

**Assistant Director of Veterinary Services.**

43. An Assistant Director of Veterinary Services in each command will be responsible to the O.C. Command for—

- (a.) Supervision of veterinary instruction in units :
- (b.) Maintenance and supply of veterinary stores :
- (c.) Veterinary charge of all horses on permanent veterinary establishments within the command, and the examination of all horses submitted for purchase or hire :
- (d.) Advising the O.C. Command and all other Commanding Officers on all points connected with his department :
- (e.) Attendance on the O.C. Command at his inspection of horses proposed for casting (he is to have free access at all times to all military stables, but he will acquaint the O.C. unit or camp of his intended visit) :
- (f.) Questions of veterinary hygiene.

**Legal Staff Officers.**

44. Legal Staff Officers (of the N.Z. Army Legal Department) will be attached to headquarters of commands and lower formations as necessary. Their duties will be as follows :—

- (a.) To advise upon and frame such charges as are submitted to them :
- (b.) To act as Judge Advocate, President, member, or prosecutor at such Courts-martial as the convening authority considers expedient :
- (c.) To act as President or member of Courts of Inquiry when the convening authority considers that the nature of the Court renders the appointment of a legal Staff officer advisable :
- (d.) To examine and advise upon the proceedings of such trials by Courts-martial as may be referred to them :
- (e.) To advise upon questions of military law referred to them :
- (f.) To instruct in military law as required the officers of the formation to which they are attached.

**Staff Officer in Charge of a Regimental District.**

45. The Staff Officer in Charge of a Regimental District will represent the headquarters of the command in his district, and will—

- (a.) Be responsible for the co-ordination of duties of all officers warrant officers, non-commissioned officers, and men of the Permanent Forces in his district, except where special provision exists to the contrary :
- (b.) Be responsible for the training and efficiency of all those in his district who are liable for training under the provisions of the Defence Act :
- (c.) Keep a record of the strength of all units in his district, and the names of all trainees :
- (d.) Keep the personal records of all non-effectives and reservists in his district :
- (e.) Be responsible for the training and efficiency of all the officers, warrant officers, and non-commissioned officers of the Permanent Forces in his district, and for their instruction and preparation for promotion examination :
- (f.) Be responsible for the co-ordination of the training of all Territorial officers in his district :
- (g.) Be President of the annual Posting Committee, and will be responsible that trainees are posted to units in accordance with Regulations and General Orders :
- (h.) Be the Inspector of Administration in his district :
- (i.) Be responsible for the audit of all stores accounts, except where special provision is made to the contrary, and for the co-ordination and supervision of annual stock-taking in his district :
- (j.) Be responsible for the administration of the regimental funds grant of Cadet units (except of secondary schools), and for the periodical inspection of the accounts of all units in his regimental district :
- (k.) Be responsible that all concerned in his regimental district have a thorough knowledge of Mobilization Orders and Instructions, and that these orders and instructions are kept up to date and are available at all times :
- (l.) Be responsible that the Civil Police authorities are notified of all defaulting trainees in his district, and that a clear case exists before proceedings are taken :
- (m.) Be responsible for the inspection of and reporting on all Defence property in his district annually, or as otherwise directed :
- (n.) Be responsible for the allotment of drill-halls and rifle ranges to units in his district, for use as stores, offices, or for training or such other purposes as may be necessary.

**Area Officer.**

46. The Area Officer will carry out the following duties :—

- (a.) He will be responsible to the Staff Officer in Charge of the Regimental District for the administration, training, and efficiency of all Cadets in his area :
- (b.) He will act as Adjutant and Chief Instructor to Cadet units, and will conduct classes of instruction for officers and non-commissioned officers :

- (c.) He will be responsible for the registration and enrolment of all persons liable for military service in his area, and for keeping the records of all Cadets, he will be a member of the Posting Committee in his regimental district :
- (d.) He will be the Stores Accounting Officer for his area :
- (e.) He will be responsible for the carrying-out of all regulations and instructions regarding the accounting for stores, so far as they apply to him :
- (f.) He will be the officer in charge of drill-halls and rifle ranges in his area, and will be responsible that they are kept in a state of repair :
- (g.) He will co-operate with Area Officers of other areas in his regimental district in order that the staff available for training is used economically :
- (h.) He will be responsible for the administration of Rifle Clubs in his area :

**Adjutant.**

47. The Adjutant of a regiment of Mounted Rifles, brigade of Field Artillery, or battalion of Infantry will carry out the following duties :—

- (a.) He will be responsible to his Commanding Officer for all matters relating to the training and administration of his unit :
- (b.) He will be a member of the Posting Committee in his regimental district :
- (c.) He will act as the Chief Instructor to his unit, and will hold classes of instruction for officers and non-commissioned officers :
- (d.) He will be responsible for all unit records, and that all books of reference are kept up to date in connection with changes notified in General or other Orders :
- (e.) He will be the Stores Accounting Officer for his unit, and will be responsible for the proper carrying-out of all regulations regarding the accounting for stores, in so far as they apply to him :
- (f.) He will control all permanent personnel who are posted to his unit for duty :
- (g.) He will co-operate with the area officer or area officers from whose areas his unit is drawn in order that the staff available for training is used economically :
- (h.) He will be responsible for the issue of pay to his unit.

**Officer Commanding, Royal N.Z. Artillery in a Command.**

48. The senior officer of the Royal N.Z. Artillery employed in artillery duties in each command will be known as the Officer Commanding Royal N.Z. Artillery in the Command, and will be responsible to the O.C. Command for the following duties :—

- (a.) He will command the Royal N.Z. Artillery in the command :
- (b.) He will be Artillery Staff Officer to the O.C. Command :
- (c.) He will supervise and co-ordinate the technical and tactical training and work of the Royal N.Z. Artillery and Territorial Artillery in the command :
- (d.) He will prepare the Artillery portion of the command defence scheme :
- (e.) He will arrange courses for officers and non-commissioned officers of Artillery, and in general deal with all matters affecting Artillery in the command :
- (f.) He will be the inspecting officer for Artillery equipment and ammunition in the command, and be responsible that it is properly stored and cared for :
- (g.) He will supervise the examination of Royal N.Z. Artillery for proficiency pay and promotion :
- (h.) He will allot animals and equipment as required for training.

**Sub-Area Sergeant-Major.**

49. The Sub-Area Sergeant-Major will be under the orders of the Area Officer, and will carry out the following duties, but may be allotted additional duties under an Adjutant of a Territorial unit by the direction of the Staff Officer i/c Regimental District :—

- (a.) He will obtain a thorough knowledge of his sub-area, especially with regard to the distribution of the population, condition of employment, trades, and all matters of military interest, and apply this knowledge in order to hold parades at times convenient both to the trainee and to his employer :
- (b.) He will be responsible for the training and efficiency of all trainees allotted to him :
- (c.) He will be responsible for the registration and enrolment of all persons in his sub-area who become liable for military training :
- (d.) He will keep in touch with headmasters of all schools in his sub-area, and obtain from them, at a convenient time each year, a list of boys leaving the school :
- (e.) He will keep the records of such units as may be allotted to him by the Area Officer, and carry out all transfers in those units :