

time being intrusted to a deputy not connected with the Department, care must be taken to see that the fees due for the work done by such deputy are paid to the Acting-Postmaster, and by him to the Post Office Account.

LEARNERS' SCHOOLS.

265. Learners will be paid salary on cadets' scale from the date they take up duty in the school, but they will be regarded as on a temporary footing only until a certificate of competency is issued, and the permanent appointment as cadet will count from the day of issue of the certificate.

266. The hours of attendance are from 9 a.m. till 4 p.m., with an interval of one hour at mid-day, during which time the school is to be closed. No other absence will be permitted, except for sickness or other special reason. The hours of attendance on Saturdays will be from 9 a.m. till 1 p.m.

267. Attendance must be punctual and regular. An attendance-book is to be kept in each school, in which the time of coming on and going off duty of instructors and learners must be promptly entered. Instructors will check and initial each day's entries. Absence on account of sickness is to be governed by the general departmental regulations.

268. Learners are to give implicit obedience to the instructor's orders; and the conduct and attire of learners while they are off duty, as well as when they are in the office, must be such as will not discredit either themselves or the Department.

269. Instructors must be present at all times during the stated hours of attendance. They will be held responsible for the maintenance of discipline and for proper care being taken of the instruments. An instructor must satisfy himself that learners other than those living with relatives are placed in respectable lodgings, and should make occasional visits at the lodginghouses to satisfy himself that the lads are being properly looked after. Learners are not permitted to change their lodgings without the permission of the instructor.

270. The progress of learners must be carefully supervised, and such defects as the imperfect formation of letters, bad spacing, careless writing, &c., pointed out to them. Instructors must exercise discretion in giving to each learner such proportion of sending and receiving practice as may appear to be required in his individual case. Good handwriting is of the first importance; and, in order that a proper style may be cultivated, four pages of Vere Forster's copybook No. 11 or The Times copybook No. 14 are to be written daily—two during office hours, and two during the learner's own time.

271. A report on any lad learning telegraph-operating should be sent to the Secretary on the form "Quarterly (or Two-monthly) Report on Junior Officers practising Telegraph-operating" at the proper time.

272. A diary is to be kept at each school by the instructor for entry of anything worthy of record in connection with the day's work.

273. Visitors are to be forbidden entrance to the school except upon official business.

ERRORS AND IRREGULARITIES.

274. All postal or telegraph errors and irregularities must be reported without delay, the postal to the Inspector of Post-offices, the money-order and savings-bank to the Controller of Money-orders and Savings-banks, and the telegraph to the Inspector of Telegraph-offices through the Chief Postmaster or the Officer in Charge.