

the subjects herein forbidden the post may be detained without hesitation, but others should form the subject of special representations to the Secretary.

471. Officers are required to submit to the Secretary through the usual channel any copies of advertisements they notice in the public prints contravening the provisions of the Act. Any advertisement relating or supposed to relate to any treatment of the sexual organs comes within the scope of this order; also any advertisement including post-office or telegraph emoluments among the advantages of a business for sale. (See Rule 16.)

SHIPPING NOTICES.

472. The master, owner, or agent of every vessel about to sail is required by law to give timely notice of the intended departure of such vessel. If the vessel does not sail at the appointed time, due notice must be given of such postponement. (See section 40 of the Post and Telegraph Act, 1908.)

473. The master of every vessel arriving at any port in New Zealand at which there is a post-office shall, as soon as practicable thereafter, subscribe a declaration in the prescribed form (section 45 of the Post and Telegraph Act, 1908) that he has delivered to the post-office every mail-bag and letter that was on board his vessel, except such letters as are not required to be sent by post. Such declaration is to be delivered to the person duly authorized to receive the mails for the post-office. On receipt of the declaration the necessary certificate must be issued to the master, and the declaration immediately handed to the Customs Department. As shipmasters may not always be provided with the declaration form, care must be taken that a supply is carried at all times by the messenger, mail-carrier, or shipping officer, who must see that he receives the declaration with the way-bills.

474. Any master failing or refusing to comply with the foregoing requirements is liable to a fine not exceeding £100.

DESPATCH OF INLAND MAILS.

475. It is an essential part of a Postmaster's duty, before despatching a mail, to see that the letters have been treated in accordance with the regulations. He should satisfy himself that every article bears a distinct impression of his office stamp, and that the restrictions as to size, weight, and contents are in no case being infringed; that the postage-stamps have been carefully defaced, and that none of them have been previously used; that the registered letters have been properly dealt with, and that the unpaid and insufficiently paid letters have been duly charged.

476. When the letters have been thus examined and prepared they must be sorted for despatch by the respective mails. At offices which make up a number of mails, the letters should first be sorted into "divisions" or "roads," and those in each division should then be sorted for the respective offices to which they are to be despatched. The object should be to sort accurately, and to despatch the mails with quickness and regularity, and yet so to apportion the work that it may be possible to trace every error to the officer by whom it was committed.

477. A bagging-card must always be enclosed in each bag of weekly newspapers, and the officer who bags up the newspapers must place his initials on the card. The bagging-card must always be attached to the report should any articles be missent in the bag.

478. Letters when sorted must be securely tied in conveniently sized bundles. All articles prepaid as letters, even though