

ADMINISTRATIVE CHANGES.

Since the last report was issued the following changes have taken place in the Administrative Division :—

- Defence Department : Mr. H. Turner, formerly Assistant Public Trustee, was appointed to the newly created position of Under-Secretary. Mr. Turner took up his new duties on the 10th November, 1930.
- Education Department : Mr. A. Bell, M.A., retired from the position of Assistant Director of Education on the 30th June, 1931.
- Health Department : Dr. T. H. A. Valintine, C.B.E., Director-General of Health, retired on the 28th February, 1931. He was succeeded by Dr. M. H. Watt, formerly Deputy Director-General of Health.
- Internal Affairs Department : Mr. G. P. Newton, Under-Secretary of this Department, retired on the 30th June, 1931, and was succeeded by Mr. P. J. Kelleher, formerly Assistant Under-Secretary.
- Lands and Survey Department : Mr. J. B. Thompson, C.B.E., retired from the position of Under-Secretary on the 30th April, 1931. Mr. W. Robertson was promoted from Assistant Under-Secretary in his stead.
- Public Service Superannuation Department : Mr. W. M. Wright retired on the 31st August, 1930.
- Public Trust Department : Messrs. W. M. Barr and W. G. Baird were appointed Assistant Public Trustees to fill the vacancies caused by the appointments of Messrs. H. Turner and E. O. Hales to administrative positions in other Departments.
- State Advances Department : Mr. W. Waddel, C.B.E., Superintendent, retired on the 31st May, 1931. Mr. E. O. Hales, formerly Assistant Public Trustee, was appointed to this position.
- State Forest Service : Mr. E. Phillips-Turner, Director, retired on the 31st March, 1931, and was succeeded by Mr. A. D. McGavock, formerly Assistant Director.

SUGGESTIONS FOR IMPROVEMENT.

Under Public Service Regulation 17 officers are invited to forward, for the consideration of the Commissioner any fresh ideas or proposals that are likely to improve the organization or efficiency of the Service.

Such suggestions made by officers are always appreciated and are given every consideration. In cases where the suggestions possess any intrinsic merit it is the practice to make a small monetary reward.

Of the suggestions brought forward last year, in only one case was a monetary consideration granted—namely, W. A. Mardell, Printing and Stationery Department, for an improved attachment to the telegram-printing machine.

OFFENCES BY OFFICERS.

Offences by officers are dealt with as prescribed by sections 12 and 13 of the Public Service Amendment Act, 1927.

Minor offences may be dealt with by the head of the Department, but must be reported to the Public Service Commissioner. All the more serious cases are required to be referred to the Commissioner, who may conduct an inquiry himself or delegate his powers to others. In all cases the officer must be specifically charged in writing, and is required to answer the charge in writing. In the case of the more serious charges the officer has a right of appeal to the Public Service Board of Appeal against both the finding of the Commissioner and the penalty inflicted.

The principal classes of cases dealt with, and the decisions arrived at, are as follow :—

- (a) Misappropriations (2) : Forfeited office.
- (b) Irregularities (1) : Services dispensed with.
- (c) Breaches of regulations (7) : Reprimanded (3) ; reprimanded and required to refund portion of travelling-allowance (1) ; disrated and transferred (1) ; disrated (1) ; transferred (1).
- (d) Neglect of duty (11) : Reprimanded (3) ; reprimanded and transferred (1) ; disrated and transferred (1) ; disrated (1) ; fined (2) ; required to resign (2) ; services terminated (1).
- (e) Unsatisfactory conduct (13) : Reprimanded (5) ; transferred (1) ; reprimanded and leave privileges forfeited (2) ; dismissed (3) ; retired (1) ; appointment annulled (1).
- (f) Unsatisfactory work (3) : Reprimanded (2) ; transferred (1).
- (g) Unsatisfactory conduct and neglect of duty (2) : Disrated.