

Financial Instructions and Allowance Regulations for the New Zealand Military Forces.

LIVERPOOL, Governor-General.

IN pursuance and exercise of the powers and authority conferred on me by the Defence Act, 1909, I, Arthur William de Brito Savile, Earl of Liverpool, the Governor-General of the Dominion of New Zealand, do hereby revoke certain regulations made on the thirty-first day of May, one thousand nine hundred and seventeen, and shown in the Schedule hereto, and do also make additional regulations as shown in the said Schedule; and I do hereby declare that such revocation shall take effect and such regulations come into force as from the date of publication hereof in the *Gazette*.

SCHEDULE.

REGULATIONS 4, 5, and 6 of the 31st May, 1917, are hereby revoked, and the following regulation substituted in lieu thereof:—

“4. The duties of the New Zealand Army Pay Department are defined in Section XVI.”

The following regulations are hereby made:—

SECTION VI.—SPECIAL GRANTS FOR THE TERRITORIAL FORCE.

Maintenance Grant.—Financial Administration.

236A. The amounts lodged to the credit of the official banking account of the unit shall only be used for the purposes laid down in paragraph 229. Officers administering accounts are strictly forbidden to advance or loan moneys from the account, and any breach of this regulation shall be regarded as most serious, and appropriate disciplinary action shall be taken accordingly.

SECTION XVI: NEW ZEALAND ARMY PAY DEPARTMENT.

Organization and General Duties.

307. The duties of the New Zealand Army Pay Department include the receipt and disbursement of all moneys receivable and payable for services connected with the Department of Defence or the New Zealand Military Forces, and for the compilation of accounts connected therewith.

308. For these duties the Director of Financial Services shall be responsible under the Quartermaster-General. He will act as financial adviser to the Quartermaster-General in all questions of pay and allowances, and in such other matters as that officer may refer to him. He will command the New Zealand Army Pay Department and New Zealand Army Pay Corps, and exercise supervision and control over the personnel and organization of all New Zealand Army Pay Offices.

309. District or Command Paymasters will be appointed for duties at such places as may from time to time be decided upon, and will carry out, under the general instructions of the Director of Financial Services, accounting duties in respect to New Zealand military services.

310. Questions relating to a soldier's pay and emoluments will be dealt with by the Officer Commanding the District in which the soldier is serving. Pending receipt of the decision the Command Paymaster will defer payment. In a case of emergency at a station abroad, where the Officer Commanding the Troops, after taking into consideration the Staff or Command Paymaster's objection, may order in writing that the payment be made, and shall apply to New Zealand Headquarters for the covering sanction of the Hon. the Minister of Defence. The Staff or Command Paymaster in that event will comply with the order and report the case departmentally to the Director of Financial Services. The personal liability attaching to all officers who order disbursements of public moneys will then rest upon the Officer Commanding the Troops.

If a Paymaster is desired by military authority to make a payment or accept a charge or credit which in his opinion is not authorized by regulations, or is otherwise incorrect, he will state his objections in writing. If these objections are not removed, and the military authorities desire to pursue the matter, the procedure indicated in Regulation 311 will be followed; except that where the Paymaster and the unit are serving in the same military district the case will be first referred to the Command Paymaster.

311. Appeals by the military authorities against the objections or disallowances of a Paymaster will be made to the Assistant Quartermaster-General of the command in which the troops concerned are serving, who, if unable to concur with the Paymaster (or the Command Paymaster as provided in Regulation 310), will submit the case to the Director of Financial Services for decision, attaching the original correspondence.

312. A Paymaster will be held responsible that no arrear occurs in the work of his office, and that the books are posted up daily and are at all times ready for inspection.

313. Offices, records, and accounts will be open to the inspection of superior authority and of such officers as may be appointed for the purpose.

314. A Paymaster who may be involved in pecuniary difficulties will, pending investigation and decision of superior authority, be suspended from duty.

315. A Paymaster will not take charge of any regimental or other funds not belonging to the public, nor shall he act as auditor, or on the committee controlling the expenditure of the same.

316. All offices of the Department will be open for the transmission of public business from 9 o'clock a.m. to 1 o'clock p.m. and from 2 o'clock p.m. to 5 o'clock p.m., except on Saturdays, when the hours shall be from 9 o'clock a.m. to noon; but the services of Paymasters and clerks will be