

- (c.) Use by other Government Departments: Provided that military training is not interfered with, the use of drill-halls may be granted to other Government Departments without charge other than for lighting and cleaning.
- (d.) Compliance with the Amusement-tax Regulations (Finance Act, 1917, Part III): In all cases where a drill-hall is let for entertainment purposes at which a charge for admission is made it is necessary for the promoter of the entertainment to produce a "certificate of registration" from the Commissioner of Stamps. Non-compliance with this requirement of the Amusement-tax Regulations, 1918 (Finance Act, 1917), renders the Department liable to a penalty of £50. If registration has not been effected, the person seeking to engage the hall should be advised to apply to the Commissioner of Stamps at the Stamp Office in the district in which the entertainment is to be held.

In accordance with clause 8 (Part II) of the regulations for registration, notification in writing on the 31st December in each calendar year must be made to the Commissioner of Stamps of the number, date, description, and proprietor of all entertainments held in all drill-halls where such are let for entertainment purposes at which a charge for admission is made. Such notification shall be forwarded to General Headquarters by Os.C. Commands so as to reach General Headquarters not later than the 20th December in each year, and same will then be passed to the Commissioner of Stamps as required.

- (e.) Compliance with Public Health Acts: If the letting of any drill-hall for social or entertainment purposes necessitates the licensing of the hall as a place of public entertainment, or otherwise necessitates compliance with any Public Health Acts which would involve the Department in additional liability or expense, approval is not to be given for such use.
- (f.) General responsibility in regard to precautions to be taken against fire and loss: The officer charged with making hire or loan arrangements will be held responsible that proper precautions are taken to prevent fire and other forms of loss of Government property, and in the event of such occurring without proper precautions having been taken he will be held responsible for such loss.

597. Caretakers and other persons employed are under the direct control of the officer or non-commissioned officer in charge of the building, (*vide* para. 587).

598. In the event of misconduct or neglect of duty on the part of the caretaker or other such employee, the officer or non-commissioned officer concerned will at once suspend him from duty and report the circumstances to command headquarters.

599. If necessary, the officer or non-commissioned officer concerned will arrange locally for the temporary employment of a competent person to do the work of any employee suspended from duty, and at once report the matter to command headquarters.

RIFLE RANGES.

600. No person is permitted to use any Defence rifle range for the purpose of shooting or for any other purpose without first obtaining authority from the officer, warrant officer, or non-commissioned officer in charge of the range, or, in his absence, from the permanent range-warden where one is appointed. Application for the use of the range and the number of targets required will be made in writing to the officer in charge at least forty-eight hours before the range is required.

601. The senior officer, warrant officer, or non-commissioned officer (in the case of Defence Rifle Clubs, the senior member) present will be held responsible for the following:—

- (a.) That no firing takes place so long as any person or beast is in danger from such firing, nor until a large red danger-flag is hoisted on the signal-staff at or near the butts, and lookout men are posted as required to ensure safety:
- (b.) That a red flag is available for hoisting at the butts as a warning to cease fire when required, and that the person in charge at the butts is instructed—
- (i.) That this flag must remain exposed during the entire period of cessation of fire;
 - (ii.) That it must not be withdrawn until the whole of the butt party is under cover;
 - (iii.) That no one may leave the butts until cessation of fire has been notified from the firing-point:
- (c.) That a red flag is kept raised at the firing-point when no firing is taking place, and is lowered only on his order, which will not be given until the flag at the butts has been withdrawn:
- (d.) That when cessation of fire is required the order is given by the senior officer at the firing-point, and that when all fire has ceased the red flag is raised as in (c) above and the butt party informed:

- (e.) That during preliminary and instructional practices no persons are allowed at the firing-point except the officers, the instructors, and the men actually firing:
- (f.) That all regulations as to target practice and all local orders are obeyed:
- (g.) That all regulations and orders affecting markers are explained to them:
- (h.) That arms and pouches are examined before men leave the firing-point, and that all unexpended ammunition is collected:
- (i.) That in the event of a fire on the ranges all firing is stopped and adequate assistance is given to deal with the fire:
- (j.) That due care is taken to safeguard all Defence property and all private property of tenants on the ranges.

BANDS.

602. One band may be formed in each Mounted Rifles regiment and Infantry battalion, and one Artillery band in each command. The Artillery band will be shown on the strength of such battery as the O.C. Command may direct, and shall be carried supernumerary to the establishment of such battery.

603. Each band shall contain not more than twenty-five bandsmen of military age, exclusive of the bandmaster. In addition, supernumeraries to the number of ten, of any age, will be permitted.

604. Non-commissioned officers and men of the band will be attested soldiers liable to serve in the ranks, and will wear the uniform of their unit.

605. Regimental bands will not perform as such in public, or appear in uniform for any purpose outside the ordinary training, without the consent of the Commanding Officer.

606. Gentlemen with the necessary musical education and experience may be nominated by Os.C. Command for appointment to honorary commissions as bandmasters.

607. Bandmasters are responsible for the discipline as well as the instruction of their bands. They will attend all parades with their bands and will accompany and be responsible for them when they play in public places. Bandmasters are not permitted to wear plain clothes on duty, and when in uniform must be dressed in conformity with the regulations of the service.

608. In order to ensure uniformity throughout the bands of the Military Forces the instruments will be of the pitch known as the "Kneller Hall pitch," as used in the bands throughout the British Army.

609. The authorized arrangement of the National Anthem will invariably be used.

610. In camps of instruction bands will, when brigaded or massed, practise together under the direction of the brigade bandmaster, who will be named by the O.C. the Camp, Brigade, or Force, and will be drilled in their various movements by an instructor detailed for the purpose.

611. The instructions in the following books, published by authority, are to be adhered to without addition or alteration either as regards the soundings or their application: In the Mounted services and Coast Artillery—"The Trumpet and Bugle Sounds"; in the Infantry—"The Trumpet and Bugle Sounds" and "The Drum and Flute Duty."

612. All units which have bands will provide themselves with copies of the National Anthems of all nations.

MESSES.

613. Rules for the conduct of officers' and sergeants' messes will be promulgated in Regimental Standing Orders. Entertainments of an expensive character are prohibited.

614. The Regimental Standing Orders above mentioned will be submitted for approval to the O.C. Command.

615. The establishment of a regimental mess upon a well-regulated system is an object of the utmost importance, and requires the unremitting attention and supervision of the Commanding Officer, who is responsible that all the accounts are properly kept and checked, and that each member pays his mess-bill regularly.

616. Whenever a unit or corps in camp for training has formed an officers' mess, all officers present must become members; no exception can be allowed, except on the authority of the officer commanding the camp.

617. Commanding Officers are held responsible that the daily expense of messing is kept within the means of the junior officers.

618. The senior combatant officer present at mess is responsible for the maintenance of good order and discipline.

619. Balls and other expensive entertainments can be given only on the responsibility of officers commanding units, who must in every case obtain the sanction of the officers concerned.

Commanding Officers are to give their special countenance and protection to any officers who decline to share in the proposed expense.

620. The rules laid down for officers' messes shall be applied as far as possible to sergeants' messes.