

- (3) He shall keep an order-book in which from time to time all orders affecting the working of the brigade shall be entered. Such order-book, or a copy of the orders therein, shall be available for inspection by members of the brigade at all times.
- (4) He shall allot such duties to the members of the brigade as he may deem necessary for ensuring the efficiency thereof, and may draw any member from any special duty and allot him fresh duties at his (the Superintendent's) discretion.
- (5) He shall keep a service record-book containing the names, occupations, places of birth, dates of birth, dates of joining and discharge from the brigade, with awards and punishments by the Board, in a proper manner.
- (6) He shall perform any other duty in connection with his position which the Board may from time to time assign to him.

FIREMAN TO TAKE CHARGE IN OFFICERS' ABSENCE.

13. In the event of the absence of all the Board's officers at any fire or false alarm of fire, the senior fireman there present shall take charge of the brigade.

DISCIPLINE AND GENERAL BEHAVIOUR.

14. A member of the brigade guilty of any of the following offences whilst on duty in the Board's service shall be liable to suspension from duty by the Superintendent:—

- (a) Being in an intoxicated condition;
- (b) Disobeying any lawful order of his superior officer;
- (c) Using abusive or insubordinate language to his superior officer;
- (d) Striking his superior officer;
- (e) Using obscene language.

15. A member of the brigade committing either of the following offences shall be suspended and immediately reported to the Board by the Superintendent:—

- (a) Wilfully damaging any portion of the brigade's premises or other property of the Board;
- (b) Absenting himself without sufficient excuse from any drill or practice ordered by the Superintendent, or from any false or real alarm of fire;
- (c) A fine of 5s. is inflicted for absence from fires, and a fine of 2s. 6d. for absence at inspection parades unless the member is ill, incapacitated, out of town, or can satisfy the Superintendent of the cause of his absence;
- (d) A fine of 2s. 6d. is inflicted on any member who fails to return to the Fire Station after working at a fire or fires, to clean up the gear and wash the hose and attend to his duties, unless leave is granted by the officer present;
- (e) A fine of 2s. 6d. is inflicted on any member who neglects orderly duties. These duties are: Keeping the plant, gear, &c., clean and in order; putting away hose left out to dry; and performing any services the Superintendent may require. Substitutes may be made, but the member first appointed will be held responsible for the work. The men in charge of out-stations are exempt from the above, but are responsible for the care of the gear in their charge.

The Board shall have power to waive any fines so incurred if recommended by the Superintendent:

- (f) Gambling is strictly forbidden on any part of brigade premises;
- (g) Any member or members of a brigade who shall wilfully damage the property of the Fire Board must make the same good at his or their own cost;
- (h) No member of the brigade shall enter, or in any way use the board-room except on business;
- (i) Persons calling to see members of brigades may be taken inside the station, but on no account shall any fireman invite a number of persons to visit a fire-station.
- (j) No noisy recreation shall be indulged in on brigade premises on Sundays.

16. No member of the brigade shall under any circumstances write any letter or furnish any information to the Press on matters in connection with the Board or brigade, save that in the event of no superior officer being present, the senior fireman on duty may give particulars regarding any fire which has been attended by the brigade.

LEAVE OF ABSENCE.

17. Leave of absence for any period not exceeding fourteen days may, on the application of a member of the brigade, be granted by the Superintendent, who shall record the same in his occurrence-book.

Any member of the brigade desiring leave of absence for a longer period than fourteen days shall apply in writing addressed to the Superintendent, who shall forward each

application to the Secretary of the Board, with such recommendation as he may think fair, and leave of absence for such longer period shall be granted by the Board.

BRIGADE MAY MAKE RULES.

18. Subject to the approval of the Board, and provided they in no way conflict with these by-laws, the brigade may make rules and regulations for its own government.

GRATUITIES FOR VOLUNTEER AND OTHER SERVICES.

19. For the performance of any volunteer or special services rendered by any person, whether a member of the brigade or not, in respect of any fire, there may be paid out of the funds of the Board such sum as the Board may direct.

ELECTRIC FIRE-ALARM CIRCUITS.

20. The Board may establish or contract with any person or corporation for the establishment of an electric fire-alarm circuit, and may from time to time extend such circuit and provide for the connection therewith of street alarms and public and private buildings or premises. All connections of alarms installed in public or private buildings or premises or any alterations to same shall be carried out to the approval of the Board at the cost of the owner of the property to be connected, and the cost of maintenance and of the periodical examination and testing of such connection shall be borne by the owners of the property connected, and all connections shall be efficiently maintained to the satisfaction of the Board or the officer appointed by the Board for that purpose. With the consent of the owner such cost may be commuted to the payment of such annual sum as may be agreed on between the Board and such owner.

DONATIONS IN RECOGNITION OF BRIGADE'S SERVICES.

21. Donations by the public in recognition of the brigade's services shall be the property of the brigade, and shall be used in providing for the comfort and recreation of the members thereof, or otherwise for the benefit of the members of the brigade.

MAINTENANCE OF DISCIPLINE AND GOOD CONDUCT ON THE PART OF THE OFFICERS AND MEN OF THE BRIGADE.

22. No person shall supply any intoxicating liquor to any officer or member of the brigade while such member or officer shall be on duty, unless he shall first have received permission from the officer in charge of the brigade at the time so to do.

23. No person other than a member of the brigade, its Secretary, or members of the brigade, shall enter the fire-station controlled by the Board, unless such person shall first have received permission to do so from the officer in charge of the station or a member of the brigade, and no person shall, after having been requested by the officer in charge of the station to leave any such station, remain in any such station or on or about the station premises.

24. No person other than an officer of the brigade or a member thereof, or the wife or child of such officer or member, shall sleep in or on any station or in any of the Board's premises without having first received written permission of the Superintendent to do so.

IN RESPECT OF FIRES OUTSIDE THE PUKEKOHE FIRE DISTRICT.

25. If any brigade or portion of a brigade established and maintained by the Board within the Pukekohe Fire District attends or performs service at a fire on any premises outside the Fire District of Pukekohe at the request of the owner or occupier of such premises, then such owner or occupier shall pay to the Board for such attendance and service at the under-mentioned rates:—

	£	s.	d.
For the first hour or portion thereof	..	5	0 0
For each succeeding hour	..	2	10 0
For each fire appliance	..	2	10 0

PENALTY CLAUSE.

26. Every person guilty of an offence against, or committing any breach of, or failing to perform any duty imposed upon any such person by any of the provisions of these by-laws shall be liable for such offence, breach, or failure, to such fine not exceeding £20, as the Court inflicting the same shall in its discretion think fit.

The foregoing by-laws were made by the Pukekohe Fire Board, at a duly constituted meeting of the said Board held on the 13th day of December, 1926, and 7th March, 1927.

JOHN ROUTLY, Chairman.
J. F. DEANE, Secretary.

The foregoing by-laws of the Pukekohe Fire Board are approved this 8th day of April, 1927.

RICHD. F. BOLLARD,
Minister of Internal Affairs.