

1962/170



THE EDUCATION BOARDS' EMPLOYMENT REGULATIONS
1958, AMENDMENT NO. 4

H. E. BARROWCLOUGH, Administrator of the Government
ORDER IN COUNCIL

At the Government House at Wellington this 26th day of September
1962

Present:

HIS EXCELLENCY THE ADMINISTRATOR OF THE GOVERNMENT IN COUNCIL

PURSUANT to the Education Act 1914, His Excellency the Administrator of the Government, acting by and with the advice and consent of the Executive Council, hereby makes the following regulations.

REGULATIONS

1. These regulations may be cited as the Education Boards' Employment Regulations 1958, Amendment No. 4, and shall be read together with and deemed part of the Education Boards' Employment Regulations 1958* (hereinafter referred to as the principal regulations).

2. The principal regulations are hereby amended by inserting, after regulation 25, the following heading and regulation:

"Study Leave

"25A. (1) A Board may, upon such conditions as the Review Committee with the concurrence of the Minister may approve, grant to a whole-time officer special leave of absence to enable him to attend a course of study or training at a University or other educational institution, whether in New Zealand or elsewhere, in furtherance of his training as an officer of the Board. The conditions for the award of any such special leave may include the requirement that the whole-time officer granted special leave shall enter into a bond in a form approved by the Review Committee as security for compliance with conditions upon which the leave is granted.

"(2) Where leave of absence has been granted under the provisions of subclause (1) of this regulation, the Board may pay to the whole-time officer an amount (whether by way of allowance or in reimbursement of

*S.R. 1958/106

Amendment No. 1: (Revoked by S.R. 1960/50)

Amendment No. 2: S.R. 1960/50

Amendment No. 3: S.R. 1961/30

expenses incurred by the officer during his course of study or training, or both) not exceeding that for which the Board may be reimbursed in accordance with the provisions of the Education Board Grants Regulations 1959.*”

3. (1) Part I of the Schedule to the principal regulations, as substituted by regulation 4 of the Education Boards' Employment Regulations 1958, Amendment No. 3, is hereby amended—

(a) By omitting the symbol “4” where it appears in relation to the salary for the Ninth Step of Grade A:

(b) By omitting Note 4 at the foot of the Salary Scale.

(2) This regulation shall be deemed to have come into force on the 1st day of April 1961.

4. (1) The Schedule to the principal regulations is hereby amended by revoking Part I, as substituted by regulation 4 of the Education Boards' Employment Regulations 1958, Amendment No. 3, and substituting the Part set out in the First Schedule to these regulations.

(2) This regulation shall be deemed to have come into force on the 1st day of October 1961.

5. (1) The Schedule to the principal regulations is hereby amended by revoking Part II, as substituted by regulation 5 of the Education Boards' Employment Regulations 1958, Amendment No. 3, and substituting the Part set out in the Second Schedule to these regulations.

(2) This regulation shall be deemed to have come into force on the 1st day of April 1961.

(3) This regulation and the Second Schedule to these regulations shall be deemed to have continued in force until the 30th day of September 1961 and to have then expired.

6. (1) The Schedule to the principal regulations is hereby amended by revoking Part II, as substituted by regulation 5 of these regulations, and substituting the Part set out in the Third Schedule to these regulations.

(2) This regulation shall be deemed to have come into force on the 1st day of October 1961.

(3) This regulation and the Third Schedule to these regulations shall be deemed to have continued in force until the 31st day of March 1962 and to have then expired.

7. (1) The Schedule to the principal regulations is hereby amended by revoking Part II, as substituted by regulation 6 of these regulations, and substituting the Part set out in the Fourth Schedule to these regulations.

(2) This regulation shall be deemed to have come into force on the 1st day of April 1962.

(3) This regulation and the Fourth Schedule to these regulations shall continue in force until the 31st day of March 1963 and shall then expire.

8. (1) The Schedule to the principal regulations is hereby amended by revoking Part II, as substituted by regulation 7 of these regulations, and substituting the Part set out in the Fifth Schedule to these regulations.

(2) This regulation shall come into force on the 1st day of April 1963.

9. (1) The Schedule to the principal regulations is hereby amended by revoking Parts III and IV, as substituted by regulation 5 of the Education Boards' Employment Regulations 1958, Amendment No. 3, and substituting the Parts set out in the Sixth Schedule to these regulations.

(2) This regulation shall be deemed to have come into force on the 1st day of October 1961.

10. Regulations 4 and 5 of the Education Boards' Employment Regulations 1958, Amendment No. 3, and the Schedules to those regulations, are hereby consequentially revoked.

SCHEDULES

Reg. 4 (1)

FIRST SCHEDULE

NEW PART I OF THE SCHEDULE TO THE EDUCATION BOARDS'
EMPLOYMENT REGULATIONS 1958

PART I—GENERAL SALARY SCALE FOR WHOLE-TIME OFFICERS

Salary Grade	First Step	Second Step	Third Step	Fourth Step	Fifth Step	Sixth Step	Seventh Step	Eighth Step	Ninth Step	Tenth Step	Eleventh Step	Twelfth Step	Thirteenth Step
A ..	£ 325	£ 380 ¹	£ 435 ²	£ 510 ³	£ 565	£ 635	£ 690	£ 755	£ 790	£ 845	£ 885	£ 930	£ 970
B ..	435	510	565	635	690	755	790	845	885	930	970	1,015	1,060
C ..	510	565	635	690	755	790	845	885	930	970	1,015	1,060	1,105
D ..	790	845	885	930	970	1,015	1,060	1,105	1,150	1,195
E ..	930	970	1,015	1,060	1,105	1,150	1,195	1,250	1,315
F ..	1,195	1,250	1,315	1,385	1,450
G ..	1,315	1,385	1,450	1,510	1,570
H ..	1,510	1,570	1,630	1,695
I ..	1,630	1,695	1,765	1,830
J ..	1,765	1,830	1,880	1,930
K ..	1,880	1,930	1,995	2,045
L ..	1,995	2,045	2,105	2,160
M ..	2,105	2,160	2,225	2,300

¹Commencing rate with at least three years' secondary education.²Commencing rate with School Certificate.

Commencing rate with Endorsed School Certificate, with increment to next step after six months' service.

³Commencing rate with University Entrance.

Commencing rate with University Entrance and Higher School Certificate, with increment to next step after six months' service.

Reg. 5

SECOND SCHEDULE

NEW PART II OF THE SCHEDULE TO THE EDUCATION BOARDS'
EMPLOYMENT REGULATIONS 1958PART II—SALARY SCALE FOR TYPISTS, SHORTHAND TYPISTS, AND
MACHINISTS BETWEEN 1 APRIL 1961 AND 30 SEPTEMBER 1961

Salary Grade	First Step	Second Step	Third Step	Fourth Step	Fifth Step	Sixth Step	Seventh Step	Eighth Step	Ninth Step	Tenth Step	Eleventh Step	Twelfth Step	Thirteenth Step
A (T) ..	£ 365 ¹	£ 420 ²	£ 490 ³	£ 545	£ 610	£ 665	£ 700 ⁴	£ 760 ⁵	£ 800 ⁶	£ 835	£ 880	£ 920	£ 960

¹Commencing rate for unqualified typists and shorthand typists.²Commencing rate for typists and shorthand typists with School Certificate or Junior Shorthand Typists Examination or equivalent (with Endorsed School Certificate, increment after six months' service).

Commencing rate for bookkeeping machinists.

³Commencing rate for typists, shorthand typists, and machinists with University Entrance or Senior Shorthand Typists Examination (with Higher School Certificate, increment after six months' service).⁴Maximum for typists and shorthand typists who have not gained either the Junior or Senior Shorthand Typists Examination.

Efficiency bar for machinists without School Certificate or University Entrance.

⁵Maximum for shorthand typists with Junior Shorthand Typists Examination.⁶Maximum for shorthand typists with Senior Shorthand Typists Examination.
Maximum for machinists.

SECOND SCHEDULE—*continued*

(a) Senior typists in charge of and controlling the work of other typists may proceed to a higher maximum than that fixed by the above scale as follows:

In charge of 4 to 6 typists, tenth step.

In charge of 7 to 12 typists, eleventh step.

In charge of 13 to 19 typists, twelfth step.

In charge of 20 or more typists, thirteenth step.

(b) Secretary-typists may proceed to a maximum of the tenth step of the scale, or of the eleventh step in any case where the Board, after considering the qualifications of the secretary-typist, so approves:

Provided that nothing in this paragraph shall prevent a secretary-typist from proceeding to a higher maximum to which she may be entitled under paragraph (a) of this Part of this Schedule.

(c) Other senior typists not covered by paragraph (a) or paragraph (b) of this Part of this Schedule may proceed one step higher than the maximum fixed under the above scale if in the opinion of the Board they have shown special efficiency.

THIRD SCHEDULE

Reg. 6

NEW PART II OF THE SCHEDULE TO THE EDUCATION BOARDS'
EMPLOYMENT REGULATIONS 1958PART II—SALARY SCALE FOR TYPISTS, SHORTHAND TYPISTS, AND
MACHINISTS BETWEEN 1 OCTOBER 1961 AND 31 MARCH 1962

Salary Grade	First Step	Second Step	Third Step	Fourth Step	Fifth Step	Sixth Step	Seventh Step	Eighth Step	Ninth Step	Tenth Step	Eleventh Step	Twelfth Step	Thirteenth Step
A (T) ..	£ 380 ¹	£ 435 ²	£ 510 ³	£ 565	£ 635	£ 690	£ 725 ⁴	£ 790 ⁵	£ 830 ⁶	£ 865	£ 910	£ 950	£ 990

¹Commencing rate for unqualified typists and shorthand typists.

²Commencing rate for typists and shorthand typists with School Certificate or Junior Shorthand Typists Examination or equivalent (with Endorsed School Certificate, increment after six months' service).

Commencing rate for bookkeeping machinists.

³Commencing rate for typists, shorthand typists, and machinists with University Entrance or Senior Shorthand Typists Examination (with Higher School Certificate, increment after six months' service).

⁴Maximum for typists and shorthand typists who have not gained either the Junior or Senior Shorthand Typists Examination.

Efficiency bar for machinists without School Certificate or University Entrance.

⁵Maximum for shorthand typists with Junior Shorthand Typists Examination.

⁶Maximum for shorthand typists with Senior Shorthand Typists Examination.
Maximum for machinists.

(a) Senior typists in charge of and controlling the work of other typists may proceed to a higher maximum than that fixed by the above scale as follows:

In charge of 4 to 6 typists, tenth step.

In charge of 7 to 12 typists, eleventh step.

In charge of 13 to 19 typists, twelfth step.

In charge of 20 or more typists, thirteenth step.

THIRD SCHEDULE—*continued*

(b) Secretary-typists may proceed to a maximum of the tenth step of the scale, or of the eleventh step in any case where the Board, after considering the qualifications of the secretary-typist, so approves:

Provided that nothing in this paragraph shall prevent a secretary-typist from proceeding to a higher maximum to which she may be entitled under paragraph (a) of this Part of this Schedule.

(c) Other senior typists not covered by paragraph (a) or paragraph (b) of this Part of this Schedule may proceed one step higher than the maximum fixed under the above scale if in the opinion of the Board they have shown special efficiency.

Reg. 7

FOURTH SCHEDULE

NEW PART II OF THE SCHEDULE TO THE EDUCATION BOARDS'
EMPLOYMENT REGULATIONS 1958PART II—SALARY SCALE FOR TYPISTS, SHORTHAND TYPISTS, AND
MACHINISTS BETWEEN 1 APRIL 1962 AND 31 MARCH 1963

Salary Grade	First Step	Second Step	Third Step	Fourth Step	Fifth Step	Sixth Step	Seventh Step	Eighth Step	Ninth Step	Tenth Step	Eleventh Step	Twelfth Step	Thirteenth Step
A (T) ..	£ 380 ¹	£ 435 ²	£ 510 ³	£ 565	£ 635	£ 690	£ 760 ⁴	£ 790 ⁵	£ 830 ⁶	£ 865	£ 910	£ 950	£ 990

¹Commencing rate for unqualified typists and shorthand typists.

²Commencing rate for typists and shorthand typists with School Certificate or Junior Shorthand Typists Examination or equivalent (with Endorsed School Certificate, increment after six months' service).

Commencing rate for bookkeeping machinists.

³Commencing rate for typists, shorthand typists, and machinists with University Entrance or Senior Shorthand Typists Examination (with Higher School Certificate, increment after six months' service).

⁴Maximum for typists and shorthand typists who have not gained either the Junior or Senior Shorthand Typists Examination.

⁵Efficiency bar for machinists without School Certificate or University Entrance.

Maximum for shorthand typists with Junior Shorthand Typists Examination.

⁶Maximum for shorthand typists with Senior Shorthand Typists Examination.

Maximum for machinists.

(a) Senior typists in charge of and controlling the work of other typists may proceed to a higher maximum than that fixed by the above scale as follows:

In charge of 4 to 6 typists, tenth step.

In charge of 7 to 12 typists, eleventh step.

In charge of 13 to 19 typists, twelfth step.

In charge of 20 or more typists, thirteenth step.

(b) Secretary-typists may proceed to a maximum of the tenth step of the scale, or of the eleventh step in any case where the Board, after considering the qualifications of the secretary-typist, so approves:

Provided that nothing in this paragraph shall prevent a secretary-typist from proceeding to a higher maximum to which she may be entitled under paragraph (a) of this Part of this Schedule.

FOURTH SCHEDULE—*continued*

(c) Other senior typists not covered by paragraph (a) or paragraph (b) of this Part of this Schedule may proceed one step higher than the maximum fixed under the above scale if in the opinion of the Board they have shown special efficiency.

FIFTH SCHEDULE

Reg. 8

NEW PART II OF THE SCHEDULE TO THE EDUCATION BOARDS'
EMPLOYMENT REGULATIONS 1958PART II—SALARY SCALE FOR TYPISTS, SHORTHAND TYPISTS, AND
MACHINISTS ON AND AFTER 1 APRIL 1963

Salary Grade	First Step	Second Step	Third Step	Fourth Step	Fifth Step	Sixth Step	Seventh Step	Eighth Step	Ninth Step	Tenth Step	Eleventh Step	Twelfth Step	Thirteenth Step	Fourteenth Step
A (T) ..	£ 380 ¹	£ 435 ²	£ 510 ³	£ 565	£ 635	£ 690	£ 760	£ 790 ⁴	£ 830 ⁵	£ 860 ⁶	£ 885	£ 930	£ 970	£ 1,015

¹Commencing rate for unqualified typists and shorthand typists.

²Commencing rate for typists and shorthand typists with School Certificate or Junior Shorthand Typists Examination or equivalent (with Endorsed School Certificate, increment after six months' service).

Commencing rate for bookkeeping machinists.

³Commencing rate for typists, shorthand typists, and machinists with University Entrance or Senior Shorthand Typists Examination (with Higher School Certificate, increment after six months' service).

⁴Maximum for typists and shorthand typists who have not gained either the Junior or Senior Shorthand Typists Examination.

⁵Efficiency bar for machinists without School Certificate or University Entrance.

Maximum for shorthand typists with Junior Shorthand Typists Examination.

⁶Maximum for shorthand typists with Senior Shorthand Typists Examination.
Maximum for machinists.

(a) Senior typists in charge of and controlling the work of other typists may proceed to a higher maximum than that fixed by the above scale as follows:

In charge of 4 to 6 typists, eleventh step.

In charge of 7 to 12 typists, twelfth step.

In charge of 13 to 19 typists, thirteenth step.

In charge of 20 or more typists, fourteenth step.

(b) Secretary-typists may proceed to a maximum of the eleventh step of the scale, or of the twelfth step in any case where the Board, after considering the qualifications of the secretary-typist, so approves:

Provided that nothing in this paragraph shall prevent a secretary-typist from proceeding to a higher maximum to which she may be entitled under paragraph (a) of this Part of this Schedule.

(c) Other senior typists not covered by paragraph (a) or paragraph (b) of this Part of this Schedule may proceed one step higher than the maximum fixed under the above scale if in the opinion of the Board they have shown special efficiency.

Reg. 9

SIXTH SCHEDULE

NEW PARTS III AND IV OF THE SCHEDULE TO THE EDUCATION
BOARDS' EMPLOYMENT REGULATIONS 1958

PART III

Minimum rate payable to permanent and temporary whole-time officers:

		Per Annum
		£
Male officers on reaching 21 years of age	620
Female officers on reaching 21 years of age	445
Married male officers, irrespective of age	706

PART IV

Lodging allowances are payable to officers of Grade A or Grade B required to live away from home in order to carry out their duties, as follows:

Annual Salary		Annual Rate of Lodging Allowances
		£
Not exceeding £325	80
£326 to £380	65
£381 to £435	40

T. J. SHERRARD,
Clerk of the Executive Council.

EXPLANATORY NOTE

This note is not part of the regulations, but is intended to indicate their general effect.

These regulations provide new scales of salaries for Education Board employees, and for the granting of study leave.

Issued under the authority of the Regulations Act 1936.

Date of notification in *Gazette*: 27 September 1962.

These regulations are administered in the Department of Education.