

preceding the date of examination, such specimen work to be accompanied by a certificate signed by the Class Instructor and the Director of the school that the work is the candidate's unaided effort, executed without the supervision or direction of the Instructor.

(25.) *Workshop Practice.*—The use of scales, callipers, and micrometer and vernier callipers, measurement to ordinary tolerances in fitting and machine work. Simple workshop calculations, including questions involving elementary mensuration, elementary geometry of the straight line and triangle, and algebra to the solution of simple equations. The characteristics and properties of the commoner metals and alloys employed in metalwork, such as iron, steels, copper, brass, zinc, aluminium, &c.

The description, use, and care of setting-out, measuring, and testing instruments and of hand tools. The setting-out of a simple piece of work from the drawing. Bench, forge, and lathe work of a very simple character, drilling, hand riveting, soldering, and brazing.

The examination will consist of a written examination and a practical test.

Every candidate for examination in workshop practice will be required to hand to the Supervisor at the examination his note-books for the previous year's work, together with a specimen or specimens of work done in the workshop within a period of three months preceding the date of examination, such specimen work to be accompanied by a certificate signed by the Class Instructor and the Director of the school that the work is the candidate's unaided effort, executed without the supervision or direction of the Instructor.

Regulation No. 197 is hereby revoked, and the following substituted therefor:—

197. Except in Departments in which special regulations apply, no officer appointed to the Clerical Division after the 1st April, 1913, shall receive a salary exceeding £180 per annum until he shall have passed a practical test in the following subjects:—

<p>Précis-writing ; Letter-writing ; Elementary book-keeping ; Indexing and registration ; Preparation of statistical summaries ; Making fair copies of rough and abbreviated notes ; and Handwriting.</p>	}	<p>To be of the nature of the work usually performed in the Department in which the officer is employed.</p>
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Regulation No. 201 is hereby amended by striking out the figures "£260," and substituting therefor the figures "£300."

Regulation No. 202 is hereby amended by adding thereto the following subclause:—

(g.) Being an officer who has had active service overseas, has passed an examination in the work of the Department to which he belongs to the satisfaction of the Commissioner.

Regulation No. 209 is hereby amended by adding subclause (4):—

(4.) Where the performance of such higher duties by an officer has been intermittent and amounts to four months during the then current financial year, an allowance as provided in subclause (1) may be paid for any subsequent occasions during the same financial year in which he performs such higher duty.

Regulations 161A and 161B are hereby revoked, and the following substituted therefor:—

161. (a.) Except in the case provided for by section 40 of the Act, appointments to the Clerical Division may in the first place be to such subdivision of Class VII as the Commissioner may determine.

(b.) Except in the case provided for by section 40 of the Act, appointments to the Professional Division shall in the first place be to such subdivision of Class F in the Second Schedule to the said Act as the Commissioner may determine, but holders of University degrees, or of approved certificates from any university college that the candidate has attained special knowledge in any scientific subject, may be admitted in such subdivision and class as the Commissioner thinks fit.

(c.) A member of the military branch of the Defence Forces who has passed the Entrance or Senior Examination may be transferred to the Civil branch of that Department, and may be admitted in such class or subdivision as the Commissioner thinks fit.