

ROSTER OF DUTIES.

496. For all duties, with or without arms, whether performed by units or by individuals, the roster will commence from the senior downwards; in the case of private soldiers the roster will be alphabetical.

497. Duties are classified as—

- (1.) Guards to the Governor-General.
- (2.) Duties under arms—(a) divisional, (b) brigade or camp, (c) regimental.
- (3.) Courts-martial—(a) general, (b) district.
- (4.) Boards or Courts of Inquiry—(a) divisional, (b) brigade, (c) regimental.
- (5.) Working-parties.
- (6.) Fatigues.

498. When it becomes an officer's turn for more than one duty at the same time he will be detailed for that duty which takes precedence as above. An officer detailed for one duty will, in addition, be detailed for such other duties as he can perform consistently with the proper discharge of the first-mentioned duty, and whether it is his turn by roster for the additional duties or not. When an officer is on duty he will be freed from all other duties which may come to his turn. Being detailed as "in waiting" does not count as a tour of duty. An officer on duty will attend parades, and perform such other incidental duties as do not interfere with the special duties for which he has been detailed.

499. Attendance at a Court-martial—the members of which have assembled and been sworn—will reckon as a tour of duty, though the Court may be dissolved without trying any person. On any day on which a Court-martial is not actually sitting its members will be considered available for other duties. They will not, however, quit the camp or station without the authority of the convening officer until the Court has been dissolved. This rule is also applicable to Courts of Inquiry and Boards.

500. A unit, detachment, guard, picquet, or fatigue party is entitled to count a tour of duty only when it has in pursuance of that duty marched off the ground where it was ordered to parade.

501. An officer detailed in orders will not exchange his duty with another without the permission of the officer by whom he was detailed.

502. An officer of Artillery, Engineers, or Signals will share in the general duty of the garrison or camp, with the exception of guards and picquets, which he will take only with his own corps.

503. A Commanding Officer of Artillery, Engineers, or Signals will be included in the roster, but whenever his camp duty would interfere with his special employment and responsibilities the officer commanding the camp may exempt him from such duty.

504. A Colonel will not be included in the field officers' roster, but will have special duties assigned to him.

505. A Lieut.-Colonel commanding a regiment of Mounted Rifles or battalion of Infantry, or exercising a Lieut.-Colonel's command of Artillery, Engineers, or Signals, will, as a rule, be exempted from serving as field officer of the day, and on other ordinary military duties, except when the officer commanding at the station or camp considers that, owing to the small number of field officers available, it is not advisable to exempt him.

506. Every Major on the camp-duty roster will do camp duty as a field officer.

DAILY DUTIES IN CAMPS.

507. The hours for "reveille," "retreat," and "tattoo" will be—

"Reveille," varying from 5 a.m. in summer to 6.30 a.m. in winter;

"Retreat," at sunset;

"Tattoo" ("last post"), at 10 p.m., unless otherwise specially ordered.

Under special circumstances these hours may be varied by the Commanding Officer to suit local conditions.

508. Between "tattoo" and "reveille" no call will be sounded except for "lights out," which will be sounded a quarter of an hour after "last post," and the "alarm," "fire-alarm," or other signal for troops to turn out. On the alarm being sounded all troops will turn out under arms.

509. In camps of more than one unit the field officer of the day will be present at guard-mounting, and will inspect all such guards by day and by night. He will take command of the picquet in case of fire, riot, or alarm. In the morning, when the guard dismounts, the reports of their commanders will be forwarded by the field officer to the O.C. Camp, together with his own report.

510. In a small camp the Captain will do the duty of field officer of the day in the same manner and in all respects as a field officer, except that his being mounted may be dispensed with. When the guards are numerous or widely distributed the Captain as well as the field officer of the day may be detailed, and the former may be directed to perform a portion of the field officer's duties.

511. A Captain of the day and a subaltern of the day will be detailed in each unit to superintend regimental duties.

512. An Adjutant of the day and any personnel, including bands and drummers, required for camp or garrison duties, will be furnished according to roster from the units in camp or garrison.

513. Soldiers will be warned for all duties, &c., by means of daily orders posted in a suitable place in the quarters of each company, &c.; the soldier will be held personally responsible that he makes himself acquainted with all orders so posted.

GUARDS AND PICQUETS.

514. An O.C. Camp or Station will be responsible that the number of camp and regimental guards and picquets is as low as possible. They will be replaced whenever possible by police. Guards and picquets will mount at the hour the O.C. Camp may deem best to the climate and the season.

515. All guards and armed parties before going on duty will be inspected by the Adjutant or an officer of their unit.

516. The standing orders of the guard will be read and explained to the men as soon as the guard has mounted. Every relief will be inspected before going out and on its return.

517. An officer or soldier will not take off any articles of clothing or equipment whilst on guard. The wearing of the great-coat or cloak in the guard-room or tent will be optional.

518. The commander will visit the sentries at least twice by day and twice by night to ascertain that they are alert and on their posts and acquainted with their orders, and in addition, he will detail a non-commissioned officer with a file of men to perform the same duty at frequent and uncertain intervals.

519. The commander will never quit his guard except to visit his sentries, and will then inform the next in command of the probable time he will be absent. He will not allow any non-commissioned officer or soldier to quit the guard without leave, which will be granted only for special purposes.

520. Every guard will turn out at the commencement of "reveille," "retreat," and "tattoo" sounding; the commander will then carefully inspect it.

521. When a fire breaks out or an alarm is raised, every guard will immediately turn out under arms, and will so continue until the fire is extinguished or the cause of alarm has subsided, unless otherwise ordered.

522. Sentries will be relieved every two hours, but at night, in cold or inclement weather, they may, at the discretion of the Commanding Officer, be relieved every hour. Regimental arrangements should be made for hot coffee to be provided free of charge at some period of the night for each man on guard.

523. A sentry furnished by a stable guard will mount with or without arms, at the discretion of the Commanding Officer.

524. A commander will render his guard report on the prescribed form; he will also send an immediate report to the field officer or Captain of the day of any unusual occurrence on or near his guard.

525. A patrol or picquet detailed to assist Civil authorities or to quell a disturbance in which soldiers are concerned will be armed and equipped as laid down in King's Regulations. A regimental picquet or patrol employed in the apprehension of soldiers may be sent out with side-arms only.

526. Every guard will be dismissed on its regimental parade, where it will be inspected and its arms examined. In the case of an officer's guard the men will be dismissed by the commander after he has reported to any officer of superior rank present on the parade. If the commander of the guard is a non-commissioned officer a report will be made to the Adjutant or orderly officer previous to dismissal.

527. A young officer will be placed on guard with a senior officer, as supernumerary, for instruction.

528. All stores and furniture in charge of a guard will be handed over from one commander to another. The commander of the relieving guard will be responsible for their correctness, and will, in his report, note the condition of each article when taken over.

AMMUNITION AND RANGE PRACTICE.

529. A soldier of the Territorial Force is strictly forbidden (a) to carry any rounds of ball ammunition to a place of parade or instruction, and (b) to take any Government ammunition (whether obtained on payment or not) away from a rifle range or place of instruction. An order to this effect will be published annually in regimental or corps orders at the commencement of the training season.

530. Whenever possible, ammunition for musketry practice, private practice, or competition will be issued only on the range. If no magazine exists on the range, then the ammunition must be conveyed thither in bulk under unit arrangements.

531. Before blank or dummy ammunition is delivered to the men an officer will ascertain that no ball ammunition remains in the pouches, pockets, bandoliers, or magazines. The men will be reminded that they are not allowed to have any ball ammunition in their possession.

532. Arms, pouches, or bandoliers must on all occasions be examined before the issue of ammunition, whether ball or blank; and at the termination of any parade, drill, or exercise for which