

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

JELlicoe, Governor-General.

IN pursuance and exercise of the powers and authority conferred on me by the Defence Act, 1909, and its amendments, I, John Rushworth, Viscount Jellicoe, Governor-General of the Dominion of New Zealand, do hereby revoke the Financial Instructions and Allowance Regulations for the New Zealand Military Forces published in the *New Zealand Gazette* of the thirteenth day of March, one thousand nine hundred and thirteen, together with all amendments thereto, and substitute in lieu thereof the regulations set out in the Schedule hereto; and I do hereby declare that such revocation shall take effect and such new regulations come into force as from the date of publication thereof in the *Gazette*.

SCHEDULE.

THESE regulations are divided into Sections, as follows:—

- Section I.—General Instructions.
- Section II.—Pay and Special Allowances of the N.Z. Permanent Forces.
- Section III.—Uniform Allowance, Travelling Allowances and Expenses, and other Allowances.
- Section IV.—Pay and Allowances of the Territorial Force and Reserve.
- Section V.—Compensation to Members of the Forces.
- Section VI.—Special Grant for the Territorial Force.
- Section VII.—Audit.
- Section VIII.—Rations and Forage.
- Section IX.—Allowances to Witnesses at Courts-martial or Courts of Inquiry.
- Section X.—Medical Attendance.
- Section XI.—Sick-leave, &c., N.Z. Permanent Forces.
- Section XII.—Postage and Telegrams.
- Section XIII.—Sale of Government Stores.
- Section XIV.—Military Funerals.
- Section XV.—N.Z. Army Pay Department.

SECTION I.—GENERAL INSTRUCTIONS.

Definition.

1. THE expression "N.Z. Permanent Forces" includes N.Z. Staff Corps, R.N.Z.A., N.Z.P.S., N.Z.A.O.D., N.Z.A.O.C., N.Z.A.P.D., N.Z.A.P.C., N.Z.A.S.C., and N.Z. Army Medical Corps; officers and other ranks of the Imperial or other Dominion Forces, and all officers and other ranks temporarily appointed to the N.Z. Military Forces on a full-time basis.

The term, however, does not include officers employed in military hospitals, members of N.Z.A.N.S., V.A.D.s, or masseuses.

Vouchers, Claims, Receipts, &c.

2. The mark of any payee unable to write, and the mark or signature of every Maori, must be witnessed by a European able to write, other than the paying or countersigning officer. The Treasury, however, may exempt Maoris who can read and write English from the operation of this regulation.

3. All vouchers must show the rate according to the number, weight, or measurement of all articles by which the computed value of any item on the voucher has been arrived at. If this cannot be shown, the words "The price is as agreed upon" must be incorporated in the voucher.

4. Vouchers must be prepared by the claimants. Particulars must be clearly written, and be free from erasures and interlineations. Where a slight alteration is found to be necessary the word or figure should be ruled through, and the correction substituted and initialled.

5. The claimant must state his full Christian name, with full address. In the case of partnerships, companies, societies, &c., the registered titles of such will suffice.

6. Every voucher shall show the branch of the bank at which the cheque is to be paid, and shall contain full particulars of the claim, or be accompanied by a statement showing the particulars.

7. Officers certifying to vouchers will be responsible that all rates, computations, &c., are carefully checked, and will be surcharged with the amount of any deficiency or loss resulting from error of calculation.

8. A certifying officer may also be an approving officer, but shall not act in the dual capacity in respect of any one claim unless specially authorized to do so by the Paymaster-General.

9. In the event of any voucher being lost, payment may be made on another voucher certified and approved in the same manner as the original; but such voucher must be marked "Duplicate," show the reason for the non-production of the original, and a certificate shall be given by the certifying officer that every search has been made for the lost voucher without result, and that the claim has not been paid. Payment shall not be made until the certificate of the Director of Financial Services is obtained that the payment has not already been made.

10. No vouchers having the word "Duplicate" thereon will be passed without a full and satisfactory explanation as to the reason. Officers are cautioned against certifying duplicate vouchers unless they know positively that the original has not been paid, and that all endeavours to find it have failed.

11. When any doubt or difficulty arises as to any receipt to be taken the countersigning officer must apply to the Paymaster-General, Treasury, who will issue the instructions accordingly.