

damage," and, in the case of the certificate, the words " or damage " deleted from the footnote.

(b.) Label P.P. 52 should next be filled in and affixed to the parcel, which should then be entered in the Insured-parcel Record. Labels must be so placed that they cannot conceal injuries to the cover, and should not be folded over two sides of the cover so as to hide the edges.

679. A hand-to-hand check must be kept of all insured parcels. Those for delivery within New Zealand should be advised on list P.P. 13, sub-office letter-bills, and Registered-letter Delivery Books, but the initials "I.P." should be written opposite the entry. Delivering officers must be particularly careful to obtain receipts from addressees in the same way as for registered letters, and to mark the receipts "Insured for £ [amount]." Insured parcels received from abroad need not be listed as registered to offices of destination, as the transfer certificates accompanying them should afford the needful check in transmission.

680. The weight of each insured parcel received in a London or other oversea parcel-mail is to be carefully checked against the declared weight immediately on being removed from the receptacle. Any discrepancy in weight must be reported to the Secretary by verification note.

681. Insured parcels for places abroad should be advised to terminal offices making up parcel-mails for foreign exchange offices (Wellington for the United Kingdom and countries beyond, and Wellington and Auckland for Ceylon, India, Straits Settlements, and Hong Kong) the same as inland insured parcels. Insured parcels, if entered on a special sheet, should be totalled and transferred to the final sheet of the ordinary parcel-bill and embodied with the totals of ordinary parcels. Insured parcels despatched to India are to be entered on a separate parcel-bill from the ordinary parcels, but the number of insured parcels despatched is to be shown on the summary at the foot of the parcel-bill advising the ordinary parcels. The insured parcel-bills for India must be numbered with a series number different from the ordinary parcel-bills.

682. The additional postage-rates to be credited to London, Ceylon, India, Straits Settlements, and Hong Kong on insured parcels outward will be found in the transit table.

683. Officers handling insured parcels are required to give special attention to their care and disposal. A careful examination of every parcel as to its condition should be made before delivery or despatch, and any appearance of damage or tampering brought under the notice of the Postmaster, who will report the case, through the Chief Postmaster, to the Secretary. In case of damage, a special note should also be made opposite the entry, and initialled by two officers.

684. Should the contents of an insured parcel become lost or damaged owing to neglect or carelessness, the officer at fault may be required to bear the whole or a portion of the amount of compensation payable in respect thereof, as may be determined by the Postmaster-General.

685. Acknowledgments of delivery may be obtained or given for insured parcels despatched to or received from the United Kingdom, under the same conditions as for registered letters. The fee in respect of such acknowledgments of delivery will be 2½d., and will be payable whether the request for acknowledgment is made at the time of posting or subsequently. These acknowledgments are to be dealt with in the same way as acknowledgments of delivery of registered letters, and all inquiries relating to insured parcels must be accompanied by an A.R. form duly stamped.

685a. At the close of each year Chief Postmasters must furnish to the Controller of Accounts a return, on form Acct. 49, showing