

Serial Number **1938/141.**



THE ROYAL NEW ZEALAND AIR FORCE REGULATIONS 1938.

GALWAY, Governor-General.

ORDER IN COUNCIL.

At the Government House at Wellington, this 1st day of September, 1938.

Present :

HIS EXCELLENCY THE GOVERNOR-GENERAL IN COUNCIL.

IN pursuance and exercise of the powers and authorities conferred upon him by the Air Force Act, 1937, and of all other powers and authorities enabling him, His Excellency the Governor-General, acting by and with the advice and consent of the Executive Council, doth hereby make the following regulations.

REGULATIONS.

CHAPTER I.—GENERAL.

1. ARRANGEMENT.

These regulations are arranged as follows :—

- Chapter I.—General.
- Chapter II.—Appointment and Promotion of Officers.
- Chapter III.—Airmen : Entry, Advancement.
- Chapter IV.—Territorial Air Force and Reserve.
- Chapter V.—Discipline.
- Chapter VI.—Pay, Allowances, and Miscellaneous Financial Provisions for the Regular Air Force.

2. SHORT TITLE.

These regulations may be cited as the Royal New Zealand Air Force Regulations 1938.

3. DATE OF COMING INTO FORCE.

These regulations shall be deemed to have come into force on the 1st day of September, 1938.

4. DEFINITIONS.

(a) In these regulations, unless inconsistent with the context,—

“ Air Force ” means the Royal New Zealand Air Force :

“ Air Force Act ” means the Air Force Act, 1937 :

“ Air Board ” means the Board appointed under the Air Force Act to command and administer the Air Force :

“ Air Force Orders ” means orders issued by authority of the Air Board :

“ Naval Board ” means the Naval Board appointed under the Naval Defence Amendment Act, 1936 :

“ Army Board ” means the Board appointed under the Army Board Act, 1937 :

“ His Majesty’s Forces ” includes Naval, Military, and Air Forces of the United Kingdom and of any British Dominion or possession :

“ Minister ” means the Minister of Defence :

“ Department ” means the Air Department created by the Air Department Act, 1937.

(b) All other terms used in these regulations shall have the meaning assigned to them in the King’s Regulations and Air Council Instructions for the Royal Air Force and in the Manual of Air Force Law.

5. REVOCATION OF PREVIOUS REGULATIONS.

The Air Force Regulations 1938* are revoked.

6. APPLICABILITY OF REGULATIONS.

(1) These regulations shall apply, except where the same provide or the context requires otherwise, to all members of the Air Force.

(2) Any member of His Majesty’s Forces who is attached to, on loan to, or seconded for service in the Air Force, shall, subject to any special provisions agreed on by the authorities concerned, whilst so attached, on loan or seconded, be subject to these regulations as if he were a member of the Air Force.

7. APPLICABILITY OF IMPERIAL ACTS AND REGULATIONS.

(1) The following parts and sections of the Air Force Act (Imperial) shall not apply to the Air Force :—

(a) Part II relating to enlistment :

(b) Part III relating to billeting and impressment of carriages and sections 30 and 31 of Part I, being offences in relation thereto.

(2) The following chapters or parts thereof only of King’s Regulations and Air Council Instructions for the Royal Air Force (Annual Reprint, 1936), shall, subject to these regulations and to such modifications by Air Force Orders as the Air Board may direct, apply to the Air Force :—

Chapter III.—Section I: Instructions to Commanders.
Section II: Instructions for officers generally.

Chapter IV.—Command, relative rank, and precedence.

* Statutory Regulations 1938, Serial number 1938/62.

Chapter	V.—Section I: Compliments to be paid.
Chapter	VI.—Uniform.
Chapter	VII.—Orders, decorations, medals, and other distinctions.
Chapter	XI.—Regulations relating to the maintenance, inspection, and testing of aircraft.
Chapter	XII.—Regulations relating to flying.
Chapter	XIII.—Section I: Daily duties. Section III: Duties in aid of the Civil Power.
Chapter	XV.—Discipline.
Chapter	XVI.—Courts-martial.
Chapter	XVII.—Courts of Inquiry. Boards.
Chapter	XX.—Messcs.
Chapter	XXIII.—Section III: Fire precautions.
Chapter	XXX.—Correspondence, publications, &c.
Chapter	XXXI.—Section I: R.A.F. equipment.
Appendix	XXVI.—Rules as to lights and signals and rules for air traffic.

(3) Where in any section of the Air Force Act (Imperial) reference is made to the doing of any act by His Majesty or to the derivation of any power or authority by any person from His Majesty, such section shall, unless inconsistent with the context, be read and construed for the purpose of applying the said Air Force Act (Imperial), the Rules of Procedure thereunder, and King's Regulations and Air Council Instructions, to the Royal New Zealand Air Force as if the words "the Governor-General" were substituted for the words "His Majesty" and as if the words "under His Sign Manual" where they occur were omitted.

(4) For the purpose aforesaid, where the words or expressions in the left hand column below are used in the Air Force Act (Imperial), the Rules of Procedure thereunder, or in King's Regulations and Air Council Instructions, the words and expressions set opposite thereto in the right hand column below shall be substituted, except where inconsistent with the context:—

For	Read
Admiralty Naval Board.
Air Council Air Board.
Air Ministry Air Department.
Army Council Army Board.
Auxiliary Air Force	.. Territorial Air Force.
England	} .. New Zealand.
United Kingdom	
Home	
Judge Advocate-General	.. Solicitor-General.
Royal Air Force Royal New Zealand Air Force.
Reserve Royal New Zealand Air Force Reserve.
Secretary of State Minister of Defence.

8. FUNCTIONS OF THE AIR BOARD.

The functions of the Air Board shall be as follows :—

- (a) To do all things necessary to maintain the Air Force in an efficient state :
- (b) To issue such orders and instructions as may be necessary for the administration, discipline, and command of the Air Force :
- (c) To provide for the organization, general conduct of operations, and command of the Air Force in war.

9. GENERAL POWERS OF THE AIR BOARD.

The powers of the Air Board shall be such as are necessary to enable the Board to carry out the purposes of the Air Force Act, and the functions prescribed by these regulations.

10. SPECIFIC POWERS FOR AIR DEFENCE PURPOSES.

The Air Board may—

- (a) Acquire, construct, and maintain aircraft, aircraft material, aerodromes, ranges, and other works or establishments in connection with air defence :
- (b) Authorize the employment of persons in a civil capacity in connection with any services auxiliary to air defence or any works or establishments maintained under these regulations :
- (c) Establish, erect, maintain, and use such stations and appliances for transmission and reception by means of wireless apparatus as are necessary for the purposes of air defence.

11. SERVICE MEMBERS OF THE AIR BOARD.

The members of the Air Board appointed under subsection (1), clause (b), of section 12 of the Air Force Act shall be known as the Chief of the Air Staff, the Air Force Member for Personnel, and the Air Force Member for Supply, respectively.

12. DUTIES AND FUNCTIONS OF MEMBERS OF THE AIR BOARD.

(1) The functions and duties of the members of the Air Board other than the President shall be as follows :—

- (a) The Chief of the Air Staff shall be the first and Senior Air Force Member of the Board and principal adviser of the Minister in the direction of the Air Force, and shall administer so much of the business relating to the organization, command, employment, collective training, and communications of the Air Force as may be assigned to him from time to time by the Board ;
- (b) The Air Force Member for Personnel shall administer so much of the business relating to personnel, discipline, and individual training of members of the Air Force as may be assigned to him from time to time by the Board ;
- (c) The Air Force Member for Supply shall administer so much of the business relating to works services, and supplies, and to the provision and maintenance of equipment, including the technical inspection of the Air Force, as may be assigned to him from time to time by the Board ; and

(d) The Air Secretary shall be the financial adviser and, as accounting officer, shall have the control of all expenditure; he shall be responsible for the general conduct of correspondence, the interior economy, the co-ordination of business of the Air Board, and the preparation of all official communications of the Air Board.

(2) Matters of routine, as defined by the Air Board, shall be decided by and dealt with in the name of the member of the Air Board responsible who, if he thinks fit, may direct such duties to be undertaken by such subordinates as he may from time to time require.

13. MEETINGS OF THE BOARD.

The Air Board shall meet at such times and places as it thinks fit.

14. RULES FOR BUSINESS.

The following rules shall govern the conduct of the business of the Air Board:—

(a) Any member of the Board may bring before a meeting of the Board any matter which he considers should be dealt with or decided by the Board as a whole:

(b) The Air Secretary shall prepare an agenda for each meeting of the Board and members shall deliver to the Air Secretary, before each meeting, a precis of the matters brought up by them:

(c) The minutes of each Board meeting shall be confirmed by the president and the decisions of the Board shall be signed by the Air Secretary and promulgated as the Air Board directs.

15. PERFORMANCE OF ACTS OR DUTIES.

Any acts or duties performed or any powers exercised by any member of the Air Board, other than the Minister, in carrying out these regulations, shall be deemed to be performed or exercised by the persons concerned as agents of the Air Board.

16. POWER TO APPOINT OFFICERS TO COMMAND.

The Governor-General in Council may appoint an officer of the Air Force to command the whole or any portion of the Air Force.

17. PROLONGATION OF SERVICE: REGULAR AIR FORCE.

In time of war or of imminent national danger the Governor-General in Council may, by Proclamation, the occasion being first communicated to Parliament if Parliament is then sitting, order that members of the Regular Air Force who would otherwise be entitled in pursuance of the terms of their appointment or enlistment to be transferred to the reserve shall continue in air force service.

18. CASH AND STORES ACCOUNTING.

Cash and stores accounting procedure in the Air Force shall, where not governed by any New Zealand statute or regulations made thereunder, follow the principles and practice laid down in the Royal Air Force.

19. PEACE ESTABLISHMENTS.

The organization and distribution of the Air Force shall be as shown in the Royal New Zealand Air Force List and in "Peace Establishments" as approved by the Air Board.

20. PERSONS NOT PERMITTED TO SERVE.

Unless the Air Board in any specific instance otherwise directs, a person shall not be permitted to serve in the Air Force who has been convicted by any court of criminal jurisdiction or convicted by any court-martial, whether air force, naval, or military, of any disgraceful or infamous crime.

CHAPTER II.—OFFICERS: APPOINTMENT, ATTACHMENT, SECONDMENT, ADVANCEMENT, TRANSFER, RESIGNATION, AND RETIREMENT.

25. "NEW ZEALAND GAZETTE", NOTIFICATIONS IN.

The *New Zealand Gazette*, published by authority, shall be used for the notification of all appointments to commissions, promotions, resignations, retirements, and transfers to the reserve of officers. Unless otherwise expressly stated such appointments shall take effect from the date of publication in the *Gazette*.

26. ISSUE OF COMMISSIONS.

(1) The Governor-General may, on the recommendation of the Air Board, appoint and promote officers and issue commissions to them.

(2) Commissions shall specify the branch to which officers are appointed and shall be of one of the following types:—

- (a) Permanent commissions in the Regular Air Force;
- (b) Short service commissions in the Regular Air Force for a period of five years, followed by a period of at least five years in the Air Force Reserve;
- (c) Commissions in the Air Force Reserve or the Territorial Air Force;
- (d) Temporary commissions; and
- (e) Honorary commissions.

27. EXTENSION OF SHORT-SERVICE COMMISSIONS.

(1) The Governor-General may, on the recommendation of the Air Board, extend the short-service commission of an officer for any period not exceeding five years.

(2) An officer whose commission is extended in the manner aforesaid shall be liable to serve for a period of not more than five years in the reserve.

28. APPOINTMENT TO PERMANENT COMMISSIONS.

(1) Except in the case of applicants holding special qualifications and except where otherwise provided by these regulations, permanent commissions shall only be granted to officers of the Regular Air Force holding short-service commissions.

(2) The Governor-General may, at any time, on the recommendation of the Air Board, grant a permanent commission to an officer holding a short-service commission.

29. BRANCHES.

For the purpose of determining the duties, pay, and retiring age of officers, the Air Force shall be divided into the following branches:—

- (a) General Duties Branch:
- (b) Equipment Branch:
- (c) Medical Branch.

30. GENERAL DUTIES BRANCH: REGULAR AIR FORCE.

(1) A commission in the general duties branch of the Regular Air Force may, on the recommendation of, and subject to the conditions approved by the Air Board, be granted to—

- (a) An applicant direct from civil life:
- (b) A qualified pilot who has served in His Majesty's Air Forces:
- (c) An airman.

(2) The type of commission to be granted under this regulation shall be either short service, permanent service, or temporary service, as determined by the Air Board.

(3) Candidates selected for commissions in the Royal Air Force who receive their initial training in the Dominion, and candidates selected for the Air Force Reserve shall be granted temporary commissions in the Regular Air Force while undergoing training at air-force stations.

(4) The rank of a person on first appointment to a commission under this regulation shall be that of an acting pilot officer:

Provided that a qualified pilot who has served in His Majesty's Air Forces may be appointed with such rank and seniority as may be determined by the Air Board.

31. QUALIFICATIONS FOR FIRST APPOINTMENT: GENERAL DUTIES BRANCH, REGULAR AIR FORCE.

Applicants for commissions in the General Duties Branch of the Regular Air Force who have not previously held commissions in His Majesty's Air Forces must be—

- (a) British subjects;
- (b) Between the ages of seventeen and a half and twenty-five years at the time of entry;
- (c) Unmarried;
- (d) Medically fit for full flying duties; and
- (e) They must have passed the University Entrance Examination or have been educated up to a standard which, in the opinion of the Air Board, will ensure their ability to carry out the course of training.

32. EQUIPMENT BRANCH.

(1) The Equipment Branch shall be subdivided as follows:—

- (a) Section I: Equipment officers for equipment and accounting duties:
- (b) Section II: Technical officers for specialist duties.

(2) A permanent commission in the Equipment Branch with the rank on appointment of pilot officer or flying officer, according to qualifications, may be granted on the recommendation of and subject to conditions approved by the Air Board to—

(a) An applicant from civil life :

(b) An airman of Group IV, as hereinafter constituted.

33. COMMISSIONS TO SPECIALIST WARRANT OFFICERS: REGULAR AIR FORCE.

A permanent commission in the Regular Air Force may be granted to a warrant officer who is a specialist in engineering, signals, armament, or other technical subjects, in the rank of flying officer on the recommendation of and subject to conditions approved by the Air Board.

34. TEMPORARY AND HONORARY COMMISSIONS.

Temporary and honorary commissions in the Air Force may be granted in such ranks and under such conditions as the Air Board may determine.

35. MEDICAL BRANCH.

A commission in the Medical Branch of the Air Force may be granted to a person registered under the Medical or Dental Acts in force in the Dominion on the recommendation of and subject to conditions approved by the Air Board.

36. CHAPLAINS.

(1) The Governor-General may, on the recommendation of the Air Board, appoint a clergyman of any recognized religious denomination to be a chaplain to the Air Force.

(2) A chaplain to the Air Force shall have such privileges, duties, and status as may be prescribed by the Air Board.

37. PROBATIONARY PERIOD.

(1) Every officer appointed under the provisions of Regulation 30 and subclause (2) (a) of Regulation 32 shall, in the first instance, be appointed on probation only, and will be continued on probation for a period of twelve months, but his appointment may be terminated at any time during this period.

(2) After the period of twelve months has expired, the Air Board will, upon a report from the commanding officer, or in the case of an officer of the Medical Branch, from the Principal Medical Officer, recommend the confirmation or termination of the probationary appointment or extend the period of probation for a further period.

38. ATTACHMENTS AND TRANSFERS.

Officers of His Majesty's Forces attached to, seconded or loaned for service in the Air Force, may, with their consent and with the approval of the Air Board and the appropriate naval, military, or air authorities, be transferred to the Regular Air Force with permanent commissions under conditions approved by the Air Board: Provided that their rank on transfer shall be appropriate to their age and experience and shall be determined by the Air Board.

39. TRANSFERS BETWEEN BRANCHES.

The Governor-General may, on the recommendation of the Air Board, transfer an officer from one branch to another, and an officer so transferred shall normally retain his rank in the branch to which he is transferred with seniority as from the date of transfer, but, when for any reason the Air Board does not desire to transfer an officer from one branch to another with the rank which he holds, such officer may be transferred with a lower rank and his seniority shall, in such case, be determined by the Air Board.

40. PROMOTION.

All promotions shall be within the authorized establishments.

41. PROMOTION EXAMINATIONS.

(1) Save as provided in clause (2) of this regulation, no officer shall be eligible for promotion unless he has passed the appropriate qualifying examinations as laid down by the Air Board.

(2) The following officers shall be exempt from taking the said promotion examinations:—

(a) A pilot officer who obtains a “distinguished pass” in the passing-out examination at a flying training school shall be deemed to have qualified for the rank of flying officer:

(b) An officer who has been appointed to a commission as flying officer from warrant rank shall not be required to pass the examination necessary to qualify for the rank of flight lieutenant:

(c) An officer who has passed the qualifying examination for admission to the Royal Air Force Staff College shall not be required to pass the examination necessary to qualify for the rank of squadron leader.

42. APPOINTMENT OR PROMOTION FOR DISTINGUISHED SERVICE.

The Governor-General may, for distinguished service in time of war, or for exceptional gallantry on active service, appoint any person to be an officer or promote an officer in the Air Force without his passing the prescribed examination.

43. SENIORITY AND REGRADING OF ACTING PILOT OFFICERS : GENERAL DUTIES BRANCH.

(1) The seniority of acting pilot officers who pass through the same course of flying training shall be determined by the results obtained in the passing-out examination.

(2) An acting pilot officer will normally be graded as a pilot officer on being confirmed in his appointment.

44. PROMOTION OF PILOT OFFICERS : GENERAL DUTIES BRANCH.

(1) A pilot officer may be recommended by his commanding officer for promotion to the rank of flying officer after eighteen months' commissioned service, provided that he has passed the promotion examination or has been exempted therefrom, and his service has

been in all respects satisfactory. If he has passed the promotion examination within eighteen months, or has been exempted from the examination, promotion to the rank of flying officer will be gazetted with effect from a date eighteen months from the date of first appointment, otherwise it will be normally gazetted with effect from the date of passing the promotion examination.

(2) To ensure that the question of promotion is considered without undue delay, the commanding officer of the unit in which an officer is serving at the date upon which he can be recommended for promotion under the above clause of this regulation will forward a report on or before that date, stating whether the officer is recommended for promotion or not. If the officer is recommended, a statement that his service has been in all respects satisfactory will be included in the report. If any officer is not considered fit for promotion, the commanding officer shall give reasons for not recommending him.

45. PROMOTION OF OFFICERS OF THE GENERAL DUTIES BRANCH TO THE RANK OF FLIGHT LIEUTENANT AND ABOVE.

(1) Subject to clause (2) of this regulation, promotion of officers to the rank of flight lieutenant or any higher rank shall be by selection within the approved establishment of the required numbers of each rank.

(2) The promotion and retention of officers who are permanently below the medical standard appropriate to their branch will be dependent upon the existence of vacancies suitable for them.

(3) Before a flying officer can be promoted to flight lieutenant, he must—

- (a) Have attained three years' seniority as a flying officer :
- (b) Have served for two years in the rank of flying officer in a flying unit :
- (c) Have passed, where required, the appropriate promotion examination :
- (d) Have been recommended by his commanding officer as fit for promotion.

(4) Before a flight lieutenant can be promoted to squadron leader, he must—

- (a) Have attained five years' seniority as a flight lieutenant :
- (b) Have passed, where required, the appropriate promotion examination.

(5) Before a squadron leader can be promoted to wing commander, he must have not less than three or more than seven years' seniority as a squadron leader.

(6) In exceptional circumstances and where the exigencies of the Service make such a course desirable, the Air Board may recommend the promotion of an officer with less service.

(7) Flying officers and flight lieutenants not qualified for promotion under clauses (3) and (4) above after a reasonable period of service in their rank will be the subject of periodical review by the Air Board and will be warned that failure to qualify within a stated period will involve the consideration of their retention in the Service.

46. PROMOTION OF EQUIPMENT OFFICERS (EQUIPMENT BRANCH).

(1) A pilot officer will normally be promoted to the rank of flying officer on the date of confirmation of his appointment.

(2) The promotion of officers to the rank of flight lieutenant and above will be by selection within the approved establishment.

(3) Before a flying officer can be promoted to flight lieutenant, he must—

(a) Have attained three years' seniority as a flying officer.

(b) Have passed, where required, the appropriate promotion examination.

(c) Be recommended by his commanding officer.

(4) Before a flight lieutenant can be promoted to squadron leader he must—

(a) Have attained five years' seniority as a flight lieutenant.

(b) Have passed the appropriate promotion examination.

47. PROMOTION OF TECHNICAL OFFICERS (EQUIPMENT BRANCH).

The promotion to flight lieutenant or squadron leader of a technical officer will be by selection within the approved establishment.

48. MEDICAL BRANCH: PROMOTION IN.

Promotion shall be within the discretion of the Air Board and may be made subject to such conditions as it thinks fit.

49. ATTACHMENTS, SECONDMENTS, AND LOANS.

Officers may be attached to, seconded, or loaned for service in other forces of the Crown, or civil departments of State, and officers of such other forces or departments may be attached to, seconded, or loaned for service in the Air Force, and the conditions governing such attachments, secondments, or loans shall be upon such terms as may be agreed between the Air Board and the authorities concerned.

50. APPOINTMENT OF AIDES-DE-CAMP.

(1) Officers of the Air Force may be appointed as honorary Aides-de-Camp to the Governor-General for gallantry and distinguished service in the field or for meritorious service.

(2) To be eligible for appointment officers shall be of permanent substantive rank not below that of squadron leader or higher than that of group captain.

(3) The appointments shall automatically terminate when the Governor-General vacates office.

51. APPOINTMENTS TO BE HELD DURING PLEASURE.

An officer shall hold his appointment during the pleasure of the Governor-General.

52. APPLICATIONS TO RETIRE, ETC.

(1) Except during time of war or national emergency and except as otherwise prescribed, an officer may by writing under his hand apply through his commanding officer to the Air Board to retire, resign, or transfer to the reserve.

(2) An officer who wishes to retire, resign, or transfer to the reserve shall, in making his application, give his reasons in full in order to enable the Air Board to arrive at a decision. Only in special circumstances will an officer holding a short service commission in the Regular Air Force be permitted to resign or transfer to the reserve at his own request before he has completed his term of service on the Active List.

(3) A resignation by an officer of his commission shall not have effect until it has been accepted by the Governor-General.

53. RESIGNATION OF OFFICERS TRAINED AS PILOTS.

(1) An officer who has been selected for training as a pilot and whose training as such has commenced shall be required to give a written undertaking that he will refund to the Government the cost of his flying training or such portions thereof as the Air Board may decide should he fail to carry out the prescribed service or training. The fact that an officer's resignation has been accepted by the Governor-General shall not affect such undertaking.

(2) Notwithstanding the provisions of clause (1) of this regulation, the Air Board may discontinue the training of any officer under this regulation at any time.

(3) Where the training of an officer under this regulation is not completed the Air Board may dispense with the requirements of this regulation.

54. RETIRED LIST.

(1) The Governor-General may place officers on a Retired List subject to such conditions as the Air Board may approve.

(2) The appointments of officers of the Retired List shall be liable to be terminated if they fail during the month of July to report their address in writing to the Air Board and any permanent changes of address as they occur.

55. RETIRING AGES.

(1) The ages for compulsory retirement of officers of the General Duties Branch and Equipment Branch of the Regular Air Force shall be as follows:—

Substantive Rank.	General Duties Branch.	Equipment Branch.	
		Section I.	Section II.
Air commodore	57
Group captain	53
Wing commander	48	57	57
Squadron leader	45	53	55
Flight lieutenant	45	48	53
Flying officer	45	45	50

(2) In special cases where it is in the interests of the Service to do so, the Governor-General may extend the age for retirement of officers by a period not exceeding two years.

(3) In time of war the ages for retirement may be extended for an additional period not exceeding the duration of the war and a period of three months thereafter.

56. TRANSFER OF OFFICERS ON RETIRED LIST.

(1) In time of war officers on the Retired List may be transferred to the Active List notwithstanding that their ages exceed those prescribed for retirement in the last preceding regulation.

(2) An officer on the Retired List who is transferred to the Active List shall receive such rank and seniority as the Air Board considers desirable, provided that it does not exceed that which he held at the time of his retirement.

57. PRECEDENCE OF OFFICERS IN AIR FORCE.

An officer of any of His Majesty's Air Forces when attached to or serving with the Air Force shall be entitled to command and precedence in the Air Force as if his appointment to his rank had been an appointment of the same date to the corresponding rank and branch in the Air Force.

CHAPTER III.—ARMEN : ENTRY, ADVANCE, REDUCTION, TRANSFER, DISCHARGE, AND RETIREMENT.

65. PERIOD OF SERVICE.

(1) Persons enlisting in the Regular Air Force, other than boys accepted for training as aircraft apprentices, shall be required to engage to serve for the following periods :—

(a) For entry into Groups I to IV, as hereinafter constituted, the original period of engagement shall be eight years on the Active List followed by four years on the reserve :

(b) For entry into Group V, as hereinafter constituted, the original period of engagement shall be five years on the Active List followed by four years on the reserve.

(2) Persons enlisting in the Air Force Reserve or the Territorial Air Force shall be required to engage for a period of five years.

66. AGE FOR ENLISTMENT.

In the Regular Air Force, any person between the ages of fifteen and twenty-five, and in the Air Force Reserve or Territorial Air Force, any person between the ages of eighteen and thirty-eight years, may be enlisted, provided that in the case of candidates with special qualifications or previous service in His Majesty's Air Forces, or for any other special reasons, the Air Board may approve of the enlistment of persons over these ages.

67. OTHER CONDITIONS OF ENLISTMENT.

Candidates must in addition fulfil the following conditions :—

(a) Be British subjects :

(b) Have passed the sixth standard of education or attained an equivalent standard :

(c) Be physically fit for general service in accordance with the prescribed medical standards :

- (d) In the case of candidates for the Regular Air Force, be unmarried; provided, however, that the Air Board may dispense with this condition in special cases.

68. ENLISTMENT OF AIRCRAFT APPRENTICES : REGULAR AIR FORCE.

Boys between the ages of fifteen and eighteen years shall, if accepted, be entered for training as aircraft apprentices in the Regular Air Force in accordance with such conditions of service and training as may be approved from time to time by the Air Board.

69. ATTESTATION.

Enlistments shall be carried out as follows:—

- (a) Every person before enlistment shall be advised of the general requirements of attestation and the conditions of engagement :
- (b) On assenting to enlistment the recruit shall be cautioned by the attesting officer that if he wilfully makes any false answer to the questions read to him he shall be liable to the penalties provided by the Air Force Act. The attesting officer shall read or cause to be read to the recruit the questions set forth on the attestation paper. The attesting officer shall satisfy himself that the recruit understands each question and, after ensuring that the answer to each question has been duly recorded on the attestation paper, shall require the recruit to produce a certificate of birth and sign the declaration as to the truth of his answers :
- (c) The oath of allegiance as set forth in the schedule to the Air Force Act shall then be administered.
- (d) When the requirements of (a), (b), and (c) have been complied with the recruit shall be deemed to have been enlisted as an airman of the Regular Air Force, Air Force Reserve, or Territorial Air Force, as the case may be :
- (e) The officer carrying out the attestation shall attest by signing the said paper in the manner thereon directed :
- (f) If there is considered to be any error in any attestation paper the matter shall be referred to the Air Board.

70. RANK AND TRADE ON ENLISTMENT.

(1) A recruit of or above the age of eighteen shall be enlisted as an aircraftman, 2nd class. Enlistment as an aircraftman, 2nd class, in Groups I to IV shall be confined to men who are able to pass a test in the trade for which they enlist ; if a recruit fails in the test for the trade for which he applies he may be offered enlistment in Group V if a vacancy exists. All other recruits shall be enlisted in Group V.

(2) An unskilled or semi-skilled man may be enlisted for training in certain trades only ; enlistment shall be in Group V, and until he is remustered, the airman's trade shall be described as "aircraft hand (for training as)."'

(3) A recruit accepted under clause (2) shall be required to accept service in the group and trade for which he qualifies, if—

- (a) He fails on the completion of his period of training to pass the standard test for the higher group; or
 (b) At any time during his training he proves unsuitable for employment in the higher group.

(4) Applicants for enlistment who have special qualifications or who have had previous service in His Majesty's Air Forces may be enlisted with such rank and in such group as the Air Board may approve.

71. PROBATIONARY PERIOD.

Every airman enlisted in the Regular Air Force shall be on probation for a period of twelve months, during which period he may be discharged at any time.

72. RANKS AND CLASSES OF AIRMEN.

The ranks of warrant and non-commissioned officers and classes of aircraftmen shall be as follows:—

Warrant officers—

Warrant officer.

Non-commissioned officers—

Flight sergeant.

Sergeant.

Corporal.

Aircraftmen (men in the ranks)—

Leading aircraftman.

Aircraftman, 1st class.

Aircraftman, 2nd class.

Aircraft apprentice.

73. TRADES.

(1) The various trades shall be divided into groups (numbered I to V) as follows:—

Group I. Technical.	Group II. Technical.	Group III. Technical.	Group IV. Administrative.	Group V. Non-technical.
Blacksmith and welder. Coppersmith and metal worker. Electrician. Fitter armourer. Fitter I. Fitter II. Instrument maker. Machine tool-setter and operator. Wireless operator mechanic. Fitter aero.* Rigger, metal.* Rigger, carpenter.* Fitter (driver, petrol).*	Armourer. Carpenter. Wireless operator. Photographer. Meteorologist.	Cook and butcher. Motor-boat crew. Fabric worker. Barrack warden. Trained nurse. Dental mechanic.	Clerk, general duties. Clerk, accounting. Equipment assistant.	Aircraft-hand, general duties. Aircraft-hand, physical training instructor. Aircraft-hand for training in technical trades. Driver, petrol. Fitter's mate.

* Obsolescent trades.

(2) The trade to which an airman is mustered on attestation shall be recorded on his certificate of service. In no circumstances shall the trade be altered during his service except as may be provided in Air Force Orders or as authorized by these regulations.

74. RECLASSIFICATION, REMUSTERING, AND PROMOTION.

(1) No promotions shall be made except within the authorized establishment of ranks and trade groups. The reclassification of aircraftmen in Groups I to IV shall not be subject to any restriction as to the numbers in each class.

(2) Promotion and reclassification shall be subject to passing the prescribed examinations and to being recommended by the commanding officer of the unit in which the airman is serving.

(3) The conditions governing reclassification, remustering, and promotion shall be as provided in Air Force Orders.

(4) Airmen of the Regular Air Force remustered from Group V to any higher group during their original period of engagement shall be required to extend their service on the Active List for such periods as may be determined by the Air Board.

75. APPOINTMENT OF WARRANT OFFICERS AND NON-COMMISSIONED OFFICERS.

Warrant officers and non-commissioned officers shall be appointed by the Air Board.

76. APPOINTMENT OR PROMOTION FOR DISTINGUISHED SERVICE.

The Governor-General may for distinguished service in time of war or for exceptional gallantry on active service or for meritorious service appoint any aircraftman to be a non-commissioned officer or promote a non-commissioned officer in the Air Force without his passing the approved examination.

77. POWER TO REDUCE, ETC.

The Air Board may for any reason—

- (a) Reduce any warrant officer or non-commissioned officer to any lower grade or to the ranks:
- (b) Remuster any warrant officer, non-commissioned officer, or aircraftman:
- (c) Reclassify any aircraftman.

78. POSTINGS AND ATTACHMENTS.

(1) Airmen may be attached to, seconded, or loaned for service in other forces of the Crown or civil Departments of State under such special conditions as may be agreed upon between the Air Board and the authorities concerned.

(2) The posting or attachment of an airman to any unit of the Air Force shall be carried out as the Air Board may direct.

79. RE-ENGAGEMENT.

(1) Airmen of the Regular Air Force, subject to the existence of vacancies in the permanent establishment of the various trades, and to the approval of the Air Board, may be permitted at the conclusion of their original period of enlistment, if recommended by their commanding officer and medically fit for active service, to—

- (a) Re-engage for such further period as will make up a total continuous period of twenty-four years' service:

- (b) Extend their service on the Active List for a period not exceeding their remaining reserve service, which latter shall be undertaken on the conclusion of their service on the Active List.

(2) Applications for re-engagement under subclause (1) (a) or for extension of service under subclause (1) (b) of this regulation may be made by an airman at any time during the year preceding the termination of his Regular Air Force service.

(3) Airmen of the Air Force Reserve or Territorial Air Force may be re-engaged for successive periods of five years at the termination of their original period of enlistment.

(4) Airmen of the Regular Air Force enlisted before the 1st April, 1937, may be permitted, under clause (2) of this regulation—

- (a) If in Groups I to IV and serving on their first engagement of five years, to extend their service for the period required to bring their total service on the Active List up to that for which they would have been enlisted under these regulations. In special cases, with the approval of the Air Board, such airmen may be re-engaged for such further period as will make up a total continuous period of twenty-four years' service :
- (b) If serving on re-engagement of five years, subject to the approval of the Air Board, to re-engage for such further period as will make up a total continuous period of twenty-four years' service :
- (c) All airmen whose service is so extended or who are re-engaged under clause (4) of this regulation shall be required to accept the liability for reserve service as prescribed in these regulations.

80. AGREEMENT ON RE-ENGAGEMENT.

An airman accepted for re-engagement shall sign before his commanding officer an agreement in accordance with the prescribed form, and shall continue, during the period for which he is re-engaged, to be bound by his original oath of enlistment.

81. CONTINUANCE OF SERVICE.

An airman of the Regular Air Force who has completed or will within one year complete twenty-four years' service may, in special cases, be permitted with the consent of the Air Board to continue as an airman of the Regular Air Force as if his term of service were still unexpired, except that he may claim his discharge at the expiration of any period of three months after he has given notice to his commanding officer of his wish to be discharged.

82. POWER TO DISCHARGE.

(1) The Air Board may discharge an airman, or transfer an airman to the reserve, at any time.

(2) The Air Board may delegate its power of discharge to such officer and under such conditions as it may think fit.

83. DISCHARGE ON EXPIRATION OF PERIOD OF SERVICE.

(1) An airman shall be entitled to be discharged at the expiration of the period of service, including reserve service, for which he enlisted, unless such expiration occurs in time of war or national emergency, in which case he shall not be entitled to his discharge until three months after the state of war or national emergency has ceased to exist.

(2) When such an airman becomes entitled to be discharged he shall be discharged with all convenient speed, but until discharged, he shall remain a member of the Air Force.

84. DISCHARGE PRIOR TO EXPIRATION OF PERIOD OF SERVICE.

(1) An airman shall have no right to claim discharge before completion of the period of service for which he enlisted, nor shall an airman of the Regular Air Force have any right to be transferred to the reserve before completion of the Regular Air Force portion of his engagement.

(2) Notwithstanding the provisions of clause (1) of this regulation, and except in time of war or national emergency, a recruit in the Regular Air Force at any time within six months after the date of his enlistment may obtain his discharge at his own request.

(3) Except as provided in clause (2) of this regulation, an airman whose application can be approved by the Air Board without detriment to the Service may be permitted to purchase his discharge at the following rates:—

(a) In the case of an airman of the Regular Air Force:—

	Groups I-IV.	Group V.
	£	£
Over six months and under one year's service	25	..
Over one year and under two years' service	50	25
Over two years and under three years' service	50	25
Over three years and under four years' service	75	40
Over four years and under five years' service	75	25
Over five years and under six years' service	50	..
Over six years and under eight years' service	25	..

(b) In the case of an airman of the Air Force Reserve during his original period of enlistment, £5.

(4) An airman discharged for disciplinary reasons shall pay the amount he would have had to pay if he were purchasing his discharge or such smaller sum as the Air Board determines.

(5) Any notice or payment provided by this regulation may for special reasons be waived or reduced by the Air Board; provided, however, that no reduction shall be made if there is reason to suppose that the object of the application for discharge is solely to turn the training received to personal advantage.

(6) An airman of the Regular Air Force who applies for a transfer to the reserve before completion of the Regular Air Force portion of his engagement, and whose application is approved, shall pay such lesser amount than that prescribed in subclause (3) (a) of this regulation as the Air Board may approve.

85. SAVING AS TO ENLISTMENTS PRIOR TO 1ST APRIL, 1937.

Notwithstanding the provisions of the preceding regulation, an airman of the Regular Air Force enlisted before 1st April, 1937, may be permitted to purchase his discharge in accordance with the conditions in force prior to that date, until such time as his service is extended or he is re-engaged under clause (4) of Regulation 79.

86. CERTIFICATE OF DISCHARGE.

Every airman at the termination of his service shall be entitled to a certificate of discharge which shall be in such form as may from time to time be determined by the Air Board.

87. BANDMASTERS.

(1) The Air Board may appoint duly qualified civilian musicians to be part time bandmasters of air force bands.

(2) A bandmaster on appointment may be granted the honorary rank of warrant officer, and, after five years' service in that rank, may be appointed to an honorary commission with the rank of flying officer.

(3) Honorary rank granted to a bandmaster under this regulation shall not confer a right of any command on parade or duty except over members specially placed under his orders.

CHAPTER IV.—TERRITORIAL AIR FORCE AND RESERVES.**PART I.—TERRITORIAL AIR FORCE.****92. COMPOSITION.**

The Territorial Air Force shall be composed of squadrons or of such other units and formations as may be decided upon from time to time.

93. QUALIFICATIONS FOR FIRST APPOINTMENT TO COMMISSION.

Applicants for commissions in the Territorial Air Force who have not previously held commissions in His Majesty's Forces must be—

- (a) British subjects ;
- (b) Between the ages of eighteen years and thirty-eight years at the time of entry ;
- (c) Medically fit in accordance with the required standards ;
- (d) In the case of candidates for commissions in the General Duties Branch, in possession of a valid civilian "A" or "B" flying license ; and
- (e) Have passed the University Entrance Examination or have been educated up to a standard which, in the opinion of the Air Board, will ensure their ability to carry out the course of training.

94. APPOINTMENTS TO COMMISSIONS.

(1) First appointments to commissions shall normally be made in the rank of pilot officer, on the recommendation of a selection committee appointed by the Air Board.

(2) Any person who has held a commission in His Majesty's Air Forces, and who fulfils the conditions (a), (b), and (c) of the preceding regulation may be appointed to a commission in such rank and with such seniority as the Air Board determines.

95. PERIOD OF ENROLMENT.

Officers shall contract to serve for a period of five years. On completion of such period, if an officer so desires, service may, at the discretion of the Air Board, be extended from time to time for further periods each of not more than five years.

96. ENLISTMENT.

The following persons shall not be eligible for enlistment—

(a) Men belonging to any of His Majesty's Regular Forces and Reserves of these Forces, the Territorial Army, and the Royal Naval Volunteer Reserve.

(b) Members of the Police Force.

97. DISCHARGE AT OWN REQUEST.

With the approval of his commanding officer, an airman may, except in time of war or imminent national danger, be discharged at his own request before the end of his current term of service, on delivering up in good order all arms, clothing, and appointments issued to him, or paying the value thereof, as determined by the Air Board.

98. DISCHARGE FOR MISCONDUCT, ETC.

An airman may be discharged by his commanding officer for disobedience to orders while performing any air force duty, or for neglect of duty, or for misconduct or other sufficient cause; provided that any airman so discharged shall be entitled to appeal through the normal channels to the Air Board, who may make such decision as it thinks fit.

99. TRAINING.

(1) The training year shall commence on the 1st June in any given year and terminate on the 31st May of the following year.

(2) Annual training shall consist of such periods of instruction as may be determined from time to time by the Air Board.

100. COURSES OF INSTRUCTION.

Officers and airmen may be attached to the Regular Air Force for instruction for such periods and on such conditions as may be approved by the Air Board.

101. APPOINTMENT OF HONORARY GROUP CAPTAINS.

An honorary group captain may be appointed on the recommendation of the Air Board to each squadron of the Territorial Air Force. Such appointment shall be tenable for a period of five years, and may be renewed for a similar period with the approval of the Air Board.

102. COMMISSIONS IN REGULAR AIR FORCE.

Officers and airmen of the Territorial Air Force shall be eligible for consideration for short-service commissions in the Regular Air Force or in the Royal Air Force, provided they fulfil the prescribed conditions of entry.

PART II.—AIR FORCE RESERVE.

107. COMPOSITION.

The Air Force Reserve shall consist of the Reserve of Air Force Officers and the Reserve of Airmen.

108. TRAINING.

Members of the reserve shall be required to undergo such annual training, not exceeding twenty days a year, and to pass such tests as may from time to time be determined by the Air Board.

109. LEAVE TO PROCEED ABROAD.

A member of the reserve proposing to leave the Dominion must first notify the Department and obtain written permission to proceed abroad. Such permission will not normally be withheld.

110. NOTIFICATION OF ADDRESS.

Members of the reserve shall report all changes in their addresses to the Department.

111. APPOINTMENT TO THE REGULAR AIR FORCE.

Provided he fulfils the conditions of entry laid down in the regulations applicable to such appointments, a member of the reserve may be considered for appointment to a commission, or for enlistment, in the Regular Air Force, or for appointment to a commission in the Royal Air Force.

SECTION I.—RESERVE OF AIR FORCE OFFICERS.

112. COMPOSITION.

The Reserve of Air Force Officers shall consist of the following classes :—

Class A : Officers for flying duties.

Class B : Officers for other duties.

113. CLASSES.

(1) Officers of the reserve, Class A, shall be divided into two sections and drawn—

(a) As to Section I, from officers who have held commissions in His Majesty's Air Forces.

(b) As to Section II, from civilians entered directly into the reserve.

(2) Officers of the reserve, Class B, shall be similarly divided into two sections and drawn—

(a) As to Section I, from officers who have held commissions in His Majesty's Air Forces.

(b) As to Section II, from civilians who have the necessary qualifications for one of the specialist categories of the Air Force.

(3) Candidates must satisfy a Selection Committee as to their general fitness to hold a commission and that their qualifications are of the standard required.

114. AGE-LIMITS FOR APPLICANTS.

(1) Applicants for commissions in the reserve must have attained the age of seventeen and a half years at the date of entry into the reserve, but must not have attained the following ages :—

(a) Twenty-five years for Class A, Section II, except that “B” license commercial pilots may be accepted up to twenty-eight years of age :

(b) Thirty-one years for all other classes.

(2) The Air Board may, however, in certain circumstances dispense with the above requirements as to age.

115. RANK ON ENTRY.

(1) An officer transferred from the Active List will be transferred in the substantive rank held by him at the termination of his service on the Active List.

(2) An officer entering Class A or B from civil life will normally enter in the rank of pilot officer, but the Air Board may, in special circumstances, take into consideration the high qualifications of a candidate and grant him a higher rank on entry.

116. PROBATION AND CONFIRMATION.

All commissions granted to candidates from civil life in Classes A and B will be on probation. An officer may, if his service is satisfactory, be confirmed in his appointment at any time after completing twelve months' service in the reserve.

117. PERIOD OF ENROLMENT.

Officers shall contract to serve for a period of five years. On completion of this period, service may, at the discretion of the Air Board and with the officer's consent, be extended from time to time for further periods each of not more than five years.

118. AGE-LIMITS.

(1) An officer shall not be allowed to serve in Class A of the reserve after attaining the age of thirty-eight years.

(2) Notwithstanding that the age-limit is thereby exceeded, an officer may be retained in Class A until the completion of his current year of service.

(3) On reaching the age-limit or on completion of his year of service under clause (2) of this regulation, an officer may be permitted, at the discretion of the Air Board, to transfer from Class A to Class B.

(4) An officer shall not be allowed to serve in Class B of the reserve after attaining the age of fifty-five years.

119. CESSATION OF SERVICE : RELINQUISHMENT OF COMMISSION.

(1) An officer will cease to serve in the reserve and will relinquish his commission on the completion of the period for which he enrolls, if his period is not extended, or on reaching the age-limit laid down unless he is transferred to another class.

(2) An officer may, if the Air Board thinks fit, be granted permission to retain his rank on ceasing to serve in the reserve, provided that he has completed at least ten years' commissioned service, including any service on the Active List.

SECTION II.—RESERVE OF AIRMEN.

125. ORGANIZATION.

The reserve of airmen shall be designated as Class C of the Air Force Reserve. It shall consist of two sections as follows :—

Section I: Airmen who, having completed the period of Regular Air Force service for which they enlisted, thereafter complete on the reserve the remaining portion of their engagement, or subsequently re-engage for such service, and reservists of His Majesty's Air Forces elsewhere who may be transferred to the reserve.

Section II: Persons who have not served in His Majesty's Air Forces and who are enlisted for service in the reserve or having so enlisted re-engage for such service.

Reservists shall be enlisted in such Air Force trades as may be required.

126. PERIOD OF ENGAGEMENT.

The initial period of engagement in Section II of the Reserve of Airmen shall be five years.

127. AGE-LIMITS.

Airmen of the reserve shall be discharged on reaching the age of fifty-five years.

CHAPTER V.—DISCIPLINE.

SECTION I.—GENERAL.

131. RESTRICTION OF POWERS OF COURTS-MARTIAL.

With respect to the powers of courts-martial prescribed in the Air Force Act (Imperial) :—

- (a) No court-martial shall impose the death penalty on any member of the Air Force except for a civil offence mentioned in section 41 of the Air Force Act (Imperial) and subject to the proviso thereto.
- (b) No court-martial shall impose a longer term of imprisonment or detention than three months for any offence committed in time of peace.

132. SUMMARY POWERS OF A COMMANDING OFFICER.

With respect to the powers of awarding summary and minor punishments as laid down in King's Regulations and Air Council Instructions, the powers of a commanding officer shall be subject, in time of peace only, to the following limitations :—

- (a) If he is of, or above, the rank of squadron leader :—
 - (i) The maximum period of detention that he may award shall be limited to fourteen days;
 - (ii) The maximum deduction from ordinary pay shall be restricted to fourteen days.
- (b) If he is of, or below, the rank of flight lieutenant :—
 - (i) The maximum period of detention that he may award shall be limited to seven days;
 - (ii) The maximum deduction from ordinary pay shall be limited to seven days.

SECTION II.—THE AIR FORCE RESERVE AND TERRITORIAL AIR FORCE.

133. (1) Airmen of the Air Force Reserve and the Territorial Air Force shall be subject to the Air Force Act (Imperial), and King's Regulations and Air Council Instructions only under the following circumstances :—

- (a) When they are being trained or exercised, when proceeding to or returning from a place of parade or duty in uniform, and at any other time when they are subject to the orders or discipline of the Air Force :
 - (b) When they are called out for air force service in time of war or imminent national danger.
- (2) Except as herein provided, offences in time of peace against air force law which are also civil offences shall, where practicable and desirable, be tried by the civil Courts.

134. LIMITATION OF PUNISHMENTS.

The summary punishments detailed in King's Regulations and Air Council Instructions other than "Reprimand," "Severe reprimand," and "Admonition" shall not be awarded except during periods of continuous training or when called out for air force service. If a sentence of detention or confinement to camp is imposed it shall in no case exceed the period of the camp or training.

135. POWER TO AWARD FINES.

- (1) A commanding officer may in time of peace impose a fine not exceeding £1 on an airman for any offence with which he is authorized to deal without reference to superior authority, and the airman shall not have the right to claim trial by court-martial.
- (2) The offender shall within fourteen days thereafter pay such fine, and in default of payment he shall be liable on summary conviction to a fine not exceeding £5.

136. FAILURE TO FULFIL TRAINING OBLIGATIONS.

Any airman of the Air Force Reserve or Territorial Air Force who fails to appear at the time and place appointed for preliminary training, or for annual training, or fails to attend the number of drills and instructional parades and fulfil the other conditions relating to preliminary or annual training prescribed for the Service, shall be liable on summary conviction to a fine not exceeding £5.

137. WRONGFUL DISPOSAL, ETC.

(1) If any person fails to deliver up on demand any air force property the value thereof shall be recoverable from him by civil process.

(2) A person who fails to deliver up such property as aforesaid shall be deemed to have committed an offence for which upon summary conviction he shall be liable to a fine not exceeding £5.

138. FAILURE TO ATTEND WHEN CALLED OUT FOR SERVICE.

Any airman of the Air Force Reserve or Territorial Air Force who fails to appear at the time and place appointed for assembling when called out for service in pursuance of a Proclamation issued under the authority of sections 6 and 7 of the Air Force Act shall be liable to be charged with desertion or absence without leave within the meaning of sections 12 and 15 respectively of the Air Force Act (Imperial), and shall, whether otherwise subject to the Air Force Act or not, be liable to be tried by court-martial and convicted and punished accordingly and may be taken into air force custody.

CHAPTER VI.—PAY, ALLOWANCES, AND MISCELLANEOUS FINANCIAL PROVISIONS FOR THE REGULAR AIR FORCE.**SECTION I.—PAY.****141. COMMENCEMENT AND RATE OF PAY.**

The pay of a member on first appointment shall commence from the date on which he commences duty, and shall, except with the approval of the Minister, be at the minimum rate for the rank to which he is appointed.

142. CALCULATION OF PAY.

Pay shall be issued for each day of service, including Saturdays, Sundays, and prescribed, proclaimed, and approved Dominion holidays, and authorized periods of leave on pay.

143. INCREMENTS.

The increments payable to a member in accordance with Regulations 146 and 147 may be withheld by the Air Board for inefficiency or misconduct.

144. PAY ON RECLASSIFICATION, REMUSTERING, OR PROMOTION.

(1) A member shall, on reclassification, remustering, or promotion receive the prescribed rate of pay from the date of such reclassification, remustering, or promotion.

2. The notification—

- (a) In the *New Zealand Gazette* of the promotion of an officer ; or
- (b) In Routine Orders of the reclassification, remustering, or promotion of an airman,—

shall be sufficient authority for the consequent adjustment of pay.

145. ESTABLISHMENTS.

Members in excess of the authorized number of any rank may be carried on the strength provided there are vacancies in higher ranks and the total establishment is not exceeded.

146. PAY OF OFFICERS.

The following, according to branch and rank, shall be the annual rates of pay and incremental advancement by subdivisions for officers of the Regular Air Force: Provided that any officer whose total emoluments including all allowances on 31st August, 1938, were higher than the total pay and allowances provided in these regulations may remain on the original rates of pay and allowances until such time as he would be entitled under these regulations to receive higher total emoluments.

A. GENERAL DUTIES BRANCH.

Rank.	Subdivision.				Remarks.
	1.	2.	3.	4.	
	£	£	£	£	
Air commodore ..	1,250	1,350	Annual increment.
Group captain ..	1,050	1,100	1,150	..	Annual increments.
Wing commander ..	850	900	950	..	Annual increments.
Squadron leader ..	685	735	785	..	Annual increments.
Flight lieutenant ..	535	585	635	..	Annual increments.
Flying officer ..	320	360	400	435	Annual increments.
Pilot officer ..	295
Acting pilot officer	150

B. EQUIPMENT BRANCH.

Section I: Equipment Officers.

Rank.	Subdivision.					Remarks.
	1.	2.	3.	4.	5.	
	£	£	£	£	£	
Wing commander	Annual increments.
Squadron leader	555	605	655	Annual increments.
Flight lieutenant	435	475	515	Annual increments.
Flying officer ..	315	335	355	375	395	Annual increments.
Pilot officer ..	255

Section II: Technical Officers.

Warrant officers appointed to commissions as flying officers shall receive a commencing salary of £355 per annum and subsequently the increments and rates laid down for Section I.

C. MISCELLANEOUS.

Officers appointed for duties other than in the above branches shall receive the rates of pay provided for the Equipment Branch or such other rates as may be specially approved in individual cases.

147. PAY OF AIRMEN.

(1) The pay of an airman shall be at the rates set out below :—

Ranks and Classifications.	Group I.	Group II.	Group III.	Group IV.	Group V.
Aircraftman—	£	£	£	£	£
2nd Class, 1st year	130	125	120	130	100
2nd Class, 2nd year	145	140	135	145	120
1st Class.	175	170	165	175	145
Leading aircraftman	225	220	215	225	175
Corporal	240	235	230	240	200
Sergeant	260	255	250	260	220
Flight sergeant	270	265	260	270	235
Warrant officer—					
1st year	285	285	285	285	285
2nd year	295	295	295	295	295
3rd year	305	305	305	305	305
4th year	315	315	315	315	315

(2) Any airman who was drawing a higher rate of pay on the 30th September, 1937, may remain on such higher rate until such time as by subsequent promotion, reclassification, or remustering he receives a rate of pay higher than that drawn by him on the said 30th September, 1937.

(3) Unless otherwise approved by the Air Board at the time of the appointment or promotion, the rate of pay of an airman appointed or promoted to the rank of acting corporal shall be that which is applicable to his substantive rank.

(4) A non-commissioned officer appointed to the rank of acting sergeant shall receive the pay for the rank of sergeant.

148. FORFEITURE OF AIRMEN'S PAY.

(1) An airman shall forfeit all pay in the following circumstances :—

(a) For every day in desertion or of absence without leave :

(b) For every day in custody while under sentence of imprisonment, detention, or field punishment awarded by a civil Court, or court-martial, or by his commanding officer, or by the captain of one of H.M. ships :

(c) For every day of confinement in a cell when such a punishment is awarded by the captain of one of H.M. ships :

- (d) For every day of confinement in hospital, or service detention room, or naval, military, or air force detention barracks, or naval, military, or air force or civil prison, or police cell—
 - (i) On a charge for an offence of which he is convicted by a court-martial (and while awaiting the promulgation of the sentence) or by a civil Court ;
 - (ii) On a charge of absence without leave for which he is afterwards awarded detention or field punishment by his commanding officer ; or
 - (iii) In consequence of his having confessed to having been guilty of desertion or fraudulent enlistment, if the forfeiture during the period of such confinement has been ordered by the competent officer :
 - (e) For any period during which forfeiture of pay has been awarded by court-martial, or by his commanding officer.
- (2) In addition to the forfeiture of pay, the allowances prescribed in Regulation 152 shall cease to be payable for any period during which pay is forfeited.

SECTION II: ALLOWANCES.

151. QUARTERS AND RATIONS.

- (1) Where a member is not provided with free quarters and rations he shall be entitled to—
- (a) An allowance at the rate of £45 per annum in the case of—
 - (i) A married member occupying Government quarters provided for married personnel. A rental shall be payable for the occupancy of such quarters.
 - (ii) A married member who has been granted permission to arrange for his own accommodation off the station.
 - (iii) A single member who has been granted permission by the commanding officer to live off the station.
 - (iv) Personnel living in centres at which no accommodation is available.
 - (b) An allowance at the rate of 2s. 6d. per day in the case of a member ordinarily resident at a station, who for a period of not less than three consecutive days is absent from his station on duty, recreational leave, special leave, or sick-leave not occasioned by such member's misconduct or neglect, provided that no such allowance shall be made in respect of any period of temporary attachment to any other air force station where quarters and rations are provided.
- (2) In the case of an airman being seconded for service in the Fleet Air Arm the allowance provided for in subclause (1) (a) above shall cease as from the date of such secondment except under the circumstances set out in clause (b) of Regulation 153.
- (3) A married member in receipt of the allowance provided in subclause (1) (a) hereof who is attached on temporary duty to another station at which free quarters and rations are provided may, during the period of such attachment, receive free quarters and rations in addition to the allowance referred to.

152. ALLOWANCES : SPECIAL PAY.

(1) There shall be payable to airmen under the circumstances set out hereunder allowances by way of special pay as follows :—

- (a) Crew pay at the rate of 2s. per day to members of the regular flying crew of aircraft :
- (b) Cook's pay at the rate of 1s. 6d. per day to chief cooks and 1s. per day to assistant cooks :
- (c) Driver's pay at the rate of 6d. per day to drivers, petrol.

(2) The payment of the above allowances shall be made only while an airman is detailed for any of the above-mentioned duties except that they shall be paid during temporary absences occasioned by—

- (a) Absence on duty not exceeding fourteen days :
- (b) Recreational leave :
- (c) Sick-leave not due to an airman's own misconduct or neglect.

The payment of the allowance shall be restricted to a period not exceeding fourteen days.

(3) Any payment other than in accordance with the provisions of clause (2) shall be subject to the approval of the Air Board.

153. AIRMEN SERVING WITH THE FLEET AIR ARM.

There shall be payable to an airman serving in the Fleet Air Arm the following allowances :—

- (a) A ship allowance at the rate of 1s. per day for each day on which the airman is actually rationed by one of H.M. ships :
- (b) A separation allowance at the rate of 2s. 6d. per day to a married airman for each day on which the airman is actually rationed by one of H.M. ships. For any period during which such airman is not rationed by one of H.M. ships the allowance provided in subclause (1) (a) of Regulation 151 shall be paid in lieu thereof.

154. SCALE OF OFFICERS' UNIFORM.

Except as provided in Regulation 157, officers shall be required to furnish themselves with uniforms and kit of the authorized patterns in accordance with the scale set out hereunder :—

(a) *Service Dress.*

Shoes, black Oxford pattern	2 pairs.
Cap, S.D., blue with badge	1
Cap, Field Service, blue with badge	1
Gloves, brown, leather	1 pair.
Coat, great, blue	1
Jacket, S.D., blue	2
Trousers, S.D., blue	2 pairs.
Tie, black, plain	2
Shirts, cotton, blue-grey	4
Collars, cotton, blue-grey	12

(b) Mess Dress.

Jacket	1
Waistcoat, white	1
Waistcoat, blue cloth (mess undress)	1
Overalls, mess dress (for officers of rank of flight lieutenant and above)	1 pair.
Overalls, mess undress	1 pair.
Boots, Wellington, of black calf or patent leather	1 pair.
Gloves, white, leather	1 pair.
Ties, black, evening	2
Shoulder straps for great-coat when worn with mess dress	1 pair.
Shirts, evening dress, white	4
Collars, dress	8

(c) Summer Kit.

Frocks, khaki drill	2
Trousers, khaki drill	2 pairs.
Shorts, khaki drill	2 pairs.
Shirts, khaki, thin, with collars	3
Stockings, khaki (for wear with shorts)	2 pairs.

Officers on probation shall not be required to possess the kit set out in (c) above.

155. FREE ISSUE OF UNIFORM MATERIAL, ETC.

An officer on appointment to a commission on or after 1st April, 1937, may be granted one free issue of uniform cloth, buttons, braid, badges, and shoes in accordance with the appropriate scale for these articles in the preceding regulation.

156. UNIFORM OUTFIT GRANT TO OFFICERS.

(1) On first appointment to a commission an officer shall be paid a uniform outfit grant of £20.

(2) On the relinquishment of his commission in the Regular Air Force within a period of five years from the date of appointment an officer may be required to refund such portion of the uniform outfit grant as the Air Board may decide.

157. UNIFORM SCALE AND ALLOWANCES TO OFFICERS ON FIRST APPOINTMENT.

(1) Notwithstanding the provisions of Regulations 154 to 156, officers appointed to commissions as pilot officers (*on probation*) shall only be required to maintain one complete service dress during their first three months of service, and shall receive an initial outfit grant of £10 together with the material necessary to make up this uniform.

(2) On the expiration of three months, the remainder of the uniform material as set out in Regulation 154 shall be issuable, and the balance of the outfit grant as provided in Regulation 156 shall be payable.

158. UNIFORM UPKEEP ALLOWANCE TO OFFICERS.

An officer shall be paid an annual uniform upkeep allowance at the rate of £9, such allowance being payable in arrears from the 1st day of April in each year.

159. FREE ISSUES OF CLOTHING TO AIRMEN.

(1) Free issues of clothing to airmen shall be made in accordance with the following scale :—

(a) When first attested :—

Badges, cap, F.S.	1
Badges, cap, S.D.	1
Badges, arm, eagle, blue	3 pairs.
Badges, arm, eagle, red	1 pair.
Bags, kit	1
Boots, ankle	2 pairs.
Brush, button	1
Brush, scrubbing, web	1
Caps, S.D.	1
Caps, Field Service	1
Coats, great	1
Jackets, S.D., blue	2
Frocks, khaki, drill	2
Suits, combination, blue	2
Shirts, Angola, blue-grey	2
Collars, Angola, blue-grey	2
Shoes, canvas, blue	1 pair.
Socks	3 pairs.
Stick, button, brass	1
Ties, black	1
Trousers, S.D., blue	2 pairs.
Trousers, khaki, drill	2 pairs.

(b) When undergoing recruit training :—

Vests, cotton, white	1
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(c) On the occasion of each promotion to a non-commissioned officer's rank :—

Chevrons	4 sets.
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(d) On first promotion to the rank of sergeant :—

Shirts, cotton, blue-grey	2
Collars, cotton, blue-grey	4

(e) On promotion to a warrant officer :—

Badges, Royal Arms, worsted	4
Badges, Royal Arms, gilding metal	2
Caps, Field Service, W.O. pattern	1
Caps, S.D., W.O. pattern	1
Jackets, S.D., W.O. pattern	2
Trousers, S.D., W.O. pattern	2 pairs.
Coats, great, W.O. pattern	1

(2) The following items of clothing shall be replaced on being worn out through fair wear-and-tear and shall be returned to store for disposal :—

Suits, combination, blue
Shoes, canvas, blue.

160. AIRMEN DISCHARGED BEFORE COMPLETION OF PERIOD OF ENLISTMENT TO RETURN CLOTHING.

In the event of an airman being discharged within a period of five years from the date of enlistment he shall be required to return the whole of the clothing issued under the scale set out in Regulation 159, deficiencies being charged at rates to be determined by the Air Board from time to time.

161. UNIFORM UPKEEP ALLOWANCE TO AIRMEN.

An airman shall be paid an annual uniform upkeep allowance of £6 payable in arrears from the 1st day of April in each year.

162. RATES OF TRAVELLING-ALLOWANCES.

Subject to the succeeding provisions of these regulations, travelling-allowance at the following rates may be paid to members when absent on duty from their stations or headquarters :—

Rank or Appointment.	Per Day.		
	£	s.	d.
Chief of the Air Staff	1	5	0
Group captain	1	0	0
Wing commander	1	0	0
Squadron leader	1	0	0
Flight lieutenant	0	17	6
Flying officer	0	15	0
Pilot officer	0	13	6
Acting pilot officer	0	13	6
Airmen—all ranks	0	12	6

Provided that the Air Secretary may approve of a refund of actual expenses or a variation of the above rates to meet special circumstances, except that no increase in the above rates may be granted without the approval of the Minister.

163. COMPUTATION FOR THE PURPOSE OF ASSESSMENT OF TRAVELLING-ALLOWANCE.

(1) The allowance shall be for each day of twenty-four hours. The day shall be deemed to commence at the hour of departure from the member's place of duty.

(2) For any portion of a day the rate shall be one twenty-fourth of the full daily rate for each hour's absence. A fraction of an hour if less than half an hour shall not be taken into account, but half an hour or more shall be reckoned as one hour.

164. A MEMBER LEAVING AND RETURNING TO STATION OR HEADQUARTERS ON THE SAME DAY.

When a member leaves and returns to his station or headquarters, as the case may be, on the same day—that is, between midnight and midnight—actual and reasonable expenses only shall be paid.

165. TRAVELLING-ALLOWANCE INCLUDES PAYMENT FOR MEALS AND PORTERAGE.

Travelling-allowance shall include meals and portorage, the latter being defined as the cost of the employment of a porter to handle luggage.

166. CHARGES FOR CONVEYING PERSONAL LUGGAGE.

The cost of conveyance of personal luggage from or to a railway-station or wharf or other terminus or from or to the home of a member travelling on public service or from or to the hotel or boardinghouse at which he is staying may be allowed provided that car-hire is not charged for the same journey.

167. MEMBERS VISITING A STATION DURING ABSENCE ON DUTY.

A member who while absent on duty from his own station or headquarters visits a station at which he is provided with free quarters and rations shall be entitled to claim only actual and reasonable expenses for the period covered by such visit.

168. PAYMENT FOR USE OF VEHICLE OWNED BY A MEMBER.

Payment for the use of a vehicle (motor-car, &c.) owned by a member for journeys on the public service may be approved by the Air Secretary where a public conveyance is not available or available only at a greater cost or where it is proved to his satisfaction that other means of transit would prove detrimental to the public interest on the grounds of urgency or otherwise.

169. TRAVELLING-EXPENSES ON TRANSFER.

When a member is transferred from one station to another, the actual and reasonable personal expenses of the member and of his family may be allowed by the Air Secretary for a period not exceeding that set out hereunder :—

Married personnel—

At commencement of journey 2 days.

On arrival at destination—

If Government quarters are not allotted .. 7 days.

If Government quarters are allotted .. 2 days.

Single personnel—

On arrival at destination—

If Government quarters are not allotted .. 2 days.

If Government quarters are allotted .. Nil.

In addition to the above, there may be allowed by the Air Secretary the actual cost of conveyance of the member and his family incidental to such transfer.

170. ADDITIONAL ALLOWANCE TO MARRIED MEMBERS UNABLE TO OBTAIN QUARTERS ON ARRIVAL AT DESTINATION.

Where a married member on transfer is unable to obtain quarters within seven days after arrival at his new station the Air Secretary may allow payment for a further period of the actual and reasonable cost of temporary accommodation of the member and his family, provided it does not exceed 40 per cent. of the member's pay. Receipts must be submitted for the cost of temporary accommodation.

171. CLAIMS FOR TRAVELLING ALLOWANCES AND EXPENSES.

Claims for travelling allowances and expenses shall be prepared on the appropriate voucher form and shall show full details of places, dates, and times of arrival and departure in the order of occurrence, and shall state the nature of the duty on which the claimant was travelling.

172. RECEIPTS TO BE PROVIDED.

Members travelling on the public service must obtain receipts properly completed by the payee for passages by steamers, coach fares, motor, horse, cart, and boat-hire, and every similar petty expense (excepting railway fares) exceeding five shillings in amount.

173. TRANSPORT AND TRAVELLING-EXPENSES FOR A MEMBER ON FIRST APPOINTMENT.

A person on first appointment will be provided with travelling warrants for himself, his wife, and family, from his home to his station. In addition, actual and reasonable travelling-expenses may be allowed by the Air Secretary, and household effects may be moved at public expense subject to the provisions of Regulation 183.

174. TRANSPORT AND TRAVELLING EXPENSES FOR A MEMBER WHOSE SERVICES ARE DISPENSED WITH DURING PROBATIONARY PERIOD.

A member whose services are dispensed with during or immediately on the conclusion of his probationary period may be provided with travelling warrants for himself, his wife, and family, as may be approved by the Air Secretary. In addition, the Air Secretary may allow household effects to be moved at public expense subject to the provisions of regulations :

Provided that if a member has married during his probationary period he will only be entitled to travelling warrants and expenses for himself :

Provided, further, that authority will not be issued under this clause when the member's service is dispensed with for misconduct.

175. CLASSES OF ACCOMMODATION BY RAIL AND SEA AVAILABLE FOR MEMBERS.

The following table shows the classes of accommodation by rail and sea available for officers and airmen of the Regular Air Force travelling in the Dominion :—

Rank.	Class of Accommodation.	
	Rail.	Sea.
Officers	1st	1st
Warrant officers and non-commissioned officers above the rank of sergeant	1st	1st
All other ranks	2nd	2nd

176. CLASS OF ACCOMMODATION FOR INVALIDS.

Special accommodation may, upon medical recommendation, be assigned to invalids.

177. CERTAIN OFFICERS ENTITLED TO SLEEPING-BERTHS ON TRAINS AND DECK BERTHS ON STEAMERS.

The following officers when travelling on the public service shall be entitled to sleeping-berths on trains and deck berths on steamers at the public expense :—

- Chief of the Air Staff.
- Air Force Member for Personnel.
- Air Force Member for Supply.
- Principal Medical Officer.
- Officers Commanding Stations.

If a special deck berth is occupied the additional expense above that of an ordinary deck berth must be borne by the officer concerned.

178. OTHER MEMBERS ABOVE THE RANK OF SERGEANT USING SLEEPING-BERTHS ON TRAINS.

With the exception of the members referred to in Regulation 177, when any member above the rank of sergeant travelling by train uses a sleeping-berth, the cost thereof will be refunded to him on production of a receipt for the amount paid. In such a case the claim for travelling-allowance must be reduced by one-fourth of one day's scale rate.

179. OTHER MEMBERS PROVIDED WITH SLEEPING-ACCOMMODATION WHILE TRAVELLING BY SEA.

With the exception of the members referred to in Regulation 177, when a member travelling by sea is provided with sleeping-accommodation and the journey by sea does not occupy more than twenty-four hours he is required to reduce his claim for travelling-allowances by one-fourth of one day's scale rate. If special accommodation is used the additional cost above that of ordinary accommodation must be borne by the member concerned.

180. REMOVAL OF FURNITURE ON TRANSFER.

(1) When members are transferred in the interests of the Service the actual cost of removal of the necessary household furniture and effects of the members and of their families shall be paid by the Department.

(2) When members are transferred from one station to another at their own request or by reason of misconduct they must bear the whole cost of the removal, unless otherwise approved.

181. TENDERS TO BE OBTAINED FOR REMOVAL OF FURNITURE.

When members' furniture is to be removed at Departmental expense, the following procedure must be adopted :—

Before removal is undertaken offers shall where practicable be obtained from at least two carrying firms (including such Government Departments as may be indicated from time to time) and submitted through the usual channels to the Air Secretary, who may authorize the acceptance of the more suitable.

182. PAYMENT OF LUMP SUM IN LIEU OF COST OF REMOVAL OF FURNITURE.

The Air Secretary may authorize a cash payment to a member who must then make his own arrangements for the removal. Such authorizations shall, however, be strictly limited and will not exceed the following scale :—

Member's Rate of Pay.	Maximum Amount allowed.
	£
Under £200	35
£200 and under £400	45
£400 and under £600	50
£600 and over	60

183. COST OF REMOVAL OF CERTAIN EFFECTS NOT ALLOWED.

Cost of removal shall not be allowed on the effects set out hereunder :—

- Motor-cars and accessories.
- Motor-cycles and side-chairs.
- Dog-kennels.
- Plants in boxes or pots.
- Wood and coal.
- Horses, horse-drawn vehicles, and harness.
- Live-stock, poultry, cows, &c.
- Clothes-props, garden seats, wireless masts, timber, or material connected with outside structures.
- Aviaries and beehives.
- Boats.

184. PAY AND ALLOWANCES FOR MEMBERS WHILE ABROAD.

(1) Officers and airmen sent abroad shall draw their New Zealand rates of pay, and, except as provided in clause (2) of this regulation, shall receive the following allowances from date of arrival at destination until date of re-embarkation for New Zealand, including any period or periods of authorized leave and sick-leave :—

(a) Officers :—

(i) Special Allowance—

Married	10s. per diem.
Single	5s. per diem.

(ii) When free quarters are not provided—

Married	7s. 6d. per diem.
Single	5s. 0d. per diem.

(b) Officers appointed for duty at the Air Ministry, an additional allowance of 2s. 6d. per diem during the period of such appointment.

(c) Airmen :—

(i) Special allowance—

Married	7s. 6d. per diem.
Single	3s. 0d. per diem.

(ii) Where free quarters are not provided—

Married	5s. per diem.
Single	3s. per diem.

Provided that the Minister may approve of a variation in the above rates or any other allowance to meet special circumstances.

(d) Where separation allowance is payable in accordance with Regulation 185 single rates only shall be payable in respect of all the allowances provided in this regulation.

(2) Officers proceeding abroad to take up appointments in the Royal Air Force shall not receive the allowances set out in clause (1) of this regulation.

185. PASSAGES AND SEPARATION ALLOWANCES GRANTED TO MEMBERS PROCEEDING OVERSEAS.

(1) Officers will be granted first-class or other approved return passages. Airmen will receive second-class or other approved return passages. Married officers shall be granted first-class or other approved passages for their wives and families, or in lieu thereof they shall be entitled to receive payment of a separation allowance at the rate of £100 per annum. Married airmen shall be granted second-class or other approved return passages for their wives and families, or in lieu thereof shall be entitled to receive a separation allowance at the rate of £60 per annum.

(2) In special cases passage money may be paid to a member provided that he makes arrangements for his transport in a manner approved by the Air Board.

186. SEA ALLOWANCE.

While travelling on board steamer from and to the Dominion there shall be paid a daily allowance of 3s. 6d. to officers and 2s. 6d. to airmen.

187. TRAVELLING-ALLOWANCE PAYABLE TO MEMBERS WHEN ABROAD.

Travelling-allowances and expenses while members are abroad shall be at the rates prescribed in the Regulations of the Service to which they are attached, provided that in exceptional circumstances special allowances may be approved.

188. CARRIAGE OF NECESSARY BAGGAGE OF MEMBERS PROCEEDING TO OR RETURNING FROM OVERSEAS.

On embarkation and disembarkation in the Dominion the carriage of the necessary baggage to and from the steamer may be allowed.

189. OUTFIT GRANTS FOR MEMBERS PROCEEDING ABROAD.

(1) Outfit grants may be paid to members sent abroad to enable them to provide themselves with kits which do not form part of the New Zealand scale. Such grants shall not exceed the following amounts :—

					£
Officers	25
Airmen	15

(2) In exceptional circumstances the Minister may approve of a grant exceeding the amounts set out in paragraph (1) of this regulation.

(3) A member sent abroad a second or subsequent time within a period of four years of the previous occasion shall not be entitled to this grant.

SECTION III.—MISCELLANEOUS PROVISIONS.

193. RENT OF QUARTERS.

Members of the Regular Air Force and civilians employed on air force stations who occupy married quarters will be required to pay rent at rates to be determined from time to time.

194. PAYMENT OF ELECTRIC CURRENT SUPPLIED TO QUARTERS.

Persons occupying married quarters in accordance with Regulation 193 shall be required to pay for electric current consumed at the rates payable by household consumers to the supply authorities in the districts wherein the quarters are situated.

195. MEDICAL ATTENDANCE.

(1) Subject to conditions approved by the Air Board, members of the Regular Air Force may be granted medical and surgical treatment at public expense except where the injury or sickness is due to the member's own fault.

(2) The Air Board may recover the whole or such part of the cost of the treatment as it considers appropriate.

196. DENTAL TREATMENT.

Dental treatment may be provided under such conditions as are approved from time to time by the Air Board.

197. DEFINITION OF SICK-LEAVE.

Absence from duty on account of sickness or injury whether the absentee be in hospital or otherwise shall be considered sick-leave within the meaning of these regulations.

198. MEDICAL CERTIFICATES REQUIRED.

Whenever a member is absent from duty on account of illness or accident for any period extending beyond three days a medical certificate stating the nature of the illness or accident and the probable period of absence shall be forwarded to his commanding officer, who may nevertheless require that a medical certificate shall be furnished in respect of absences of less than three days.

199. SCHEDULE OF PAY DURING SICK-LEAVE.

(1) Pay during sick-leave shall be in accordance with the following schedule :—

Length of Service.	On Full Pay.	On Half-pay.
Under 3 months 1 week	..
Over 3 months and under 6 months 2 weeks	..
Over 6 months and under 9 months 1 month	..
Over 9 months and under 5 years 1 month	1 month.
Over 5 years and under 10 years 2 months	2 months.
Over 10 years and under 15 years 3 months	3 months.
Over 15 years and under 25 years 4 months	4 months.
Over 25 years 5 months	5 months.

(2) The scale set out in the foregoing schedule shall not apply in the following cases :—

- (a) Sickness resulting directly from the conditions under which the member was working :
 - (b) Injury sustained by the member in the discharge of his duties :
 - (c) Disability arising out of war service.
- (3) Members absent through illness or disability caused by misconduct or negligence may be liable to such reduction of pay as the Air Board may decide.
- (4) In exceptional cases the Air Board may approve an extension of the period of sick-leave and the rate of pay applicable thereto.

200. GRANTING OF SICK-LEAVE.

Sick-leave in accordance with Regulation 199, clause (1), up to two months may be approved by the officer commanding a station, but any extension of sick-leave or sick-leave for a period exceeding two months must be referred to the Air Board for approval.

201. MEMBER ON SICK-LEAVE CONTINUOUSLY FOR MORE THAN THREE MONTHS.

A member who has been continuously absent on sick-leave for more than three months will not be permitted to return to duty until he has been passed as fit to resume duty by a Medical Board.

202. FUNERALS.

A funeral at the public expense will be provided for a member of the Air Force who dies as the result of disability arising out of and in the course of his duties, provided all the arrangements are made by the Department. No liability shall be incurred by the Department by reason of any instructions given by the relatives or friends of the deceased.

C. A. JEFFERY,
Clerk of the Executive Council.