

allotted any work during any period of standing-time at his home station he shall, if brought on duty within eight hours after the commencement of such period of standing-time, be paid, in respect of such standing-time, for two hours at his ordinary rate of pay: Provided, however, that such two hours shall not be taken into account in computing overtime.

120. In no case shall any member who is booked for duty and duly reports for duty at the time booked receive in respect of such booking and reporting less than four hours' pay calculated at such member's ordinary rate of pay: Provided, however, that if, on reporting for duty in any such case, he is not allotted any work, such portion of the said period of four hours during which such member is not engaged in performing any work for which he is paid in pursuance of this regulation shall not be taken into account in computing overtime.

121. In any case in which an engine-driver or fireman has been on duty continuously for not less than fourteen hours he shall, if possible, be relieved from duty immediately on his arrival at the depot at the station at which he is to be booked off duty.

122. (1.) The ordinary hours of duty of employees in the Lake Wakatipu steamer service shall be sixty hours per week (exclusive of Sunday). Time worked in excess of the ordinary hours of duty shall be overtime.

(2.) Employees in the Lake Wakatipu steamer service will not be paid for overtime, but every such employee shall be granted an equivalent time off duty for any overtime worked by him.

(3.) Time off duty to which an employee shall become entitled under this regulation shall be granted at a time convenient to the Department, and shall be taken when granted. No employee shall have the right to accumulate overtime so as to obtain extended time off duty, nor shall he have the right to have any time off duty which may become due to him in respect of overtime worked added to any period of leave of absence to which he may be or become entitled.

123. (1.) Time worked by an employee in the Lake Wakatipu steamer service between midnight on any Saturday and midnight on the first following Sunday (hereinafter called "Sunday time") in pursuance of authority given in that behalf by the Permanent Head shall stand by itself, and shall be paid for as follows:—

(a.) In the case of any captain, mate, or engineer payment shall be made in accordance with the scale under which employees in Division I are paid for Sunday time.

(b.) In the case of any fireman or deck hand payment shall be made at double such employee's ordinary rate of pay. For the purposes of this paragraph an employee's ordinary rate of pay shall be a rate per hour being one two-hundred-and-eightieth part of his classified rate of pay per calendar month.

(2.) This regulation shall not apply to time (not exceeding one hour in each case) during which any fireman is employed on any Sunday for the purpose of banking fires.

*Leave of Absence and Sick and Accident Pay, &c.*

124. The Permanent Head may, at such times as in his opinion are convenient, grant to employees ordinary leave of absence on pay as follows:—

(a.) To employees in Division I, and to captains, mates, and engineers in the Lake Wakatipu steamer service:—

To each employee who has served continuously for less than ten years since the date on which he was last appointed in the Department, not exceeding twelve working days in each year of service.

To each employee who has served continuously for not less than ten years since the date on which he was last appointed in the Department, not exceeding eighteen working days in each year of service.

To each employee who regularly works seven days per week throughout the year, not exceeding twenty-four working days in each year of service, to be taken in two periods of twelve working days each.

In every case in which the emergency and sick leave granted to any employee in Division I exceeds fourteen days in the aggregate in any year of service the number of days so granted in excess of fourteen shall be deducted from the period of ordinary leave of absence to which such employee may be or become entitled in respect of such year: Provided that the Permanent Head may grant further ordinary leave of absence to any such member if in the opinion of the Permanent Head the special circumstances of the case warrant the granting of such further leave of absence.

(b.) To employees in Division II, and to firemen and deck hands in the Lake Wakatipu steamer service:—

To each employee entitled to payment for overtime who has served continuously for less than ten years since the date on which his last period of service in the Department commenced, six working-days in each year of service.

To each employee entitled to payment for overtime who has served continuously for not less than ten years since the date on which his last period of service in the Department commenced, nine working-days in each year of service.

To each employee not entitled to payment for overtime who has served continuously for less than ten years since the date on which his last period of service in the Department commenced, nine working-days in each year of service.

To each employee not entitled to payment for overtime who has served continuously for not less than ten years since the date on which his last period of service in the Department commenced, twelve working-days in each year of service.

125. (1.) Every employee who is required to be and is on duty on any of the following days in any year—namely, Christmas Day, Good Friday, Sovereign's Birthday, Labour Day, Anzac Day, or Dominion Day—shall be entitled to have one day added to the period of his ordinary leave of absence for such year for each of such days on which he is so required to be and is on duty, or one day off duty at any time before the granting to such employee of his ordinary leave of absence next after the time when he is required to be and is on duty as aforesaid in each case, and no addition shall be made to the period of such employee's ordinary leave of absence in respect of any of the aforesaid days for which he has been so granted a day off duty.

(2.) Every employee who is laid off duty by the Department on any of the aforesaid days may elect to receive no pay for each such day on which he is so laid off duty, and such employee shall be entitled to have one day added to the period of his ordinary leave of absence for each of the aforesaid days on which he is so laid off duty and in respect of which he receives no pay.

126. (1.) Any temporary employee in the Clerical Branch of the Department whose last continuous period of service in the Department is not less than one year may be granted ordinary leave of absence for the same period and subject to the same conditions as are applicable, under the provisions of regulations 124 and 125, to an employee in Division I.

(2.) Any temporary employee in any other than the Clerical Branch of the Department whose last continuous period of service in the Department is not less than one year, or any temporary employee (not being a casual wharf labourer or an employee in the Clerical Branch) who has been employed in the Department for not less than twenty-four hours in each and every week for a continuous period of not less than three years up to the time when the question of his eligibility for the privilege provided for herein arises, in each case may be granted ordinary leave of absence for the same period and subject to the same conditions as are applicable, under the provisions of regulations 124 and 125, to an employee in Division II.

(3.) Nothing in this regulation shall be construed so as to give any person any claim to any concession or privilege after such person has ceased to be employed in the Department.

127. If any employee desires that his ordinary leave of absence in respect of more than one year's service should accumulate, such accumulation may be allowed for two years only, subject, however, to such employee giving notice of such desire to his controlling officer at least six months before the ordinary leave of absence for the first of such years shall become due to such employee. Save as provided in this regulation, no employee who fails to avail himself of the ordinary leave of absence due to him in any year shall by reason of such failure be entitled to a more lengthened period of ordinary leave of absence than that prescribed in the following or any subsequent year, except under special circumstances approved by the Permanent Head.

128. The Permanent Head may, in circumstances of emergency, grant to any employee emergency leave of absence for such period and subject to such conditions as the Permanent Head thinks fit.

129. (1.) The Permanent Head may grant to any member who has served in the Department continuously for at least ten years since the date when he was last permanently appointed therein special leave of absence for a period not exceeding twelve months at one time, and to any member who has served for less than ten years since the date aforesaid special leave of absence for a period not exceeding six months at one time.