

- (b.) The requisitions for repairs and similar works should be sent in as early as possible, and the works should, wherever practicable, be completed by the last day in February of each year.
- (c.) Where accounts outstanding are likely to be of considerable amount, the persons interested should be requested to furnish the accounts promptly. A memorandum to that effect could be written across the orders when given.
- (d.) With regard to the pay and allowances of the Forces, such arrangements should be made as will enable all payments due for the financial year to be made prior to the 31st March.
- (e.) It is the duty of officers to see that all claims are promptly paid.

**Moneys received from Tenderers for Canteen Rights and Sale of Fat, Swill, and Camp-refuse.**

40. (a.) An officer appointed to the command of a camp may call for and approve of any tenders received for the sale of groceries, fat, swill, and camp refuse, or for the conduct of booths for non-alcoholic liquors, barbers' shops, &c.

(b.) On the conclusion of a camp steps are to be immediately taken to settle all accounts owing in connection therewith, and, where so arranged with the firms concerned, the balance of stock on hand must be returned at once, or in the absence of such an arrangement disposed of by sale.

(c.) Except as provided in subparagraph (d) hereunder, any profits shall be divided proportionately between each regiment or unit, &c., or portion of same, in camp, and forwarded to the respective Commanding Officers, who shall give receipts for amounts received, and shall publish in Regimental Orders an acknowledgment of same. Sums so received shall be paid into regimental funds to be used, at the discretion of the Commanding Officer, for the benefit of his unit.

(d.) In regard to rifle meetings, courses of instruction, &c., where it is impracticable to make an allocation to individual units, the profits (if any) derived from the above-mentioned sources shall be accounted for as directed by the G.O.C., and held for the benefit of the troops at subsequent similar meetings, &c.

**SECTION II.—PAY AND SPECIAL ALLOWANCES OF THE OFFICERS, WARRANT OFFICERS, NON-COMMISSIONED OFFICERS, AND MEN OF THE N.Z. PERMANENT FORCES.**

**General Instructions.**

41. All persons appointed to the N.Z. Permanent Forces shall be entitled to draw pay and allowances appropriate to their rank, from and including the date upon which they commence duty.

42. In every case where increments of pay are provided for, such increments will be payable when the officer, warrant officer, non-commissioned officer, or man has been in receipt of the lower rate of pay for the full period necessary to earn the increment. The provision of increments may be withheld at the discretion of the G.O.C. in the case of any officer, warrant officer, non-commissioned officer, or man whom he considers to be below the standard of efficiency required, or whose conduct is in any degree unsatisfactory.

**Pay of Officers.**

43. The following shall be the consolidated rates of pay (including all allowances except as prescribed in regulations) for officers of the N.Z. Permanent Forces :—

Rank.	Present Rates of Pay per Annum.		
	Minimum.	After Two Years.	After Four Years.
Major-General .. .. .	£ (a)	£	£
Colonel-Commandant or Colonel on the Staff	785	825	850
Lieutenant-Colonel .. .. .	650	700	765
Major .. .. .	515	565	615
Captain* .. .. .	400	440	485
Lieutenant .. .. .	300	340	385
2nd Lieutenant .. .. .	300	340	385

Temporary personnel to be paid £20 per annum less than above rates.

(a) £1,100 per annum, rising to £1,200 after one year.

\* £515 per annum after 8 years.

44. Officers of the New Zealand Permanent Air Force employed on regular flying duties shall receive flying-pay of £10 per month in addition to the above rates.

Officers of the N.Z. Permanent Air Force who are qualified as Pilots, but who are not regularly employed on flying duties, shall be entitled to a flying allowance of 10s. per day for each day on which a casual duty flight is made.

45. Persons occupying Government quarters shall be required to pay as rent such sum as may from time to time be determined by competent authority.