

567. Officers employed in the purchase of horses will, as soon as practicable, forward to General Headquarters, through the usual channels, a description of each horse passed into the service.

568. A report will be at once forwarded to General Headquarters if any horse purchased shows signs of any particular vice which renders its return to the vendor desirable.

569. In the event of a horse becoming unfit for service within one month after purchase a special report will be at once forwarded, through the usual channels, to General Headquarters, stating the nature and probable cause of the condition, and the prospect of recovery or otherwise.

Records.—Branding.

570. A "horse-book" will be kept by all units having animals on permanent charge. This book will contain a full description of each horse, and will record the number assigned to it.

571. In recording the ages of horses in the horse-book the age is to be reckoned from the 1st November in the year in which the horse was foaled.

572. All animals accepted for permanent service will be fire-branded on the off fore foot with "N.Z." and the broad arrow. The regimental or corps numbers assigned will be fire-branded on the near fore foot. No other marks or brands will be placed on any animals, except in the case of the Royal N.Z. Artillery, which will, in addition, use the fire-brand of "R.N.Z.A." on the off hind foot.

573. A Veterinary history-sheet, prepared from the horse-book, and signed by the Commanding Officer and a Veterinary Officer, will in all circumstances accompany each horse on transfer, whether permanent or temporary.

Losses and Destruction.

574. When an animal is suspected of being affected by a contagious or infectious disease it will be immediately segregated, and a full report sent to command headquarters.

575. Animals certified by a Veterinary Officer to be incurably injured may be destroyed forthwith. In other cases (*i.e.*, on account of contagious disease) where destruction is considered necessary the sanction of the O.C. Command will be obtained.

576. The giving of authority for the destruction of an animal, whether on the Veterinary Officer's certificate or otherwise, does not dispense with the necessity for inquiry into the circumstances of its loss (see para. 577), except where the Veterinary Officer is able to certify that death from natural causes would have otherwise ensued.

577. When an animal is lost, or dies either from injury or from illness which the Veterinary Officer is unable to certify as natural, or has been destroyed or ordered to be destroyed either on account of contagious disease or incurable injury, a Board of Inquiry, of which the Assistant Director of Veterinary Services or other Veterinary Officer will be a member, will be assembled to view the horse and take evidence of the whole of the circumstances of the case. If the horse has not already been destroyed the Board will express an opinion as to the necessity for its destruction.

578. If a horse dies suddenly, or within twenty-four hours of its having become ill, a Board will investigate and report upon the circumstances and cause which led to its death.

Casting.

579. Commanding Officers will render a return to command headquarters half-yearly on the 1st January and the 1st July, and at other times if necessary, showing full details of any horses recommended to be cast.

Horses will be cast under three main headings: (a) As "veterinary cases," (b) as "worn out," (c) as "remount cases."

"Veterinary cases" include horses unfit through age and hard work, and all other conditions resulting in permanent disability or physical unfitness.

A "worn-out" horse is one over fifteen years of age, not considered fit for one month's field service with the arm to which it belongs. Subject to this there is no age-limit.

A "remount case" is a horse unfit through being prematurely (*viz.*, under fifteen years of age) "worn-out," a "wind-sucker" or a "crib-biter," or one which stumbles, is incurably vicious, &c.; also any horse which fails to develop suitably or is dangerous to ride.

580. A Casting Board, of which the Assistant Director of Veterinary Services or other Veterinary Officer will be a member, will be set up when required by the O.C. Command. The Board will inspect and cast the horse if considered necessary, the proceedings of the Board being forwarded to General Headquarters.

Privately-owned Horses.

581. All units will render a return to command headquarters immediately after arrival in camp, &c., of all privately-owned horses (hired or the property of trainees) brought in for military training. The return will show the owner's name, class, colour, age, sex, brands, marks, and owner's valuation, as well as the valuation of the Veterinary Officer detailed for the duty (*vide*

para. 559). Any defect or blemish not sufficient to cause rejection at the time, but a possible source of later unfitness, should be noted on this return.

582. Details *re* compensation for loss of or injury to privately-owned horses are given in Financial Instructions and Allowance Regulations. In all cases involving a claim for compensation a Board of Inquiry will be assembled to investigate and report on the circumstances of the case and to make a recommendation as to the amount of compensation (if any) to be paid.

Regimental Transport.

583. The scales of vehicles, harness, and saddlery authorized to be maintained by Territorial Force units are laid down in Peace Equipment Tables and Peace Establishments.

584. The establishment of horses for Territorial Force training-camps, &c., and rates to be paid for hire will be laid down from time to time in General Orders. Commanding Officers will make their own arrangements for hiring in accordance with such scales.

585. The establishment of horses for the Royal N.Z. Artillery will be laid down from time to time.

586. The Commanding Officer of a unit is responsible for the condition of his horses, their health, general fitness for work or service, and for the fitting of harness and saddlery. He will, accompanied by the Veterinary Officer of the unit, inspect all horses once a week.

BARRACKS AND DRILL-HALLS.

General.

587. Every Defence building and area of land will be placed under the charge of an officer or non-commissioned officer of the Permanent Forces, who will be responsible for its care and preservation.

588. The officer or non-commissioned officer referred to in the preceding paragraph will inspect all buildings and land in his charge once a quarter, and will report thereon, through the usual channels, to General Headquarters.

589. The amount of damages or losses assessed against troops at any inspection of barracks will be charged as far as possible against individuals. All accounts not traceable to individuals will be a general charge and shared among the troops. The amounts assessed against each company, &c., will be published in Regimental Orders.

590. A non-commissioned officer in charge of a room or hut will bring to notice at once any losses or damages, so that responsibility may be fixed on the individual liable.

591. During the first week of every month the officer commanding the troops occupying a barrack or camp, or an officer deputed by him, will make an inspection of the buildings, stores, and bedding in possession of the troops. He will note any deficiencies, or repairs to be made, and stores to be replaced.

592. After these monthly inspections the Commanding Officer will forward an indent for articles to be replaced or exchanged.

Miscellaneous Barrack Duties.

593. In barracks, permanent camps, and all Defence buildings the commanding officer will exercise a careful supervision over the consumption of gas, electric current, and water.

594. A Commanding Officer will restrict the admission of strangers into barracks, camps, and Defence buildings.

Drill-halls.

595. When drill-halls are used by more than one unit the Staff Officer 1/c Regimental District will decide as to the allocation of rooms and armouries, and the days and hours during which the several units may use them for military purposes.

596. All applications for use of drill-halls for other than military purposes must be forwarded to command headquarters. Officers Commanding Commands may grant such applications on the following conditions:

(a.) For entertainment purposes:—

(i.) Competition must not be made with other local halls, and drill-halls must not be let to the general public for entertainment purposes if other suitable halls are available.

(ii.) An adequate rental will be charged, based on hire charges of other local halls, cost of lighting and cleaning, risk of fire, and other damages to be also considered.

(iii.) If the building and contents are not already insured by the Department they will be insured by the lessee, in the name of the Minister of Defence, with the State Fire Insurance Office, for the full insurable value.

(b.) Use by Territorial units for social purposes: Use of drill-halls may be granted free to Territorial units for social purposes, provided that the proceeds (if any) are to be devoted to the assistance of regimental organizations or for the welfare of units. Only lighting and cleaning charges will be made in such cases.