Philippine Islands, and adjacent islands, Singapore, the Straits Settlements, or other parts adjacent thereto, but to the east of the 90th meridian of East longitude, it shall suffice if the trade description is applied to the outer coverings only.

*Exports Exempted from Regulations.*

20. These Regulations shall not apply to unfrozen butter exported as ordinary cargo to any of the South Sea Islands or New Guinea, nor to seeds in packets exported by post.

## PART IV.—INSPECTION OF EXPORTS.

*Inspection under State Acts.*

21. Where by the law of any State any goods are required to be inspected and approved by a State Authority before export, and the Minister is satisfied that such inspection and approval are as efficient as inspection and marking under these Regulations, the Minister may direct that such inspection and approval shall be accepted wholly or partly in lieu of examination and marking under these Regulations.

*Appointment of Places for Inspection.*

22. (1) The Comptroller-General may, by writing under his hand, appoint any place to be a place where any goods enumerated in Part III. of these Regulations, which are intended for export, may be inspected and examined.

(2) In exercising his powers under this Regulation the Comptroller-General may limit the appointment of any place to be inspection and examination of any particular goods or class of goods, or may attach to the appointment any specified condition or restriction.

*Examination of Goods.*

23. (1) All butter (other than tinned butter) intended for export shall be sent to an appointed place and submitted for examination at least three clear working days before shipment.

(2) All other goods specified in these Regulations, and intended for export, shall be sent to an appointed place in sufficient time before shipment to enable an officer to inspect and examine them.

(3) Tinned meats shall not, except with the written permission of the Comptroller-General, be submitted for examination until at least ten days after cooking and sealing.

(4) The Comptroller-General may, in exceptional cases, permit the inspection and examination of goods to be made in places other than appointed places, or, in the case of butter (other than tinned butter), where the same is sent to an appointed place and submitted for examination, less than three days, but not less than two days, before shipment.

*Exporter to give Information.*

24. The exporter of any meat submitted for inspection shall give to the officer any information desired by him as to the date of killing, canning, or preserving the meat.

*Exporter to give Notice.*

25. Every person who intends to export any goods enumerated in Part III. of these Regulations shall give written notice to the Customs in accordance with Form 1 or 2 in the Second Schedule, as the case requires, in the case of butter (other than tinned butter) at least three clear working days, and in the case of other goods at least one clear working day, before the proposed date of shipment.

26. (1) Notwithstanding anything contained in these Regulations, the notice to the Customs of intention to export any goods mentioned in these Regulations may be for any stated period not exceeding twelve calendar months, and shall, in such case, state the estimated quantity of such goods to be exported within that period. The notice under this Regulation shall be in accordance with Form 3 or 4 in the Second Schedule, as the case requires.

(2) When despatching butter to an appointed place, the manufacturer or owner shall send an advice note to the Supervising Officer, giving particulars of all marks stamped or marked on the outer covering thereof in pursuance of paragraph (c) Regulation 13.

*Declaration required in Certain Cases.*

27. A declaration by the exporter shall accompany the notice of intention to export canned meat, salt beef, cream, condensed milk, concentrated milk, dried milk (prepared or otherwise), honey, leather, maize, meat extract or meat essence, seeds, plants, fruit, jam, preserved fruit, or potatoes, stating—

(a) In the case of cream and sterilized cream, condensed milk, concentrated milk, dried milk, honey, or meat extract or meat essence—the extent to which the goods conform to or differ from the standard in the First Schedule.

- (b) In the case of leather—whether it contains any loading of any mineral or other weighting substance, and if it contains any such substance, the name of the substance and the percentage thereof. Provided that the following shall not be deemed to be loading substances within the meaning of this Regulation:—

In the case of sole leather—glucose and sugar to the extent of not more than 3 per cent. taken together, and fats and oils to the extent of not more than 5 per cent. taken together; and

In the case of leather other than sole leather—sugar and glucose to the extent of not more than 3 per cent. taken together, and fats and oils used in the manufacture and preparation of the leather.

- (c) In the case of canned meat, its condition as to soundness and suitability for human consumption, and that it has been prepared from the flesh of healthy animals, and that it was canned and cooked not less than ten days prior to submission for examination for export.
- (d) In the case of salt beef, the exporter shall declare as to the time occupied in the process of curing.
- (e) In the case of maize, seeds, dried fruit, or plants, their condition as to soundness, cleanness, and freshness.
- (f) In the case of jam, preserved fruit, or potatoes, their condition as to soundness.
- (g) In the case of fruit affected by disease, to what extent it is so affected; and, in the case of apples, if under 2½ inches in diameter such to be stated.
- (h) In the case of dried milk prepared by the addition of milk sugar or other sugars, the percentage of milk-fat contained therein.

#### *Export Permits.*

28. An export permit in accordance with Form 5 in the Second Schedule shall be issued by the examining officer to the exporter in all cases in which the provisions of these Regulations have been complied with. Such permit shall be delivered by the exporter to the officer at the export ship at the time the goods are brought to the wharf for shipment.

#### *Cool Stores.*

29. When butter or meat (except tinned butter which has not been classified, and preserved meat) has been inspected and examined in accordance with these Regulations, it shall, within twelve hours after inspection and examination, be placed in a cool store, at an appointed place, at a temperature not exceeding 25 degrees Fahrenheit in the case of butter (except in the case of butter intended for consumption in South Africa, when the temperature may be not more than 40 degrees Fahrenheit), and 20 degrees Fahrenheit in the case of meat, and shall not be removed therefrom without the authority of an officer.

30. If the refrigerating machinery in any appointed place becomes wholly or partly inoperative from any cause, and the temperature of the place thereby rises beyond the prescribed temperature, notice of the fact shall immediately be given by the proprietor or occupier to the examining officer.

*Re-examination of Goods.*

31. If an officer has reasonable cause to think that the condition, quality, grade, or class of any goods examined under these Regulations has changed since the examination, he may re-examine the goods, and, if necessary, cancel the certificate and permit already given, and the grade mark and approved stamp applied to the goods, and proceed to deal with the certification, grade marking, and stamping of the goods as if they had not been previously examined.

*Consumption within Commonwealth.*

32. The Comptroller-General may allow any goods mentioned in these Regulations which have been examined by an officer for export to be removed from the appointed place for consumption within the Commonwealth.

**PART V.—CLASSIFICATION, CERTIFICATION, AND MARKING OF EXPORTS.**

*Approved Stamp.*

33. (1) Until altered by the Minister by *Gazette* notice, the approved stamp shall be in accordance with the following design:—



(2) The approved stamp shall only be applied to goods by an officer and as authorized by these Regulations, and all goods bearing or having applied to them an unauthorized impression of the approved stamp or any impression of a stamp so nearly resembling the approved stamp as to be likely to deceive shall be deemed to have applied to them a false trade description.

*Grading and Marking of Butter and Cheese.*

34. All butter and cheese submitted for examination for export may, on the written request of the exporter in accordance with Form 6 in the Second Schedule, be graded and marked as provided in the following provisions of this part of the Regulations.

*Grading of Butter and Cheese.*

35. In case of such written request by the exporter, the officer shall grade butter as follows:—

Superfine.—Pure creamery butter, graded at 95 to 100 points.

First Grade.—Pure creamery butter, graded at 90 to 94 points.

Second Grade.—Pure butter graded at 83 to 89 points.

Third Grade.—Pure butter, graded at 75 to 82 points.

Pastry Butter.—Pure butter, graded at less than 75 points.

36. In the case of such written request by the exporter, the officer shall grade cheese as follows:—

Superfine.—Pure cheese, graded at 95 to 100 points.

First Grade.—Pure cheese graded at 90 to 94 points.

Second Grade.—Pure cheese, graded at 83 to 89 points.

Third Grade.—Pure cheese, graded at 75 to 82 points.

37. The officer shall not grade any impure butter or cheese.

38. In grading butter and cheese, the officer shall take into consideration the flavour and aroma, texture, and condition of the goods; and the maximum points to be awarded in respect of those qualities shall be as follows:—

Flavour and aroma, 50 points.

Texture, including body, grain, and moisture, 30 points.

Condition, including colour, salting, packing, and covering 20 points.

39. Butter shall be examined only when its temperature is not higher than 70 degrees Fahrenheit, and is not lower than 40 degrees Fahrenheit.

*Grade Marking of Butter and Cheese.*

40. The officer shall apply to the outer covering of all butter and cheese submitted for grade marking for export, and graded at over 89 points or under 75 points, an official grade mark as follows:—

Butter and Cheese graded at 95 to 100 points—Superfine.

Butter and Cheese graded at 90 to 94 points—First Grade.

Butter graded at under 75 points—Pastry.

Cheese graded at under 75 points—Below Standard.

*Classification and Marking of Rabbits and Hares.*

41. An intending exporter of rabbits or hares may, when giving notice of intention to export the goods, request the Customs in writing, in accordance with Form 6 in the Second Schedule, to classify and mark the goods with the approved stamp, and thereupon the goods shall be dealt with accordingly.

42. The officer shall classify hares and rabbits as follows:—

*Hares.*

First Class.—Hares, each weighting 7 lbs. or over.

Second Class.—Hares, each weighting under 7 lbs. and not less than 6 lbs.

Hares not in prime condition shall not be classified.

*Rabbits.*

First Class.—Rabbits in prime condition.

Second Class.—Rabbits in good condition, but not in prime condition.

Skinned Rabbits.—Skinned rabbits in prime or good condition.

*Certificates.*

43. (7) The officer, after inspecting and examining any goods for export enumerated in Part III. of these Regulations, may issue a certificate in such one of the forms in the Second Schedule as is applicable to the case, and may impress the number of the certificate on the coverings and labels of such goods in conjunction with the prescribed stamp.

(2) A copy of each certificate issued by an officer may be given to the exporter, one to the manufacturer (if any) of the goods, and one retained by the Customs or dealt with as the Minister directs.

*Marking of Certain Goods.*

44. In the case of all Meat submitted for examination for export, and of all Butter and Cheese submitted for grading, and of all Rabbits and Hares submitted for classification, the officer may apply to that portion of the goods or covering bearing the prescribed trade description such one of the following markings as is applicable to the case:—

- (a) If in the opinion of the officer the goods are not under fair average quality—the approved stamp as prescribed in Regulation 33; or
- (b) If in the opinion of the officer the goods are under fair average quality—a stamp in accordance with the following design:—



- (c) In the case of Carcass Meat, in addition to one of the above-mentioned stamps, a certificate shall be added stating that the meat is free from disease and suitable in every way for human consumption.
- (d) In the case of Piece Meats, whether in boxes or bags, and Canned Meat, requirements will be met by applying the stamp and certificate to the cases containing the canned meats and to the boxes or labels on the bags containing piece meats.

*Marking of Other Goods.*

45. (1) An intending exporter of any goods enumerated in Part III. of these Regulations (other than Butter, Cheese, Carcass Meat, Rabbits, and Hares) may, when giving notice of intention to export the goods, request the Customs in writing, in accordance with Form 6 in the Second Schedule, to mark the goods with the approved stamp, and thereupon the goods may be marked accordingly.

(2) The officer may decline to issue certificates, or to put the prescribed stamp on any goods that do not comply with the standards set out in the First Schedule or which are of inferior quality and not suitable for export.

PART VI.—MISCELLANEOUS.

*Analysts and Analyses.*

46. (1) The Minister may appoint any qualified person to be an analyst for the purpose of the Act and these Regulations.

(2) All Customs Analysts shall, without further appointment, be analysts for the purposes of the Act and these Regulations.

47. Every certificate of the result of an analysis shall be *prima facie* evidence of the facts therein stated.

48. A copy of a certificate of analysis relating to any goods for export of the kinds enumerated in Part III. of these Regulations may be supplied by the Collector of Customs to the manufacturer or exporter of the goods upon payment of One shilling.

*Registration of Brands.*

49. A register of brands used by owners for any goods enumerated in Part III. of these Regulations, which are intended for export, shall be kept by the Comptroller-General.

50. An application for the registration of a brand shall be in accordance with Form 22 in the Second Schedule, and may be made by the owner of the brand, and shall be accompanied by seven copies of the brand.

51. No brand shall be registered unless it is registered as a trade mark under a Commonwealth or State Act.

52. A separate registration number shall be allotted to each registered brand, and the number so allotted may be applied to goods in conjunction with the brand.

53. (1) If a trade mark which is registered as a brand is transferred, notice of the transfer shall be given by the transferee to the Comptroller-General.

(2) If a trade mark which is registered as a brand ceases to be registered as a trade mark, its registration as a brand under these Regulations shall cease.

*Penalties.*

54. Any person committing a breach of these Regulations for which no other penalty is provided shall be liable to a penalty of £20 (Twenty pounds).

*Fees.*

55. (1) There shall be paid to the Collector in respect of all Butter and Meat exported the following fees:—

|   |     |     |             |      |
|---|-----|-----|-------------|------|
| Butter                                    | ... | ... | per box     | ½d.  |
| Lamb, Mutton, and Goat                    | ... | ... | per carcass | ½d.  |
| Beef and Veal                             | ... | ... | „           | 3d.  |
| „   | „   | ... | per quarter | ¾d.  |
| „   | „   | ... | per side    | 1½d. |
| Pigs                                      | ... | ... | per carcass | 1d.  |
| Canned, Preserved, Piece, and other Meats | ... | ... | per 100 lb. | ½d.  |

(2) No export permit shall be issued in respect of the above-mentioned goods until the fees have been paid.

*Repeal.*

56. All Regulations under the Act in force at the commencement of these Regulations are hereby repealed, save as to anything lawfully done or as to any right, privilege, obligation, liability, penalty, or forfeiture acquired, accrued, or in regard thereunder.

NOTE *RE* PROHIBITED EXPORTS.

In addition to the above Regulations governing the export of goods from the Commonwealth, proclamations have been issued under the *Customs Act 1901-1910* prohibiting—

- (1) The export of any Meat unless it has been certified by an inspector appointed under the Commerce Act to be fit for export.
- (2) The export of any Butter which does not conform to the standard set out in the First Schedule of the Commerce Act Regulations.
- (3) The export of any Leather, or manufactures thereof when for human wear, containing any proportion of barium sulphate, or other compounds of barium, and of all leather containing more than 10 per cent. of glucose and sugar taken together.
- (4) The export of any Fruit affected by, or which has been in contact with, San Jose scale, or from any orchard affected with San Jose scale.

## FIRST SCHEDULE.

*Standards.*

"Butter": butter shall contain only—

No fat other than butter fat;

Not more than 16 per cent. of water, 3 per cent. of casein, 0.5 per cent. of boric acid, 4 per cent. of salt;

Not less than 82 per cent. of butter fat;

Any colouring matter deemed by the Minister to be harmless.

"Cheese": cheese shall not contain any foreign matter other than rennet, salt, or colouring matter deemed by the Minister to be harmless.

"Concentrated Milk": concentrated milk shall be pasteurized milk which is concentrated by any process whatever, and not subsequently sterilized; it shall contain not less than 9 per cent. of butter fat and 24 per cent. of milk solids not fat, and no foreign substance other than 0.5 per cent. of boric acid.

"Condensed Milk": condensed milk shall be milk which is condensed or concentrated by any process whatever, with or without the addition of cane sugar; when containing such sugar, it shall also contain not less than 9 per cent. of butter fat, and 22 per cent. of milk solids not fat, or, when not containing such sugar, shall contain not less than 8 per cent. of butter fat and 20 per cent. of milk solids not fat.

"Cream": cream shall contain not less than 35 parts per cent. of milk fat. It shall not contain any foreign substance.

"Dried Milk": dried milk shall be milk from which the water has been removed by a process of heating, without the addition of any extraneous matter, and which, when dissolved or treated with water, according to any directions supplied by the maker or vendor thereof, produces milk as defined in this Schedule.

"Honey": honey shall be the ripened, unfermented honey of bees; it shall not contain any foreign matter.

"Meat Extract" or "Meat Essence": meat extract or meat essence shall be the extract or essence of meat which has been obtained from the flesh of cattle or sheep, by extraction, expression, or concentration; it shall contain the protein of flesh but no extract of yeast or other foreign substance except salt and condiments.

"Milk": milk shall be the milk of cows, whether mixed or not; it shall contain not less than 3 per cent. of butter fat, nor less than 8.5 per cent. solids not butter fat.

"Sterilized Cream": sterilized cream shall be cream sterilized by heat and subsequently protected from contamination; it shall contain not less than 25 parts per cent. of milk fat; it shall not contain any foreign substance.

SECOND SCHEDULE.

FORM 1.

Commonwealth of Australia.

*The Commerce (Trade Descriptions) Act 1905.*

NOTICE OF INTENTION TO EXPORT BUTTER.

.....

.....19

To the Examining Officer at.....\*

Port of

State of

NOTICE is hereby given that I (or we) intend to export butter as set out hereunder.

The butter will be sent to the above-mentioned appointed place, for the purpose of being examined and marked by an officer, and frozen prior to shipment.

The butter will arrive at such place on , 19 .

I do hereby certify that I am (the agent duly authorized by .....†) the owner of the butter set out hereunder, and that the said butter is .....‡Butter and that it conforms to the prescribed standard.

.....Exporter.

STATEMENT of Butter to be Exported.

| Factory brands. | Packages. |      |                            | Tins. |         | Export Ship and Destination. | Date of Sailing |
|-----------------|-----------|------|----------------------------|-------|---------|------------------------------|-----------------|
|                 | 56-lb.    | -lb. | Total Packages and Weight. | No.   | Weight. |                              |                 |
|                 |           |      |                            |       |         |                              |                 |

(This part to be filled in by the Officer.)

Butter received into store and examined.

Butter forwarded for shipment.

.....Examining Officer. ....Examining Officer.

/ 19 . / 19 .

\* State here the appointed place where it is desired goods shall be examined.

† Strike out the words which do not apply.

‡ State here whether "Pure Creamery Butter", "Pastry Butter", or "Milled Butter."

(This form to be printed on white paper.)

*The Commerce (Trade Descriptions) Act 1905.*

NOTICE OF INTENTION TO EXPORT GOODS OTHER THAN BUTTER.

.....19

To the Examining Officer at.....\*

State of

NOTICE is hereby given that I (or we) intend to export goods as set out hereunder.

The goods will be sent to the above-mentioned appointed place, and will arrive there

about.....  $\left\{ \begin{array}{l} \text{a.m.} \\ \text{p.m.} \end{array} \right\}$  .....19

.....Exporter.

| Goods. | Brands. | If in Packages. |  | If not in Packages. | Export Ship and Destination. | Date of Sailing. |
|--------|---------|-----------------|--|---------------------|------------------------------|------------------|
|        |         | No of Packages. | Size, Weight, or Measure and Number of Contents. | No.                 |                              |                  |
|        |         |                 |  |                     |                              |                  |

I declare that I am (the agent duly authorized by.....) the owner of the above-mentioned goods, and that the said goods are.....

.....Exporter.

Declared before me this.....day of.....19.....

..... { Officer of Customs  
..... { or  
..... { Justice of the Peace.

NOTE.—A declaration as prescribed in Reg. 27 is required in regard to all enumerated goods other than Butter, Cheese, Meat, Rabbits, and Hares.

(This part to be filled in by the Officer.)

Goods examined, marked, and forwarded for shipment.

.....Examining Officer.

1/19 .

\* State here the appointed place where it is desired goods shall be examined.

(This form to be printed on light blue paper.)

Form 3.

Commonwealth of Australia.

*The Commerce (Trade Descriptions) Act 1905.*

GENERAL NOTICE OF INTENTION TO EXPORT BUTTER DURING A STATED PERIOD.

.....

.....19 .

To the Examining Officer at.....\*

Port of

State of

NOTICE is hereby given that I (or we) intend to export Butter between the months of .....and....., inclusive, in the quantities and manner set out hereunder.

The Butter will be sent to the above-mentioned appointed place for the purpose of being examined and marked by an officer, and frozen prior to shipment.

I do hereby certify that I am (the agent duly authorized by.....) the owner of the butter set out hereunder, and that the said butter will be †.....Butter, and that it will conform to the prescribed standard.

.....Exporter.

STATEMENT of Butter to be exported.

| Brands. | Packages. |      |                         | Tins. |         | Export Ships and Destinations. | Dates of Sailing. |
|---------|-----------|------|-------------------------|-------|---------|--------------------------------|-------------------|
|         | 56-lb.    | -lb. | Total pkgs. and Weight. | No.   | Weight. |                                |                   |
|         |           |      |                         |       |         |                                |                   |

\* State here the appointed place where it is desired goods shall be examined.

† State here whether "Pure Creamery Butter", "Pastry Butter", or "Milled Butter."

(This form to be printed on dark blue paper.)

Commonwealth of Australia.

*The Commerce (Trade Descriptions) Act 1905.*

NOTICE OF INTENTION TO EXPORT GOODS OTHER THAN BUTTER.

.....19

To the Examining Officer at.....\*

Port of

State of

NOTICE is hereby given that I (or we) intend to export goods as set out hereunder.

The goods will be sent to the above-mentioned appointed place, and will arrive there

about.....  $\left\{ \begin{array}{l} \text{a.m.} \\ \text{p.m.} \end{array} \right\}$  .....19

.....Exporter.

| Goods. | Brands. | If in Packages. |  | If not in Packages. | Export Ship and Destination. | Date of Sailing. |
|--------|---------|-----------------|--|---------------------|------------------------------|------------------|
|        |         | No of Packages. | Size, Weight, or Measure and Number of Contents. | No.                 |                              |                  |
|        |         |                 |  |                     |                              |                  |

I declare that I am (the agent duly authorized by.....) the owner of the above-mentioned goods, and that the said goods are.....

.....Exporter.

Declared before me this..... day of..... 19.....

..... { Officer of Customs  
or  
Justice of the Peace.

NOTE.—A declaration as prescribed in Reg. 27 is required in regard to all enumerated goods other than Butter, Cheese, Meat, Rabbits, and Hares.

(This part to be filled in by the Officer.)

Goods examined, marked, and forwarded for shipment.

.....Examining Officer.

1/19 .

\* State here the appointed place where it is desired goods shall be examined.

(This form to be printed on light blue paper.)

Commonwealth of Australia.

Form 3.

*The Commerce (Trade Descriptions) Act 1905.*

GENERAL NOTICE OF INTENTION TO EXPORT BUTTER DURING A STATED PERIOD.

.....19 .

To the Examining Officer at.....\*

Port of

State of

NOTICE is hereby given that I (or we) intend to export Butter between the months of .....and....., inclusive, in the quantities and manner set out hereunder.

The Butter will be sent to the above-mentioned appointed place for the purpose of being examined and marked by an officer, and frozen prior to shipment.

I do hereby certify that I am (the agent duly authorized by.....) the owner of the butter set out hereunder, and that the said butter will be †.....Butter, and that it will conform to the prescribed standard.

.....Exporter.

STATEMENT of Butter to be exported.

| Brands. | Packages. |      |                         | Tins. |         | Export Ships and Destinations. | Dates of Sailing. |
|---------|-----------|------|-------------------------|-------|---------|--------------------------------|-------------------|
|         | 56-lb.    | -lb. | Total pkgs. and Weight. | No.   | Weight. |                                |                   |
|         |           |      |                         |       |         |                                |                   |

\* State here the appointed place where it is desired goods shall be examined.

† State here whether "Pure Creamery Butter", "Pastry Butter", or "Milled Butter."

(This form to be printed on dark blue paper.)

FORM 4.

Commonwealth of Australia.

*The Commerce (Trade Descriptions) Act 1905.***GENERAL NOTICE OF INTENTION TO EXPORT GOODS OTHER THAN BUTTER DURING  
A STATED PERIOD.**

.....

.....19 .

To the Examining Officer at.....\*

Port of

State of

NOTICE is hereby given that I (or we) intend to export goods in the quantities and manner set out hereunder.

The goods will be sent to the above-mentioned appointed place for examination

.....Exporter

| Goods. | † Brands. | If in Packages.      |  | If not in Packages.<br>Number. | Export Ships and<br>Destinations. | Dates of<br>Sailing. |
|--------|-----------|----------------------|--|--------------------------------|-----------------------------------|----------------------|
|        |           | † No of<br>Packages. | Size, Weight, or<br>Measure and<br>Number of Contents. |                                |                                   |                      |
|        |           |                      |  |                                |                                   |                      |

I declare that I am (the agent duly authorized by.....) the owner of the above-mentioned goods, and that the said goods will be.....

.....Exporter.

Declared before me this.....day of.....19.....

..... } Officer of Customs  
or  
Justice of the Peace

NOTE.—A declaration as prescribed in Reg. 27 is required in regard to all enumerated goods other than Butter, Cheese, Meat, Rabbits, and Hares.

\* State here the appointed place where the goods shall be examined.

† If goods are shipped under more than one brand, the number of packages under each must be stated.

(This form to be printed on green paper.)

Commonwealth of Australia.

FORM 5.

*The Commerce (Trade Descriptions) Act 1905.*

Department of Trade and Customs.

EXPORT PERMIT.

State of

Port of

Date..... 19

To the Officer of Customs,

.....Wharf.

The provisions of the Commerce Regulations 1913 have been duly complied with in regard to the following goods to be shipped *per*.....

| Marks. | Exporter. | Character of Goods. | Quantity. |
|--------|-----------|---------------------|-----------|
|        |           |                     |           |
|        |           |                     |           |
|        |           |                     |           |

.....Examining Officer.

.....Appointed place.

Shipped the above Goods.

.....Officer of Customs.

Date 19 .

NOTE.—This form is to be delivered by the exporter to the Customs Officer at the export snip at the time the goods are brought for shipment, and to be returned by the Customs Officer at the ship after shipment of the goods to the officer at the above-mentioned appointed place.

(This form to be printed on white paper in size 10 inches by 8 inches.)

Commonwealth of Australia.

FORM 6.

*The Commerce (Trade Descriptions) Act 1905.*

REQUEST FOR CLASSIFICATION AND MARKING OF GOODS.

To the Examining Officer at\*.....19

Port of.....

State of .....

I (or We) request that the goods referred to in my (or our) Notice of Intention to Export, dated...../....., may be—

†(a) marked with the prescribed stamp, or

†(b) classified, and marked with the prescribed stamp, or

†(c) classified, and marked with the prescribed stamp and the grade mark or class mark of the goods,

in accordance with the provisions of the Commerce Regulations 1913,

.....  
Exporter.

\* State here the name of the appointed place to which the goods are to be sent.

† Strike out the words which do not apply. Request (a) is applicable to goods other than Butter, Cheese, Carcass Meat, Rabbits and Hares.

(This form to be printed on white paper.)



Commonwealth of Australia.

FORM 7.

Certificate No. ....

*The Commerce (Trade Descriptions) Act 1905.*

Department of Trade and Customs.

**CERTIFICATE AS TO SUITABILITY OF MEAT, CANNED MEAT, MEAT EXTRACT OR  
MEAT ESSENCE FOR EXPORT.**

THIS IS TO CERTIFY that\* ..... branded as ..... and shipped  
per s.s. .... to ..... on ..... 19 ..  
have been examined and found by *ante-mortem* and *post-mortem* inspection to be  
free from disease and suitable in every way for human consumption, and that no  
injurious ingredient has been used in its preparation.

Exporter..... Meat..... Brand..... No.....  
Dated at....., in the State of....., the ..  
day of..... 19 ..

..... Examining Officer.

\* Insert number of carcasses, cases, &c., as the case may be.  
(This form to be printed on red paper.)



Commonwealth of Australia.

Form 8.

Certificate No. ....

*The Commerce (Trade Descriptions) Act 1905.*

Department of Trade and Customs.

**CERTIFICATE AS TO SUITABILITY OF FRUIT FOR EXPORT.**

THIS IS TO CERTIFY that.....cases of .....branded.....and shipped  
per s.s. .... to ..... on ..... 19 .. have been  
examined and found, upon examination of packages selected at random, to be free from  
disease at the time of shipment.

Dated at.....in the State of .....the.....  
day of..... 19 ..

..... Examining Officer

(For definition of "Disease" see back hereof.)

(This form to be printed on blue paper.)



Commonwealth of Australia.

Form 9.

Certificate No. ....

*The Commerce (Trade Descriptions) Act 1905.*

Department of Trade and Customs.

**CERTIFICATE AS TO CONDITION OF\***

THIS IS TO CERTIFY that ..... of\* ..... branded.....  
and shipped per s.s. .... to ..... on ..... 19 ..  
have been examined and found to be in the condition mentioned hereunder.

Dated at ..... in the State of ..... the ..  
day of ..... 19 ..

..... Examining Officer.

\* State whether Leather, Seeds, Plants, Maize, Potatoes, Condensed Milk, Concentrated Milk, Con-  
densed Skimmed Milk, Dried Milk (prepared or otherwise), Honey, Dried or Preserved Fruit, or Jam.

† Here set out condition such as "Free from adulteration", "Sound and clean" or "Sound, clean and  
fresh" as the case requires.

(This form to be printed on green paper.)



FORM 10.

Certificate No. .... Commonwealth of Australia.  
The Commerce (Trade Descriptions) Act 1905.

Department of Trade and Customs.  
BUTTER GRADE CERTIFICATE.  
SUPERFINE (95-100 points).

THIS IS TO CERTIFY that ..... of Butter, branded ..... and  
shipped per s.s. .... to ..... on ..... 19 ..  
have been examined and awarded points as follow :—

| Grade      | Flavour.<br>(Maximum<br>50.) | Texture.<br>(Maximum<br>30.) | Condition.<br>(Maximum<br>20.) | Total.<br>(Maximum<br>100.) |
|------------|------------------------------|------------------------------|--------------------------------|-----------------------------|
| SUPERFINE. |                              |                              |                                |                             |

|   |   |
|---|---|
|   | Remarks.                                |
| Flavour, including aroma. . . . .                           |   |
| Texture, including body, grain, and moisture . . . . .      |   |
| Condition, including colour, salting, packing, and covering |   |
| Weights . . . . .   | Sample boxes checked and found correct. |

Dated at ..... in the State of ..... the .....  
(day of ..... 19 ..)

..... Examining Officer.  
(This form to be printed on pink paper.)



FORM 11.

Certificate No. .... Commonwealth of Australia.  
The Commerce (Trade Descriptions) Act 1905.

Department of Trade and Customs.  
BUTTER GRADE CERTIFICATE.  
FIRST GRADE (90-94 points).

THIS IS TO CERTIFY that ..... of Butter, branded .....  
and shipped per s.s. .... to .....  
on ..... 19 .., have been examined and awarded points as follow :—

| Grade.       | Flavour.<br>(Maximum<br>50.) | Texture.<br>(Maximum<br>30.) | Condition.<br>(Maximum<br>20.) | Total<br>(Maximum<br>100.) |
|--------------|------------------------------|------------------------------|--------------------------------|----------------------------|
| FIRST GRADE. |                              |                              |                                |                            |

|   |   |
|---|---|
|   | Remarks.                                |
| Flavour, including aroma. . . . .                           |   |
| Texture, including body, grain, and moisture . . . . .      |   |
| Condition, including colour, salting, packing, and covering |   |
| Weights . . . . .   | Sample boxes checked and found correct. |

Dated at ..... in the State of ..... the .....  
..... day of ..... 19 ..

..... Examining Officer.  
(This form to be printed on blue paper.)



Commonwealth of Australia.

FORM 12.

Certificate No.....

*The Commerce (Trade Descriptions) Act 1905.*

Department of Trade and Customs.

BUTTER GRADE CERTIFICATE.

SECOND GRADE (83-89 points).

THIS IS TO CERTIFY that.....of Butter, branded.....and shipped  
per s.s. ....to.....on.....19....  
have been examined and awarded points as follow :—

| Grade.        | Flavour.<br>(Maximum<br>50.) | Texture.<br>(Maximum<br>30.) | Condition.<br>(Maximum<br>20.) | Total,<br>Maxi-<br>mum<br>(100.) |
|---------------|------------------------------|------------------------------|--------------------------------|----------------------------------|
| SECOND GRADE. |                              |                              |                                |                                  |

Remarks.

Flavour, including aroma .. ..  
Texture, including body, grain, and moisture .. ..  
Condition, including colour, salting, packing, and covering .. ..  
Weights .. ..

Sample boxes checked and found correct.

Dated at.....in the State of.....the  
.....day of.....19....

.....Examining Officer.

(This form to be printed on green paper.)



Commonwealth of Australia.

FORM 13.

Certificate No.....

*The Commerce (Trade Descriptions) Act 1905.*

Department of Trade and Customs.

BUTTER GRADE CERTIFICATE.

THIRD GRADE (75-82 points).

THIS IS TO CERTIFY that.....of Butter, branded.....and shipped per  
s.s. ....to.....on.....19....  
have been examined and awarded points as follow :—

| Grade.       | Flavour.<br>(Maximum<br>50.) | Texture.<br>(Maximum<br>30.) | Condition.<br>(Maximum<br>20.) | Total<br>(Maxi-<br>mum<br>100.) |
|--------------|------------------------------|------------------------------|--------------------------------|---------------------------------|
| THIRD GRADE. |                              |                              |                                |                                 |

Remarks.

Flavour, including aroma .. ..  
Texture, including body, grain, and moisture .. ..  
Condition, including colour, salting, packing, and covering .. ..  
Weights .. ..

Sample boxes checked and found correct.

Dated at.....in the State of.....the  
.....day of.....19....

.....Examining Officer.

(This form to be printed on orange paper.)



Form 14

Certificate No. ....  
Commonwealth of Australia.  
*The Commerce (Trade Descriptions) Act 1905.*

Department of Trade and Customs.

**BUTTER GRADE CERTIFICATE.**  
**PASTRY BUTTER (under 75 points).**

THIS IS TO CERTIFY that ..... Butter, branded ..... and shipped  
per s.s. .... to ..... on ..... 19....., have been  
examined and awarded points as follow :—

| Grade.  | Flavour.<br>(Maximum<br>50.) | Texture.<br>(Maximum<br>30.) | Condition.<br>(Maximum<br>20.) | Total.<br>(Maximum<br>100.) |
|---------|------------------------------|------------------------------|--------------------------------|-----------------------------|
| PASTRY. |                              |                              |                                |                             |

| Remarks.  |
|---|
| <p>Flavour, including aroma .. .. .</p> <p>Texture, including body, grain, and moisture .. .. .</p> <p>Condition, including colour, salting, packing, and covering .. .. .</p> <p>Weights .. .. .</p> <p>Dated at..... in the State of ..... the.....<br/>day of..... 19.....</p> |

Sample boxes checked and found correct.

..... Examining Officer.  
(This form to be printed on white paper.)



Certificate No. ....  
Commonwealth of Australia.  
*The Commerce (Trade Descriptions) Act 1905.*

Form 15.

Department of Trade and Customs.

**CHEESE CLASS CERTIFICATE.**  
**SUPERFINE (95-100 points).**

THIS IS TO CERTIFY that..... Cheese, branded..... and shipped  
per s.s. .... to ..... on ..... 19....., have been  
examined and awarded points as follow :—

| Class.     | Flavour.<br>(Maximum<br>50.) | Texture.<br>(Maximum<br>30.) | Condition.<br>(Maximum<br>20.) | Total.<br>(Maxi-<br>mum<br>100.) |
|------------|------------------------------|------------------------------|--------------------------------|----------------------------------|
| SUPERFINE. |                              |                              |                                |                                  |

| Remarks.   |
|--|
| <p>Flavour, including aroma .. .. .</p> <p>Texture, including body, grain, and moisture .. .. .</p> <p>Condition, including colour, salting, packing, and covering .. .. .</p> <p>Dated at..... in the State of ..... the.....<br/>day of..... 19.....</p> |

..... Examining Officer.  
(This form to be printed on pink paper.)



Certificate No.....

Commonwealth of Australia.

FORM 16.

*The Commerce (Trade Descriptions) Act 1905.*

Department of Trade and Customs.

CHEESE CLASS CERTIFICATE.

FIRST CLASS (90-94 points).

THIS IS TO CERTIFY that.....Cheese, branded.....and shipped  
per s.s.....to.....on.....19.....,  
have been examined and awarded points as follow :—

| Class.       | Flavour.<br>(Maximum<br>50.) | Texture.<br>(Maximum<br>30.) | Condition.<br>(Maximum<br>20.) | Total<br>(Maxi-<br>mum<br>100.) |
|--------------|------------------------------|------------------------------|--------------------------------|---------------------------------|
| FIRST CLASS. |                              |                              |                                |                                 |

Remarks.

Flavour, including aroma .. .. .  
Texture, including body, grain, and moisture .. .. .  
Condition, including colour, salting, packing, and covering .. .. .

Dated at.....in the State of.....the  
.....day of.....19.....

.....Examining Officer.

(This form to be printed on blue paper.)



Commonwealth of Australia.

FORM 17.

Certificate No.....

*The Commerce (Trade Descriptions) Act 1905.*

Department of Trade and Customs.

CHEESE CLASS CERTIFICATE.

SECOND CLASS (83-89 points).

THIS IS TO CERTIFY that.....Cheese, branded.....  
and shipped per s.s.....to.....on.....19.....,  
have been examined and awarded points as follow :—

| Class.        | Flavour.<br>(Maximum<br>50.) | Texture.<br>(Maximum<br>30.) | Condition.<br>(Maximum<br>20.) | Total<br>(Maxi-<br>mum<br>100.) |
|---------------|------------------------------|------------------------------|--------------------------------|---------------------------------|
| SECOND CLASS. |                              |                              |                                |                                 |

Remarks.

Flavour, including aroma .. .. .  
Texture, including body, grain, and moisture .. .. .  
Condition, including colour, salting, packing, and covering .. .. .

Dated at.....in the State of.....the  
.....day of.....19.....

.....Examining Officer.

(This form to be printed on green paper.)



Commonwealth of Australia.

FORM 18.

Certificate No. ....

*The Commerce (Trade Descriptions) Act 1905.*

Department of Trade and Customs.

CHEESE CLASS CERTIFICATE.

THIRD CLASS (75-82 points).

THIS IS TO CERTIFY that.....Cheese, branded.....  
..... and shipped per s.s. ....to..... ON  
..... 19... , have been examined, and awarded points as follow :-

| Class.  | Flavour.<br>(Maximum<br>50.) | Texture.<br>(Maximum<br>30.) | Condition.<br>(Maximum<br>20.) | Total<br>(Maxi-<br>mum<br>100.) |
|---|------------------------------|------------------------------|--------------------------------|---------------------------------|
| THIRD CLASS.  |                              |                              |                                |                                 |
| Remarks.  |                              |                              |                                |                                 |
| Flavour, including aroma .. ..<br>Texture, including body, grain, and moisture .. ..<br>Condition, including colour, salting, packing, and covering .. .. |                              |                              |                                |                                 |

Dated at..... in the State of..... this  
..... day of..... 19...

.....Examining Officer.

(This form to be printed on orange paper.)



Commonwealth of Australia.

FORM 19.

Certificate No. ....

*The Commerce (Trade Descriptions) Act 1905.*

Department of Trade and Customs.

RABBITS OR HARES.

FIRST CLASS CERTIFICATE.

THIS IS TO CERTIFY that.....crates of....., branded  
..... were examined at..... Freezing Works and classified  
as FIRST CLASS. These goods were at time of examination thoroughly sound and  
suitable for human consumption.

Shipped per s.s. .... to..... on ..... 19....

Dated at ..... in the State of..... this  
..... day of..... 19....

.....Examining Officer.

(This form to be printed on pink paper.)



FORM 20.

Commonwealth of Australia.

Certificate No. ....

*The Commerce (Trade Descriptions) Act 1905.*

Department of Trade and Customs.

RABBITS OR HARES.

SECOND-CLASS CERTIFICATE.

THIS IS TO CERTIFY that.....crates of.....branded  
 .....were examined at.....Freezing Works  
 and classified as SECOND CLASS. These goods were at time of examination thoroughly  
 sound and suitable for human consumption.

Shipped per s.s. .... to ..... on ..... 19....

Dated at ..... in the State of ..... this

..... day of ..... 19....

Examining Officer.

(This form to be printed on blue paper.)



FORM 21.

Commonwealth of Australia.

Certificate No. ....

*The Commerce (Trade Descriptions) Act 1905.*

Department of Trade and Customs.

RABBITS.

SKINNED RABBITS CLASS CERTIFICATE.

THIS IS TO CERTIFY that.....cases of Skinned Rabbits, branded.....  
 .....were examined and classified at.....Freezing Works. These  
 goods were at time of examination thoroughly sound and suitable for human consump-  
 tion

Shipped per s.s. .... to ..... on ..... 19....

Dated at ..... in the State of ..... this

..... day of ..... 19....

Examining Officer

(This form to be printed on green paper.)

Form 22.

Commonwealth of Australia.

*The Commerce (Trade Descriptions) Act 1905.*

APPLICATION FOR THE REGISTRATION OF A BRAND.

To the Collector of Customs,

Port of.....

State of.....

19

SIR,

I hereby make application for the registration, under the Commerce Regulations 1913, of the undermentioned brand, of which seven copies are forwarded herewith. The brand has been (or is being) registered as a trade mark in the Trade Marks Office of the Commonwealth (or States of ) .

Applicant.

| Description of Brand. | Name and Address of Owner. | Goods to which brand is to be applied, and State from which goods are to be exported. |
|-----------------------|----------------------------|---|
|                       |                            |   |

(To be filled in by Officer on production of Certificate.)

Certificate of Registration as Trade Mark, No..... Date..... } Commonwealth  
produced / / or

The essential particulars of the Trade Mark are the following:—

(See *Trade Marks Journal*, Vol. , No. , page .)

Goods in respect of which Trade Mark is registered,—

The Comptroller-General,  
Submitted.

Brand registered, No.....

...../ 19 ..

Collector informed accordingly.

...../ 19 ..

Collector of Customs,

/ 19 ..

Registration approved.

Applicant informed.

...../ 19 ..

Comptroller-General,

/ 19 ..