

members of Parliament or of the Legislative Council, public bodies, or private individuals, with the view of causing them to approach Ministers or the Commissioner for the purpose of influencing decisions regarding cases of discipline, promotion, or transfer. Such action is highly objectionable, and is at variance with a high standard of discipline. Any member of the Force who offends against this regulation is liable to immediate dismissal.

310. It sometimes occurs that wives, fathers, or other relatives or friends of members of the Force send letters to influential persons asking that Ministers or the Commissioner might be privately approached in cases of the kind mentioned above, and stating that this is done without the knowledge of the person on whose behalf the letters are sent. It must be clearly understood that if any such influence is used the case will be dealt with as if known to the member of the Force concerned.

#### Instruction Classes.

311. Weekly instruction classes of not less than one hour's duration shall be held at Auckland, Wellington, Christchurch, and Dunedin, at which any member of the Force may, and all members of less than one year's service must, attend.

The classes shall be conducted by the Sub-Inspector or Senior Sergeant, and the subjects of instruction shall be the Police Regulations and all statutes bearing upon Police duties and practical Police work.

#### Leave.

312. All members of the Force will be allowed leave of absence according to the following scale: For every full month's service, one and a quarter days' leave on pay.

Leave may be allowed to accumulate for three years, so that forty-five days can be taken at one time.

313. Superintendents and Inspectors in charge of districts may grant leave according to the above scale to subordinate members of the Force.

314. Commissioned officers requiring leave must forward their applications to the Commissioner, and submit the name of the member of the Force who will act for them during their absence.

315. All members of the Force, when on leave visiting places where an Inspector is stationed, shall report to him and leave their address, so that they can be found if required, unless they have left their address with the officer in charge of the district they belong to.

This provision does not apply when simply passing through by boat or train.

316. Members of the Force when on leave shall be subject to every order, rule, and regulation of the Force, and will be liable to be called on to act, and to the consequences of any breach of discipline or good order, as if they were on duty; and all members of the Force shall report all cases of misconduct on the part of men on leave of absence coming under their notice.

317. No member of the Force shall leave his sub-district, except on duty, without permission from his superior officer.

318. No commissioned officer shall leave his district, except on duty, without the permission of the Commissioner.

319. No member of the Force shall leave New Zealand without the permission of the Commissioner.

320. Leave of absence without pay may be granted by the Commissioner in special cases.

321. Leave shall only be granted if the member applying for it can be spared, so that it is advisable for all members to avail themselves of their leave in slack times, and not wait for general holidays, when their services are invariably required.

322. Members of the Force going on leave must make proper arrangements for the safe custody of Government property in their charge during their absence, and, if they are relieved, shall hand all property over to the officer relieving them.

323. Leave must be applied for on the printed form supplied.

324. Members of the Force going on leave who hold appointments under other Departments shall notify such Departments when they are leaving, and give the name of the officer who is to perform their duties during their absence.

325. Members of the Force retiring on pension or superannuation allowance after having reached the age-limit may, if their conduct has been satisfactory, be granted three months' leave on full pay prior to retirement.

326. A record of all leave granted to every member of the Force below the rank of Sub-Inspector must be entered on a sheet, which must be attached to his defaulter sheet and forwarded with his papers to the district he is transferred to, so that it can always be seen what leave he is entitled to.

327. Sunday leave may be granted to members of the Force who are on day duty by the officer in charge whenever they can be spared, and care must be taken that the leave is equally apportioned. This leave shall not count against annual leave.

328. It must be clearly understood that leave of absence is a privilege, and that no man can claim such leave as a right.

#### Marriage.

329. No member of the Force below the rank of Sub-Inspector will be allowed to marry without the permission of the Commissioner, which shall not be granted unless the intended wife is of good character.

Applications to marry must be submitted to the Commissioner, and the date of marriage afterwards reported to him.

An entry of the date of marriage must also be made on the member's record-sheet, and the authority for same quoted thereon.

330. If the wife of any member of the Force who does not hold a separation order engages in business her husband shall be called upon to resign from the Force.

331. If the wife of any member of the Force below the rank of Sub-Inspector dies he must report the matter, so that the records can be altered accordingly, and if he has no family he will be expected to live in barracks.

#### Matrons.

332. Matrons are appointed at each of the large cities.

They shall take charge of all female prisoners immediately they are brought to the station.

They shall keep the keys of the female cells, and not allow any of the prisoners therein to be conversed with except by order of the officer in charge of the station.

They shall carefully search all female prisoners, and hand any property found to the watchhouse-keeper, signing the Prisoner's Property-sheet as searcher.