

**Soldiers' Messing and Cooking.**

621. It is the duty of the Commanding Officer to see that the soldiers' meals are properly and sufficiently provided. The system laid down in the Manual of Military Cooking will be adhered to as far as practicable.

622. An orderly officer will inspect the kitchens and cooking apparatus daily, and company, &c., officers will visit their lines during the breakfast, dinner, and evening meal-hours, to see that the meals are properly prepared and that there is no cause for complaints.

**PERMISSION TO MARRY.—N.Z. PERMANENT FORCES.**

623. Permission to marry which involves married rates of pay (*vide* Financial Instructions and Allowance Regulations) will be granted only by the officer commanding the applicant's unit, but will not normally be granted to men with less than two years' service.

**LEAVE.—N.Z. PERMANENT FORCES.**

624. Officers and other ranks of the N.Z. Permanent Forces may be granted leave of absence for recreation as follows:—

Officers—Twenty-eight days per annum, exclusive of Sundays and public holidays.

Warrant Officers and non-commissioned officers—Twenty-one days per annum, exclusive of Sundays and public holidays.

Men—Eighteen days per annum, exclusive of Sundays and public holidays.

625. The leave period will be 1st January to 31st December, and all leave due for such period must be taken before the 31st January following, unless under special circumstances the General Officer Commanding has approved of it being taken at a later date.

626. A member of the Permanent Forces failing to avail himself of the annual leave provided for will not be entitled to a more lengthy leave in any subsequent year unless under special circumstances approved by the General Officer Commanding: Provided that if an officer, warrant officer, non-commissioned officer, or man desires to accumulate leave he may be allowed to do so for two years only, subject to his giving notice to his Commanding Officer before the 30th April in the year on account of which he desires to accumulate his leave.

627. Commanding Officers will be responsible that the interests of their subordinates regarding recreational leave are preserved, and that any leave missed through the exigencies of the service is made up without unnecessary delay.

628. Special leave up to six working-days may be granted in exceptional circumstances by the O.C. Commands, and for longer periods on the approval of the General Officer Commanding.

629. Members of the N.Z. Permanent Forces shall not quit the Dominion without permission from Headquarters. Applications for such permission will be forwarded through the usual channels.

630. If leave for a public holiday cannot be given, equivalent time within one month will be granted.

631. The recreational leave of members of the Civil staff employed in the Department of Defence will be given in accordance with the General Regulations made by the Public Service Commissioner.

632. An officer or soldier who obtains leave or furlough will notify his Commanding Officer of his intended address while on leave, and will notify changes of address while on leave.

**Furlough.**

633. The Minister of Defence may grant to an officer or soldier of at least ten years' continuous service up to twelve months' leave of absence, and to any officer or soldier of less than ten years' continuous service any time not exceeding six months' leave of absence, in each case on half-pay. Any period of such furlough will not count as service towards increments of pay.

**Public Holidays.**

634. The following days shall be observed as public holidays: Christmas Day, Boxing Day, New Year's Day, Good Friday, the Saturday following Good Friday, Easter Monday, Anzac Day, King's Birthday, Labour Day, Anniversary Day of the province.

**Special Leave on Retirement.**

635. With the approval of the Minister of Defence, special leave of absence as follows may be granted on retirement from the service, provided that the sick-leave in the twelve months preceding retirement has not exceeded three months:—

(a.) Officers and other ranks retiring on superannuation, three months.

(b.) Officers and other ranks of under ten years' service retiring for their own purposes, other than medical unfitness, no leave.

(c.) Officers and other ranks of ten years' service and under twenty years' service retiring for their own purposes, other than medical unfitness, one month.

(d.) Officers and other ranks of at least twenty years' service retiring for their own purposes, other than medical unfitness, six weeks.

(e.) Officers and other ranks retiring on medical certificate, three months.

(f.) Officers and other ranks whose services are dispensed with through no fault of their own before reaching the retiring age—If under five years' continuous service, one month; if five years and under ten years, two months; if ten years or over, three months.

636. Where a member of the Permanent Forces is retiring on superannuation after completing forty years' service he may, at the discretion of the Minister of Defence, be granted six months' leave on full pay, or an equivalent payment in lieu thereof by way of allowance, provided that the sick-leave taken by him during his service has not exceeded six months, or that he has not at any time been granted furlough (extended leave of absence) on full or half pay.

637. The Minister of Defence may, in his discretion, grant an equivalent payment by way of allowance in lieu of the special leave of absence which may be granted under subpara. (a) of para. 635.

**Sick-leave.**

638. The regulations concerning sick-leave are contained in Financial Instructions and Allowance Regulations.

**LEAVE OF ABSENCE.—TERRITORIAL FORCE.**

639. Leave of absence from the annual camp will be granted only to officers of the Territorial Force in very exceptional circumstances. Such leave will not be given without the sanction of the O.C. Command.

640. No officer of the Territorial Force may quit the Dominion without permission from General Headquarters.

641. An officer who applies for leave on account of sickness will forward a medical certificate.

642. The officer commanding a unit may excuse an officer or soldier from any portion of the annual training on account of sickness duly certified; the sickness will be recorded on the soldier's file.

643. A Commanding Officer may grant leave to any officer or soldier of the Territorial Force during annual training in camp for a period not exceeding one night; such leave should be granted only in urgent cases.

644. In cases where leave for one night is granted, the leave will not include more than one hour's drill or exercise.

645. Any warrant officer, non-commissioned officer, or man of the Territorial Force, or a Cadet, before leaving the Dominion, will obtain permission from his Commanding Officer; if such absence entails loss of training, the question whether training is or is not to be made up on his return is to be referred to command headquarters.

Extended leave of absence up to one year (extendable to two years) may be granted, on the approval of General Headquarters, to officers of the Territorial Force, Active List, or Reserve, who become resident beyond a training-area, or who have permission to leave the Dominion. Such leave will not count as service towards medals unless it is shown to the satisfaction of General Headquarters that officers concerned performed training during the period equivalent to that prescribed for the units to which they belong.

**DIVINE SERVICE.—GENERAL INSTRUCTIONS.**

646. When the N.Z. Military Forces are mobilized or embodied for annual training, a parade for Divine service will be held each Sunday. Parades for Divine service may also be held on occasions other than when units are mobilized or embodied for training. Units attending such services will wear side-arms, but will not carry rifles. In no case will swords or bayonets be drawn on such occasions. Care must be taken that troops are not brought together in greater numbers than the voice will reach.

647. Every soldier when not prevented by military duty will attend Divine service, but a soldier will not be obliged to attend the service of any religious body other than his own.

648. Troops will be marched to and from their places of worship, and the officer or non-commissioned officer in charge will remain with them throughout the service.

649. Facilities will be provided to enable Chaplains to conduct Divine service in camp, and in other ways to minister to the spiritual requirements of the troops belonging to their respective denominations.

650. On Sundays service will be held in camp before 11 a.m., if desired, or at the ordinary hour for divine service; and, where convenient, men may parade and attend any church in the vicinity of the camping-ground according to their several denominations.

**PROCEDURE IN CASES OF INJURY AND SICKNESS.**

651. (a.) An officer or soldier who reports sick whilst in camp will be attended by the Medical Officer, who will furnish to the Commanding Officer a certificate stating the nature of the disability,