

is a task of some magnitude, as pre-war figures are of little use as a basis of comparison. The present permanent staff in Navy Office and the Dockyard represent an extremely small proportion of the total staff employed.

6. In general, it is the practice in Navy Office to utilize civilian officers in all positions possible. Naval uniformed staff are essential in a limited number of positions, but these are kept at a minimum.

#### OVERTIME

7. As mentioned in last year's report, the working of overtime was eliminated as far as practicable after VJ Day, and this policy has been adhered to during the last year, with minor exceptions.

#### Staff Trends

COMPARATIVE TABLE OF CIVILIAN STAFF AS AT 31ST MARCH EACH YEAR OVER THE PERIOD OF THE LAST NINE YEARS

		M.	F.	Totals.			M.	F.	Totals.
1939	..	29	22	51	1944	..	57	232	289
1940	..	18	50	68	1945	..	50	221	271
1941	..	27	72	99	1946	..	49	145	194
1942	..	45	124	169	1947	..	43	107	150
1943	..	59	229	288					

8. Staff turnover was again high during the year, the actual numbers being as follows:—

1ST APRIL, 1946, TO 30TH APRIL, 1947

					M.	F.
Appointments	..	..	..	..	12	29
Resignations	..	..	..	..	13	70
Services terminated	..	..	..	..	1	..
Transfers from	..	..	..	..	3	5
Secondment ceased	..	..	..	..	12	..
On loan	..	..	..	..	4	..
Extended leave	..	..	..	..	7	5
Mobilized	..	..	..	..	..	2

9. Female resignations (70) reflect the lifting of man-power controls, the return of married women to domestic duties and marriages, particularly to returned members of the Forces. The appointments (29) show a net reduction in the female staff of 41. Transfers to other Government Departments outside Wellington as a result of change of residence involved 3 male and 5 female officers. Male officers shown "Secondment ceased" represented a "stiffening" of permanent officers from other Departments who were compulsorily directed to Navy Office by the Public Service Commission at a time during the war when the majority of Navy Office permanent male staff had been released for military service. The cessation of hostilities brought repeated representations from these officers and their Departments for their early return, and this was facilitated as soon as was practicable in order that these officers should not suffer by loss of opportunities for promotion in their own Departments. Two officers of the permanent staff who were on secondment elected during the year to transfer permanently to the Navy Department, and 1 additional permanent officer was appointed to fill a vacancy. The male appointments shown (12) have all been temporary staff employees, and no appointments of permanent clerical cadets have been made to Navy Office for the year 1947. The ratio of male to female staff in Navy Office is, however, improving, and this is desirable from the long-term staffing viewpoint, although there are a number of positions which have been, and will continue to be, efficiently carried out by females. Every encouragement is given to female staff to undertake more responsible work.

10. Housing and accommodation continue to be a limiting factor in exchange or transfer of staff between Auckland and Wellington, though short visits are arranged wherever they can be of direct benefit to the officer and the Department.