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PUBLIC SERVICE ACT, 1904-1963.

Office of the Public Service Commissioner,
Perth, 29th September, 1964.

HIS Excellency the Governor in Executive Council, acting under the provisions of the Public Service Act, 1904-1963, has been pleased on the recommendation of the Public Service Commissioner to make the regulations set out in the schedule hereunder.

R. J. BOND,
Public Service Commissioner.

Schedule.

Regulations.

PART I.—PRELIMINARY.

1. These regulations may be cited as the Public Service Regulations.
2. (1) All regulations made under the Act before the date on which these regulations have the force of law are repealed.
(2) Section seventeen of the Interpretation Act, 1918, applies in respect of the repeal effected by this regulation, but the express reference to that section does not exclude the application to these regulations of the other sections of that Act.
3. These regulations are divided into Parts as follows:—
 - PART I—PRELIMINARY, Reg. Nos. 1-5.
 - PART II—HOURS OF DUTY, Reg. Nos. 6-20.
 - PART III—DUTIES OF OFFICERS, Reg. Nos. 21-55.
 - PART IV—APPOINTMENTS, TRANSFERS AND PROMOTIONS, Reg. Nos. 56-78.
 - PART V—LEAVE OF ABSENCE, Reg. Nos. 79-89.
 - PART VI—OFFENCES, Reg. Nos. 90-98.
 - PART VII—MISCELLANEOUS, Reg. Nos. 99-106.
 - PART VIII—TEMPORARY EMPLOYMENT, Reg. Nos. 107-116.
4. Except where otherwise expressly provided these regulations apply to all officers.

5. In these regulations, unless the contrary intention appears—
- “administrative instruction” means an instruction in writing issued by the Commissioner relating to any matter within his jurisdiction under the Act;
 - “head of the sub-department” in relation to a sub-department means the officer who is in charge of the sub-department;
 - “officer in charge” in relation to an officer or temporary employee, means the officer responsible to the permanent head of a department or if the organisation of a department so provides, to the head of a sub-department for the work performed by other officers or temporary employees employed in the department or sub-department;
 - “the Act” means the Public Service Act, 1904.

PART II.—HOURS OF DUTY.

6. Except where the Commissioner otherwise by administrative instruction directs because the circumstances of public business do not permit or because the nature of the duties of an officer or class of officers does not in the public interest permit, the hours of attendance at work to be observed by officers shall be from 8.30 a.m. to 5 p.m. on five days a week, Monday to Friday inclusive, with an interval of one hour from 1 p.m. to 2 p.m. for luncheon.

7. Except where otherwise provided by any enactment, or under these regulations, the minimum period during which departmental offices shall be open to the public for business shall be between the hours of 10 a.m. and 3.30 p.m. Monday to Friday.

8. When and as often as it is necessary to overcome arrears of work or to meet pressure of business, any officer may be required by the permanent head of the department, wherein he is employed, to perform duty at times other than the hours of attendance prescribed by or under these regulations.

9. The permanent head of a department may, in the public interest, require any officer employed in the department to attend for duty on a Saturday or on a Public Service holiday, as defined under section fifty-seven of the Act.

10. (1) The permanent head of a department may require any officer employed therein to attend for duty on a Sunday, but—

- (a) an officer who objects on the grounds of conscientious belief to work on a Sunday is not liable to dismissal or punishment or other disability for refusing on those grounds to so work if he has previously notified the permanent head, in writing, that he has such a conscientious belief and that belief is genuine;
- (b) where an officer refuses on the grounds of conscientious belief to work on a Sunday when required so to do by the permanent head, if the conscientious belief is not genuine he is guilty of an offence against these regulations and may be dealt with under and in accordance with the provisions of section forty-two of the Act;
- (c) the provisions of paragraphs (a) and (b) of this subregulation do not apply to an officer whose normal duties take him into the field on visits extending over a weekend and who may be required to perform some duty on a Sunday.

(2) For the purposes of this regulation, conscientious belief includes a conscientious belief whether the grounds for the belief are or are not of a religious character and whether the belief is or is not part of the doctrine of any religion.

11. (1) Subject to regulation 12 of these regulations, in every department attendance books shall be kept in such form as the Commissioner directs and an officer appointed by the permanent head of the department or head of the sub-department therein has charge of the attendance books and is responsible for the proper keeping thereof.

(2) (a) All officers, except permanent heads of departments and heads of sub-departments, and any who may be exempted by the Commissioner, shall personally enter in the appropriate attendance book on each day on which he is required to work as an officer, the respective times of—

- (i) his arrival at the department or sub-department to commence work on that day;
- (ii) his departure therefrom after finishing work on that day; and
- (iii) his departure therefrom before and return thereto after his luncheon hour.

(b) Where an officer does not leave his office or place of work during his luncheon hour of any day on which he is required to work, he shall personally enter in the appropriate attendance book the time of his commencing work after the luncheon hour on that day.

(3) (a) On each working day attendance books shall be available for signature by officers before the prescribed time of commencing work for that day and shall immediately after that time be withdrawn by the officer responsible for keeping the books.

(b) The officer so responsible shall rule a red line under the last signature then thereon appearing and initial the book immediately thereunder.

(c) The officer so responsible shall himself record the name of any officer arriving for work thereafter, together with the time of his arrival and the reason for the late arrival of the officer.

(4) Attendance books shall not be produced on any day for recording the time of departure from work of officers before the time prescribed for ceasing work on that day.

12. (1) A recorder may be used within any department or sub-department for the purpose of recording on each working day the respective times of the arrival of each officer at the department or sub-department for work on that day, his departure therefrom before and return thereto after his luncheon hour and the departure of each officer therefrom after the officer has ceased work on that day.

(2) The provisions of this regulation apply instead of the provisions of regulation 11 of these regulations in relation to officers who are required by the permanent head to record times of arrival for work at, departure from and return to after the luncheon hour and departure after ceasing work from the department or sub-department by use of a recorder instead of by use of an attendance book.

(3) An officer appointed by the permanent head of a department or the head of the sub-department shall supervise the use of the recorder and is responsible for reporting to the permanent head or the head of the sub-department concerned regarding the proper use of the recorder and the due observance by officers of the prescribed hours of attendance.

(4) (a) Each officer, with the exception of permanent heads of departments and heads of sub-departments and any other officer who may be exempted by the Commissioner, shall personally record in the recorder provided for the purpose on each day on which he is required to work in any department or sub-department, the respective times of—

- (i) his arrival at the department or sub-department, or at the place where the recorder is provided, to commence work on that day;
- (ii) his departure therefrom after finishing work on that day; and
- (iii) his departure therefrom before and return thereto after his luncheon hour.

(b) Where an officer does not leave his office or place of work during his luncheon hour of any day on which he is required to work, he shall personally record in the recorder the time of his commencing work after the luncheon hour on that day.

(c) Officers shall personally record the respective times required to be recorded by them under this regulation in the order at which they arrive at the recorder for the purpose of so doing.

(5) For the purpose of this regulation, "recorder" includes any electrical or mechanical time recorder provided for the recording of times as required by this regulation.

13. Where the permanent head of a department certifies that it is not practical to apply the provisions of regulations 11 and 12 of these regulations in any particular country or remote district of the State, the officers employed in that department who are employed in any such district shall send to the permanent head not later than seven days next following the last working day in the months of March, June, September and December of each year, a return in a form provided by the Commissioner setting out the respective times of their attendances and departures from their place of work on each working day during the three months ending on the last working day in the months of March, June, September and December.

14. Except where the permanent head of a department otherwise directs in writing, every officer while not immediately under the supervision of a superior officer, shall keep a monthly journal in a form provided by the permanent head and approved by the Commissioner showing in respect of each working day the duties performed by the officer on that day and the time occupied therein, and each officer shall forward a copy of that journal to his officer-in-charge for transmission to the permanent head, not later than seven days next following the last working day in each month.

15. A written report shall be made by the officer responsible for the proper keeping of an attendance book or a time recorder to the appropriate permanent head, with respect to the conduct of any officer who—

- (a) fails to give a satisfactory explanation why he is late in arriving for duty at, or early in his departure after ceasing duty from, his office or place of work;
- (b) is frequently late in the time of his arrival for duty at his office or place of work; or
- (c) is, during his hours of duty, absent from duty without the express permission of an officer authorised to give that permission.

16. An officer—

- (a) who is frequently late in attending for duty;
- (b) who frequently ceases duty before the time until which he is required to perform duty on any day or until which he is required to perform duty before the commencement of a meal break;
- (c) who is during his hours of duty, absent from duty without the express permission of an officer, duly authorised to give that permission; or
- (d) who being prevented by illness or other emergency from attending for duty does not, as soon as he may do so, report the fact through his officer-in-charge to the head of the sub-department or permanent head of the department wherein he is employed,

commits a breach of these regulations and is liable to such punishment, as may be determined, under the provisions of section forty-two of the Act.

17. The permanent head of a department shall, when and as often as he is requested by the Commissioner to do so, forward to the Commissioner a list in respect of any such period as is specified in such request, of the names of the officers employed in the department showing against each name—

- (a) the number of times an officer has during that period failed to observe the prescribed hours of duty;
- (b) the number of occasions the head of the sub-department or the permanent head of the department wherein the officer is employed has refused to accept the explanation given by the officer as to why he has so failed, as a reasonable one;
- (c) the disciplinary action taken by the permanent head against the officer who has failed to so observe the prescribed hours of duty; and
- (d) such further information with respect to any such officer as the Commissioner may from time to time in writing require.

18. Where an officer is prevented by illness or other emergency from attending for duty he shall as soon as he may do so, report the fact through his officer-in-charge to the head of the sub-department or the permanent head of the department where he is employed and supply such evidence of the illness or emergency as the head of the sub-department or the permanent head may require.

19. Where an officer absents himself from duty without lawful excuse or if no satisfactory explanation is given by him for such absence, the permanent head of the department wherein the officer is employed may cause to be deducted from the salary of that officer the amount of his pay for each day or portion of each day, as the case may be, during which the officer is so absent.

20. An officer shall not, except with the express permission of the permanent head of the department or the head of the sub-department wherein he is employed, absent himself from any town or district at any time during which he is required to be on duty therein, or reside therein for the purpose of his duty.

PART III.—DUTIES OF OFFICERS.

21. (1) Every permanent head of a department shall—

- (a) effect economy in dealing with, and in the use of, all Crown property, in the methods of working, and in the number of officers employed in the department;
- (b) report in writing to the Commissioner, whenever the necessity arises, any alterations that are, in his opinion, necessary or expedient for the more economical, efficient, or convenient working of the department or any branch thereof;
- (c) report in writing to the Commissioner what alterations, if any, are in his opinion, necessary in the salaries or allowances of any of the officers under his control;
- (d) bring to the notice of the Commissioner any matter, whether in relation to any officer employed in the department or to the work of the department, in respect of which he thinks the Commissioner should be acquainted;
- (e) develop and maintain an efficient departmental training programme designed to equip officers employed or to be employed therein with the knowledge, skill and attitudes needed to—
 - (i) effectively perform the duties assigned to them;
 - (ii) develop their capacity for the performance of more responsible duties; and
 - (iii) co-operate fully in rendering efficient and loyal service to the Public Service;
- (f) actively support the activities of the central training programme administered by the Commissioner and encourage officers to undertake courses of study consistent with departmental and Public Service policy;
- (g) encourage officers to submit suggestions for increasing the efficiency of the department or of any branch thereof, or for diminishing the work to be performed or the expenditure to be incurred; and
- (h) investigate all suggestions made under paragraph (g) of this sub-regulation and forward those suggestions without delay to the Commissioner, together with a report thereon and the name of the officer who has submitted the suggestions; and
- (i) forward to the Commissioner as soon as practicable after the receipt thereof all submissions made by an officer to the Commissioner and addressed to the Commissioner through the permanent head.

(2) For the purpose of ensuring the better efficiency of any department that is divided into branches or sections, the permanent head thereof shall hold regular staff meetings of senior officers.

(3) The permanent head, before absenting himself on leave or on duty that necessitates travelling, shall notify the Minister to whom he is responsible for the management of the department and arrange for an officer approved by the Commissioner to be placed in charge of the department during the period of his absence.

(4) Notwithstanding that a duty is imposed on the head of a sub-department to report to the permanent head of the department, neither the permanent head nor the head of the sub-department is thereby relieved of direct responsibility for the proper, efficient and economical administration of the department.

(5) A permanent head is responsible to the Minister to whom he is responsible for the management of the department for information that relates to the department or any business done therein given by him to the press or to any person.

22. (1) (a) The permanent head of a department—

- (i) shall cause to be kept in the department a separate personal file and record of service for each officer employed in the department; and
- (ii) shall place the file and record in the personal custody of an officer.

(b) The officer shall keep the file and record under lock and key and not permit them to leave his possession except where directed by the permanent head to do so, or for the purpose of official action being taken in connection therewith as may be necessary from time to time.

(2) Except in the course of his duty, no officer is entitled to see his or the personal file and record of another officer without the written permission of the permanent head of the department wherein the file and record is kept and if the permanent head refuses such permission the officer may apply in writing through the permanent head to the Commissioner who may confirm the refusal of the permission or grant the permission.

(3) Personal files and records when forwarded from one office to another shall be placed under sealed cover and the cover shall be marked "Confidential" by the person forwarding thereon.

(4) An officer shall not, except for official purposes and then only upon the direction of the permanent head of the department wherein a personal file and record of an officer is kept, copy or duplicate any personal file and record of an officer or any portion of a personal file or record.

23. (1) The permanent head of a department shall furnish the Commissioner, in the month of May in each year, with a written return of the name of each officer in that department who has attained the age of sixty years or more, together with a written report in each case as to whether the officer is able and willing to continue to perform his duties in the department.

(2) If the permanent head is of the opinion that any such officer should be retired on account of inability to perform his duties, he shall recommend accordingly in writing to the Commissioner, stating the reasons for his so recommending.

24. (1) The permanent head of a department may, on the retirement or resignation of an officer employed in the department, issue to that officer a Certificate of Service in a form approved by the Commissioner.

(2) No other written testimonial relating to the service of that officer in the Public Service shall be issued by any officer without the permission in writing of the Commissioner.

25. When and as often as the head of a sub-department finds that the number of officers under his control is greater than is required to efficiently perform the current work of the sub-department, he shall forthwith in writing report the circumstances to the permanent head of the department who shall advise the Commissioner accordingly.

26. (1) When and as often as the head of a sub-department is of opinion that it is necessary—

- (a) to create a new office in the sub-department or the department of which the sub-department forms part; or
- (b) to abolish an existing office therein,

he shall in writing advise the permanent head of the department accordingly and the permanent head shall, if he agrees with such advice, report in writing to the Commissioner, and recommend the creation or abolition of an office as the case may be.

(2) When and as often as the permanent head of a department is of opinion that it is necessary—

- (a) to create a new office in the department, or a sub-department thereof; or
- (b) to abolish an existing office therein,

he shall report and recommend in writing to the Commissioner accordingly.

27. (1) When and as often as it becomes necessary for the permanent head of a department or head of a sub-department to submit an adverse report to the Commissioner in relation to the conduct, diligence or efficiency of an officer, the following provisions apply—

- (a) before the report is recorded on the personal file and record relating to the officer, the report shall be brought under the notice of the officer and shall be initialled by him; and
- (b) if the officer desires to give an explanation in respect of the report or state any reasons for disagreeing therewith he shall reduce the explanation and reasons to writing and these shall be attached to the report, prior to its submission to the Commissioner.

(2) The provisions of this regulation do not apply to the report required by the Commissioner prior to confirmation of an officer's permanent appointment or to the report required by the Commissioner in support of a temporary employee's application for permanent appointment.

28. Every officer-in-charge—

- (a) is responsible for office discipline and shall report to the appropriate head of the sub-department or the appropriate permanent head any breach of the Act or these regulations that comes to his knowledge;
- (b) who finds that the number of officers under his control is greater than the business being carried on by them, demands or can be reduced through re-arrangement of duties or improved method of working, shall report to the appropriate head of the sub-department or appropriate permanent head accordingly;
- (c) shall, subject to regulation 29, report to such head of the sub-department or permanent head any officer under his control who is inefficient, indolent or otherwise unsatisfactory; and
- (d) is responsible for ensuring that work of a minor nature is performed by junior officers.

29. (1) Where an officer-in-charge finds that an officer under his control is inefficient, indolent or otherwise performing his duties in an unsatisfactory manner, the officer-in-charge shall as soon as practicable thereafter advise the officer in writing of the fact.

(2) If that officer continues to be inefficient, indolent or to perform his duties in an unsatisfactory manner, the officer-in-charge shall report in writing the fact to the head of the sub-department and the permanent head of the department wherein the officer is employed.

(3) The permanent head shall advise in writing the Commissioner of any officer in respect of whom he has been advised in accordance with this regulation and shall indicate any disciplinary action taken against the officer or considered necessary to be so taken.

30. Where during the prescribed hours for duty of an officer an officer-in-charge is of opinion that the officer under his control is unfit to properly perform his duties by reason of over indulgence in intoxicating liquor, he shall

as soon as practicable thereafter, report the fact to the head of the sub-department and the permanent head of the department wherein the officer is employed.

31. An officer who is responsible for the work and discipline of other officers in a district or in a branch or section of a department may—

- (a) charge any of those officers who have committed an offence under the provisions of the Act and regulations with the commission of the offence; and
- (b) suspend any of those officers from duty pending further action by the permanent head of the department wherein the officers are employed,

but the powers conferred by this regulation are exercisable only in emergent cases and any such suspension shall be immediately reported to the permanent head.

32. Every officer shall—

- (a) devote himself exclusively and zealously to the discharge of his duties during the prescribed hours of duty that are applicable to him;
- (b) behave at all times with courtesy to the public, and give prompt attention to all reasonable requirements of the public;
- (c) maintain a high standard of personal appearance and neatness of dress;
- (d) obey promptly all lawful instructions given by any officer under whose control or supervision he is placed;
- (e) promptly and correctly carry out all duties appertaining to his office, or any other duty he is lawfully directed to perform; and
- (f) in due course and at proper times comply with, and give effect to, all enactments, regulations and administrative instructions made or issued for his guidance in the performance of his duties, or for governing the terms and conditions of his employment.

33. (1) An officer shall give the permanent head of the department or head of the sub-department in which he is employed, at least one month's notice in writing of his intention to resign from the Public Service.

(2) An officer who fails to comply with the provisions of subregulation (1) of this regulation is guilty of an offence against these regulations.

Penalty: Fifty pounds.

34. An officer called upon by the Governor to retire from the Public Service pursuant to subsection (6) of section ten of the Act or pursuant to section forty-nine of the Act, shall be given one month's notice in writing by the Commissioner of intention to so retire him.

35. When a female officer marries, she shall resign from the Public Service, unless the permanent head of the department wherein she is employed, recommends and the Commissioner certifies, that there are special circumstances that make her continued employment in the Public Service desirable.

36. Every officer is responsible for the careful use and preservation of Crown property in his possession, custody or care.

37. Every officer having the control of a building that is owned or occupied by the Crown, shall make to the permanent head of the department using the building an immediate report of any defects or urgent repairs that require attention to prevent permanent damage to the building.

38. Officers may submit to the Commissioner, through the head of the sub-department and permanent head of the department, in which they are employed, suggestions having for their objects improvements in methods of working in the department and which will result in increased efficiency or economy therein.

39. (1) An officer who desires to communicate with the Commissioner shall do so in writing addressed through the head of the sub-department and the permanent head of the department in which he is then employed, but the head of a sub-department or the permanent head of a department may communicate verbally with the Commissioner.

(2) Unless in the course of his official duties or with the express permission of the permanent head of a department or the head of the sub-department wherein an officer is employed has been first obtained, the officer shall not officially communicate in writing with a Minister of the Crown or with the permanent head of another department.

(3) The Minister administering a department may request an officer of that department to give verbal information on any official matter.

(4) An officer who has been requested to give information verbally to the Minister, shall report in writing immediately thereafter to his officer-in-charge, who shall advise the head of the sub-department or the permanent head of the department in which he was employed the nature of the information supplied to the Minister pursuant to such request.

40. An officer shall not—

- (a) give to any person any information relating to the business of the Public Service or other Crown business that has been furnished to him or obtained by him in the course of his official duty as an officer; or
- (b) disclose the contents of any official papers or documents that have been supplied to him or seen by him in the course of his official duty as an officer or otherwise,

except in the course of his official duty and with the express permission of the head of the sub-department or the permanent head of the department in which he is employed.

41. An officer shall not—

- (a) publicly comment, either verbally or in writing, on any administrative action, or upon the administration of any department; or
- (b) use for any purpose, other than for the discharge of his official duties as an officer, information gained by or conveyed to him through his employment in the Public Service.

42. (1) An officer shall not, either as principal or agent, enter into any monetary transaction with any other officer, whereby any interest or other return in money or in kind is charged or paid except as regards mortgages on security of land or an estate or interest therein, in which case an officer may borrow from an officer who is senior to him and pay interest at current rates thereon if the permission in writing of the permanent head of the department in which the mortgagor is employed is first obtained.

(2) An officer, shall not enter into any such monetary transaction as is referred to in subregulation (1) of this regulation, with a subordinate officer.

(3) An officer shall not back the bill of another officer or enter into any bond or security on behalf of another officer without the prior permission in writing of the permanent head of the department in which the first mentioned officer is employed.

43. Unless duly authorised, an officer shall not incur a liability or enter into any contract on behalf of the Crown or agree to alter the terms or conditions of any prescribed or duly approved form of contract to which the Crown is or will be a party.

44. Except where the Commissioner otherwise permits, an officer for whom living quarters are provided shall reside therein, whether or not rent is charged in respect thereof.

45. An officer who occupies for the purpose of residence any building belonging to or occupied by the Crown, shall not sublet any portion of the building without the prior consent in writing of the permanent head of the department wherein the officer is employed.

46. An officer shall not during the hours he is required to be on duty smoke tobacco—

- (a) while he is attending to members of the public; or
- (b) while he is in the presence of any member of the public while carrying out his official duty.

47. An officer who is acting as the driver of any vehicle that is supplied for departmental use, shall use the vehicle only for or in connection with the business of that department.

48. (1) Except in the course of his official duties, an officer shall not during the prescribed hours of duty applicable to that officer, examine or purchase any goods, articles or services that may be offered for sale by any person in any building or part thereof owned or occupied by the Crown.

(2) Except in the course of his official duties, an officer shall not during the prescribed hours of duty applicable to that officer, confer with any salesman, insurance agent or other business representative in any building or part thereof owned or occupied by the Crown.

(3) A person shall not, in any building or part thereof that is owned or occupied by the Crown, offer any goods, articles or services for sale to any officer during the prescribed hours of duty applicable to that officer.

49. An officer shall not seek the influence or interest of any person in order to obtain promotion, transfer or other advantages in the Public Service.

50. An officer shall not demand or, except with the approval of the Governor upon the recommendation of the Commissioner, receive for his own use any fee, reward, gratuity or remuneration of any kind whatsoever other than his official salary and allowances for services performed by him in connection with the Public Service, either in or out of the prescribed hours of duty applicable to that officer.

51. (1) An officer who desires to obtain the permission of the Governor under section seventy-five of the Act to perform or engage in any duties as described in that section that are unconnected with his duties as an officer shall, before performing or engaging therein, apply in writing for the permission to the Commissioner through the head of the subdepartment and permanent head of the department wherein the officer is employed.

(2) An officer who fails to comply with subregulation (1) of this regulation commits an offence against these regulations and is liable to any penalty that may be imposed pursuant to section forty-two of the Act.

52. No address shall be given to or testimonial, or presentation accepted by any officer without the prior approval of the Minister administering the department wherein the officer is employed.

53. Except as provided in this regulation, an officer employed in the Crown Law Department shall not give legal advice to an officer or temporary employee other than a permanent head—

- (a) on any question affecting the rights of officers or temporary employees as such generally or the rights of any officer or temporary employee as such individually, except to, or at the request of the permanent head of the department in which the officers or temporary employees are employed or the Commissioner, and no officer or temporary employee shall request such advice without the previous written permission of that permanent head or the Commissioner; or
- (b) on any question relating to any department or sub-department unless the permanent head of the department in the department of which the sub-department forms part or the Commissioner first permits.

54. (1) If the estate of an officer is sequestrated either voluntarily or compulsorily for the benefit of his creditors he shall, in addition to complying with the provisions of section fifty of the Act, within seven days of the date of the sequestration order, give to the permanent head of the department in which he is employed written notice thereof with a statement of the causes of his bankruptcy.

(2) The permanent head shall forward as soon as practicable after receipt of the notice by him, the notice and statement with any remarks he desires to make thereon to the Commissioner.

(3) When the sequestration order is annulled or an order of discharge is duly granted to the officer, the officer shall as soon as practicable thereafter advise in writing the permanent head of the department wherein he was employed and submit to him, if so requested, a copy of the relevant order.

55. (1) Officers-in-charge shall requisition for sufficient copies of the Act and these regulations to enable officers working under their control to have ready access thereto.

(2) Every officer shall acquaint himself with the provisions of the Act and of these regulations and ignorance shall not be accepted as an excuse for any act or omission constituting a breach thereof.

PART IV.—APPOINTMENTS, TRANSFERS AND PROMOTIONS.

56. An applicant for appointment as an officer, and an officer applying for promotion, shall, if so required by the Commissioner, provide at his own expense, a medical certificate from the District Medical Officer or his deputy, to the effect that he is in a fit and proper physical condition to fulfil the duties of the office to which he may be appointed.

57. An applicant for appointment as an officer shall, if so required by the Commissioner, undergo at his own expense an x-ray examination of his chest.

58. An applicant for appointment as an officer shall, at his own expense, lodge with the Commissioner a certificate of his birth or other satisfactory evidence of his age and, when required, certificates satisfactory to the Commissioner as to his good character.

59. A married woman is not eligible for employment, either as an officer or as a temporary employee, unless the Commissioner certifies in each case that her employment as such is desirable, but the provisions of this regulation do not apply to a woman who is a widow or is divorced.

60. (1) Subject to section twenty-four and thirty of the Act, and sub-regulation (2) of this regulation, every person appointed an officer shall, before the confirmation of his appointment as such—

- (a) contribute under and in accordance with the Superannuation and Family Benefits Act, 1938, to the superannuation fund established under that Act; or
- (b) effect in accordance with these regulations, an insurance of his life with some Life Insurance Company or Society approved by the Governor, and carrying on business in the State and which is willing to issue policies of insurance as required by these regulations.

(2) Subregulation (1) of this regulation does not apply to—

- (a) a person who at the time of his appointment as an officer is already insured in any such approved Life Insurance Company or Society, for benefits equivalent to those prescribed; or
- (b) a female person appointed an officer or, in special circumstances approved by the Commissioner, a male person appointed an officer who is a subscriber to the Provident Account established under the Superannuation and Family Benefits Act, 1938.

61. Where an officer is unable to contribute to the Superannuation Fund, established under the Superannuation and Family Benefits Act, 1938, or is unable to insure his life, as required by these regulations, or is unable to insure his life without a premium loading of five years or more being made upon his age and in that case is unwilling to insure his life, the Commissioner may require that person, as a condition precedent to his appointment as an officer, to subscribe to the Provident Account established under the provisions of the Superannuation and Family Benefits Act, 1938.

62. Every officer shall accept and hold his appointment as an officer subject to the condition that a deduction may from time to time be made by the permanent head of the department wherein the officer is employed from any salary, wage or allowance due to the officer as such, of a sufficient sum to cover—

- (a) the contributions or subscriptions that are payable by the officer under and as a contributor or subscriber within the meaning of the Superannuation and Family Benefits Act, 1938; or
- (b) the premiums payable in respect of life insurance, effected as required by these regulations, as the case requires.

63. (1) Every life insurance policy effected as required by these regulations by any person shall, from time to time, be continued and provide for the payment of an amount to the person insured on his attaining the age of sixty years, or to his personal representative within three months from the date of his death, whichever event first happens.

(2) The amount for which the policy is effected shall, from time to time, be not less than the maximum salary rate prescribed for the classification of the position to which the person insured is, from time to time, appointed or promoted.

64. A life insurance policy effected pursuant to these regulations shall not at any time be assignable or transferable, either at law or in equity, or be mortgaged or charged in any way either wholly or in part; and the moneys thereby secured and the property and interest under the policy of the person insured is wholly exempt from the operation of any laws in force relating to bankruptcy, and is not liable to be seized, levied upon, attached or sold upon, by, or under any legal process, or in the case of the death of that person shall not be assets for the payment of his debts.

65. A copy of regulation 64 of these regulations shall be endorsed on every policy of insurance issued for the purpose of compliance with the provisions of the Act and these regulations.

66. Any life insurance policy effected pursuant to the Act and these regulations shall be in the name of the insured and the premiums payable thereunder shall be paid in advance.

67. Where any premium payable in respect of any life insurance policy effected pursuant to the Act and these regulations, is more than two months in arrears or whenever any policy is liable to lapse within one month, the company or society that issued the policy shall notify the permanent head of the department in which the insured person is employed in writing of the fact and state the amount of arrears of premiums and fines (if any) payable thereon, and the amount, if not sooner paid by the person insured under the policy shall be deducted by the permanent head from the next Public Service salary payment or payments due to that person, and shall be paid by him to the company.

68. Every policy of insurance effected in pursuance of the Act and these regulations shall be forwarded by the permanent head of the department in which the insured person is employed to the Commissioner for inspection, who shall return the policy to the permanent head in whose custody it shall remain, so long as the insured remains employed in the Public Service.

69. A policy of insurance once effected with any company or society under the provisions of the Act or these regulations shall not be varied, altered, or surrendered without the prior knowledge and consent of the Commissioner.

70. An officer insured as required by the Act and these regulations who remains employed in the Public Service after he has attained the age of sixty years, or beyond the age on which the sum of money for which he is insured becomes payable under the policy of insurance effected pursuant to the Act and these regulations, shall pay to the Treasurer of the State a sum of money equal to the maximum amount for which he is from time to time thereafter required to be insured in accordance with these regulations and that sum of money shall be held by the Treasury for and on behalf of the officer until the officer retires from or otherwise ceases employment with the Public Service.

71. Every policy of insurance issued to an officer by an approved company or society as required by the provisions of the Act and these regulations shall be continued by the person insured thereunder and not allowed to lapse, and is subject to the conditions that the insured officer accepts all responsibility for the payment of premiums in respect thereof, and that the Crown is not by reason of the approval of any company or society by the Governor liable for any breach of contract in relation to the policy.

72. An officer may, by agreement with the company or society with whom he has at any time effected a policy of insurance in pursuance of the Act and these regulations, reduce the sum for which he is insured under the policy to an amount not being less than the amount for which he is required by these regulations to be insured at any relevant time, and the policy may be endorsed with a condition setting forth the terms of the agreement; or he may divide the policy or policies in such a manner as to comply with the Act and these regulations and retain in force on his own account any excess of the amount of insurance that is so required free from any restriction imposed by the Act or these regulations.

73. When an officer retires, or is dismissed from, or otherwise ceases to be employed in the Public Service, the permanent head of the department wherein he was last employed shall deliver to the officer all his policies of insurance that are in the possession of that permanent head, and the permanent head shall notify each company with whom such a policy has been effected.

74. On the death of an officer before he has attained the age of sixty years, any policy of insurance in his name that is in the possession or custody of a permanent head shall be delivered as soon as practicable after the death by that permanent head to the personal representatives of that officer.

75. When a vacancy exists in an office in any department and the vacancy is not filled by the transfer of an officer in accordance with the provisions of regulation 76, the following provisions apply—

- (a) the permanent head of the department wherein the vacancy exists shall report to the Commissioner within one month after the vacancy occurs whether or not, in his opinion, it is necessary to abolish, reclassify or fill the vacant office.
- (b) the Commissioner after due enquiry and on being satisfied that the vacant office should be advertised, shall publish in the *Government Gazette* a notification that there is a vacancy in the office and stating the office to be filled, the day on or before which applications for appointment to the vacant office are to be lodged and whether the applications are to be accepted and appointments made under section twenty-four or thirty-four of the Act;
- (c) applications for any vacancy in an office shall be addressed to the Commissioner, in a form supplied by the Commissioner, and shall be countersigned by the head of the sub-department or the permanent head of the department wherein the vacancy exists; and
- (d) if requested by the Commissioner so to do, the permanent head of the department wherein the vacancy exists shall report upon the qualifications and suitability of the applicants, having regard, where necessary, to the provisions of the Government Employees (Promotions Appeal Board) Act, 1945, and recommend the name of the officer whom he considers best fitted for promotion to the vacant office.

76. The permanent head of a department may, with the approval of the Commissioner, transfer an officer from one office to another office of equal classification within the department wherein the officer is employed, if each such office is classified in the same Division.

77. (1) In these regulations the term "seniority" means—

- (a) as between officers classified in single classes—
 - (i) seniority by higher classification;
 - (ii) where officers have the same classification—seniority by higher rate of salary;

- (iii) where officers have the same classification and the same rate of salary—
 - seniority by longer period of service at the same rate of salary;
 - (iv) where officers have the same classification and the same rate of salary and are equal as regards the period of service at such rate of salary—
 - seniority by higher maximum class immediately prior to the officers' salaries becoming equal; or
 - if the officers' classifications were the same immediately prior to their salaries becoming equal—
 - seniority by higher rate of salary immediately prior to the officers' salaries becoming equal;
- (b) as between officers classified in amalgamated classes or as between officers classified in single classes and officers classified in amalgamated classes—
- (i) where the maximum classes of the officers' classifications are the same—
 - seniority by higher rate of salary irrespective of the minimum classes of the officers' classifications;
 - (ii) where the maximum classes of the officers' classifications are the same and the officers' salary rates are the same—
 - seniority by longer period of service at the same rate of salary;
 - (iii) where the maximum classes of the officers' classifications are the same and their salary rates are the same and they are equal as regards the period of service at such rate of salary—
 - seniority by higher maximum class immediately prior to the officers' salaries becoming equal; or
 - if the officers' classifications were the same immediately prior to their salaries becoming equal—
 - seniority by higher rate of salary immediately prior to the officers' salaries becoming equal;
 - (iv) where the maximum classes of the officers' classifications are not the same—
 - seniority by higher maximum class;
- (c) as between officers under the age of twenty-one years, who are classified in the base grade automatic ranges of the Clerical and General Divisions—
- (i) seniority by higher rate of salary;
 - (ii) where the officers salary rates are the same—
 - seniority by longer period of permanent service at the same salary rate;
 - (iii) where the officers have the same rate of salary and are equal as regards the period of service at such salary rate—
 - seniority by longer total period of permanent service;
- (d) as between officers aged twenty-one years or more, who are classified in the base grade automatic ranges of the Clerical and General Divisions—
- (i) seniority by longer period of permanent service after attaining the age of twenty-one years;
 - (ii) where the officers are equal as regards the period of service after attaining the age of twenty-one years—
 - seniority by longer total period of permanent service;

- (e) in no case shall an officer under the age of twenty-one years, who is classified in the base grade automatic range of the Clerical or General Division, be regarded as senior to an adult officer classified in the base grade automatic range of the Clerical or General Division.

(2) If in any case none of the foregoing conditions are applicable, the Governor on the recommendation of the Commissioner shall determine the seniority of the officer or officers concerned on the evidence then available and on such terms and conditions as the Governor deems just and equitable.

(3) In this regulation "salary" means gross annual salary rate excluding allowances.

78. Where an officer has refused any promotion to an office that has been offered to him or has refused appointment to an office pursuant to section thirty-nine of the Act, if after such refusal the office is given a higher status than the office then occupied by the firstmentioned officer, that officer has no appeal on the grounds of loss of seniority.

PART V.—LEAVE OF ABSENCE.

79. (1) Annual leave of absence for recreation granted in accordance with section fifty-two of the Act shall be taken in one period unless otherwise approved by the appropriate permanent head.

(2) An officer may take leave of absence for recreation at any time during the year in which it accrues, but the time during which an officer may take that leave shall, in every case, be such as is approved by the permanent head of the department wherein the officer is employed.

(3) Leave of absence not taken during the year in which it accrues shall lapse, unless approval to accumulate the leave has been obtained in accordance with the provisions of subsection (3) of section fifty-two of the Act.

(4) An officer if he so desires, shall be paid his salary in advance when proceeding on annual leave of absence for recreation.

80. (1) (a) On the first day of March in each year the permanent head of a department shall by notice in writing advise each officer in his department—

- (i) of the amount of long service leave to which he is then entitled under section fifty-six of the Act;
- (ii) of the amount of long service leave to which he will be entitled at any time during the next succeeding twelve months; and
- (iii) of the date of his entitlement to and the amount of long service leave due or which will become due on that date.

(b) The notice referred to in paragraph (a) of this subregulation shall require the officer to furnish to the permanent head of the department, within one month of the receipt by him of the notice, particulars of the dates between which he desires to take the long service leave or part thereof to which he is entitled, and whether, to what extent and for what reasons he desires to take the leave on full or half pay or desires the leave to be accumulated in accordance with section fifty-six of the Act.

(2) The permanent head of the department shall cause a roster to be maintained showing in respect of each officer to whom subregulation (1) of this regulation applies, the particulars furnished pursuant to that subregulation by each such officer.

(3) The permanent head shall forward a copy of the roster relating to long service leave to the Commissioner as and when required by him.

(4) An officer who desires to be granted a period of long service leave shall give at least two months' notice in writing of the fact and shall make application therefor to the permanent head of the department wherein the officer is employed, on the form from time to time approved by the Commissioner on which form he shall state the amount of leave he requires and the date from which he desires the leave to commence, but in case of emergency and for reasons to be stated in writing an officer may at any time apply to the permanent head on such form for any long service leave due to him.

(5) The permanent head shall forward the application to the Commissioner together with his recommendation thereon.

(6) Approval to the application of the officer for long service leave is contingent upon the Commissioner determining—

- (i) that the officer will be entitled to the period of leave required at the time at which he desires the leave to commence; and
- (ii) that leave for that period can be granted to the officer at that time without undue inconvenience to the Public Service.

(7) An officer may, prior to commencing his long service leave, request through the permanent head approval for the substitution of another date for the commencement of his long service leave and the Commissioner may make the substitution.

(8) Subject to section fifty-six of the Act, the Commissioner, may at any time require an officer to take his long service leave between such dates as the Commissioner may direct or approve.

(9) The officer shall be advised by the permanent head of the direction or approval of the Commissioner with respect to his long service leave, and shall take that leave accordingly.

81. An officer whose headquarters are situated more than one hundred and fifty miles from Perth Central Railway Station and who is desirous of travelling to Perth during the period of his annual leave of absence for recreation or long service leave, shall be granted by the permanent head of the department wherein the officer is employed such additional leave as is reasonable and necessary to enable him to travel to Perth and to return to his headquarters.

82. On application to the Commissioner through the appropriate permanent head, and with the approval of the Commissioner, a lump sum payment for the money equivalent of any—

- (a) long service leave entitlement for continuous service as prescribed by section fifty-six of the Act, and for any *pro rata* long service leave based on continuous service of a lesser period than that prescribed by that section for a long service leave entitlement, and for any accrued annual leave of absence for recreation shall be made—
 - (i) as a retiring allowance to an officer who retires at or over the age of sixty years or who is retired on the grounds of ill-health, but no such payment shall be made unless the officer has completed not less than twelve months' continuous service before the date of his retirement; or
 - (ii) subject to the provisions of regulation 35, to a female officer who resigns from the Public Service because of or with a view to marriage, but no such payment shall be made unless the officer has completed not less than three years' continuous service before the date on which her resignation becomes effective and she produces to the Commissioner a certificate of her marriage before any payment is made; or
 - (iii) as a retiring allowance to an officer who, not having resigned, is retired for any other cause, but no such payment shall be made unless the officer has completed not less than three years' continuous service before the date of his retirement; or
 - (iv) to the estate of an officer in the event of his death, unless he is survived by a widow legally dependent on him or some other person legally so dependent who is approved by the Treasurer for the purpose, but no such payment shall be made unless the officer has completed not less than twelve months' continuous service prior to the date of his death;
- (b) long service leave entitlement for continuous service as prescribed by section fifty-six of the Act and for any accrued recreation leave, shall be paid to any officer who resigns or is dismissed.

83. (1) For the purposes of these regulations indisposition not necessitating confinement to the house or hospital will not be regarded as illness in respect of which leave of absence may be granted under section fifty-four of the Act.

(2) (a) An application for leave of absence on the grounds of illness shall be supported by the certificate of a duly qualified medical practitioner registered under the Medical Act, 1894.

(b) The application and certificate shall be in the form approved by the Commissioner.

(c) The Commissioner may require a further certificate from the District Medical Officer or his deputy and if that certificate does not confirm or substantially confirm the certificate of the medical practitioner, the officer making the application for leave of absence shall pay the fee of the District Medical Officer or his deputy in respect of his certificate.

(3) No leave of absence on the grounds of illness shall be granted with pay without the production of a medical certificate or medical certificates as required by these regulations.

(4) If the leave of absence on the grounds of illness applied for exceeds two months the permanent head of the department wherein the applicant is employed shall refer the application to the Commissioner.

(5) The basis for determining the leave of absence on the grounds of illness that may be granted shall be ascertained by crediting the officer concerned with the following periods, and the leave shall be cumulative—

	Leave on Full Pay. Working Days.	Leave on Half Pay. Working Days.
On date of permanent appointment of the officer	5	2
On completion by the officer of six months' service	5	3
On completion by the officer of twelve months' service	10	5
On completion of each additional twelve months' service by the officer	10	5

(6) To determine the leave of absence on the grounds of illness for which an officer is eligible, the leave that has been granted during his permanent service at rates of full pay and half pay respectively shall be deducted from the periods ascertained under the provisions of subregulation (5) of this regulation and in the case of an officer who was appointed as such before the first day of July, 1951, any leave granted prior to that date shall be totalled in days inclusive of Saturdays, Sundays and Public Service Holidays under the headings of full pay, half pay and third pay; days granted on third pay shall be multiplied by two-thirds and the resultant whole figure added to the total number of days on half pay; the then number of days under the separate headings of full pay and half pay shall be multiplied by 5/7ths and the result shall be taken as the period of leave on full pay and half pay, respectively, granted during his service prior to the first day of July, 1951.

(7) After a deduction has been made in accordance with subregulation (6) of this regulation, the period remaining at full or half rate of pay shall be the leave of absence on the ground of illness for which the officer is eligible at the date of his application therefore, but—

- (a) if after that deduction an officer with less than six months' service on the first day of July, 1951, would at that date have less than five working days on full pay and two working days on half pay to his credit then his credit at that date shall be increased to those amounts;
- (b) if after that deduction an officer with not less than six months' service on the first day of July, 1951, would at that date have less than ten working days on full pay and five working days on half pay to his credit, then his credit at that date shall be increased to those amounts, but any credit in excess of the required minimum

- under the heading of either full pay or half pay shall be applied in reduction of any debit under the other heading or used to establish the required minimum credit under that heading; and
- (c) the maximum period allowable with pay in respect of any continuous leave of absence on account of illness shall not exceed nine months on full pay and five months on half pay.
- (8) Where an officer has been granted fourteen months' continuous leave of absence on account of illness with pay, he shall not be entitled to receive any further such leave with pay until he has completed a continuous period of duty of not less than four weeks.
- (9) Debits for leave of absence granted on account of illness granted subsequent to the first day of July, 1951, shall be on the basis of working days and shall not include any Public Service holidays occurring during the period of that leave.
- (10) Where an officer is ill during the period of his annual leave for recreation and produces at the time or as soon as practicable thereafter medical evidence to the satisfaction of the permanent head of the department wherein the officer is employed that he is or was as a result of his illness confined to his place of residence or a hospital for a period of at least seven days, he may, with the approval of the Commissioner, be granted at a time convenient to the department additional leave equivalent to the period during which he was so confined.
- (11) An officer who is duly absent on long service leave or leave without pay is not eligible for absence of leave on account of illness under this regulation during the currency of that long service leave or leave without pay.
- (12) Where an officer in the discharge of his duties suffers personal injuries by accident that are compensable in accordance with the provisions of the Workers' Compensation Act, 1912, and which necessitate the granting of leave of absence under this regulation, half the period only of that leave on full pay or half pay respectively as the case may be, shall be charged against his sick leave credits.
- (13) (a) No leave of absence on account of illness shall be granted with pay, if the illness has been caused by the misconduct of the officer or in any case of absence from duty without sufficient cause.
- (b) Where the permanent head of the department wherein the officer is employed has occasion for doubt as to the cause of the illness or the reason for the absence, he may instruct a duly qualified medical practitioner who is registered under the Medical Act, 1894, to visit and examine the officer, or may direct the officer to attend on the medical practitioner for examination.
- (c) If the report of the medical practitioner does not confirm that the officer is ill, or if the officer is not available for examination at the time of the visit of the medical practitioner or fails, without reasonable cause, to attend the medical practitioner when directed to do so, the fee payable for the examination, appointment or visit shall be paid by the officer.
- (14) (a) Where an officer, who has been retired from the Public Service on medical grounds, resumes duty therein his sick leave credit at the date of his retirement shall be reinstated.
- (b) Where an officer, who has resigned from the Public Service is subsequently re-appointed thereto he shall be regarded for the purposes of this regulation as a new entrant to the Public Service as from the date of his re-appointment.
- (15) Where, after the first day of July, 1951, a person who has been temporarily employed for a continuous period of not less than three years in the Public Service, is appointed to the permanent staff thereof, any sick leave to his credit under regulation 113 shall remain to his credit on appointment to the permanent staff.
- (16) An officer who is appointed to the Public Service, subject to medical examination, and whose appointment is deferred for a stated period on the recommendation of the District Medical Officer, shall not be granted sick leave with pay during that period.

84. (1) If the permanent head or the head of the sub-department has reason to believe that an officer employed therein is in such a state of health as to render him a danger to his fellow officers or the public, he may require the officer to obtain and furnish a report as to his condition from a duly qualified medical practitioner who is registered under the Medical Act, 1894, or may require him to submit himself for examination by the District Medical Officer or his deputy.

(2) Upon receipt of the medical report, the permanent head may direct the officer to absent himself from his duties for a specified period, or, if already on leave of absence, direct him to continue on leave for a specified period, and the officer's absence shall be regarded as absence on leave owing to illness.

85. (1) Upon report by a duly qualified medical practitioner who is registered under the Medical Act, 1894, that, by reason of contact with a person suffering from an infectious disease and through the operation of restrictions imposed by Commonwealth or State law in respect of that disease, an officer is unable to attend for duty, the officer concerned may be granted leave of absence as provided in these regulations and that leave of absence may be regarded as leave of absence owing to illness or, at the option of the officer, the whole or any portion of the leave may be deducted from annual leave of absence for recreation due.

(2) Leave of absence under subregulation (1) of this regulation shall not be granted for any period beyond the earliest date at which it would be practicable for the officer to resume duty, having regard to the restrictions imposed by law.

86. (1) a permanent head of a department, or other officer authorised by the Minister for the purpose, may upon sufficient cause being shown, grant any officer employed in that department leave of absence not exceeding two consecutive working days, but any leave of absence granted under the provisions of this sub-regulation shall not exceed, in the aggregate, three working days in any one calendar year.

(2) An officer who desires to obtain any such leave of absence shall make written application in a form approved by the Commissioner for the purpose.

(3) A permanent head is not entitled to grant leave of absence to himself under this regulation.

(4) The provisions of this regulation apply to any temporary employee who has completed at least twelve months of continuous service in the Public Service in a temporary capacity.

87. (1) An officer who has been subpoenaed or called as a witness to give evidence in any proceeding shall as soon as practicable thereafter notify the appropriate officer-in-charge and the officer-in-charge shall notify the head of the subdepartment or the permanent head of the department wherein the officer is employed.

(2) Where an officer is so subpoenaed or so called as a witness on behalf of the State or the Commonwealth or on behalf of any person if the officer is required to give evidences in his official capacity he is not entitled to retain any witness fees received by him as a result thereof, but shall pay the same into the Consolidated Revenue Fund and forward the receipt for such payment with a voucher showing the amount of fees received, to the head of the sub-department or the permanent head of the department wherein he is employed.

(3) An officer so subpoenaed or so called as a witness in his official capacity by a person shall, in the event of non payment of the proper witness fees or travelling expenses as soon as practicable after the default, notify the head of the sub-department or the permanent head of the department wherein he is employed.

(4) An officer subpoenaed or called as a witness as mentioned in the preceding subregulations of this regulation shall be granted by the head of the sub-department or the permanent head of the department wherein he is employed, special leave of absence with pay, but only for such period as is required to enable the officer to tender his evidence.

(5) An officer subpoenaed or called as a witness under any other circumstances may be granted leave with pay, and any fees received by him as a witness shall be dealt with in the manner provided by subregulation (2) of this regulation.

88. (1) An officer who is required to serve on a jury shall as soon as practicable after he is summoned to so serve, notify the appropriate officer-in-charge and the officer-in-charge shall notify the head of the sub-department or the permanent head of the department wherein the officer is employed.

(2) An officer who is required to serve on a jury may be granted by the head of the sub-department or the permanent head special leave of absence on full pay, but only for such period as is required to enable the officer to carry out his duty as a juror.

(3) An officer who has been summoned as a juror may elect to be granted either—

(i) leave of absence on account of accrued annual leave for recreation;
or

(ii) leave of absence without pay,

in order to attend as a juror.

(4) An officer granted special leave of absence on full pay as prescribed in subregulation (2) of this regulation, is not entitled to retain any juror's fees paid to him, but shall pay the amount thereof into the Consolidated Revenue Fund and forward the receipt for such payment with a voucher showing the amount of juror's fees received to the head of the sub-department or the permanent head of the department wherein he is employed.

(5) An officer granted leave on account of accrued annual leave or leave without pay as provided in sub-regulation (3) of this regulation, may retain any juror's fees received by him.

89. (1) An officer who has nominated himself as a candidate for election as a member of any House of the Parliament of the Commonwealth or State, may be granted leave of absence by the permanent head of the department wherein he is employed for the purpose of conducting his election campaign, but any leave of absence granted under this subregulation may be granted only on condition that the leave so granted shall form part of any accrued annual leave of absence for recreation, or long service leave or be granted without pay, and that the leave of absence so granted shall date from the commencement of business on the working day next following the date on which nominations for candidates close.

(2) An officer who is elected at a Parliamentary election shall resign his office in the Public Service as from the close of business on the working day next preceding the date on which the Returning Officer declares the result of the election and the name of the candidate elected.

(3) An officer who is not elected at a Parliamentary election shall resume duty in the Public Service as from the commencement of business on the working day next following the date on which his approved leave expires.

PART VI.—OFFENCES.

90. The Commissioner, when investigating any charge made against an officer under the provisions of section forty-two of the Act, is not bound by any laws or rules of evidence, and may—

- (a) summon any person whose evidence appears to be material to the determination of the case;
- (b) take evidence on oath;
- (c) conduct his investigation without regard to technicalities or legal forms;
- (d) direct himself on the best evidence available, whether such evidence would or would not be admissible in a court of law; and
- (e) exclude from the hearing of the proceedings all persons not directly interested therein.

91. Where a charge of an offence against any officer is dismissed, the Commissioner may recommend to the Governor whether, and to what extent, the officer shall be paid the expenses incurred by him in respect of defending the charge.

92. A person called as a witness under the provisions of regulation 90 by the Commissioner, may, on the recommendation of the Commissioner, be paid such amount on account of witness fees and travelling expenses as he would have been paid had he been called as a witness in a Court of Petty Sessions.

93. (1) Subject to sub-regulation (2) of this regulation the Crown is not responsible for the payment of travelling or other expenses of any witness summoned by or on behalf of an officer charged with an offence.

(2) Where a charge of an offence against an officer is dismissed and the evidence given by a witness called by that officer was, in the opinion of the Commissioner, necessary and material, that witness may, on the recommendation of the Commissioner, be paid by the Crown such witness fees and travelling expenses as he would have been paid had he been called as a witness in a Court of Petty Sessions.

94. (1) Where an officer is charged before any Court with the commission of an offence punishable on summary conviction, that arises out of the disgraceful or improper conduct of the officer, the relevant officer-in-charge shall immediately report the fact and the circumstances relating to the alleged offence to the head of the sub-department.

(2) The head of the sub-department to whom the report is made shall as soon as practicable after receiving the report advise the permanent head of the department wherein the officer is employed of the report and the permanent head shall investigate the case as an alleged offence of disgraceful or improper conduct under the Act.

95. Where an officer who is found guilty of an offence against the Act or these regulations is suspended, cautioned, reprimanded, fined, deprived of leave, reduced to a lower class or grade, dismissed or required to resign, the permanent head of the department wherein the officer is employed shall record the fact on the officer's personal file and in the case of a fine, shall in writing notify the Auditor General appointed under the Audit Act, 1904.

96. Where a permanent head suspends, cautions, reprimands or fines any officer charged with the commission of an offence, against the Act or these regulations, the permanent head shall in writing report the fact and circumstances relating to the commission of the offence to the Commissioner.

97. (1) An officer who is fined by a permanent head in accordance with the Act, may, within seven days from the date of the decision imposing the fine, appeal by notice in writing served on the Commissioner against the decision on the grounds that the fine is excessive.

(2) The Commissioner, after considering the appeal and the relevant circumstances of the offence, may confirm, reverse or vary the decision of the permanent head.

98. Where any person contravenes any provision of the Act or these regulations, or is found guilty of an offence within the meaning of section forty-two of the Act, the Commissioner may—

- (a) caution him;
- (b) reprimand him; or
- (c) impose upon him a penalty not exceeding fifty pounds.

PART VII.—MISCELLANEOUS.

99. Subject to the provisions of any Act constituting any State Service, the Governor on the recommendation of the Commissioner, may—

- (a) establish any part of the State Services as a department of the Public Service;
- (b) establish any part of the State Services or any part of a department as a sub-department of the Public Service; or

- (c) abolish any department or sub-department that has been established in accordance with the Act and these regulations.

100. The Commissioner shall maintain and administer a central training programme for the purpose of providing systematic training for all classes of officers in order to—

- (a) meet the requirements of the Public Service for adequately trained officers; and
 (b) develop maximum standards of efficiency throughout the Public Service.

101. (1) The examination in law referred to in section twenty-five of the Act, shall be conducted by a Board consisting of three members, who shall be appointed from time to time by the Governor, on the recommendation of the Commissioner.

(2) A quorum of the Board is two members and a decision of the majority of the members of the Board is the decision of the Board, but if at a meeting of the Board where only two members are present those members are divided in opinion on a question before the Board, the consideration of the question shall be adjourned until the next meeting of the Board whereat all the members of the Board are present.

(3) Candidates for examination to be undergone by persons who desire to be appointed magistrates shall be required to pass, to the satisfaction of the Board, an examination in each of the subjects specified in this regulation, but any person who is the holder of the Degree of Bachelor of Laws of the University of Western Australia who within four years of receiving that degree submits to and passes the examination in Practice and Procedure as required under these regulations, shall not be required to pass the examination in the other subjects specified in subregulation (4) of this regulation.

(4) The subjects of examination, together with suggested reference material are set out in this regulation, but candidates should read as far as possible other material in addition to the suggested reference material as the suggested material does not exhaustively cover the field of knowledge required of a candidate:—

1. Law of Real Property.

Principles of the Law of Real Property, including the nature, creation, alienation and devolution of estates and interest in land.

Text Books and Statutes Suggested for Reference.

Text Books:—

Cheshire Modern Real Property.
 Millard Real Property in N.S.W.
 Baalman Torrens System in N.S.W.
 Kerr (Australian Land Titles (Torrens) System).

Statutes:—

Transfer of Land Act, 1893.
 Vendor and Purchaser Act, 1878.
 Public Works Act, 1902.
 Registration of Deeds, Wills, Judgments and Conveyances, 1856.
 Lands Acquisition Act, (1955-1957) of the Commonwealth Parliament.
 Wills Act, 1837.
 Wills (Soldiers, Sailors and Airmen) Act, 1941.
 Supreme Court Act, 1935.
 Partition Act, 1878.
 Married Women's Property Act, 1892.
 Testator's Family Maintenance Act, 1939.
 Prescription Act, 1832 (Imperial).
 Landlord and Tenant Act, 1912.
 Light and Air Act, 1902.
 Dividing Fences Act, 1961.
 Limitation Act, 1935.
 Sale of Land (Vendors' Obligations) Act, 1940.
 Trustees Act, 1962.

2. Law of Personal Property.

Principles of the Law of Personal Property, including the nature, ownership, possession and alienation of chattels and choses in action, the principles of Agency, Partnership, Companies and mercantile remedies.

Text Books and Statutes Suggested for Reference.

Text Books:—

Millard Personal Property in N.S.W.
Charlesworth Mercantile Law.
Vaines Personal Property.

Statutes:—

Companies Act, 1961.
Sale of Goods Act, 1895.
Bills of Sale Act, 1899.
Partnership Act, 1895.
Bills of Exchange Act (1910-1958) of the Commonwealth of Australia.
Bankruptcy Act (1924-1960) of the Commonwealth of Australia.
Innkeepers Act, 1920.
Hire-Purchase Act, 1959.
Pawnbrokers Act, 1860.
Warehousemen's Liens Act, 1952.
Carriers Act, 1920.

3. Law of Contract.

Principles of the Law of Contract.

Text Books and Statutes Suggested for Reference.

Text Books:—

Anson—The Law of Contracts.
Cheshire & Fifoot—The Law of Contracts.

Statute:—

Sale of Goods Act, 1895.

4. Law of Torts and Workers' Compensation.

Principles of the Law of Torts and of Workers' Compensation.

Text Books and Statutes Suggested for Reference.

Text Books:—

Fleming—The Law of Torts.
Winfield on Torts.
Morison, Morris and Sharwood—Cases on Torts.
McDonald—Workers' Compensation in N.Z.

Statutes:—

Law Reform (Common Employment) Act, 1951.
Law Reform (Contributory Negligence and Tortfeasors' Contribution) Act, 1947.
Law Reform (Miscellaneous Provisions) Act, 1941.
Fatal Accidents Act, 1959.
Workers' Compensation Act, 1912.

5. Criminal Law.

The law relating to offences punishable on indictment and summarily.

Text Books and Statutes Suggested for Reference.

Text Books:—

Kenny—Outlines of Criminal Law.
Paul—Police Offences.
Judge Redshaw—Liquor Law in N.S.W.
Carter—Criminal Law of Queensland.

Statutes:—

Criminal Code Act, 1913.
 Police Act, 1892.
 Gold Buyers Act, 1921.
 Traffic Act, 1919.
 Child Welfare Act, 1947.
 Native Welfare Act, 1963.
 Licensing Act, 1911.
 Illicit Sale of Liquor Act, 1913.
 Masters and Servant Act, 1847.

6. Law of Evidence and Legal Interpretation.

Principles of the Law of Evidence and Legal Interpretation.

Text Books and Statutes Suggested for Reference.

Text Books:—

Nokes—An Introduction to Evidence.
 Cross on Evidence.
 Cockle—Cases on the Law of Evidence.
 Burrows—Legal Interpretation.
 Maxwell on Statutes.

Statutes:—

Acts Interpretation Act (1904-1964) of the Commonwealth Parliament.
 Interpretation Act, 1918.
 Evidence Act, 1906.
 Native Welfare Act, 1963.

7. Practice and Procedure.

The duties of magistrates in general including the practice and procedure relating to Courts of Session, Courts of Petty Sessions, Local Courts, Industrial Courts, Wardens Courts, Coroners Courts, Licensing Courts, Childrens Courts, Workers Compensation Board, Married Persons Relief Court and Valuation Appeal Courts.

Text Books and Statutes Suggested for Reference.

Text Book:—

Kennedy Allen—Justices Acts of Queensland.

Statutes:—

Justices Act, 1902.
 Criminal Code Act, 1913.
 Industrial Arbitration Act, 1912.
 Coroners Act, 1920.
 Local Courts Act, 1904, and Rules made thereunder.
 Courts of Session Act, 1921.
 Service and Execution of Process Act, (1901-1964) of the Commonwealth Parliament.
 Fugitive Offenders Act, 1881 (Imperial).
 Mining Act, 1904.
 Absconding Debtors Act, 1877.
 Licensing Act, 1911.
 Workers' Compensation Act, 1912.
 Child Welfare Act, 1947.
 Local Government Act, 1960.
 Mental Health Act, 1962.
 Native Welfare Act, 1963.
 Marriage Act, 1961 of the Commonwealth Parliament.
 Married Persons (Summary Relief) Act, 1960.
 Interstate Maintenance Recovery Act, 1959.
 Reciprocal Enforcement of Maintenance Orders Act, 1921.
 Destitute Persons Relief Act, 1845.
 Public Works Act, 1902 (sections relating to compensation).

(5) An examination to be undergone by persons who desire to be appointed magistrates shall be held whenever ordered by the Commissioner.

(6) The Board may set such number of papers in any subject as they think fit, and may examine the candidates *viva voce* if thought desirable.

(7) A candidate may, with the permission of the Board, divide his examination into two sections, taking as the section first in time the Law of Real Property, the Law of Personal Property, the Law of Contracts and the Law of Torts and Workers' Compensation, and the remaining subjects not more than eighteen months after the completion of the first section.

(8) The result of every examination shall be certified to the Commissioner under the hand of at least two members of the Board and the Commissioner shall give to every successful candidate a certificate that he has passed the examination.

(9) (a) The Commissioner may on the recommendation of the Board, grant to any candidate who has at any examination held under these regulations passed in any subject or subjects to the satisfaction of the Board, a certificate of his having so passed, and at any subsequent examination held under these regulations within twelve months from the conclusion of the first-mentioned examination the candidate shall be allowed credit for, and be deemed to have passed in that subject or those subjects, and shall not be required to sit for the subject or subjects at such subsequent examination.

(b) The Commissioner may apply this subregulation to any candidate in respect of any subject or subjects passed by him at any examination held under these regulations wherever held.

(10) A person who has passed the examination to be undergone by persons who desire to be appointed magistrates, but who has not received any appointment as a magistrate within four years of passing the examination, may be required to satisfy the Board that he has kept up his knowledge of the subjects prescribed for examination, and if that person fails to so satisfy the Board he may be required by them to again pass the whole or such part of that examination as the Board thinks necessary.

(11) The fees payable—

- (a) to examiners in respect of an examination held under these regulations, shall be £5 5s. for each paper set and marked;
- (b) for supervising the examination shall be £5 5s. irrespective of the number of days involved; and
- (c) by candidates for the examination shall be as follows:—
 - (i) £3 3s. if a candidate enters for the whole examination; or
 - (ii) £2 2s. if a candidate enters for either the first or the second half, or any part thereof.

102. Where the Commissioner has submitted papers to Executive Council for decision, the Clerk of Executive Council shall as soon as practicable after the decision has been made, forward the papers directly to the Commissioner.

103. The Commissioner shall, in relation to officers occupying positions outside the jurisdiction of The Western Australian Industrial Commission established under the Industrial Arbitration Act, 1912, by administrative instructions so define, fix, vary or make adjustments in, the conditions of employment of those officers, that a reasonable consistency shall be maintained between their conditions of employment and those of other officers or Government officers occupying positions within the jurisdiction of that Commission as defined or determined by any award or order or by any agreement under that Act.

104. The records of each department shall be kept in such manner as the Commissioner directs.

105. Except as provided in this regulation no petition, complaint or other communication of whatsoever kind shall be received by the Crown or the Commissioner on behalf of the Crown from any organised body of officers, unless it is received through the body known as The Civil Service Association of Western Australia (Incorp.), but such petition, complaint or other communication may be so received if it is received by the appropriate authority from a sub-organisation, the members of which are also members of The Civil Service Association of Western Australia (Incorp.) and it is received through that association.

106. (1) Where an officer in the course of his employment in the Public Service makes an invention or improvement in or relating to anything, if the invention or improvement is patentable, or likely to be so, the officer shall, as

soon as practicable thereafter, fully, freely and confidentially notify the Commissioner in writing of the fact and shall not communicate the fact to any other person or firm whatsoever.

(2) If the officer is requested in writing by the Commissioner so to do, he shall as requested by the Commissioner execute all documents and do all such acts and things at the cost of the Crown as may be necessary or desirable to obtain or join with the Crown in obtaining letters patent in respect of the invention or improvement or other similar protection in any place in the world, or both, and to vest the same in the Crown or in some person on behalf of the Crown for the exclusive benefit of the Crown together with all rights that may belong or accrue thereto.

(3) The Commissioner shall within sixty days after the receipt by him of such notification as is referred to in subregulation (1) of this regulation—

- (a) notify the officer in writing of his intention on behalf of the Crown to acquire the exclusive benefit of the invention or improvement and if the Commissioner fails to so notify the officer, the officer shall be entitled to protect the invention or improvement at his own cost and to retain for himself the exclusive right thereto; or
- (b) notify the officer in writing within such sixty days, that the Crown does not wish to so acquire the exclusive benefit of the invention or improvement but does wish to be permitted to use the invention or improvement without paying in respect thereof any royalties in connection therewith and on receipt of such notice the officer shall, as soon as practicable thereafter, enter into a written agreement to that effect with the Commissioner.

PART VIII.—TEMPORARY EMPLOYMENT.

107. (1) Every applicant for employment as a temporary employee shall submit his application in his own handwriting to the Commissioner in the form supplied for the purpose by the Commissioner and shall supply such evidence as to age, character, health, experience and qualifications as the Commissioner may require.

(2) The Commissioner may require an applicant for employment as a temporary employee to be tested as to his possession of the skill and experience required in the employment he seeks.

(3) Every applicant who has submitted an application and is, in the opinion of the Commissioner, suitable for employment as a temporary employee, is eligible for registration and shall thereupon be registered for such employment by entering his name in the register kept for the purpose.

(4) A person who has attained the age of sixty-five years is not eligible for registration.

108. (1) A register to be called the "Temporary Employment Register" in these regulations referred to as "the Register" shall be kept at the Office of the Commissioner in such form as the Commissioner directs.

(2) The Register shall be under the control of an officer nominated by the Commissioner and shall contain a record of the names of applicants, who, in the opinion of the Commissioner, are eligible for employment as temporary employees.

(3) The selection of suitable persons for employment as temporary employees shall be made from persons whose names are recorded in the Register, but if the Register does not contain the name of a person qualified for the type of work to be performed the Commissioner may authorise the employment of any person as a temporary employee whom he deems suitable.

109. (1) The name of every applicant for employment as a temporary employee that appears in the Register shall be removed therefrom—

- (a) when he is engaged for employment as a temporary employee; or
- (b) if he has not been engaged for such employment, at the expiration of nine months from the date of the last entry of his name in the Register.

(2) A person whose name has been removed from the Register pursuant to subregulation (1) of this regulation may apply in the manner prescribed by regulation 107 of these regulations to have his name again registered in the Register and the provisions of that regulation apply to the applicant as though his application were an original application.

110. A person employed as a temporary employee shall not be transferred from the position or work for which he was engaged, without the prior approval of the Commissioner.

111. As soon as practicable after the services of a person employed as a temporary employee are terminated, the permanent head of the department wherein the person was last employed shall report to the Commissioner as to the conduct, diligence and efficiency of that person, and that person shall not be re-employed in any capacity in the Public Service without the prior approval of the Commissioner.

112. (1) On the completion of each year of continuous service, a temporary employee shall be granted by the permanent head of the department wherein he is then employed, three week's leave of absence for recreation on full pay.

(2) The time during which a temporary employee may take the leave of absence for recreation shall, in every case, be such as is approved by the permanent head of the department wherein the temporary employee is employed.

(3) When the services of a temporary employee are terminated through any cause whatsoever, before he has been employed in the Public Service for a period of twelve months or more, the temporary employee is entitled to be granted by the permanent head of the department in which he was last employed an allowance for *pro rata* leave of absence for recreation calculated on the basis of one-twelfth of the ascertained three weekly rate of pay to which the temporary employee was entitled at the time his services were terminated for each completed month of service by him in the Public Service.

113. (1) For the purposes of these regulations, indisposition not necessitating confinement to the house or hospital will not be regarded as illness in respect of which leave of absence may be granted under this regulation, except under special circumstances to be approved by the Commissioner.

(2) (a) An application for leave of absence on the grounds of illness shall be supported by the certificate of a duly qualified medical practitioner registered under the Medical Act, 1894.

(b) The application and certificate shall be in the form approved by the Commissioner.

(c) The Commissioner may require a further certificate from the District Medical Officer or his deputy and if that certificate does not confirm or substantially confirm the certificate of the medical practitioner, the temporary employee making the application for leave of absence shall pay the fee due to the District Medical Officer or his deputy in respect of his certificate.

(3) No leave of absence on the grounds of illness shall be granted with pay without the production of a medical certificate or medical certificates as required by this regulation.

(4) A temporary employee employed for a continuous period of less than three years may be granted sick leave by the permanent head of the department wherein the temporary employee is employed as follows:—

(a) where the continuous period of service does not exceed six months; three working days on full pay;

(b) where the continuous period of service exceeds six months but does not exceed eighteen months; ten working days on full pay less any leave granted in accordance with paragraph (a) of this subregulation;

(c) where the continuous period of service exceeds eighteen months but does not exceed three years; ten working days on full pay and ten working days on half pay less any leave granted in accordance with paragraphs (a) and (b) of this subregulation.

(5) A temporary employee employed for a continuous period of not less than three years may be granted leave of absence on account of illness on full pay by the permanent head of the department wherein the temporary employee is employed on the basis of a cumulative credit of fifteen working days for the first three years of service and seven working days for each year of service after the expiration of the first three years, except that—

- (a) the maximum credit allowable at the first day of July, nineteen hundred and fifty-one, and for the first year thereafter shall be fifteen working days;
- (b) applications for such leave not exceeding two months need not be referred to the Commissioner;
- (c) the maximum period of such leave allowable with pay in respect of any continuous absence from duty shall not exceed four months.

(6) Where a temporary employee has been granted four months' continuous leave of absence on account of illness with pay, he is not entitled to receive any further such leave with pay until he has completed a continuous period of duty of not less than four weeks.

(7) In calculating the amount of leave of absence on account of illness to which a temporary employee is entitled, any Public Service holidays occurring during the period of the leave shall be disregarded.

(8) Any period during which a temporary employee is absent on leave of absence on account of illness without pay shall not be included as part of that employee's period of service for the purposes of subregulations (4) and (5) of this regulation.

(9) A temporary employee who is duly absent on annual leave for recreation, long service leave or leave without pay is not eligible for leave under this regulation during the currency of that leave.

(10) Where in the discharge of his duties a temporary employee sustains injuries that are compensable in accordance with the provisions of the Workers' Compensation Act, 1912, and that necessitate the grant of leave under this regulation, half the period only of the leave on full pay or half pay as the case may be shall be charged against his leave of absence on account of illness entitlements or such leave credits as the case may be.

(11) (a) No leave of absence on account of illness shall be granted with pay to a temporary employee if the illness has been caused by the misconduct of the employee, or in any case of absence from duty without sufficient cause.

(b) Where the permanent head of the department wherein the employee is employed has occasion for doubt as to the cause of the illness or the reason for the absence, he may instruct a duly qualified medical practitioner registered under the Medical Act, 1894, to visit and examine the temporary employee or may direct the temporary employee to attend on the medical practitioner for examination.

(c) If the report of the medical practitioner does not confirm that the temporary employee is ill, or if the employee is not available for examination at the time of the visit of the medical practitioner, or fails, without reasonable cause, to attend the medical practitioner when directed to do so, the fee payable for the examination, appointment or visit shall be paid by the temporary employee.

114. A temporary employee shall not be granted leave without pay without the prior approval of the Commissioner.

115. Where a temporary employee is dismissed, fined, reprimanded or cautioned, the permanent head of the department wherein the temporary employee is employed shall record the fact on the personal file of the employee and in addition, in the case of a fine, shall notify the Auditor General appointed under the Audit Act, 1904.

116. Every temporary employee is subject to the following regulations as in force for the time being—Part II (Regulations 6-20 inclusive) Regulations numbers 22, 23, 24, 27, 32, 35, 36, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 87, 88, 89, 94, 95, 96, 97, 98 and 106 and in applying any such regulations to a temporary employee any reference therein to an officer shall be read as a reference to a temporary employee.

PUBLIC SERVICE ACT, 1904-1963.

Public Service Commissioner's Office,
Perth, 29th September, 1964.

HIS Excellency the Governor in Executive Council, acting under the provisions of the Public Service Act, 1904-1963, has been pleased on the recommendation of the Public Service Commissioner, to make the regulations set out in the Schedule hereunder.

R. J. BOND,
Public Service Commissioner.

Schedule.

1. These regulations may be cited as the Public Service Citation. (Cadetship) Regulations.

2. (1) The regulations made under the Public Service Act, 1904, and published in the *Government Gazette* on the 1st day of April, nineteen hundred and fifty-seven, and the 13th day of December, nineteen hundred and fifty-seven, are repealed. Saving.

(2) Section seventeen of the Interpretation Act, 1918, applies in respect of the repeal effected by this regulation, but the express reference to that section does not exclude the application to these regulations, of the other sections of that Act.

REGULATIONS GOVERNING THE APPOINTMENT OF—

CADET DRAFTSMEN (ENGINEERING)—

Public Works and Country Water Supply, Sewerage and Drainage Department and Metropolitan Water Supply, Sewerage and Drainage Department:

CADET DRAFTSMEN (ARCHITECTURAL)—

Public Works and Country Water Supply, Sewerage and Drainage Department and State Housing Commission:

CADET DRAFTSMEN (CARTOGRAPHIC)—

Lands and Surveys Department, Mines Department, Forests Department, Land Titles Office, Crown Law Department, Public Works and Country Water Supply Sewerage and Drainage Department and Metropolitan Water Supply, Sewerage and Drainage Department:

CADET DRAFTSMEN (TOWN PLANNING)—

Town Planning Department.

3. (1) An applicant for appointment as a cadet shall—
- | | |
|---|---|
| <p>(a) be not more than twenty-one years of age nor less than sixteen years of age;</p> <p>(b) produce to the Commissioner evidence of the date of his birth;</p> <p>(c) produce a chest x-ray examination certificate and a medical certificate to the Commissioner certifying that he is in good health and not affected with any physical infirmity that would interfere with the proper exercise of his duties; and</p> <p>(d) produce to the Commissioner evidence as to his good character.</p> | <p>Qualifications for appointment as cadet.</p> |
|---|---|

(2) Such applicant shall have passed the Junior Certificate examination of the University of Western Australia or an equivalent examination in English, Arithmetic and Algebra, Geometry and Trigonometry, Physics or Science B and any two other subjects and the applicant shall if required produce to the Commissioner evidence that he has so passed.

(3) An applicant shall also produce to the Commissioner a specimen of his plan drawing.

Applications.

4. (1) Applications for appointment as cadets shall be invited by the Commissioner by public advertisement.

(2) When applying for any such appointment an applicant shall complete a questionnaire on the printed form supplied at the office of the Commissioner.

(3) The selection of applicants considered suitable for appointment as cadets shall be made by a Board consisting of two or more persons nominated in writing by the Commissioner.

Cadet to be articulated.

5. (a) A cadet shall be articulated to the professional head or the permanent head of the department in which he is employed as the case may be, for the term prescribed in regulation 6 of these regulations, but his appointment in the first instance is subject to a period of twelve months' probation.

(b) Before the expiration of a cadet's period of probation, the professional head or the permanent head of the department concerned as the case requires shall report to the Commissioner on—

- (i) the manner in which the cadet has performed his duties;
- (ii) the progress the cadet has made in the appropriate diploma or certificate course of study detailed in regulation 7 of these regulations; and
- (iii) the cadet's general progress and conduct, and

on receipt of that report the Commissioner shall confirm or annul the cadet's appointment.

Term of cadetship.

6. (a) Subject to the provisions of regulation 9 of these regulations, a cadet is required to serve for a term of four years and during that term he shall receive general practical instruction as follows:—

- (i) Cadet Draftsman (Engineering): The term of cadetship shall be spent in the Engineering Drawing Office of either the Public Works and Country Water Supply, Sewerage and Drainage Department, or the Drawing Office of the Metropolitan Water Supply, Sewerage and Drainage Department, as the case may be, during which time a cadet shall receive general practical instruction in drafting, plotting from field notes, calculations for design, estimates, specifications, preparations of working drawing, computations and the general work of the Engineering Drawing Office, and a knowledge, by inspection, of field works in progress.
- (ii) Cadet Draftsman (Architectural): The term of cadetship shall be spent in the Architectural Drawing Office of the Public Works and Country Water Supply, Sewerage and Drainage Department or the Drawing Office of the State Housing Commission, during which time a cadet shall receive instruction in drafting, construction, specifications, quantities and general architectural work.
- (iii) Cadet Draftsman (Cartographic): At least three years of the term of cadetship shall be served in the Drawing Office of the department to which a cadet has been attached, during which time the cadet shall receive instruction in drafting, plotting, survey computations, the use of draftsman's instruments and the particular requirements of that department. In addition, in order to obtain knowledge of field practice, at least three months shall be served in the field under a licensed surveyor approved by the department to which he is attached.

- (iv) Cadet Draftsman (Town Planning): The term of cadetship shall be spent in the Drawing Office of the Town Planning Department during which time a cadet shall receive instruction in drafting, plotting, survey computations, the use of draftsman's instruments and the particular requirements of that Department.

(b) During the term of his cadetship a cadet shall also attend the Perth Technical College as a part-time student and study the appropriate diploma or certificate course detailed in regulation 7 of these regulations.

7. A cadet shall not be deemed to have completed his cadetship until he has served the prescribed period and qualified in the following manner:—

Qualifying examinations.

- (i) Cadet Draftsman (Engineering): Completed and passed the examination requirements of the full Engineering Draftsman's Certificate course at the Perth Technical College.
- (ii) Cadet Draftsman (Architectural): Completed and passed the examination requirements of the full Architectural Draftsman's Certificate course at the Perth Technical College.
- (iii) Cadet Draftsman (Cartographic): Completed and passed the examination requirements of the first three years of the diploma course in cartography at the Perth Technical College and also passed a qualifying examination set by the department to which he is attached.
- (iv) Cadet Draftsman (Town Planning): Completed and passed the examination requirements of the full Town Planning Draftsman's Certificate course at the Perth Technical College.
- (v) In the case where none of the foregoing examination requirements are appropriate to any particular class of cadet: Completed and passed an equivalent or other examination requirements as specified by the Commissioner.

8. When a cadet is unable to obtain the necessary instruction at evening classes in respect of his course of study, the Commissioner may grant him such leave of absence as may be necessary to attend day lectures in approved subjects, and the conditions upon which the leave is granted shall be those determined by the Commissioner.

Study leave.

9. (a) If at the end of the prescribed term of his cadetship a cadet has not completed the qualifying examination requirements set out in regulation 7 of these regulations, his cadetship may be extended at the discretion of the Commissioner for a further period not exceeding two years.

Extension of term of cadetship.

(b) Subject to the provisions of regulation 12 of these regulations, a cadet's rate of remuneration during any due extension of his cadetship shall be the same as that prescribed for the fourth year of cadetship.

10. At any time after a cadet has completed one year of the prescribed term of service, if, in the opinion of the permanent head of the department, in which he is employed, his progress or general conduct, or both, have not been satisfactory his cadetship may be cancelled if the Commissioner approves.

Progress and conduct of cadet.

11. During the whole term of his cadetship and any due extension thereof, a cadet is subject to the provisions of the Public Service Act, 1904, and regulations made thereunder, relating to an officer to the extent to which those provisions are capable of being applied with or without adaptation to the cadet; but any term of

Public Service Act, 1904, and regulations apply to cadet.

his cadetship served before attaining the age of 18 years or before the 1st January, 1952, does not count as qualifying service for long service leave purposes.

Remuneration of cadet. 12. (a) The remuneration of a cadet during periods of service in a department shall be at the following rates:—

Year of Cadetship.	Percentage of or Margin Over Annual Equivalent of Male Basic Wage for Metropolitan Area as Declared by The Western Australian Industrial Commission.
	Per cent.
First	65½
Second	76½
Third	90½
Fourth	£59

except that—

- (i) the above rates may be varied from time to time at the discretion of the Commissioner;
- (ii) a cadet on attaining the age of 21 years shall, irrespective of year of cadetship, receive not less than 100 per cent. of the annual equivalent of the male basic wage declared for the metropolitan area from time to time by The Western Australian Industrial Commission;
- (iii) advancement from year to year shall be subject to satisfactory progress reports from the Perth Technical College and to the receipt by the Commissioner of a satisfactory report from the appropriate permanent head as to the conduct, diligence and efficiency of the cadet.

(b) If a cadet is employed away from his headquarters the Commissioner may approve of his being paid an allowance at such rate as the Commissioner determines as compensation for any extra cost of living involved or any extra cost for transport expenses necessarily incurred, or both.

Service of cadet. 13. A cadet who has satisfactorily completed his cadetship shall if so required, serve in the Public Service for a period of three years at the salary prescribed by industrial agreement between the Commissioner and the Civil Service Association of W.A. (Incorp.) for the first year and thereafter in accordance with the Commissioner's classification of the work upon which he is engaged.

Agreement for Articles. 14. Before a person is accepted as a cadet under the foregoing regulations, an agreement in the form, or to the effect of Appendix No. 1 hereto, shall be executed by that person, his legal guardian, the professional head or the permanent head of the department concerned, as the case may be, and one surety to be determined and approved by the professional head or the permanent head of the department concerned, as the case may be.

Appendix.

No. 1.

THIS indenture made the.....day of..... one thousand nine hundred and..... between (a).....of (b)..... in the State of Western Australia (hereinafter called "the cadet"), of the first part, (c).....of (b)..... in the said State (d).....the (e).....of the cadet (hereinafter with his executors and administrators referred to as "the guardian") of the second part, (f)..... of (b).....in the said State (d)..... (hereinafter with his executors and administrators referred to as "the guarantor") of the third part and (g).....

the (h).....for the State of Western Australia of the fourth part witnesseth that the said parties hereto do hereby mutually agree and declare as follows:—

1. The cadet of his own free will and accord, with the consent of the guardian, hereby places and binds himself to serve the (h).....as a cadet draftsman for the term of four years from the.....day of.....one thousand nine hundred and.....and for any additional period required to satisfactorily complete his cadetship under and subject to the regulations governing the admission of cadet draftsmen as approved by the Governor in Council and published in the *Government Gazette* of the.....day of.....19.....

2. The cadet will during the said term well and truly serve the (h).....as a cadet draftsman and will in all respects and at all times observe, perform and comply with the obligations on the part of the cadet contained in the said regulations or any amendments for the time being in force thereof.

3. When the cadet shall have satisfactorily completed his cadetship and obtained his certificate of qualification he will, if required so to do, serve in the Public Service for a period of three years in accordance with and subject to the provisions contained in regulation 13 of the said regulations or any amendments for the time being in force thereof.

4. That if from any cause whatsoever the cadet shall fail to satisfactorily complete his cadetship as required by these presents, or shall fail to observe, perform and comply with the obligations on the part of the cadet contained herein, and in the said regulations, or shall fail to comply with the provisions of clause 3 hereof, or shall be required to leave the course of cadetship or subsequent employment in the Public Service during the term herein specified, by reason of misconduct, idleness, disobedience, non-attendance, irregular or unpunctual attendance, want of interest in work, or immoral conduct, then in such cases the guardian and the guarantor, the parties of the second and third parts hereof, shall jointly and severally be liable for and forthwith on demand shall pay to the (h).....as ascertained damages and not by way of penalty for such breach or failure as a sum of two hundred and fifty pounds (£250).

5. In consideration of the premises the (h).....will during the said term take and accept the cadet and employ him and instruct him or cause him to be employed and instructed as a cadet draftsman under and in accordance with the said regulations or any amendments for the time being in force thereof.

In witness whereof the said parties hereto have hereunto set their hands and seals the day and year first hereinbefore written.

Signed, sealed and delivered by the said (a).....in the presence of—

Signed, sealed and delivered by the said (c).....in the presence of—

Signed, sealed and delivered by
the said

(f).....

in the presence of—

.....

Signed, sealed and delivered by
the said

(g).....

in the presence of—

.....

- (a) Full name of cadet. (b) Address. (c) Full name of guardian.
- (d) Occupation. (e) Father, mother or guardian, as the case may be. (f) Full name of guarantor. (g) Full name of professional head or permanent head, as the case may be. (h) Director of Engineering, Public Works and Country Water Supply, Sewerage and Drainage Department; Chief Engineer, Metropolitan Water Supply, Sewerage and Drainage Department; Principal Architect, Public Works and Country Water Supply, Sewerage and Drainage Department; Chief Architect, State Housing Commission; Surveyor General, Lands and Surveys Department; Under Secretary for Mines; Conservator of Forests; Registrar of Titles, Crown Law Department; Town Planning Commissioner, Town Planning Department, as the case may be.

REGULATIONS GOVERNING THE ADMISSION OF CADET EXAMINERS OF SURVEY PLANS, LANDS AND SURVEYS DEPARTMENT.

Qualifications for appointment as cadet.

- 15. (1) An applicant for appointment as a cadet shall—
 - (a) be not more than twenty-one years of age nor less than sixteen years of age;
 - (b) produce to the Commissioner evidence of the date of his birth;
 - (c) produce a chest x-ray examination certificate and a medical certificate to the Commissioner certifying that he is in good health and not affected with any physical infirmity that would interfere with the proper exercise of his duties; and
 - (d) produce to the Commissioner evidence as to his good character.

(2) Such applicant shall have passed the Junior Certificate examination of the University of Western Australia or an equivalent examination in English, Arithmetic and Algebra, Geometry and Trigonometry, Physics or Science B and any two other subjects and the applicant shall if required produce to the Commissioner evidence that he has so passed.

Applications.

16. (1) Applications for appointment as cadets shall be invited by the Commissioner by public advertisement.

(2) When applying for any such appointment an applicant shall complete a questionnaire on the printed form supplied at the office of the Commissioner.

(3) The selection of applicants considered suitable for appointment as cadets shall be made by a Board consisting of two or more persons nominated in writing by the Commissioner.

17. (a) A cadet shall be articled to the Surveyor General for the term prescribed in regulation 18 of these regulations, but his appointment in the first instance shall be subject to a period of twelve months' probation. Cadet to be articulated.

(b) Before the expiration of a cadet's period of probation, the Surveyor General shall report to the Commissioner on—

- (i) the manner in which the cadet has performed his duties;
- (ii) the academic progress the cadet has made in the course of study prescribed in regulation 19 of these regulations; and
- (iii) upon his general progress and conduct, and

upon receipt of that report the Commissioner shall confirm or annul the appointment.

18. (a) Subject to the provisions of regulation 21 of these regulations, a cadet shall serve for a period of four years and during this period shall receive general practical instruction and undergo such courses of training as may be prescribed by the Surveyor General. Term of cadetship.

(b) During the term of his cadetship a cadet shall also attend the Perth Technical College as a part-time student and study the diploma course detailed in regulation 19 of these regulations.

(c) For the purpose of obtaining knowledge of field practice, a cadet shall serve at least three months in the field under the supervision of a licensed surveyor appointed for the purpose by the Surveyor General.

19. A cadet shall not be deemed to have completed his cadetship until he has served the prescribed period, completed and passed the examination requirements of the first three years of the diploma course in cartography at the Perth Technical College and also passed a qualifying examination set by the department. Qualifying examination.

20. When a cadet is unable to obtain the necessary instruction at evening classes in respect of his course of study, the Commissioner may grant him such leave of absence as may be necessary to attend day lectures in approved subjects, and the conditions upon which the leave is granted shall be those determined by the Commissioner. Study leave.

21. (a) If at the end of the prescribed term of his cadetship a cadet has not completed the qualifying examination requirements set out in regulation 19, his cadetship may be extended at the discretion of the Commissioner for a further period not exceeding two years. Extension of term of cadetship.

(b) Subject to the provisions of regulation 24 of these regulations, a cadet's rate of remuneration during any approved extension of his cadetship shall be the same as that prescribed for the fourth year of cadetship.

22. At any time after a cadet has completed one year of the prescribed term of service, if, in the opinion of the permanent head of the department, in which he is employed, his progress or general conduct, or both, have not been satisfactory, his cadetship may be cancelled if the Commissioner approves. Progress and conduct.

23. During the whole term of his cadetship and any due extension thereof, a cadet is subject to the provisions of the Public Service Act, 1904, and regulations made thereunder, relating to an officer to the extent to which those provisions are capable of being applied with or without adaptation to the cadet; but any term of his cadetship served before attaining the age of 18 years or before the 1st January, 1952, does not count as qualifying service for long service leave purposes. Public Service Act, 1904, and regulations apply to cadet.

Remuneration of cadet. 24. (a) The remuneration of a cadet during periods of service in the department shall be at the following rates:—

Year of Cadetship.	Percentage of or Margin Over Annual Equivalent of Male Basic Wage for Metropolitan Area as Declared by The Western Australian Industrial Commission.
First	65½%
Second	76½%
Third	90½%
Fourth ...	£59

except that—

- (i) the above rates may be varied from time to time at the discretion of the Commissioner;
- (ii) a cadet on attaining the age of 21 years shall, irrespective of year of cadetship, receive not less than 100 per cent. of the annual equivalent of the male basic wage declared for the metropolitan area from time to time by The Western Australian Industrial Commission;
- (iii) advancement from year to year shall be subject to satisfactory progress reports from the Perth Technical College and to the receipt by the Commissioner of a satisfactory report from the appropriate permanent head as to the conduct, diligence and efficiency of the cadet.

(b) If a cadet is employed away from his headquarters the Commissioner may approve of his being paid an allowance at such rate as the Commissioner determines as compensation for any extra cost of living involved or any extra cost for transport expenses necessarily incurred, or both.

Service of cadet.

25. A cadet who has satisfactorily completed his cadetship shall if so required serve in the Public Service for a period of three years at the salary prescribed by industrial agreement between the Commissioner and the Civil Service Association of W.A. (Incorp.) for the first year and thereafter in accordance with the Commissioner's classification of the work upon which he is engaged.

Agreement for Articles.

26. Before a person is accepted as a cadet under these regulations an agreement in the form, or to the effect of, Appendix No. 2 hereto shall be executed by such person, his legal guardian, the Surveyor General and one surety to be determined and approved by the Surveyor General.

Appendix.

No. 2.

THIS indenture made the..... day of..... one thousand nine hundred and..... between (a) of (b)..... in the State of Western Australia (hereinafter called "the cadet"), of the first part, (c)..... of (b)..... in the said State (d)..... the (e)..... of the cadet (hereinafter with his executors and administrators referred to as "the guardian") of the second part, (f)..... of (b)..... in the said State (d)..... (hereinafter with his executors and administrators referred to as "the guarantor") of the third part and (g)..... the Surveyor General for the State of Western Australia (hereinafter with his successors in office referred to as "the Surveyor General") of the fourth part witnesseth that the said parties hereto do hereby mutually agree and declare as follows:—

1. The cadet of his own free will and accord, with the consent of the guardian, hereby places and binds himself to serve the Surveyor General as a cadet examiner of survey plans for the term

of four years from the..... day of.....
 one thousand nine hundred and..... and for
 any additional period required to satisfactorily complete his cadet-
 ship under and subject to the regulations governing the admission
 of cadet examiners of survey plans in the Lands and Surveys
 Department as approved by the Governor in Council and published
 in the *Government Gazette* of the..... day of
 19....., and any amendments for the time being
 in force thereof.

2. The cadet will during the said term well and truly serve
 the Surveyor General as a cadet examiner of survey plans and will
 in all respects and at all times observe, perform and comply with
 the obligations on the part of the cadet contained in the said regula-
 tions or any amendments for the time being in force thereof.

3. When the cadet shall have satisfactorily completed his cadet-
 ship and obtained his certificate of qualification he will, if required
 so to do, serve in the Public Service for a period of three years in
 accordance with and subject to the provisions contained in regula-
 tion 25 of the said regulations or any amendments for the time
 being in force thereof.

4. That if from any cause whatsoever the cadet shall fail to
 satisfactorily complete his cadetship as required by these presents,
 or shall fail to observe, perform and comply with the obligations
 on the part of the cadet contained herein, and in the said regulations,
 or shall fail to comply with the provisions of clause 3 hereof, or shall
 be required to leave the course of cadetship or subsequent employ-
 ment in the Public Service during the term herein specified, by reason
 of misconduct, idleness, disobedience, non-attendance, irregular or
 unpunctual attendance, want of interest in work, or immoral conduct
 then in such cases the guardian and the guarantor, the parties of
 the second and third parts hereof, shall jointly and severally be
 liable for and forthwith on demand shall pay to the Surveyor Gen-
 eral as ascertained damages and not by way of penalty for such
 breach or failure a sum of two hundred and fifty pounds (£250).

5. In consideration of the premises the Surveyor General will
 during the said term take and accept the cadet and employ him and
 instruct him or cause him to be employed and instructed as a cadet
 examiner of survey plans under and in accordance with the said
 regulations or any amendments for the time being in force thereof.

In witness whereof the said parties hereto have hereunto set
 their hands and seals the day and year first hereinbefore written.

Signed, sealed and delivered by the
 said (a).....
 in the presence of—

Signed, sealed and delivered by the
 said (c).....
 in the presence of—

Signed, sealed and delivered by the
 said (f).....
 in the presence of—

Signed, sealed and delivered by the
said (g).....
in the presence of—
.....

- (a) Full name of cadet. (b) Address. (c) Full name of guardian.
(d) Occupation. (e) Father, mother or guardian, as the case
may be. (f) Full name of guarantor. (g) Full name of Sur-
veyor General.

REGULATIONS RELATING TO THE APPOINTMENT OF CADET
LAND SURVEYORS IN THE LANDS AND SURVEYS DE-
PARTMENT.

Qualifica-
tions for
appointment
as cadet.

27. (1) An applicant for appointment as a cadet shall—
(a) be not more than twenty-one years of age nor less
than sixteen years of age;
(b) produce to the Commissioner evidence of the date of
his birth;
(c) produce a chest x-ray examination certificate and a
medical certificate to the Commissioner certifying that
he is in good health and not affected with any physical
infirmity that would interfere with the proper exercise
of his professional duties; and
(d) produce to the Commissioner evidence as to his good
character.

(2) Such applicant shall have passed the Leaving Certificate
examination of the University of Western Australia, or an equivalent
examination, in English, Mathematics A, Mathematics B, Physics
and at least one other subject, and the applicant shall, if required,
produce to the Commissioner evidence that he has so passed.

Applications.

28. (1) Applications for appointment as cadets shall be
invited by the Commissioner by public advertisement.
(2) When applying for any such appointment an applicant
shall complete a questionnaire on the printed form supplied at the
office of the Commissioner.
(3) The selection of applicants considered suitable for appoint-
ment as cadets shall be made by a Board consisting of two or
more persons nominated in writing by the Commissioner.

Cadet to be
articled.

29. (a) A cadet shall be articled to the Surveyor General for
the term prescribed in regulation 30 of these regulations, but his
appointment in the first instance shall be subject to a period of
twelve months' probation.

(b) Before the expiration of a cadet's period of probation, the
Surveyor General shall report to the Commissioner on the manner
in which the cadet has performed his duties and upon his general
progress and conduct, and upon receipt of that report the Com-
missioner shall confirm or annul the appointment.

Term of
cadetship.

30. (a) Subject to the provisions of regulation 32 of these
regulations, a cadet shall be required to serve for a term of five
years, of which not less than two years shall be served in the
field.

(b) A cadet shall be placed under the supervision of a
departmental surveyor for field practice and every facility shall
be given the cadet to acquire a thorough knowledge of the survey
system of the State.

(c) An applicant who, on appointment as a cadet, has already
completed and passed one or more years of the associateship course
in land surveying at the Perth Technical College may be appointed

to the second or a subsequent year of cadetship and may have the term of his cadetship reduced so that the number of years to be served as a cadet corresponds with the number of academic years remaining to be completed in that associateship course and the qualifying examinations prescribed by the Land Surveyors' Licensing Board, together with the term of not less than two years to be served in the field.

31. A cadet shall not be deemed to have completed his cadetship until he has served the prescribed period and has completed and passed the associateship course in land surveying at the Perth Technical College and the qualifying examinations prescribed by the Land Surveyors' Licensing Board. Qualifying examination.

32. (a) If at the end of the prescribed term of his cadetship a cadet has not completed the examination requirements prescribed in regulation 31 of these regulations, his cadetship may be extended at the discretion of the Commissioner for a further period not exceeding two years. Extension of term of cadetship.

(b) Subject to the provisions of regulation 35 of these regulations a cadet's rate of remuneration during any approved extension of his cadetship shall be the same as that prescribed for the fifth year of cadetship.

33. At any time after a cadet has completed one year of the prescribed term of service, if, in the opinion of the Surveyor General, the cadet's progress or general conduct, or both, have not been satisfactory, his cadetship may be cancelled if the Commissioner approves. Progress and conduct of cadet.

34. During the whole term of his cadetship and any due extension thereof, a cadet is subject to the provisions of the Public Service Act, 1904, and regulations made thereunder, relating to an officer to the extent to which those provisions are capable of being applied with or without adaptation to the cadet; but his entitlement to long service leave shall commence to accrue only after he has completed the academic requirements of his course as provided in these regulations and he attains the age of eighteen years and the entitlement shall commence on and from the first day of January next following such completion and attaining of that age by the cadet. Public Service Act, 1904, and regulations apply to cadet.

35. (a) The remuneration of a cadet during periods of service in the department shall be at the following rates:— Remuneration.

Year of Cadetship.	Percentage of or Margin Over Annual Equivalent of Male Basic Wage for Metropolitan Area as Declared by The Western Australian Industrial Commission.
First 	76½
Second 	90½
Third 	£59
Fourth 	£157
Fifth 	£225

except that—

- (i) the above rates may be varied from time to time at the discretion of the Commissioner;
- (ii) the cadet on attaining the age of 21 years shall, irrespective of year of cadetship, receive not less than 100 per cent. of the annual equivalent of the male basic wage declared for the metropolitan area from time to time by The Western Australian Industrial Commission; and

(iii) advancement from year to year is subject to satisfactory progress reports from the Perth Technical College and the receipt by the Commissioner of a satisfactory report from the Surveyor General as to the conduct, diligence, and efficiency of the cadet.

(b) During periods of leave without pay granted to a cadet for the purpose of attending the Perth Technical College during the official terms and the annual examination period of each academic year, a sustenance allowance at the rate of seven pounds per week shall be paid to the cadet, but—

- (i) payment of the allowance may be suspended at any time by the Commissioner on receipt of an unsatisfactory report from the Perth Technical College or the Surveyor General;
- (ii) payment of the allowance shall not be made for any period of leave without pay granted for purposes other than to attend the Perth Technical College during the official term and the annual examination period of an academic year or from any absence from class in respect of which a cadet is unable to furnish a satisfactory explanation;
- (iii) the allowance may be varied from time to time at the discretion of the Commissioner.

(c) If a cadet is employed away from his headquarters the Commissioner may approve of his being paid an allowance at such rate as the Commissioner determines as compensation for any extra cost of living involved or any extra cost for transport expenses necessarily incurred, or both.

d) Compulsory Perth Technical College tuition fees shall be paid on behalf of the cadet.

Service of
cadet.

36. A cadet who has satisfactorily completed his cadetship shall, if so required, serve in the Public Service for a period of four years at a salary determined in accordance with the Commissioner's classification of the work upon which the cadet is engaged.

Agreement.

37. Before any person is accepted as a cadet under these regulations, an agreement in the form, or to the effect of, Appendix No. 3 hereto, shall be executed by the person, his legal guardian, the Surveyor General and one surety to be determined and approved by the Surveyor General.

Appendix.

No. 3.

THIS indenture made the day of one thousand nine hundred and between (a) of (b) in the State of Western Australia (hereinafter called "the cadet"), of the first part, (c) of (b) in the said State (d) the (e) of the cadet (hereinafter with his executors and administrators referred to as "the guardian") of the second part, (f) of (b) in the said State (d) (hereinafter with his executors and administrators referred to as "the guarantor") of the third part and (g) the Survey General for the State of Western Australia (hereinafter with his successors in office referred to as "the Surveyor General") of the fourth part witnesseth that the said parties hereto do hereby mutually agree and declare as follows:—

1. The cadet of his own free will and accord, with the consent of the guardian, hereby places and binds himself to serve the Surveyor General as a land surveying cadet for the term of five years from the day of one thousand nine hundred and and for any additional period required to satisfactorily complete his cadetship

under and subject to the regulations governing the admission of land surveying cadets in the Lands and Surveys Department as approved by the Governor in Council and published in the *Government Gazette* of the..... day of..... 19..... and any amendments for the time being in force thereof.

2. The cadet will during the said term well and truly serve the Surveyor General as a land surveying cadet and will in all respects and at all times observe, perform and comply with the obligations on the part of the cadet contained in the said regulations or any amendments for the time being in force thereof.

3. When the cadet shall have satisfactorily completed his cadetship and obtained his certificate of qualification he will, if required so to do, serve in the Public Service for a period of four years in accordance with and subject to the provisions contained in regulation 36 of the said regulations or any amendments for the time being in force thereof.

4. That if from any cause whatsoever the cadet shall fail to satisfactorily complete his cadetship as required by these presents, or shall fail to observe, perform and comply with the obligations on the part of the cadet contained herein, and in the said regulations, or shall fail to comply with the provisions of clause 3 hereof, or shall be required to leave the course of cadetship or subsequent employment in the Public Service during the term herein specified, by reason of misconduct, idleness, disobedience, non-attendance, irregular or unpunctual attendance, want of interest in work, or immoral conduct, then in such cases the guardian and the guarantor, the parties of the second and third parts hereof, shall jointly and severally be liable for and forthwith on demand shall pay to the Surveyor General as ascertained damages and not by way of penalty for such breach or failure a sum of money equivalent to the sum total of all sustenance allowance payments made to the cadet pursuant to regulation 35 (b) of these regulations.

5. In consideration of the premises the Surveyor General will during the said term take and accept the cadet and employ him and instruct him or cause him to be employed and instructed as a land surveying cadet under and in accordance with the said regulations or any amendments for the time being in force thereof.

In witness whereof the said parties hereto have hereunto set their hands and seals the day and year first hereinbefore written.

Signed, sealed and delivered by the
said (a).....
in the presence of—

Signed, sealed and delivered by the
said (c).....
in the presence of—

Signed, sealed and delivered by the
said (f).....
in the presence of—

Signed, sealed and delivered by the
said (g).....
in the presence of—

(a) Full name of cadet. (b) Address. (c) Full name of guardian. (d) Occupation. (e) Father, mother or guardian, as the case may be. (f) Full name of guarantor. (g) Full name of Surveyor General.

REGULATIONS GOVERNING THE APPOINTMENT OF ARCHITECTURAL, CADETS IN THE PUBLIC WORKS AND COUNTRY WATER SUPPLY, SEWERAGE AND DRAINAGE DEPARTMENT.

Qualifications for appointment as cadet.

38. (1) An applicant for appointment as a cadet shall—
- (a) be not more than twenty-one years of age nor less than sixteen years of age;
 - (b) produce to the Commissioner evidence of the date of his birth;
 - (c) produce a chest x-ray examination certificate and a medical certificate to the Commissioner certifying that he is in good health and not affected with any physical infirmity that would interfere with the proper exercise of his professional duties; and
 - (d) produce to the Commissioner evidence as to his good character.

(2) Such applicant shall have passed the Leaving Certificate examination of the University of Western Australia, or an equivalent examination, in English, Mathematics A, Mathematics B, Physics and at least one other subject, and the applicant shall, if required, produce to the Commissioner evidence that he has so passed.

Applications.

39. (1) Applications for appointment as cadets shall be invited by the Commissioner by public advertisement.

(2) When applying for any such appointment an applicant shall complete a questionnaire on the printed form supplied at the office of the Commissioner.

(3) The selection of applicants considered suitable for appointment as cadets shall be made by a Board consisting of two or more persons nominated in writing by the Commissioner.

Cadet to be articulated.

40. (a) A cadet shall be articulated to the Principal Architect for the term prescribed in regulation 41 of these regulations, but his appointment in the first instance is subject to a period of twelve months' probation.

(b) Before the expiration of the period of probation the Principal Architect shall report to the Commissioner on the manner in which the probationer has performed his duties and upon his general progress and conduct and upon receipt of that report the Commissioner shall confirm or annul the appointment.

Terms of cadetship.

41. (a) Subject to the provisions of paragraph (b) of this regulation and the provisions of regulation 43 of these regulations, a cadet shall serve for a term of five years, during which period he shall—

- (i) attend the Perth Technical College as a student in the associateship course in Architecture under the conditions prescribed by the Perth Technical College; and
- (ii) receive practical instruction and undergo courses of training as may be prescribed by the Principal Architect.

(b) An applicant who, on appointment as a cadet, has already completed and passed one or more years of the associateship course in Architecture, may be appointed to the second or a subsequent year of cadetship and may have the term of his cadetship reduced so that the number of years to be served as a cadet corresponds with the number of academic years remaining to be completed in the prescribed associateship course at the Perth Technical College.

(c) A cadet shall be granted leave without pay to attend the Perth Technical College as and when required during the official terms and the annual examination period of each of the academic years of the associateship course.

(d) The whole of the period of cadetship not spent in attendance at the Perth Technical College shall be served in the employ of the department, wherein the cadet is employed, and during the time served in the department, the cadet shall receive general practical instruction in designing, drafting, construction, quantities, specifications, and the work of an architect generally and portion of the time shall be spent in the supervision of construction and maintenance work and in carrying out architectural surveys.

42. A cadet shall not be deemed to have completed his cadetship until he has— Qualifying examinations.

- (i) served the prescribed term of cadetship or any due extension thereof;
- (ii) obtained the Associateship in Architecture at the Perth Technical College;
- (iii) obtained registration under the provisions of the Architects Act, 1921; and
- (iv) been admitted as an Associate Member of the Royal Australian Institute of Architects, or the Royal Institute of British Architects, London.

43. (a) If at the end of the prescribed term of his cadetship a cadet has not fulfilled the conditions prescribed in regulation 42 of these regulations, his cadetship may be extended at the discretion of the Commissioner for a further period not exceeding two years. Extension of term of cadetship.

(b) Subject to the provisions of regulation 47 of these regulations, a cadet's rate of remuneration during any approved extension of his cadetship shall be the same as that prescribed for the fifth year of cadetship.

44. At any time after a cadet has completed one year of the prescribed term of service, if, in the opinion of the Principal Architect the cadet's progress or general conduct, or both, have not been satisfactory, his cadetship may be cancelled if the Commissioner approves. Progress and conduct of cadet.

45. During the first year of his cadetship, a cadet shall become a student member of the Royal Australian Institute of Architects. Student membership.

46. During the whole term of his cadetship and any due extension thereof, a cadet shall be subject to the Public Service Act, 1904, and regulations made thereunder, relating to an officer to the extent to which those provisions are capable of being applied with or without adaptation to the cadet, but the period of his cadetship shall not be considered as any part of a term of service for which long service leave may be granted. Public Service Act, 1904, and regulations apply to cadet.

47. (a) The remuneration of a cadet during periods of service in the department shall be at the following rates:— Remuneration of cadet.

Year of Cadetship.	Percentage of or Margin over Annual Equivalent of Male Basic Wage for Metropolitan Area as declared by The Western Australian Industrial Commission.
First	76½%
Second	90½%
Third	£59
Fourth	£157
Fifth	£225

except that—

- (i) the above rates may be varied from time to time at the discretion of the Commissioner;

- (ii) a cadet on attaining the age of 21 years shall, irrespective of year of cadetship, receive not less than 100 per cent. of the annual equivalent of the male basic wage declared for the metropolitan area from time to time by The Western Australian Industrial Commission; and
 - (iii) advancement from year to year shall be subject to satisfactory progress reports from the Technical College and to the receipt by the Commissioner of a satisfactory report from the Principal Architect as to the conduct, diligence and efficiency of the cadet.
- (b) During periods of leave without pay granted to a cadet for the purpose of attending the Perth Technical College during the official terms and the annual examination period of each academic year, a sustenance allowance at the rate of seven pounds per week shall be paid to the cadet; provided that—
- (i) payment of the allowance may be suspended at any time by the Commissioner on receipt of an unsatisfactory report from the Perth Technical College or the Principal Architect;
 - (ii) payment of the allowance shall not be made for any period of leave without pay granted for purposes other than to attend the Perth Technical College during the official term and the annual examination period of an academic year or for any periods of absence from class in respect of which a cadet is unable to furnish a satisfactory explanation;
 - (iii) the allowance may be varied from time to time at the discretion of the Commissioner.
- (c) If a cadet is employed away from his headquarters the Commissioner may approve of his being paid an allowance at such rate as the Commissioner determines as compensation for any extra cost of living involved or any extra cost for transport expenses necessarily incurred, or both.
- (d) Compulsory Perth Technical College tuition fees shall be paid on behalf of the cadet.

Service of cadet.

48. A cadet who has satisfactorily completed his cadetship shall if he is so required, serve in the Public Service for a period of four years at a salary determined in accordance with the Commissioner's classification of the work upon which the cadet is engaged.

Agreement.

49. Before any person is accepted as a cadet under these regulations, an agreement in the form, or to the effect of, Appendix No. 4 hereto, shall be executed by the person, his legal guardian, the Principal Architect and one surety to be determined and approved by the Principal Architect.

Appendix.

No. 4.

THIS indenture made the..... day of..... one thousand nine hundred and..... between (a)..... of (b)..... in the State of Western Australia (hereinafter called "the cadet"), of the first part, (c)..... of (b)..... in the said State (d)..... the (e)..... of the cadet (hereinafter with his executors and administrators referred to as "the guardian") of the second part, (f)..... of (b)..... in the said State (d)..... (hereinafter with his executors and administrators referred to as the "guarantor") of the third part and (g)..... the Principal Architect for the State of Western Australia (hereinafter with his successors in

office referred to as "the Principal Architect") of the fourth part witnesseth that the said parties hereto do hereby mutually agree and declare as follows:—

1. The cadet of his own free will and accord, with the consent of the guardian, hereby places and binds himself to serve the Principal Architect as an architectural cadet for the term of five years from the day of one thousand nine hundred and and for any additional period required to satisfactorily complete his cadetship under and subject to the regulations governing the admission of architectural cadets in the Public Works and Country Water Supply, Sewerage and Drainage Department as approved by the Governor in Council and published in the *Government Gazette* of the day of 19 and any amendments for the time being in force thereof.

2. The cadet will during the said term well and truly serve the Principal Architect as an architectural cadet and will in all respects and at all times observe, perform and comply with the obligations on the part of the cadet contained in the said regulations or any amendments for the time being in force thereof.

3. When the cadet shall have satisfactorily completed his cadetship and obtained his certificate of qualification he will if required so to do serve in the Public Service for a period of four years in accordance with and subject to the provisions contained in regulation 48 of the said regulations or any amendments for the time being in force thereof.

4. That if from any cause whatsoever the cadet shall fail to satisfactorily complete his cadetship as required by these presents, or shall fail to observe, perform and comply with the obligations on the part of the cadet contained herein, and in the said regulations, or shall fail to comply with the provisions of clause 3 hereof, or shall be required to leave the course of cadetship or subsequent employment in the Public Service during the term herein specified, by reason of misconduct, idleness, disobedience, non-attendance, irregular or unpunctual attendance, want of interest in work, or immoral conduct, then in such cases the guardian and the guarantor, the parties of the second and third parts hereof, shall jointly and severally be liable for and forthwith on demand shall pay to the Principal Architect as ascertained damages and not by way of penalty for such breach or failure a sum of money equivalent to the sum total of all sustenance allowance payments made to the cadet by the Crown as specified in regulation 47 (b) of the said regulations.

5. In consideration of the premises the Principal Architect will during the said term take and accept the cadet and employ him and instruct him or cause him to be employed and instructed as an architectural cadet under and in accordance with the said regulations or any amendments for the time being in force thereof.

In witness whereof the said parties hereto have hereunto set their hands and seals the day and year first hereinbefore written.

Signed, sealed and delivered by
the said

(a)
in the presence of—
.....

Signed, sealed and delivered by
the said

(c)
in the presence of—
.....

Signed, sealed and delivered by
the said

(f).....
in the presence of—
.....

Signed, sealed and delivered by
the said

(g).....
in the presence of—
.....

- (a) Full name of cadet. (b) Address. (c) Full name of guardian.
(d) Occupation. (e) Father, mother or guardian, as the case
may be. (f) Full name of guarantor. (g) Full name of Principal
Architect.

REGULATIONS GOVERNING THE APPOINTMENT OF ENGIN-
EERING CADETS IN THE PUBLIC WORKS AND COUNTRY
WATER SUPPLY, SEWERAGE AND DRAINAGE DEPARTMENT,
AND THE METROPOLITAN WATER SUPPLY, SEWERAGE AND
DRAINAGE DEPARTMENT.

Qualifica-
tions for
appointment
as cadet.

50. (1) An applicant for appointment as a cadet shall—
(a) be not more than twenty-one years of age nor less than
sixteen years of age;
(b) produce to the Commissioner evidence of the date of
his birth;
(c) produce a chest x-ray examination certificate and a
medical certificate to the Commissioner certifying that
he is in good health and not affected with any physical
infirmity that would interfere with the proper exercise
of his professional duties; and
(d) produce to the Commissioner evidence as to his good
character.

(2) (a) Such applicant shall have qualified for Matriculation
in the Faculty of Engineering at the University of Western Australia,
but preference will be given to applicants who have passed the
Leaving Certificate examination of the University of Western Australia,
or an equivalent examination, in English, Mathematics A,
Mathematics B, Physics and Chemistry.

(b) The applicant shall if required produce to the Commissioner
evidence that he has so qualified or passed as the case may be.

Applications.

51. (1) Applications for appointment as cadets shall be invited
by the Commissioner by public advertisement.

(2) When applying for any such appointment an applicant
shall complete a questionnaire on the printed form supplied at the
office of the Commissioner.

(3) The selection of applicants considered suitable for ap-
pointment as cadets shall be made by a Board consisting of two or
more persons nominated in writing by the Commissioner.

Cadet to be
articled.

52. (a) A cadet shall be articled to the Chief Engineer or the
Director of Engineering as the case requires for the term prescribed
in regulation 53 of these regulations, but his appointment in the
first instance shall be subject to a period of twelve months' proba-
tion.

(b) Before the expiration of a cadet's period of probation the permanent head of the department wherein the cadet is employed shall report to the Commissioner on—

- (i) the manner in which the cadet has performed his duties;
- (ii) the progress the cadet has made in the course of study leading to the degree of Bachelor of Engineering or the associateship in Engineering as prescribed in paragraph (a) of regulation 53 of these regulations; and
- (iii) his general progress and conduct, and upon receipt of that report the Commissioner shall confirm or annul the appointment.

53. (a) Subject to the provisions of paragraph (b) of this regulation and the provisions of regulation 55 of these regulations, a cadet shall serve for a term of five years, during which period he shall—

Term of
cadetship.

- (i) attend the University of Western Australia as a full-time student in the Faculty of Engineering and take the course of study leading to the degree of Bachelor of Engineering, but with the permission of the Commissioner on the recommendation of the Chief Engineer, or the Director of Engineering, as the case requires, the cadet may attend the Perth Technical College as a full-time student in the Department of Engineering and take the course of study leading to the associateship in Engineering; and
- (ii) receive practical instruction and undergo courses of training as may be prescribed by the Chief Engineer, or the Director of Engineering, as the case requires.

(b) An applicant who, on appointment as a cadet, has already completed and passed one or more years of the degree course of Bachelor of Engineering or the associateship course in Engineering, may be appointed to a second or a subsequent year of cadetship and may have the term of his cadetship reduced so that the number of years to be served as a cadet corresponds with the number of academic years remaining to be completed in the prescribed degree course at the University or the associateship course at the Perth Technical College.

(c) A cadet shall be granted leave without pay to attend the University or Perth Technical College as a full-time student during the official terms and the annual examination period of each academic year.

(d) Where a cadet so desires, and if it is convenient for the officer to whom he is articulated to permit him so to do, the cadet may be employed in the department during the first and second term vacation periods of any year at the University or Perth Technical College.

(e) During the annual or third term vacation period a cadet is required to be employed in the department wherein he is employed on duties associated with his profession.

(f) A cadet who, after following part of the University course, is forced to relinquish it without proceeding to a degree, for reasons beyond his control, may, with the permission of the Commissioner on the recommendation of the officer to whom he is articulated, continue his cadetship by serving full-time in the employ of the department for an aggregate period to be determined and by entering upon a course of study to enable him to pass, at the end of the prescribed term of cadetship or any approved extension thereof, one of the alternative examinations referred to in regulation 54 of these regulations.

(g) For a portion of the period to be served in the employ of the department a cadet shall receive instruction in the preparation of engineering drawings, computations, specifications, designing, office methods and general engineering work, and the remainder of

the term shall be spent in the field on engineering surveys, and the design, construction and maintenance of engineering works, or a short course in the workshops, according to the branch of work to which he is allotted.

Qualifying
examina-
tions

54. A cadet shall not be deemed to have completed his cadetship until he has—

- (a) served the prescribed term of cadetship or any due extension thereof;
- (b) fulfilled one of the following conditions:—

Civil Engineering Cadets—

- (i) obtained the degree of Bachelor of Engineering in the University of Western Australia; or
- (ii) passed the Associate Membership Examination of the Institution of Engineers, Australia; or
- (iii) passed sections "A" and "B" of the Associate Membership Examination of the Institution of Civil Engineers, London.

Mechanical Engineering Cadets—

- (i) obtained the degree of Bachelor of Engineering in the University of Western Australia; or
- (ii) passed the Associate Membership Examination of the Institution of Engineers, Australia; or
- (iii) passed the Associate Membership Examination of the Institution of Mechanical Engineers, London.

Electrical Engineering Cadets—

- (i) obtained the degree of Bachelor of Engineering in the University of Western Australia; or
- (ii) passed the Associate Membership Examination of the Institution of Engineers, Australia; or
- (iii) passed the Associate Membership Examination of the Institution of Electrical Engineers, London.

Extension
of term.

55. (a) If at the end of the prescribed term of his cadetship a cadet has not completed and passed one of the qualifying examinations prescribed in regulation 54 of these regulations, his cadetship may be extended at the discretion of the Commissioner for a further period not exceeding two years.

(b) Subject to the provisions of regulation 59 of these regulations a cadet's rate of remuneration during any approved extension of his cadetship shall be the same as that prescribed for the fifth year of cadetship.

Progress and
conduct.

56. At any time after a cadet has completed one year of the prescribed term of service, if, in the opinion of the officer to whom he is articulated, the cadet's progress or general conduct, or both, have not been satisfactory, his cadetship may be cancelled if the Commissioner approves.

Student
membership.

57. A cadet, as soon as he is qualified by age, shall become a student member of either the Institution of Engineers, Australia, or the Institution of Civil, Mechanical or Electrical Engineers, London.

Public
Service Act,
1904 and
regulations
apply to
cadet.

58. During the whole term of his cadetship and any due extension, thereof, a cadet is subject to the Public Service Act, 1904, and regulations made thereunder, relating to an officer, to the extent

to which those provisions are capable of being applied with or without adaptation to the cadet, but the period of his cadetship shall not be considered as any part of a term of service for which long service leave may be granted.

59. (a) The remuneration of a cadet during periods of service in the department shall be at the following rates:—

Year of Cadetship.	Percentage of or Margin over Annual Equivalent of Male Basic Wage for Metropolitan Area as declared by The Western Australian Industrial Commission.
First	76½%
Second	90½%
Third	£59
Fourth	£157
Fifth	£225

except that—

- (i) the above rates may be varied from time to time at the discretion of the Commissioner;
- (ii) a cadet on attaining the age of 21 years shall, irrespective of year of cadetship, receive not less than 100 per cent. of the annual equivalent of the male basic wage declared for the metropolitan area from time to time by The Western Australian Industrial Commission; and
- (iii) advancement from year to year shall be subject to satisfactory progress reports from the University and to the receipt by the Commissioner of a satisfactory report from the officer to whom he is articulated as to the conduct, diligence and efficiency of the cadet.

(b) During periods of leave without pay granted to a cadet for the purpose of attending the University of Western Australia or the Perth Technical College during the official terms and the annual examination period of each academic year, a sustenance allowance at the rate of seven pounds per week shall be paid to the cadet; provided that—

- (i) payment of the allowance may be suspended at any time by the Commissioner on receipt of an unsatisfactory report from the University or the Perth Technical College, or the officer to whom the cadet is articulated; and
- (ii) payment of the allowance shall not be made for any period of leave without pay granted for purposes other than to attend the University or Perth Technical College during the official term and the annual examination period of an academic year or for any periods of absence from class in respect of which a cadet is unable to furnish a satisfactory explanation; and
- (iii) the allowance may be varied from time to time at the discretion of the Commissioner.

(c) If a cadet is employed away from his headquarters, the Commissioner may approve of his being paid an allowance at such rate as the Commissioner determines as compensation for any extra cost of living involved or any extra cost for transport expenses necessarily incurred, or both.

(d) Compulsory University tuition fees (excluding Guild and Faculty Society subscription) or compulsory Perth Technical College tuition fees shall be paid on behalf of the cadet.

60. A cadet who has satisfactorily completed his cadetship shall if he is so required, serve in the Public Service for a period of four years at a salary determined in accordance with the Commissioner's classification of the work upon which the cadet is engaged.

Agreement.

61. Before any person is accepted as a cadet under these regulations, an agreement in the form, or to the effect of, Appendix No. 5 hereto, shall be executed by the person, his legal guardian, the Chief Engineer or the Director of Engineering as the case requires and one surety to be determined and approved by the Chief Engineer, or the Director of Engineering as the case requires.

Appendix.

No. 5.

THIS indenture made theday of....., one thousand nine hundred and..... between (a)..... of (b)..... in the State of Western Australia (hereinafter called "the cadet") of the first part, (c)..... of (b)..... in the said State (d)..... the (e)..... of the cadet (hereinafter with his executors and administrators referred to as "the guardian") of the second part, (f)..... of (b)..... in the said State (d)..... (hereinafter with his executors and administrators referred to as "the guarantor") of the third part and (g)..... the Chief Engineer or the Director of Engineering for the State of Western Australia (hereinafter with his successors in office respectively referred to as "the Chief Engineer" or "the Director") of the fourth part witnesseth that the said parties hereto do hereby mutually agree and declare as follows:—

1. The cadet of his own free will and accord, with the consent of the guardian, hereby places and binds himself to serve the Chief Engineer or the Director as an engineering cadet for the term of five years from the.....day of.....one thousand nine hundred and..... and for any additional period required to satisfactorily complete his cadetship under and subject to the regulations governing the appointment of engineering cadets in the Public Works and Country Water Supply, Sewerage and drainage Department and the Metropolitan Water Supply, Sewerage and Drainage Department as approved by the Governor in Council and published in the *Government Gazette* of the.....day of..... 19....., and any amendments for the time being in force thereof.

2. The cadet will during the said term well and truly serve the Chief Engineer or the Director as an engineering cadet and will in all respects and at all times observe, perform and comply with the obligations on the part of the cadet contained in the said regulations or any amendments for the time being in force thereof.

3. When the cadet shall have satisfactorily completed his cadetship and obtained his certificate of qualification, he will, if required so to do, serve in the Public Service for a period of four years in accordance with and subject to the provisions contained in regulation 60 of the said regulations or any amendments for the time being in force thereof.

4. That if from any cause whatsoever the cadet shall fail to satisfactorily complete his cadetship as required by these presents or shall fail to observe, perform and comply with the obligations on the part of the cadet contained herein, and in the said regulations, or shall fail to comply with the provisions of clause 3 hereof, or shall be required to leave the course of cadetship or subsequent employment in the Public Service during the term herein specified, by reason of misconduct, idleness, disobedience, non-attendance, irregular or unpunctual attendance, want of interest in work, or immoral conduct, then in such cases the guardian and the guarantor, the parties of the second and third parts hereof, shall jointly and severally be liable for and forthwith on demand shall pay to the Chief Engineer or the Director as the case may be as ascertained damages and not by way of penalty for such breach or failure a sum of money equivalent to the sum total of all sustenance allowance payments made to the cadet by the Crown as specified in regulation 59 (b) of the said regulations.

5. In consideration of the premises the Chief Engineer or the Director as the case may be will during the said term, take and accept the cadet and employ him and instruct him or cause him to be employed and instructed as an engineering cadet under and in accordance with the said regulations or any amendments for the time being in force thereof.

In witness whereof the said parties hereto have hereunto set their hands and seals the day and year first hereinbefore written.

Signed, sealed and delivered by the said

(a)
in the presence of—
.....

Signed, sealed and delivered by the said

(c)
in the presence of—
.....

Signed, sealed and delivered by the said

(f)
in the presence of—
.....

Signed, sealed and delivered by the said

(g)
in the presence of—
.....

(a) Full name of cadet. (b) Address. (c) Full name of guardian. (d) Occupation. (e) Father, mother or guardian, as the case may be. (f) Full name of guarantor. (g) Full name of the Chief Engineer or the Director of Engineering as the case requires.

REGULATIONS GOVERNING THE APPOINTMENT OF VETERINARY SCIENCE CADETS IN THE DEPARTMENT OF AGRICULTURE.

- 62. (1) An applicant for appointment as a cadet shall—
 - (a) be not more than twenty-one years of age nor less than sixteen years of age;
 - (b) produce to the Commissioner evidence of the date of his birth;
 - (c) produce a chest x-ray examination certificate and a medical certificate to the Commissioner certifying that he is in good health and not affected with any physical infirmity that would interfere with the proper exercise of his professional duties; and
 - (d) produce to the Commissioner evidence as to his good character.

Qualifications for appointment as cadet.

(2) Such applicant shall have qualified for Matriculation in the Faculty of Science in the University of Western Australia but preference shall be given to applicants who have passed the Leaving Certificate examination of the University of Western Australia, or an approved equivalent examination, in English, Mathematics A, Mathematics B, Physics and Chemistry.

The applicant shall if required produce to the Commissioner evidence that he has so qualified or so passed as the case may be.

Applications. 63. (1) Applications for appointment as cadets shall be invited by the Commissioner by public advertisement.

(2) When applying for any such appointment an applicant shall complete a questionnaire on the printed form supplied at the office of the Commissioner.

(3) The selection of applicants considered suitable for appointment as cadets shall be made by a Board consisting of two or more persons nominated in writing by the Commissioner.

Probation. 64. (a) A cadet shall be articulated to the Director of Agriculture for the term prescribed in regulation 65 of these regulations; but his appointment in the first instance is subject to a period of twelve months' probation.

(b) Before the expiration of the period of probation the Director of Agriculture shall report to the Commissioner on the manner in which the probationer has performed his duties and upon his general progress and conduct and upon receipt of that report the Commissioner shall confirm or annul the appointment.

Term of cadetship. 65. (a) Subject to the provisions of paragraph (b) of this regulation and the provisions of regulation 67 of these regulations, a cadet is required to serve for a term of five years, during which period he shall—

- (i) complete the first academic year in the Faculty of Science in the University of Western Australia as a full-time student;
- (ii) complete the academic requirements of the Faculty of Veterinary Science in the University of Sydney or the University of Queensland or some other University in the Commonwealth of Australia as a full-time student; and
- (iii) receive practical instruction and undergo courses of training as may be prescribed by the Director of Agriculture.

(b) An applicant, who on appointment as a cadet, has already completed and passed one or more years of the degree course of Bachelor of Veterinary Science, may be appointed to the second or a subsequent year of cadetship and may have the term of his cadetship reduced so that the number of years to be served as a cadet corresponds with the number of academic years remaining to be completed in the prescribed degree course.

(c) A cadet shall be granted leave without pay to attend university as a full-time student during the official terms and the annual examination period of each academic year.

(d) Where a cadet who is attending the University of Western Australia, so desires and if it is convenient for the Director to permit him so to do, the cadet may be employed in the department during the first and second term vacation periods.

(e) During the annual or third term vacation period of all academic years a cadet shall be employed in the department on duties associated with his profession.

Qualifying examination. 66. A cadet shall not be deemed to have completed his cadetship until he has served the prescribed term of cadetship or any due extension thereof and until he has obtained the degree of Bachelor of Veterinary Science in the University of Sydney or the University of Queensland or some other University in the Commonwealth of Australia.

67. If at the end of the prescribed term of his cadetship a cadet has not obtained the degree of Bachelor of Veterinary Science his cadetship may be extended at the discretion of the Commissioner for a further period not exceeding two years. Extension of term.

68. At any time after a cadet has completed one year of the prescribed term of service, if, in the opinion of the Director of Agriculture, the cadet's progress or general conduct, or both, have not been satisfactory, his cadetship may be cancelled if the Commissioner approves. Progress and conduct.

69. During the whole term of his cadetship and any due extension thereof, a cadet is subject to the provisions of the Public Service Act, 1904, and regulations made thereunder, relating to an officer to the extent to which those provisions are capable of being applied with or without adaptation to the cadet, but the period of his cadetship shall not be considered as any part of a term of qualifying service for which long service leave may be granted. Public Service Act, 1904, and regulations to apply to cadet.

70. (a) The remuneration of a cadet during periods of service in the department shall be at the following rates:— Remuneration.

Year of Cadetship.	Percentage of or Margin over Annual Equivalent of Male Basic Wage for Metropolitan Area as declared by The Western Australian Industrial Commission.
First	76½%
Second	90½%
Third	£59
Fourth	£157
Fifth	£225

except that—

- (i) the above rates may be varied from time to time at the discretion of the Commissioner;
- (ii) a cadet on attaining the age of 21 years shall, irrespective of year of cadetship, receive not less than 100 per cent. of the annual equivalent of the male basic wage declared for the metropolitan area from time to time by The Western Australian Industrial Commission; and
- (iii) advancement from year to year shall be subject to satisfactory progress reports from the University and to the receipt by the Commissioner of a satisfactory report from the Director of Agriculture as to the conduct, diligence and efficiency of the cadet.

(b) Subject to the provisions of paragraph (d) of this regulation, a sustenance allowance at the rate of seven pounds per week shall be paid to a cadet during periods of leave without pay granted for the purpose of attending the University of Western Australia during the official terms and the annual examination period of the first academic year.

(c) Subject to the provisions of paragraph (d) of this regulation a cadet shall be paid the following allowances during the following periods, that is to say:—

- Second year of cadetship—£325 per annum.
- Third year of cadetship—£350 per annum.
- Fourth year of cadetship—£375 per annum.
- Fifth year of cadetship—£400 per annum.

Payments of the above allowances may be made in three equal instalments in advance at the beginning of each academic term of the respective year.

(d) Payment of the allowances prescribed in paragraphs (b) and (c) of this regulation—

- (i) may be suspended at any time by the Commissioner on receipt of an unsatisfactory report from the University or the Director of Agriculture; and
- (ii) shall not be made for any period of leave without pay granted for purposes other than to attend university during the official term and the annual examination period of an academic year or for any periods of absence from class in respect of which a cadet is unable to furnish a satisfactory explanation; and
- (iii) may be varied from time to time at the discretion of the Commissioner.

(e) A cadet attending the University of Sydney or University of Queensland or some other University in the Commonwealth of Australia shall be paid first class rail fares or tourist class air fares to and from the university each year.

(f) If a cadet is employed away from his headquarters, the Commissioner may approve of his being paid an allowance at such rate as the Commissioner determines as compensation for any extra cost of living involved or any extra cost for transport expenses necessarily incurred, or both.

(g) Compulsory University tuition fees (excluding Guild and Faculty Society subscriptions) at the University of Western Australia and all University fees at a University in the Commonwealth of Australia shall be paid on behalf of the cadet.

Service.

71. A cadet who has satisfactorily completed his cadetship shall if he is so required, serve in the Public Service for a period of five years at a salary determined in accordance with the Commissioner's classification of the work upon which the cadet is engaged.

Agreement

72. Before any person is accepted as a cadet under these regulations, an agreement in the form, or to the effect of, Appendix No. 6 hereto, shall be executed by the person, his legal guardian, the Director of Agriculture and one surety to be determined and approved by the Director of Agriculture.

Appendix.
No. 6.

THIS indenture made the.....day of..... one thousand nine hundred and.....between (a).....of (b)..... in the State of Western Australia (hereinafter called "the cadet") of the first part, (c).....of (b)..... in the said State (d).....the (e)..... of the cadet (hereinafter with his executors and administrators referred to as "the guardian") of the second part, (f)..... of (b).....in the said State (d)..... (hereinafter with his executors and administrators referred to as "the guarantor") of the third part and (g).....the Director of Agriculture for the State of Western Australia (hereinafter with his successors in office referred to as "the Director") of the fourth part witnesseth that the said parties hereto do hereby mutually agree and declare as follows:—

1. The cadet of his own free will and accord, with the consent of the guardian, hereby places and binds himself to serve the Director as a veterinary science cadet for the term of five years from the.....day of.....one thousand nine hundred and.....and for any additional period required to satisfactorily complete his cadetship under and subject to the regulations governing the admission of veterinary science cadets in the Department of Agriculture as approved by the Governor in Council and published in the *Government Gazette* of the..... day of.....19....., and any amendments for the time being in force thereof.

2. The cadet will during the said term well and truly serve the Director as a veterinary science cadet and will in all respects and at all times observe, perform and comply with the obligations on the part of the cadet contained in the said regulations or any amendments for the time being in force thereof.

3. When the cadet shall have satisfactorily completed his cadetship and obtained his certificate of qualification he will, if required so to do, serve in the Public Service for a period of five years in accordance with and subject to the provisions contained in regulation 71 of the said regulations or any amendments for the time being in force thereof.

4. That if from any cause whatsoever the cadet shall fail to satisfactorily complete his cadetship as required by these presents, or shall fail to observe, perform and comply with the obligations on the part of the cadet contained herein, and in the said regulations, or shall fail to comply with the provisions of clause 3 hereof, or shall be required to leave the course of cadetship or subsequent employment in the Public Service during the term herein specified, by reason of misconduct, idleness, disobedience, non-attendance, irregular or unpunctual attendance, want of interest in work, or immoral conduct, then in such cases the guardian and the guarantor, the parties of the second and third parts hereof, shall jointly and severally be liable for and forthwith on demand shall pay to the Director as ascertained damages and not by way of penalty for such breach or failure a sum equal to the sum total of all fares paid and all allowance payments to the cadet by the Crown pursuant to and as specified in regulation 70 of the said regulations.

5. In consideration of the premises the Director will during the said term take and accept the cadet and employ him and instruct him or cause him to be employed and instructed as a veterinary science cadet under and in accordance with the said regulations or any amendments for the time being in force thereof.

In witness whereof the said parties hereto have hereunto set their hands and seals the day and year first hereinbefore written.

Signed, sealed and delivered by the
said (a).....
in the presence of—
.....

Signed, sealed and delivered by the
said (c).....
in the presence of—
.....

Signed, sealed and delivered by the
said (f).....
in the presence of—
.....

Signed, sealed and delivered by the
said (g).....
in the presence of—
.....

(a) Full name of cadet. (b) Address. (c) Full name of guardian.
(d) Occupation. (e) Father, mother or guardian, as the case may be. (f) Full name of guarantor. (g) Full name of Director of Agriculture.

REGULATIONS GOVERNING THE APPOINTMENT OF AGRICULTURAL SCIENCE CADETS IN THE DEPARTMENT OF AGRICULTURE.

Qualifications for appointment as cadet.

73. (1) An applicant for appointment as a cadet shall—
- (a) be not more than twenty-one years of age nor less than sixteen years of age;
 - (b) produce to the Commissioner evidence of the date of his birth;
 - (c) produce a chest x-ray examination certificate and a medical certificate to the Commissioner certifying that he is in good health and not affected with any physical infirmity that would interfere with the proper exercise of his professional duties; and
 - (d) produce to the Commissioner evidence as to his good character.

(2) (a) Such applicant shall have qualified for Matriculation in the Faculty of Agriculture in the University of Western Australia, but preference shall be given to applicants who have passed the Leaving Certificate examination of the University of Western Australia, or an equivalent examination, in English, Mathematics A, Physics, Chemistry and Mathematics B or Biology.

(b) The applicant shall if required produce to the Commissioner evidence that he has so qualified or so passed as the case may be.

Applications.

74. (1) Applications for appointment as cadets shall be invited by the Commissioner by public advertisement.

(2) When applying for any such appointment an applicant shall complete a questionnaire on the printed form supplied at the office of the Commissioner.

(3) The selection of applicants considered suitable for appointment as cadets shall be made by a Board consisting of two or more persons nominated in writing by the Commissioner.

Term of cadetship.

75. (a) Subject to the provisions of paragraph (b) of this regulation and the provisions of regulation 78 of these regulations, a cadet shall be required to serve for a term of four years during which period he shall—

- (i) attend the University of Western Australia as a full-time student in the Faculty of Agriculture and take the course of study leading to the degree of Bachelor of Science in Agriculture; and
- (ii) receive practical instruction and undergo courses of training as may be prescribed by the Director of Agriculture.

(b) An applicant, who on appointment as a cadet, has already completed and passed one or more years of the degree course of Bachelor of Science in Agriculture, may be appointed to the second or a subsequent year of cadetship and may have the term of his cadetship reduced so that the number of years to be served as a cadet corresponds with the number of academic years remaining to be completed in the prescribed degree course at the University.

(c) A cadet shall be granted leave without pay to attend the University as a full-time student during the official terms and the annual examination period of each academic year.

(d) Where a cadet so desires, and if it is convenient for the Director to permit him so to do, the cadet may be employed in the department during the first and second term vacation periods of any year at the University.

(e) During the annual or third term vacation period a cadet is required to be employed in the department wherein he is employed on duties associated with his profession.

76. (a) A cadet shall be articulated to the Director of Agriculture for the term prescribed in regulation 75 of these regulations, but his appointment in the first instance is subject to a period of twelve months' probation.

Cadet to be articulated.

(b) Before the expiration of the period of probation the Director of Agriculture shall report to the Commissioner on the manner in which the probationer has performed his duties and upon his general progress and conduct and upon receipt of such report the Commissioner shall confirm or annul the appointment.

77. A cadet shall not be deemed to have completed his cadetship until he has served the prescribed period or any due extension thereof and until he has obtained the degree of Bachelor of Science in Agriculture in the University of Western Australia.

Qualifying examination.

78. (a) If at the end of the prescribed term of his cadetship a cadet has not obtained the degree of Bachelor of Science in Agriculture his cadetship may be extended at the discretion of the Commissioner for a further period not exceeding two years.

Extension of term.

(b) A cadet's rate of remuneration during any due extension of his cadetship shall be the same as that prescribed for the fourth year of cadetship.

79. At any time after a cadet has completed one year of the prescribed term of service, if, in the opinion of the Director of Agriculture, the cadet's progress or general conduct or both have not been satisfactory, his cadetship may be cancelled if the Commissioner approves.

Progress and conduct.

80. During the whole term of his cadetship and any due extension thereof, a cadet is subject to the provisions of the Public Service Act, 1904, and regulations made thereunder, relating to an officer to the extent to which those provisions are capable of being applied with or without adaptation to the cadet, but the period of his cadetship shall not be considered as any part of a term of qualifying service for which long service leave may be granted.

Public Service Act, 1904, and regulations to apply to cadet.

81. (a) The remuneration of a cadet during periods of service in the department shall be at the following rates:—

Remuneration of cadet.

Year of Cadetship.	Percentage of or Margin Over Annual Equivalent of Male Basic Wage for Metropolitan Area as Declared by The Western Australian Industrial Commission.
First	76½
Second	90½
Third	£59
Fourth	£157

except that—

- (i) the above rates may be varied from time to time at the discretion of the Commissioner;
- (ii) a cadet on attaining the age of 21 years shall, irrespective of year of cadetship, receive not less than 100 per cent. of the annual equivalent of the male basic wage declared for the metropolitan area from time to time by The Western Australian Industrial Commission; and
- (iii) advancement from year to year shall be subject to satisfactory progress reports from the University and to the receipt by the Commissioner of a satisfactory report from the Director of Agriculture as to the conduct, diligence and efficiency of the cadet.

(b) During periods of leave without pay granted to a cadet for the purpose of attending the University of Western Australia during the official terms and the annual examination period of each academic year, a sustenance allowance at the rate of seven pounds per week shall be paid to the cadet; provided that—

- (i) payment of the allowance may be suspended at any time by the Commissioner on receipt of an unsatisfactory report from the University or the Director of Agriculture;
- (ii) payment of the allowance shall not be made for any period of leave without pay granted for purposes other than to attend the University during the official term and the annual examination period of an academic year or for any periods of absence from class in respect of which a cadet is unable to furnish a satisfactory explanation;
- (iii) the allowance may be varied from time to time at the discretion of the Commissioner.

(c) If a cadet is employed away from his headquarters the Commissioner may approve of his being paid an allowance at such rate as the Commissioner determines as compensation for any extra cost of living involved or any extra cost for transport expenses necessarily incurred, or both.

(d) Compulsory University tuition fees (excluding Guild and Faculty Society subscriptions) shall be paid on behalf of the cadet.

Service of cadet.

82. A cadet who has satisfactorily completed his cadetship shall if he is so required serve in the Public Service for a period of three years at a salary determined in accordance with the Commissioner's classification of the work upon which the cadet is engaged.

Agreement.

83. Before any person is accepted as a cadet under these regulations, an agreement in the form, or to the effect, of Appendix No. 7 hereto shall be executed by the person, his legal guardian, the Director of Agriculture and one surety to be determined and approved by the Director of Agriculture.

Appendix.

No. 7.

THIS indenture made the.....day of..... between one thousand nine hundred and..... between (a).....of (b).....in the State of Western Australia (hereinafter called "the cadet"), of the first part, (c).....of (b).....in the said State (d).....the (e).....of the cadet (hereinafter with his executors and administrators referred to as "the Guardian") of the second part, (f).....of (b).....in the said State (d)..... (hereinafter with his executors and administrators referred to as "the Guarantor") of the third part and (g)..... the Director of Agriculture for the State of Western Australia (hereinafter with his successors in office referred to as "the Director") of the fourth part witnesseth that the said parties hereto do hereby mutually agree and declare as follows:—

1. The cadet of his own free will and accord, with the consent of the guardian, hereby places and binds himself to serve the Director of Agriculture as an Agricultural Science Cadet for the term of four years from the.....day of..... one thousand nine hundred and.....and for any additional period required to satisfactorily complete his cadetship under and subject to the regulations governing the admission of Agricultural Science Cadets in the Department of Agriculture as approved by the Governor in Council and published in the *Government Gazette* of the.....day of..... 19....., and any amendments for the time being in force thereof.

2. The cadet will during the said term well and truly serve the Director as an Agricultural Science Cadet and will in all respects and at all times observe, perform and comply with the obligations on the part of the cadet contained in the said regulations or any amendments for the time being in force thereof.

3. When the cadet shall have satisfactorily completed his cadetship and obtained his certificate of qualification he will if required so to do serve in the Public Service for a period of three years in accordance with and subject to the provisions contained in regulation 82 of the said regulations or any amendments for the time being in force thereof.

4. That if from any cause whatsoever the cadet shall fail to satisfactorily complete his cadetship as required by these presents, or shall fail to observe, perform and comply with the obligations on the part of the cadet contained herein, and in the said regulations, or shall fail to comply with the provisions of clause 3 hereof, or shall be required to leave the course of cadetship or subsequent employment in the Public Service during the term herein specified, by reason of misconduct, idleness, disobedience, non-attendance, irregular or unpunctual attendance, want of interest in work, or immoral conduct, then in such cases the guardian and the guarantor, the parties of the second and third parts hereof, shall jointly and severally be liable for and forthwith on demand shall pay to the Director as ascertained damages and not by way of penalty for such breach or failure a sum of money equivalent to the sum total of all sustenance allowance payments made to the cadet by the Crown as specified in regulation 81 (b) of the said regulations.

5. In consideration of the premises the Director will during the said term take and accept the cadet and employ him and instruct him or cause him to be employed and instructed as an Agricultural Science Cadet under and in accordance with the said regulations or any amendments for the time being in force thereof.

In witness whereof the said parties hereto have hereunto set their hands and seals the day and year first hereinbefore written.

Signed, sealed and delivered by the said

(a)
in the presence of—
.....

Signed, sealed and delivered by the said

(c)
in the presence of—
.....

Signed, sealed and delivered by the said

(f)
in the presence of—
.....

Signed, sealed and delivered by the said

(g)
in the presence of—
.....

(a) Full name of cadet. (b) Address. (c) Full name of guardian. (d) Occupation. (e) Father, mother or guardian as the case may be. (f) Full name of guarantor. (g) Full name of Director of Agriculture.

REGULATIONS GOVERNING THE APPOINTMENT OF SCIENCE
(CHEMISTRY) CADETS IN THE GOVERNMENT CHEMICAL
LABORATORIES, MINES DEPARTMENT.

- Interpreta-
tion. 84. In the following regulations relating to Science (Chemistry)
cadets unless the contrary intention appears—
“Director” means Director (Government Mineralogist,
Analyst and Chemist).
- Qualifica-
tions for
appointment
as cadet. 85. (1) An applicant for appointment as a cadet shall—
(a) be not more than twenty-one years of age nor less
than sixteen years of age;
(b) produce to the Commissioner evidence of the date of
his birth;
(c) produce a chest x-ray examination certificate and a
medical certificate to the Commissioner certifying that
he is in good health and not affected with any physical
infirmity that would interfere with the proper exercise
of his professional duties; and
(d) produce to the Commissioner evidence as to his good
character.
(2) Such applicant shall have qualified for Matriculation in
the Faculty of Science in the University of Western Australia but
preference shall be given to applicants who have passed the Leaving
Certificate examination of that University or an equivalent examina-
tion in English, Mathematics A, Mathematics B, Physics and
Chemistry and the applicant shall be required to produce to the
Commissioner evidence that he has so qualified or so passed as the
case may be.
- Applications. 86. (1) Applications for appointment as cadets shall be invited
by the Commissioner by public advertisement.
(2) When applying for any such appointment an applicant
shall complete a questionnaire on the printed form supplied at
the office of the Commissioner.
(3) The selection of applicants considered suitable for appoint-
ment as cadets shall be made by a Board consisting of two or more
persons nominated in writing by the Commissioner.
- Probation
of cadet. 87. (a) A cadet shall be attached to the Director, Government
Chemical Laboratories, for the term prescribed in regulation 88
of these regulations but his appointment in the first instance is
subject to a period of twelve months' probation.
(b) Before the expiration of the period of probation the
Director, Government Chemical Laboratories, shall report to the
Commissioner on the manner in which the probationer has per-
formed his duties and upon his general progress and conduct and
upon receipt of that report the Commissioner shall confirm or
annul the appointment.
- Term of
cadetship. 88. (a) Subject to the provisions of paragraph (b) of this
regulation and the provisions of regulation 90 of these regulations,
a cadet shall be required to serve for a term of three years, during
which period he shall—
(i) attend the University of Western Australia as a full-
time student in the Faculty of Science and take the
course of study leading to the Degree of Bachelor of
Science; and
(ii) receive practical instruction and undergo courses of
training as prescribed by the Director, Government
Chemical Laboratories.
(b) An applicant who on appointment as a cadet has already
completed and passed one or more years of the Degree course of
Bachelor of Science may be appointed to the second or subsequent

year of cadetship and may have the term of his cadetship reduced so that the number of years to be served as a cadet corresponds with the number of academic years remaining to be completed in the prescribed degree course at the University.

(c) A cadet will be granted leave without pay to attend the University as a full time student during the official terms of the annual examination period of each academic year.

(d) Where a cadet so desires and if it is convenient for the Director, Government Chemical Laboratories, to permit him so to do, the cadet may be employed in the department during the first and second term vacation periods of any year at the University.

(e) During the annual or third term vacation period of all academic years a cadet shall be employed in the department on duties associated with his profession.

89. A cadet shall not be deemed to have completed his cadetship until he has served the prescribed period or any due extension thereof, and until he has obtained the Degree of Bachelor of Science of the University of Western Australia. Qualifying examination.

90. (a) If at the end of the prescribed term of his cadetship a cadet has not obtained the Degree of Bachelor of Science, his cadetship may be extended at the discretion of the Commissioner for a further period not exceeding two years. Extension of term.

(b) Subject to the provisions of regulation 93 of these regulations, a cadet's rate of remuneration during any due extension of his cadetship shall be the same as that prescribed for the third year of cadetship.

91. At any time after a cadet has completed one year of the prescribed term of service if in the opinion of the Director, Government Chemical Laboratories, the cadet's progress or general conduct, or both, have not been satisfactory, his cadetship may be cancelled if the Commissioner approves. Progress and conduct of cadet.

92. During the whole term of his cadetship and any due extension thereof, a cadet is subject to the provisions of the Public Service Act, 1904, and regulations made thereunder, relating to an officer to the extent to which those provisions are capable of being applied with or without adaptation to the cadet, but the period of his cadetship shall not be considered as any part of a term of qualifying service for which long service leave may be granted. Public Service Act, 1904, and regulations apply to cadet.

93. (a) The remuneration of a cadet during periods of service in the department shall be at the following rates:— Remuneration of cadet.

Year of Cadetship.	Percentage of or Margin Over Annual Equivalent of Male Basic Wage for Metropolitan Area as Declared by The Western Australian Industrial Commission.
First year	76½ %
Second year	90½ %
Third year	£59

except that—

- (i) the above rates may be varied from time to time at the discretion of the Commissioner;
- (ii) a cadet on attaining the age of 21 years shall, irrespective of year of cadetship, receive not less than 100 per cent. of the annual equivalent of the male basic wage declared for the metropolitan area from time to time by The Western Australian Industrial Commission; and
- (iii) advancement from year to year shall be subject to satisfactory progress reports from the University and to the receipt by the Commissioner of a satisfactory report from the Director, Government Chemical Laboratories, as to the conduct, diligence and efficiency of the cadet.

(b) During periods of leave without pay granted to a cadet for the purposes of attending the University of Western Australia during the official terms and the annual examination period of each academic year, a sustenance allowance at the rate of seven pounds per week shall be paid to the cadet, but—

- (i) payment of the allowance may be suspended at any time by the Commissioner on receipt of an unsatisfactory report from the University or the Director, Government Chemical Laboratories;
- (ii) payment of the allowance shall not be made for any period of leave without pay granted for purposes other than to attend the University during the official term and the annual examination period of an academic year or for any periods of absence from class in respect of which a cadet is unable to furnish a satisfactory explanation;
- (iii) the allowance may be varied from time to time at the discretion of the Commissioner.

(c) If a cadet is employed away from his headquarters, the Commissioner may approve of his being paid an allowance at such rate as the Commissioner determines as compensation for any extra cost of living involved or any extra cost of transport expenses necessarily incurred, or both.

(d) Compulsory University tuition fees (excluding Guild and Faculty Society subscriptions) shall be paid on behalf of the cadet.

Service of
cadet.

94. A cadet who has satisfactorily completed his cadetship shall if so required, serve in the Public Service for a period of three years at a salary determined in accordance with the Commissioner's classification of the work upon which the cadet is engaged.

Agreement.

95. Before any person is accepted as a cadet under these regulations an agreement in the form or to the effect of Appendix No. 8 hereto shall be executed by the person, his legal guardian, the Director, Government Chemical Laboratories and one surety to be determined and approved by the Director, Government Chemical Laboratories.

Appendix.

No. 8.

THIS indenture made the.....day of.....between one thousand nine hundred and.....between (a).....of (b).....in the State of Western Australia (hereinafter called "the cadet") of the first part (c).....of (b).....in the said State (d).....the (e).....of the cadet (hereinafter with his executors and administrators referred to as "the Guardian") of the second part, (f).....of (b).....in the said State (d).....(hereinafter with his executors and administrators referred to as "the Guarantor") of the third part and (g).....the Director, Government Chemical Laboratories for the State of Western Australia (hereinafter with his successors in office referred to as "the Director, Government Chemical Laboratories") of the fourth part witnesseth that the said parties hereto do hereby mutually agree and declare as follows:—

1. The cadet of his own free will and accord, with the consent of the guardian, hereby places and binds himself to serve the Director, Government Chemical Laboratories as a Science (Chemistry) cadet for the term of three years from the.....day of.....one thousand nine hundred and.....and for any additional period required to satisfactorily complete his cadetship under and subject to the Regulations governing the admission of Science (Chemistry) cadets in the Government Chemical Laboratories.

2. The cadet will during the said term well and truly serve the Director, Government Chemical Laboratories as a Science (Chemistry) cadet in the Government Chemical Laboratories, and will in all respects and at all times observe, perform and comply with the obligations on the part of the cadet contained in the said regulations or any amendments for the time being in force thereof.

3. When the cadet shall have satisfactorily completed his cadetship and obtained his certificate of qualification he will, if required so to do, serve in the Public Service for a period of three years in accordance with and subject to the provisions contained in regulation 94 of the said regulations or any amendments for the time being in force thereof.

4. That if from any cause whatsoever the cadet shall fail to satisfactorily complete his cadetship as required by these presents, or shall fail to observe, perform and comply with the obligations on the part of the cadet contained herein, and in the said regulations, or shall fail to comply with the provisions of clause 3 hereof, or shall be required to leave the course of cadetship or subsequent employment in the Public Service during the term herein specified, by reason of misconduct, idleness, disobedience, non-attendance, irregular or unpunctual attendance, want of interest in work, or immoral conduct, then in such cases the guardian and the guarantor, the parties of the second and third parts hereof, shall jointly and severally be liable for and forthwith on demand shall pay to the Director, Government Chemical Laboratories as ascertained damages and not by way of penalty for such breach or failure a sum of money equivalent to the sum total of sustenance allowance payments to the cadet by the Crown as specified in regulation 93 (b) of the said regulations.

5. In consideration of the premises the Director, Government Chemical Laboratories will during the said term take and accept the cadet and employ him and instruct him or cause him to be employed and instructed as a Science (Chemistry) cadet under and in accordance with the said regulations or any amendments for the time being in force thereof.

In witness whereof the said parties hereto have hereunto set their hands and seals the day and year first hereinbefore written.

Signed, sealed and delivered by the
said (a).....
in the presence of—
.....

Signed, sealed and delivered by the
said (c).....
in the presence of—
.....

Signed, sealed and delivered by the
said (f).....
in the presence of—
.....

Signed, sealed and delivered by the
said (g).....
in the presence of—
.....

- (a) Full name of cadet. (b) Address. (c) Full name of guardian. (d) Occupation. (e) Father, mother or guardian as the case may be. (f) Full name of guarantor. (g) Full name of Director, Government Chemical Laboratories.

REGULATIONS GOVERNING THE APPOINTMENT OF CADET
RESEARCH OFFICERS IN THE FISHERIES DEPARTMENT.

Qualifica-
tions for
appointment
as cadet.

96. (1) An applicant for appointment as a cadet shall—
- (a) be not more than twenty-one years of age nor less than sixteen years of age;
 - (b) produce to the Commissioner evidence of the date of his birth;
 - (c) produce a chest x-ray examination certificate and a medical certificate to the Commissioner certifying that he is in good health and not affected with any physical infirmity that would interfere with the proper exercise of his professional duties; and
 - (d) produce to the Commissioner evidence as to his good character.

(2) Such applicant shall have qualified for Matriculation in the Faculty of Science in the University of Western Australia but preference shall be given to applicants who have passed the Leaving Certificate examination of that University or an equivalent examination in English, Mathematics A, Mathematics B, Physics and Chemistry and the applicant shall be required to produce to the Commissioner evidence that he has so qualified or so passed as the case may be.

Applications.

97. (1) Applications for appointment as cadets shall be invited by the Commissioner by public advertisement.

(2) When applying for any such appointment an applicant shall complete a questionnaire on the printed form supplied at the office of the Commissioner.

(3) The selection of applicants considered suitable for appointment as cadets shall be made by a Board consisting of two or more persons nominated in writing by the Commissioner.

Probation of
cadet.

98. (a) A cadet shall be articleed to the Chief Inspector of Fisheries for the term prescribed in regulation 99 of these regulations but his appointment in the first instance is subject to a period of twelve months' probation.

(b) Before the expiration of the period of probation the Chief Inspector of Fisheries shall report to the Commissioner on the manner in which the probationer has performed his duties and upon his general progress and conduct and upon receipt of that report the Commissioner shall confirm or annul the appointment.

Term of
cadetship.

99. (a) Subject to the provisions of paragraph (b) of this regulation and the provisions of regulation 101 of these regulations, a cadet shall be required to serve for a term of three years, during which period he shall—

- (i) attend the University of Western Australia as a full-time student in the Faculty of Science and take the course of study leading to the Degree of Bachelor of Science; and
- (ii) receive practical instruction and undergo courses of training as prescribed by the Chief Inspector of Fisheries.

(b) An applicant who on appointment as a cadet has already completed and passed one or more years of the Degree course of Bachelor of Science may be appointed to the second or subsequent year of cadetship and may have the term of his cadetship reduced so that the number of years to be served as a cadet corresponds with the number of academic years remaining to be completed in the prescribed degree course at the University.

(c) A cadet will be granted leave without pay to attend the University as a full time student during the official terms and the annual examination period of each academic year.

(d) Where a cadet so desires and if it is convenient for the Chief Inspector of Fisheries to permit him so to do, the cadet may be employed in the department during his first and second term vacation periods of any year at the University.

(e) During the annual or third term vacation period of all academic years a cadet shall be employed in the department on duties associated with his profession.

100. A cadet shall not be deemed to have completed his cadetship until he has served the prescribed period or any due extension thereof, and until he has obtained the Degree of Bachelor of Science of the University of Western Australia. Qualifying examination.

101. (a) If at the end of the prescribed term of his cadetship a cadet has not obtained the Degree of Bachelor of Science, his cadetship may be extended at the discretion of the Commissioner for a further period not exceeding two years. Extension of term.

(b) Subject to the provisions of regulation 104 of these regulations, a cadet's rate of remuneration during any due extension of his cadetship shall be the same as that prescribed for the third year of cadetship.

102. At any time after a cadet has completed one year of the prescribed term of service if in the opinion of the Chief Inspector of Fisheries the cadet's progress or general conduct, or both, have not been satisfactory, his cadetship may be cancelled if the Commissioner approves. Progress and conduct of cadet.

103. During the whole term of his cadetship and any due extension thereof, a cadet is subject to the provisions of the Public Service Act, 1904, and regulations made thereunder, relating to an officer to the extent to which those provisions are capable of being applied with or without adaptation to the cadet, but the period of his cadetship shall not be considered as any part of a term of qualifying service for which long service leave may be granted. Public Service Act, 1904, and regulations apply to cadet.

104. (a) The remuneration of a cadet during periods of service in the department shall be at the following rates:— Remuneration of cadet.

Year of Cadetship.	Percentage of or Margin Over Annual Equivalent of Male Basic Wage for Metropolitan Area as Declared by The Western Australian Industrial Commission.
First year 	76½%
Second year 	90½%
Third year 	£59

except that—

- (i) the above rates may be varied from time to time at the discretion of the Commissioner;
- (ii) a cadet on attaining the age of 21 years shall irrespective of year of cadetship, receive not less than 100 per cent. of the annual equivalent of the male basic wage declared for the metropolitan area from time to time by The Western Australian Industrial Commission; and
- (iii) advancement from year to year shall be subject to satisfactory progress reports from the University and to the receipt by the Commissioner of a satisfactory report from the Chief Inspector of Fisheries, as to the conduct, diligence and efficiency of the cadet.

(b) During periods of leave without pay granted to a cadet for the purposes of attending the University of Western Australia during the official terms and the annual examination period of each

academic year, a sustenance allowance at the rate of seven pounds per week shall be paid to the cadet, but—

- (i) payment of the allowance may be suspended at any time by the Commissioner on receipt of an unsatisfactory report from the University or the Chief Inspector of Fisheries;
- (ii) payment of the allowance shall not be made for any period of leave without pay granted for purposes other than to attend the University during the official term and the annual examination period of an academic year or for any periods of absence from class in respect of which a cadet is unable to furnish a satisfactory explanation;
- (iii) the allowance may be varied from time to time at the discretion of the Commissioner.

(c) If a cadet is employed away from his headquarters, the Commissioner may approve of his being paid an allowance at such rate as the Commissioner determines as compensation for any extra cost of living involved or any extra cost of transport expenses necessarily incurred, or both.

(d) Compulsory University tuition fees (excluding Guild and Faculty Society subscriptions) shall be paid on behalf of the cadet.

Service of
cadet.

105. A cadet who has satisfactorily completed his cadetship shall if so required, serve in the Public Service for a period of three years at a salary determined in accordance with the Commissioner's classification of the work upon which the cadet is engaged.

Agreement.

106. Before any person is accepted as a cadet under these regulations an agreement in the form or to the effect of Appendix No. 9 hereto shall be executed by the person, his legal guardian, the Chief Inspector of Fisheries and one surety to be determined and approved by the Chief Inspector of Fisheries.

Appendix.

No. 9.

THIS indenture made the.....day of.....One thousand nine hundred and.....between (a).....of (b).....in the State of Western Australia (hereinafter called "the cadet") of the first part (c).....(b).....in the said State (d).....the (e).....of the cadet (hereinafter with his executors and administrators referred to as "the Guardian") of the second part, (f).....of (b).....in the said State (d).....(hereinafter with his executors and administrators referred to as "the guarantor") of the third part and (g).....the Chief Inspector of Fisheries for the State of Western Australia (hereinafter with his successors in office referred to as "the Chief Inspector of Fisheries") of the fourth part witnesseth that the said parties hereto do hereby mutually agree and declare as follows:—

1. The cadet of his own free will and accord, with the consent of the guardian, hereby places and binds himself to serve the Chief Inspector of Fisheries as a Cadet Research Officer for the terms of three years from the.....day of.....One thousand nine hundred and.....and for any additional period required to satisfactorily complete his cadetship under and subject to the regulations governing the admission of Cadet Research Officers in the Fisheries Department.

2. The cadet will during the said term well and truly serve the Chief Inspector of Fisheries as a Cadet Research Officer in the Fisheries Department, and will in all respects and at all times observe,

perform and comply with the obligations on the part of the cadet contained in the said regulations or any amendments for the time being in force thereof.

3. When the cadet shall have satisfactorily completed his cadetship and obtained his certificate of qualification he will, if required so to do, serve in the Public Service for a period of three years in accordance with and subject to the provisions contained in regulation 105 of the said regulations or any amendments for the time being in force thereof.

4. That if from any cause whatsoever the cadet shall fail to satisfactorily complete his cadetship as required by these presents, or shall fail to observe, perform and comply with the obligations on the part of the cadet contained herein, and in the said regulations, or shall fail to comply with the provisions of clause 3 hereof, or shall be required to leave the course of cadetship or subsequent employment in the Public Service during the term herein specified, by reason of misconduct, idleness, disobedience, non-attendance, irregular or unpunctual attendance, want of interest in work, or immoral conduct, then in such cases the guardian and the guarantor, the parties of the second and third parts hereof, shall jointly and severally be liable for and forthwith on demand shall pay to the Chief Inspector of Fisheries as ascertained damages and not by way of penalty for such breach or failure a sum of money equivalent to the sum total of sustenance allowance payments made to the cadet by the Crown as specified in regulation 104 (b) of the said regulations.

5. In consideration of the premises the Chief Inspector of Fisheries will during the said term take and accept the cadet and employ him and instruct him or cause him to be employed and instructed as a Cadet Research Officer under and in accordance with the said regulations or any amendments for the time being in force thereof.

In witness whereof the said parties hereto have hereunto set their hands and seals the day and year first hereinbefore written.

Signed, sealed and delivered by the
said (a).....
in the presence of—
.....

Signed, sealed and delivered by the
said (c).....
in the presence of—
.....

Signed, sealed and delivered by the
said (f).....
in the presence of—
.....

Signed, sealed and delivered by the
said (g).....
in the presence of—
.....

(a) Full name of cadet. (b) Address. (c) Full name of guardian. (d) Occupation. (e) Father, mother or guardian as the case may be. (f) Full name of guarantor. (g) Full name of Chief Inspector of Fisheries.

**REGULATIONS GOVERNING THE APPOINTMENT OF DENTAL
SCIENCE CADETS PUBLIC HEALTH DEPARTMENT.**

Qualifica-
tions for
appointment
as cadet.

107. (1) An applicant for appointment as a cadet shall—
- (a) be not less than sixteen years of age;
 - (b) produce to the Commissioner evidence of the date of his birth;
 - (c) produce a chest x-ray examination certificate and a medical certificate to the Commissioner certifying that he is in good health and not affected with any physical infirmity that would interfere with the proper exercise of his professional duties; and
 - (d) produce to the Commissioner evidence as to his good character.

(2) Such an applicant shall have qualified for matriculation in the Faculty of Dental Science at the University of Western Australia and the applicant shall if so required by the Commissioner produce to the Commissioner evidence that he has so qualified.

Applications.

108. (1) Applications for appointment as cadets shall be invited by the Commissioner by public advertisement.

(2) When applying for any such appointment an applicant shall complete a questionnaire on the printed form supplied at the office of the Commissioner.

(3) The selection of applicants considered suitable for appointment as cadets shall be made by a Board consisting of two or more persons nominated in writing by the Commissioner.

Probation of
cadet.

109. (a) A cadet shall be articulated to the Commissioner of Public Health for the term prescribed in regulation 110 of these regulations but his appointment in the first instance is subject to a period of twelve months' probation.

(b) Before the expiration of the period of probation the Commissioner of Public Health shall report to the Commissioner on the manner in which the probationer has performed his duties and upon his general progress and conduct and upon receipt of the report the Commissioner shall confirm or annul the appointment.

Cadet to be
articled.

110. (a) Subject to the provisions of paragraph (b) of this regulation and the provisions of regulation 112 of these regulations, a cadet is required to serve for a term of five years during which period he shall attend the University of Western Australia as a full time student in the Faculty of Dental Science and take the course of study leading to the degree of Bachelor of Dental Science.

(b) An applicant who on appointment as a cadet has already completed and passed the first, second, third or fourth year of the degree course of Bachelor of Dental Science, may be appointed to the second, third, fourth or fifth year of cadetship as the case requires and may have the term of cadetship reduced so that the number of years to be served as a cadet corresponds with the number of academic years remaining to be completed in that degree course.

Qualifying
examination
for cadet.

111. A cadet shall not be deemed to have completed his cadetship until he has served the prescribed term of cadetship or any due extension thereof and until he has obtained the degree of Bachelor of Dental Science in the University of Western Australia.

Extension of
term.

112. (a) If at the end of the prescribed term of his cadetship a cadet has not obtained the degree of Bachelor of Dental Science his cadetship may be extended at the discretion of the Minister for Health for a further period not exceeding two years.

(b) Subject to the provisions of regulation 116 of these regulations a cadet's rate of remuneration during any due extension of his cadetship is the same as that prescribed for the fifth year of cadetship.

113. At any time after a cadet has completed one year of the prescribed term of service if in the opinion of the Commissioner of Public Health the cadet's progress or general conduct or both have not been satisfactory or if the cadet fails to pass the prescribed examination in any year, or is reported to be unsatisfactory by the Dean of the Faculty of Dental Science, a report thereof shall be made by the Commissioner of Public Health to the Commissioner who shall recommend to the Minister for Health whether the cadetship of the cadet should be terminated or continued.

Progress and conduct of cadet.

114. A cadet is not eligible for appointment to a position as a dentist until such time as he has obtained the Degree of Bachelor of Dental Science and complied with the provisions of the Dentists Act, 1936, with respect to registration under that Act.

Qualifications for appointment as dentist.

115. During the whole term of his cadetship and any due extension thereof, a cadet is subject to the provisions of the Public Service Act, 1904, and regulations made thereunder, relating to an officer, to the extent to which those provisions are capable of being applied with or without adaptation to the cadet, but the period of his cadetship shall not be considered as any part of a term of qualifying service for which long service leave or any other leave of absence may be granted.

Public Service Act, 1904, and regulations.

116. (a) Subject to the provisions of paragraph (b) of this regulation, a cadet shall be paid the following allowances during the following periods, that is to say:—

Remuneration.

	£
First year of cadetship	250
Second year of cadetship	280
Third year of cadetship	320
Fourth year of cadetship	360
Fifth year of cadetship	390

Payments of the above allowances may be made in three equal instalments in advance at the beginning of each academic term of the respective year.

(b) Payment of the allowances prescribed in paragraph (a) of this regulation may be suspended at any time by the Commissioner on receipt of an unsatisfactory report relating to the cadet from the University or the Commissioner of Public Health.

(c) In addition to the amounts referred to in paragraph (a) of this regulation each cadet shall be allowed in the aggregate the sum of two hundred pounds towards the cost of instruments and text books in such amounts and at such times as is determined by the Dean of the Faculty of Dental Science but where the cadet fails to complete his cadetship, or having been appointed as a dentist in a government position resigns before the completion of the term for which he is so appointed, he shall return such instruments to the Commissioner of Public Health or pay the amount of their value as determined by the Commissioner of Public Health.

(d) Compulsory University tuition fees and W.A. College of Dental Science (excluding Guild and Faculty Society subscriptions or fees and library deposits) shall be paid by the Public Health Department on behalf of the cadet.

(e) Where a cadet is appointed pursuant to paragraph (b) of regulation 110 of these regulations, he shall be granted an allowance to the amount indicated for the respective year of the cadetship to which he is appointed and is entitled to receive a *pro rata* payment at such times and in such amounts towards

the cost of instruments and text books as determined by the Dean of the Faculty of Dental Science and to have his fees paid in accordance with paragraph (d) of this regulation.

Service by
cadet.

117. (1) When a cadet has obtained the Degree of Bachelor of Dental Science and complied with the provisions of the Dentists Act, 1936, with respect to registration under that Act, he shall serve, if required by the Minister for Health, for a period of three years thereafter in a Government department, Governmental institution or partly Governmental institution as directed by the Commissioner and is liable to be transferred from one Government department, Governmental institution or partly Governmental institution to another.

(2) The conditions set out in Appendix A to these regulations apply to the appointment, salary and service of a cadet during the period of service referred to in subregulation (1) of this regulation.

(3) Where a cadet was appointed pursuant to paragraph (b) of regulation 110 of these regulations, the period that he is required to serve under subregulation (1) of this regulation shall be determined as follows:—

Where the years served as a cadet were—	The period of service required after qualifying shall be—
five years	three years
four years	two years
three years	two years
two years	one year
one year	one year

and in applying subregulation (1) of this regulation to such a cadet that subregulation shall be construed accordingly.

Agreement.

118. Before any person is accepted as a cadet under these regulations, an agreement in the form and to the effect of, Appendix "10" hereto shall be executed by the person, his legal guardian, the Commissioner of Public Health and one surety to be determined and approved by the Commissioner of Public Health.

Appendix "10".

THIS indenture made the.....day of..... one thousand nine hundred and..... between (a).....of (b).....in the State of Western Australia (hereinafter called "the cadet") of the first part (c).....of (b).....in the said State (d).....the (e).....of the cadet (hereinafter with his executors and administrators referred to as "the guardian") of the second part, (f).....of (b).....in the said State (d)..... (hereinafter with his executors and administrators referred to as "the guarantor") of the third part and (g).....the Commissioner of Public Health for the State of Western Australia (hereinafter with his successors in office referred to as "the Commissioner") of the fourth part witnesseth that the said parties hereto do hereby mutually agree and declare as follows:—

1. The cadet of his own free will and accord, with the consent of the guardian, hereby places and binds himself to serve the Commissioner as a dental science cadet for the term of five years from the.....day of..... one thousand nine hundred and..... and for any additional period required to satisfactorily complete his cadetship under and subject to the regulations governing the admission of dental science cadets in the Public Health Department as approved by the Governor in Council and published in the *Government Gazette* of the..... day of.....19....., and any amendments for the time being in force thereof.

2. The cadet will during the said term well and truly serve the Commissioner as a dental science cadet and will in all respects and at all times observe, perform and comply with the obligations on the part of the cadet contained in the said regulations or any amendments thereof for the time being in force.

3. When the cadet shall have satisfactorily completed his cadetship and obtained his Degree of Bachelor of Dental Science and complied with the provisions of the Dentists Act, 1936, with respect to registration under that Act, he shall serve in a department or institution for a period of three years or such lesser term as provided in the said regulations in accordance with and subject to the provisions contained in regulation 117 of the said regulations or any amendments thereof for the time being in force.

4. That if from any cause whatsoever the cadet shall fail to satisfactorily complete his cadetship as required by these presents or shall fail to observe, perform and comply with the obligations on the part of the cadet contained herein and in the said regulations, or shall fail to comply with the provisions of clause 3 hereof, or shall be required to leave the course of cadetship or subsequent employment in a department or institution referred to in clause 3 hereof during the term for which he is required to be employed therein by reason of misconduct, idleness, disobedience, non-attendance, irregular or unpunctual attendance, want of interest in work, immoral conduct or resignation, then in such cases the guardian and the guarantor, the parties of the second and third parts hereof shall jointly and severally be liable for and forthwith on demand shall pay to the Commissioner as ascertained damages and not by way of penalty for such breach or failure a sum equal to the sum total of all amounts paid under regulation 116 of these regulations to or on behalf of the cadet.

5. In consideration of the premises the Commissioner will during the said term take and accept the cadet and employ him and instruct him or cause him to be employed and instructed as a dental science cadet under and in accordance with the said regulations or any amendments thereof for the time being in force.

In witness whereof the said parties hereto have hereunto set their hands and seals the day and year first hereinbefore written.

Signed, sealed and delivered by the
said (a).....
in the presence of—
.....

Signed, sealed and delivered by the
said (c).....
in the presence of—
.....

Signed, sealed and delivered by the
said (f).....
in the presence of—
.....

Signed, sealed and delivered by the
said (g).....
in the presence of—
.....

(a) Full name of cadet. (b) Address. (c) Full name of guardian. (d) Occupation. (e) Father, mother or guardian, as the case may be. (f) Full name of guarantor. (g) Full name of Commissioner of Public Health.

Appendix "A".

(a) When a cadet has satisfactorily completed his dental course and effected registration under the Dentists Act, 1936, he shall receive, subject to these regulations, an appointment as a Junior Staff Dentist of the Perth Dental Hospital at the following salary rates:—

First three months—£1,812;
Second three months—£1,874;

then subject to satisfactory service, be reclassified as Senior Staff Dentist at the following salary rates:—

Year of Service.	Amount per Annum. £
1	2,376
2	2,439
3	2,502
4	2,565

The gross salaries quoted are subject to variations in the basic wage and are in accordance with the margins applicable to Public Service classifications P-II-5 (Junior Staff Dentist) and P-II-9/10 (Senior Staff Dentist).

(b) Although initial appointment is made to the Perth Dental Hospital, appointees will then be allocated by the Minister of Health to the School Dental Service, or to other Governmental or semi-Governmental Institutions.

(c) Appointees allocated to the School Dental Service will be paid at the following salary rates:—

First three months—£1,936;
Second three months—£1,998;

then subject to satisfactory service, at the following salary rates:—

Year of Service.	Amount per Annum. £
1	2,376
2	2,439
3	2,502
4	2,565
5	2,628
6	2,691

The gross salaries quoted are subject to variations in the basic wage and are in accordance with the margins applicable to Public Service classifications P-II-6 and P-II-9/11.

(d) Where an appointee is transferred from the School Dental Service to the Perth Dental Hospital or to any other Governmental or semi-Governmental Institution, the officer transferred shall revert to the salary rate applicable to a Senior Staff Dentist of the Perth Dental Hospital and in accordance with his year of service and the converse applies where an appointee is transferred to the School Dental Service from the Perth Dental Hospital or any other Governmental or semi-Governmental Institution.

(e) Any amount referred to in this Appendix is subject to alteration from time to time by the Public Service Commissioner in accordance with any determination made by him in respect thereof according to law.

(f) Female cadets shall receive the above appropriate corresponding rates except that the appropriate corresponding rate shall be reduced by the amount by which the amount of the current basic wage for a male in the metropolitan area exceeds the amount of the current basic wage for a female in the metropolitan area.

REGULATIONS GOVERNING THE APPOINTMENT OF SPEECH THERAPY CADETS, PUBLIC HEALTH DEPARTMENT.

119. (1) An applicant for appointment as a cadet shall—
- (a) be not more than forty years of age nor less than eighteen years of age;
 - (b) produce to the Commissioner evidence of the date of his birth;
 - (c) produce a chest x-ray examination certificate and a medical certificate to the Commissioner certifying that he is in good health and not affected with any physical infirmity that would interfere with the proper exercise of his professional duties; and
 - (d) produce to the Commissioner evidence as to his good character.
- Qualifications for appointment as cadet.

(2) Such an applicant shall have qualified for matriculation at the University of Melbourne for the Speech Therapy Diploma course or have similar qualifications acceptable to the Commissioner and the applicant shall, if so required by the Commissioner, produce to the Commissioner evidence that he has so qualified.

120. (1) Applications for appointment as cadets shall be invited by the Commissioner by public advertisement. Applications.

(2) When applying for any such appointment an applicant shall complete a questionnaire on the printed form supplied at the office of the Commissioner.

(3) The selection of applicants considered suitable for appointment as cadets shall be made by a Board consisting of two or more persons nominated in writing by the Commissioner.

121. (a) A cadet shall be articted to the Commissioner of Public Health for the term prescribed in regulation 122 of these regulations but his appointment in the first instance is subject to a period of twelve months' probation. Probation of cadet.

(b) Before the expiration of the period of probation the Commissioner of Public Health shall report to the Commissioner on the manner in which the probationer has performed his duties and upon his general progress and conduct and upon receipt of the report the Commissioner shall confirm or annul the appointment.

122. (a) Subject to the provisions of paragraph (b) of this regulation and the provisions of regulation 124 of these regulations, a cadet is required to serve for a term of three years, during which period he is required to attend as a full time student, lectures at the training school of the Victorian Council of Speech Therapy and at the University of Melbourne and obtain the Licentiatehip of the Australian College of Speech Therapists. Cadet to be articted.

(b) An applicant who on appointment as a cadet, has already completed and passed one or more years of the speech therapy diploma course, may be appointed to the second or a subsequent year of cadetship and may have the term of his cadetship reduced so that the number of years to be served as a cadet correspond with the number of academic years remaining to be completed in the prescribed diploma course.

123. A cadet shall not be deemed to have completed his cadetship until he has served the prescribed term of cadetship, or any due extension thereof, and until he has obtained the Licentiatehip of the Australian College of Speech Therapists. Qualifying examination for cadet.

124. If at the end of the prescribed term of his cadetship a cadet has not obtained the Licentiatehip of the Australian College of Speech Therapists, his cadetship may be extended at the discretion of the Minister for Health for a further period not exceeding two years. Extension of term.

Progress and
conduct of
cadet.

125. At any time after a cadet has completed one year of the prescribed term of service if in the opinion of the Commissioner of Public Health the cadet's progress or general conduct or both have not been satisfactory or if the cadet fails to pass the prescribed examination in any year, or is reported to be unsatisfactory by the Director of the Victorian Council of Speech Therapy or the University of Melbourne, a report thereof shall be made by the Commissioner of Public Health to the Commissioner who shall recommend to the Minister for Health whether the cadetship of the cadet should be terminated or continued.

Public
Service Act,
1904, and
regulations.

126. During the whole term of his cadetship and any due extension thereof, a cadet is subject to the provisions of the Public Service Act, 1904, and regulations made thereunder, relating to an officer, to the extent to which those provisions are capable of being applied with or without adaptation to the cadet, but the period of his cadetship shall not be considered as any part of a term of qualifying service for which long service leave or any other leave of absence may be granted.

Remunera-
tion.

127. (a) Subject to the provisions of paragraph (b) of this regulation, a cadet shall be paid the following allowances during the following periods, that is to say:—

First year of cadetship	£200
Second year of cadetship	£225
Third year of cadetship	£250

Payments of the above allowances may be made in three equal instalments in advance at the beginning of each academic term of the respective year.

(b) Payments of the allowances prescribed in paragraph (a) of this regulation may be suspended at any time by the Commissioner on the receipt of an unsatisfactory report relating to the cadet from the Director of the Victorian Council of Speech Therapy or the University of Melbourne or the Commissioner of Public Health.

(c) Compulsory tuition fees charged by the Victorian Council of Speech Therapy but not including text books and library deposits shall be paid on behalf of the cadet.

(d) A cadet shall be allowed first class rail fares from Melbourne to Perth at the time of each long term vacation and a first class rail fare from Perth to Melbourne at the commencement of the course and from Melbourne to Perth at the conclusion of the course.

(e) Where a cadet is appointed pursuant to paragraph (b) of regulation 122 of these regulations, he shall be granted an allowance to the amount indicated for the respective year of cadetship to which he is appointed.

Service
by cadet.

128. (1) When a cadet has satisfactorily completed his course in accordance with these regulations and has been awarded the Licentiatehip of the Australian College of Speech Therapists, he shall serve, if required by the Minister for Health, for a period of three years thereafter in a Government department, hospital, Governmental institution or partly Governmental institution as directed by that Minister and is liable to be transferred from one Government department, hospital, Governmental institution or partly Governmental institution to another.

(2) The conditions set out in Appendix A to these regulations apply to the appointment, salary and service of a cadet during the period of service referred to in subregulation (1) of this regulation.

(3) Where a cadet was appointed pursuant to paragraph (b) of regulation 122 of these regulations, the period that he is required to serve under subregulation (1) of this regulation shall be proportional to the time he served as a cadet and in applying that subregulation to such a cadet the subregulation shall be construed accordingly.

129. Before any person is accepted as a cadet under these regulations, an agreement in the form and to the effect of, Appendix "11" hereto shall be executed by the person, his legal guardian, the Commissioner of Public Health and one surety to be determined and approved by the Commissioner of Public Health. Agreement.

Appendix "11".

THIS indenture made the day of one thousand nine hundred and between (a) of (b) in the State of Western Australia (hereinafter called "the cadet") of the first part, (c) of (b) in the said State (d) the (e) of the cadet (hereinafter with his executors and administrators referred to as "the guardian") of the second part, (f) of (b) in the said State (d) (hereinafter with his executors and administrators referred to as "the guarantor") of the third part and (g) the Commissioner of Public Health for the State of Western Australia (hereinafter with his successors in office referred to as "the Commissioner") of the fourth part witnesseth that the said parties hereto do hereby mutually agree and declare as follows:—

1. The cadet of his own free will and accord, with the consent of the guardian, hereby places and binds himself to serve the Commissioner as a speech therapy cadet for the term of three years from the day of one thousand nine hundred and and for any additional period required to satisfactorily complete his cadetship under and subject to the regulations governing the admission of speech therapy cadets in the Public Health Department as approved by the Governor in Council and published in the *Government Gazette* of the day of 19 and any amendments for the time being in force thereof.

2. The cadet will during the said term well and truly serve the Commissioner as a speech therapy cadet and will in all respects and at all times observe, perform and comply with the obligations on the part of the cadet contained in the said regulations or any amendments thereof for the time being in force.

3. When the cadet shall have satisfactorily completed his cadetship and obtained his Licentiatehip of the Australian College of Speech Therapists, he shall serve in a department or institution for a period of three years or such lesser term as provided in the said regulations in accordance with and subject to the provisions contained in regulation 128 of the said regulations or any amendments thereof for the time being in force.

4. That if from any cause whatsoever the cadet shall fail to satisfactorily complete his cadetship as required by these presents or shall fail to observe, perform and comply with the obligations on the part of the cadet contained herein and in the said regulations, or shall fail to comply with the provisions of clause 3 hereof, or shall be required to leave the course of cadetship or subsequent employment in a department or institution referred to in clause 3 hereof during the term for which he is required to be employed therein by reason of misconduct, idleness, disobedience, non-attendance, irregular or unpunctual attendance, want of interest in work, immoral conduct or resignation, then in such cases the guardian and the guarantor, the parties of the second and third parts hereof shall jointly and severally be liable for and forthwith on demand shall pay to the Commissioner as ascertained damages and not by way of penalty for such breach or failure a sum equal to the sum total of all amounts paid under regulation 127 of these regulations to or on behalf of the cadet.

5. In consideration of the premises the Commissioner will during the said term make and accept the cadet and employ him and instruct him or cause him to be employed and instructed as a speech therapy cadet under and in accordance with the said regulations or any amendments thereof for the time being in force.

In witness whereof the said parties hereto have hereunto set their hands and seals the day and year first hereinbefore written.

Signed, sealed and delivered by the
 said (a).....
 in the presence of—

Signed, sealed and delivered by the
 said (c).....
 in the presence of—

Signed, sealed and delivered by the
 said (f).....
 in the presence of—

Signed, sealed and delivered by the
 said (g).....
 in the presence of—

(a) Full name of cadet. (b) Address. (c) Full name of guardian. (d) Occupation. (e) Father, mother or guardian, as the case may be. (f) Full name of guarantor. (g) Full name of Commissioner of Public Health.

Appendix "A".

(a) When a cadet has satisfactorily completed his speech therapy course and obtained the Licentiatehip of the Australian College of Speech Therapists, he shall receive, subject to these regulations, an appointment as provided in these regulations as a Speech Therapist at the following salary rates, that is to say:—

Males	Females
£	£
1,415	1,217
1,472	1,274
1,591	1,393
1,653	1,455
1,715	1,517
1,777	1,579

The gross salaries quoted are subject to variation in the basic wage and are in accordance with margins applicable to Public Service classification ranges P-II-1/4 and P.II-1/4(f).

(b) Any amount referred to in this Appendix is subject to alteration from time to time by the Public Service Commissioner in accordance with any determination made by him in respect thereof according to law.