

stores and, after consideration of his report, authorize their condemnation and local disposal. Officers should not be specially detailed for this duty if, within a reasonable time, a qualified officer will visit the station in connection with other military duties.

(d.) All instructions for the disposal of stores will be given by the D. of E. & O.S.

47. Haversacks and mess-tin covers condemned under para. 46 will be disposed of under the contracts for the sale of worn-out clothing.

48. When stores are returned to the Ordnance Department, vouchers will be prepared in triplicate by carbon process on N.Z. form G 1. A separate sheet will be used for each section, and each sheet will bear the regimental or corps office stamp. The vouchers will be signed by the consignor, and one copy, duly signed by the consignee, will be returned as soon as practicable after the stores have been received. When stores are passed to other accountants the vouchers will be prepared in duplicate only.

49. When stores are returned from a distance, vouchers will be sent by post on the same day that the stores are dispatched to the consignee to whom they are consigned. The date and number of the order directing the return of the stores will be inserted in the headings of the vouchers, and a corresponding date and number will be conspicuously marked on the outside of each case or package, so as to enable the consignee to identify it immediately on receipt. Each case, bale, or package will be weighed, and the weight marked upon it. (See King's Regulations, para. 472.)

50. C.O.s will make their own arrangements for conveyance, as in the case of issues (see para. 36) in the return of unserviceable and surplus equipments into store in camp and garrison.

51. When a unit is quartered at a station where there is an Ordnance depot, issues of equipment such as arms, accoutrements, harness and saddlery, and parts of bicycles, to replace similar unserviceable articles, will not be made until the unserviceable articles have been returned to the Ordnance Department, inspected, and condemned. The day and hour for return of unserviceable equipment and for issue of new equipment will be arranged by communication between the Ordnance Officer and the Commanding Officer.

52. When no Ordnance depot exists at the station the unserviceable articles will be returned to store as soon as possible after receipt of the new equipment. Corps marks will not be placed upon the new equipment until a notification is received from the Ordnance Officer that the articles returned are considered to be in a state for condemnation. The inspection and notification by the Ordnance Department will be carried out immediately the stores are received. Should any of the equipment so returned be found to be still serviceable, or capable of repair by regimental artificers, the Ordnance Officer will call upon the Commanding Officer to furnish an explanation for the information of the superior authority, who will decide whether the troops should be held liable, or a Board of officers be assembled to investigate the matter. If it is decided that the articles have been improperly returned they will be sent back to the unit and the new articles will be returned back to the Ordnance Department, the cost of carriage unnecessarily incurred being defrayed by the C.O.

53. Should it be considered that any articles returned as unserviceable have become so from unfair usage while in possession of the troops, the Ordnance Officer will bring the same to the notice of the superior authority, who will determine, by means of investigation by a Board of officers or otherwise, whether the troops are liable.

54. No reduction in any authorized equipment will be made without the sanction of the superior authority, but if owing to an authorized reduction accountants have on charge surplus stores or equipments not likely to be required within a short period, the superior authority will decide whether they shall be retained or returned to store.

55. When stores are issued on loan from Ordnance Department (as, for instance, moving heavy ordnance) the C.O. to whom they are lent will be held responsible for returning them as soon as the object for which they have been issued has been accomplished.

56. Commanding Officers and other accountants are responsible that all chests, cases, barrels, and other packages received with equipment of any kind are handed over as soon as they can be dispensed with to Ordnance Department, and if possible without cost to public. The consignment-note for packages received by rail will be endorsed by a certificate signed by officer who received the packages, "These packages were previously received over rail, filled, on [Date to be inserted.]"

D. Ammunition-cases, Fired, Accounting for.

57. The fired cases of small-arm ball and blank cartridges supplied gratuitously will be brought on Equipment Ledger charge by certificate-receipt voucher in the following proportions, and returned to the Ordnance Department. The cases will be brought on charge by weight and not by numbers:—

Nature of Ammunition.	Weight to be brought to Account per 1,000 Rounds expended.
·303 in. ball 20 lb.
·303 in. blank 10 lb.
Pistol, Webley, ball and blank 9 lb.

58. The rates to be charged for any deficiencies of ammunition supplied will be governed by the rates which will be notified in Command Orders.

59. Cases will be returned in the empty ammunition-packages once a quarter to such place or places as may be directed from time to time by the D. of E. & O.S. The C.O.s will not return a less weight than that representing 1,000 cases, except in the last quarter of the accounting year, when the outstanding balance, whatever it may be, will be sent in. Cases must be in good condition when returned, care being taken that grit and dirt are removed, and that no live cartridges are included in them.

60. Each package will contain a packing-note showing the rank, name, and unit of—

(a.) The person by whom the cartridge-cases were sorted and packed :