

FILE 296

CIVIL SERVICE COMMISSION

AND

COLONIAL CIVIL SERVICE

DOCKET STARTS:

CIVIL SERVICE COMMISSION



324, Howland Ave.
Toronto, Ont.

Nov. 26th 1921

To Sir Arthur Currie L.L.D.
Principal, M^cGill University

Dear Sir:

I understand that the
British Government are offering a
certain number of Colonial appointments
to members of Canadian Universities

As I am a M^cGill graduate
(1914) Faculty of Applied Science in Civil
Engineering, I beg to apply for one of

these appointments. I may say further that I am a graduate in Arts (B. A.) of the University of King's College, Windsor (1912) and have had somewhat over a year's service in France as a Lieutenant with the Eighth Siege Battery, C. Y. A.

Should there be any choice in the place where one is to serve, I should like to go to North Africa (preferably Egypt) or India.

I would be grateful if you will send me any information available on the subject.

Trusting that this will meet with your favourable consideration.

I am,

Sir

Yours respectfully

H. A. Messeroy

February
Eleventh
1920.

Clarence Jamieson Esq.,
Civil Service Commission,
Ottawa, Ont.

Dear Sir:-

I am sorry to say that Dr. Adams
will not be able to go to Ottawa this week, on
account of illness, but would like to go next
week, if that will do as well.

Yours very truly,

Secretary to Principal.

March
Eighth
1920.

Clarence Jamieson Esq.,
Civil Service Commission,
Ottawa, Ont.

Dear Mr. Jamieson:-

An application has gone forward through R. D. McConnell Esq., Deputy Minister of Mines, from me for leave of absence for five weeks, commencing March 15th, for Mr. W. E. Cockfield.

Mr. Cockfield is now on the staff of the Geological Survey and we should like, if at all possible, to borrow Mr. Cockfield for the short period above mentioned, in order that he might take the place during these closing weeks of the Academic teaching session of one of our staff in the Geological Department who has suddenly resigned.

I understand that you are considering this application favorably, and I am now writing to ask that, if possible, you would give a decision at once, seeing that next Monday is the 15th of March, and it will be necessary for us on that day to make provision for the instruction which was formerly given by Mr. Stansfield, who is now leaving us. I shall be greatly obliged if you can let us have Mr. Cockfield by next Monday.

Yours very sincerely,

Acting Principal.

CLASS OF SERVICE	SYMBOL
Day Message	
Day Letter	Blue
Night Message	Nite
Night Letter	N L

If none of these three symbols appears after the check (number of words) this is a day message. Otherwise its character is indicated by the symbol appearing after the check.

GREAT NORTH WESTERN TELEGRAM



CLASS OF SERVICE	SYMBOL
Day Message	
Day Letter	Blue
Night Message	Nite
Night Letter	N L

If none of these three symbols appears after the check (number of words) this is a day message. Otherwise its character is indicated by the symbol appearing after the check.

Z.A.LASH, PRESIDENT

HEAD OFFICE, TORONTO, ONT.

GEO.D.PERRY, GENERAL MANAGER

36 MO MD 12 4EX FONED

OTTAWA ONT 9

FRANK P ADAMS

PRINCIPAL MCGILL UNIVERSITY MTL. QUE.

NECESSARY LEAVE GRANTED W E COCKFIELD TODAY WRITING

C JAMESON

11.53.A.,.

G. N. W. TEL. BRANCH
Lobby of Jacek Bldg.
282 ST. CATHERINE ST WEST
PHONE UP 4464

CLASS OF SERVICE	SYMBOL
Day Message	
Day Letter	Blue
Night Message	Nite
Night Letter	N L

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GREAT NORTH WESTERN



TELEGRAM

CLASS OF SERVICE	SYMBOL
Day Message	
Day Letter	Blue
Night Message	Nite
Night Letter	N L

If none of these three symbols appears after the check (number of words) this is a day message. Otherwise its character is indicated by the symbol appearing after the check.

Z.A.LASH, PRESIDENT

HEAD OFFICE, TORONTO, ONT.

GEO.D.PERRY, GENERAL MANAGER

52 MO AM 10

OTTAWA ONT 9TH

DR F D ADAMS

ACTING PRINCIPAL MCGILL UNIVERSITY

HAVE RECEIVED APPROVAL OF COCKFIELD-S LEAVE FROM CIVIL SERVICE COMMISSIO

WILLIAM MCINNS

1.53 P.M.

MAR 9 1920

G. N. W. TEL. BR

Lobby of Jacobs

282 ST. CATHERINE

PHONE UP 400

0.



CIVIL SERVICE COMMISSION OF CANADA

OFFICE OF
COMMISSIONER JAMESON

OTTAWA 9th March, 1920.

Dear Dr. Adams,-

Your letter of the 8th inst., with respect to leave of absence for Mr. W. E. Cockfield, received this morning.

The papers in connection with this matter had not reached me, but I at once had them reported upon, and the leave has been approved. I wired you to this effect this morning, and have also telephoned the Department.

Yours faithfully,

Dr. Frank D. Adams
Acting Principal, McGill University,
Montreal, P.Q.

March
Tenth
1920.

Clarence Jamieson Esq.,
Civil Service Commission,
Ottawa, Ont.

Dear Mr. Jamieson:-

Please accept my best thanks
for your kindness in securing the necessary leave
for W. E. Cockfield, thus helping us out in our
Geology instruction during the remainder of this
term.

I can assure you I appreciate the
action of the Civil Service Commission in this
matter.

I remain,

yours very sincerely,

Acting Principal.

W. FORAN,
SECRETARY

WF/WR



IN YOUR REPLY PLEASE QUOTE

Office of the Secretary,

FILE No.....

Ottawa, 22nd December, 1920.

Dear Sir Arthur;

I have recently very forcibly realized that there is no literature available to the public treating upon the important reforms which have been effected in the administration of the Public Service since the institution of the Civil Service Commission in 1908, and especially during the last three years.

Public men like yourself who keep in constant and sympathetic touch with such matters may be aware, at least to some extent, of what is going on, but the public generally is not informed although no movement more closely touches the public life of the country than the administration of its Governmental Service. It is most desirable that the public should understand what these reforms are and what they stand for to the country and having this in mind I have had prepared a series of articles dealing with various phases of the question as, for example, the comparison of the rival methods of recruiting by (a) patronage, (b) merit; the openings that exist in the Public Service for (a) the college and professional man, (b) women, (c) the returned soldier; and so forth.

These articles will be published in pamphlet form for general distribution and it has occurred to me that an expression of opinion from yourself, as head of one of the great Canadian universities, upon the advantages of the Merit System would add immensely to the value of the publication.

Might I, therefore, ask you to send me a

Sir Arthur Currie, G.C.M.G., K.C.B.,
Principal McGill University,
MONTREAL, P.Q.

signed

DO NOT WRITE ABOUT MORE THAN ONE SUBJECT IN THE SAME LETTER.

W. FORAN.
SECRETARY



IN YOUR REPLY PLEASE QUOTE

FILE NO.....

Office of the Secretary,

Ottawa,.....22nd December, 1920.

Sir Arthur Currie,

--2--

signed statement of from three to five hundred words
which I may be permitted to publish.

Thanking you in anticipation of your
kind co-operation in this matter,

I am,

Yours very truly,

A handwritten signature in cursive script, appearing to read "W. Foran".

SECRETARY.

December
Twenty-fourth
1920.

W. Foran, Esq.,
Secretary, Civil Service Commission,
Ottawa.

Dear Sir:-

Your letter of December 22nd
addressed to General Sir Arthur Currie has
been received.

The General is out of town for
the Christmas holidays, and on his return
your letter will be brought to his attention.

Yours very truly,

Principal's Secretary.

M. Y. WILLIAMS, PH.D.
PRESIDENT
A. M. BEALE, B.A.S.C.
TREASURER

38
THE PROFESSIONAL INSTITUTE
OF THE
CIVIL SERVICE OF CANADA
OTTAWA, CANADA

S. J. COOK, B.A., A.I.C.
SECRETARY
ROOM 416, DALY BLDG.

January 20-1921.

SJC
MLB

Dear Sir Arthur Currie:-

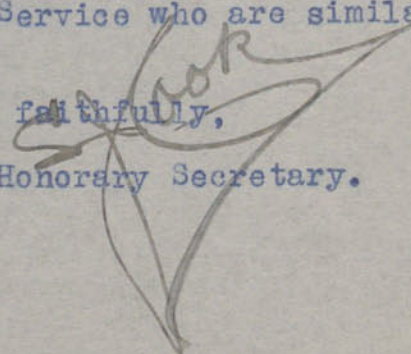
The Professional Institute of the Civil Service of Canada was formed in order that professional men and women in the Federal Civil Service might have an organization wherein all might meet on a common footing, and which might serve to give expression to their collective aims and objects.

A study of the membership discloses a somewhat disquieting state of affairs, when viewed from the standing of how the members, individually and collectively, may not only better their positions, but may serve their country as citizens and as Civil Servants, in their respective professional capacities.

We find many who have positions of professional responsibility in the Service, and who have not secured University degrees. The lack of a degree is an undoubted drawback to many; it results in a lessened average standing professionally, of the Civil Service. In many cases the lack of sufficient qualifications for promotion on the part of present members of the Civil Service adds to the difficulty of inducing University graduates to enter the employment of the Federal Government.

The necessity of a qualified personnel in the Federal Civil Service will be sufficiently apparent to you to need no further comment, at this time, and the part the University of which you are the head can play to assist would appear to be an integral function of your institution. It may be stated that many of our members have taken instruction at a University during one year or more but have been unable to complete their courses. I am directed to enquire if your institution can see its way clear to assist those who show a proper desire to better their standing, but who are not in a position to take their work at a University in the regular way. It is thought that any arrangements which can be made would be equally of benefit to many outside the ranks of the Civil Service who are similarly situated as regards University training.

Yours faithfully,


Honorary Secretary.

Sir Arthur Currie,
President,
McGill University,
MONTREAL, P.Q.

October 24, 1927.

F.H. Peters, Esq.,
369 Daly Avenue,
Ottawa.

Dear Mr. Peters:-

With reference to your letter of October 5th, I do not know that there is much I can do to help you in your efforts. I would suggest that you get in touch with Dean H.M. MacKay of the Faculty of Applied Science, who has some interesting figures regarding salaries in engineering. As these figures involve men of the same education, ability and calling, they should be useful to you.

I am told that some kind of union has recently been formed in England, aiming at obtaining higher remuneration for scientific workers connected with industry. I have not been able to obtain any details concerning this, but should I do so, I shall pass them on to you.

Yours faithfully,

Principal.



Ottawa

3081-

July 30, 1928.

Sir Arthur W. Currie, G.C.M.G., LL.D.,
Principal,
McGill University,
Montreal, P.Q.

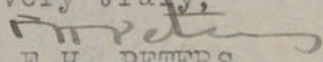
Dear Sir Arthur,-

I am adding at the end of this note a list of the University students who have come up for the Dominion Land Surveyors' examination during the last three years, and you will note that there have been none from McGill University.

If a young man contemplates going in for the profession of Surveying or Engineering, we think that the positions covered by the various grades of Surveys Engineers in the Federal Service offer as good a career as is available to the average student who has no special place open for him. A commission as Dominion Land Surveyor is one of the necessary qualifications of a Surveys Engineer and the most appropriate time for young men to pass the D.L.S. examinations is during, or soon after their university career, and before they have forgotten about subjects which are covered by the examination.

It has occurred to me that it might be of some benefit to the students at McGill if the advantages of obtaining a commission as Dominion Land Surveyor were made known to them, and so I have taken the liberty of writing this short note, and am attaching a copy of the Rules and Regulations of the Board of Examiners for Dominion Land Surveyors, Eleventh Edition.

Yours very truly,


F.H. PETERS.

Surveyor General and
Chairman, D.L.S. Board.

Encls.

UNIVERSITY STUDENTS WHO HAVE COME UP FOR THE D.L.S.
EXAMINATIONS DURING THE LAST THREE YEARS.

University of Manitoba, Winnipeg,	--	27
University of Saskatchewan, Saskatoon	--	24
Queen's University, Kingston,	--	15
Ecole Polytechnique, Montreal,	--	14
University of Alberta, Edmonton,	--	9
Laval University, Quebec,	--	6
Mount Allison, Sackville,	--	6
Ottawa University, Ottawa,	--	3
Dalhousie University, Halifax,	--	2
Royal Military College, Kingston,	--	1



369 Daly Avenue
Ottawa
5 Oct 27

Personal

Dear Sir Arthur:

It is very likely that the Civil Service Commission will shortly undertake a reclassification with salary revision of the Technical and professional positions in the Service. The Professional Institute expects to be fully heard if and when this happens. Are you still interested in Civil Service affairs, and is there anything that you would care to pass on to me, to be used at this time, with a view to helping the professional men and the Service as a whole. Or better still is there anything you can do from the outside to help us.

I hope that Lady Curvie and yourself are both feeling very well.

yours sincerely
F. H. Peters

MEMORANDUM
FROM THE REGISTRAR'S OFFICE



MCGILL UNIVERSITY
MONTREAL

To the Principals

1 March 1939

Talk on Civil Service

Mr C. H. BLAND, the Chairman of the Civil Service Commission gave a really admirable talk on the Canadian Civil Service in the Union yesterday afternoon and answered questions very effectively. Unfortunately the attendance was disappointing only twenty or so turning up.

J. H. Heath S.D.

DOCKET ENDS:

CIVIL SERVICE COMMISSION

DOCKET STARTS:

COLONIAL SERVICE

83

Colonial



Chief Justice's Chambers,
St John's, Antigua,

18th October, 1920.

Dear Sir,

I regret my delay in answering your letter of the 21st ~~September~~ ^{August}, which arrived at a time of great pressure of work, due to my having many things to attend to preparatory to my leaving this Colony.

I have read your letter with great interest but, as, unfortunately, you omitted to enclose the programme of lectures, I am unable to offer any opinion as to its suitability for those desirous of practising as barristers in this Colony. The question of eligibility for Colonial Legal appointments and of admission to bars in Crown Colonies of those whose legal qualifications are not those of English or Irish Barristers or Scotch Advocates is one which must sooner or later come up for consideration. If the McGill standard in Law is as high as it is in Medicine, her Law graduates should be a welcome addition to Crown Colony bars.

I expect to be in Montreal about the 10th or 11th of November on my way to Uganda, where I am being transferred as Chief Justice and I hope to do myself the honour of calling upon you at the University.

I am,
Sir,
Your obedient Servant,

Charles Piffin
Chief Justice.

Lieut. General
Sir A.W. Currie, G.C.M.G.

Principal
McGill University,
Montreal,
Canada.

*Prof H.H. Smith
For your information
& return, please
A.W. Currie
m.c.
Noted, and copy from
20-11-20
H.S.*

PRINCIPAL

W. L. GRANT, M.A.

BURSAR

L. V. WRIGHT



UPPER CANADA COLLEGE,
TORONTO.

C O P Y

October 21st, 1920.

Dear Sir Arthur Currie:-

I am very sorry that when you were in Toronto it proved to be impossible for us to find time for a talk on a subject which lies very near my heart. I am the more sorry because I am fairly sure that you are sympathetic with me. It is that of getting Canadians in^{to} the Colonial Civil Service of Great Britain in such parts as Uganda, West Africa, etc. During the summer I talked this over with Colonel L. S. Amery, Assistant Secretary of State for the Colonies, and found him very keen indeed. Since I returned I have found that Sir Robert Falconer is equally keen.. The matter can easily be arranged on this side by co-operation between the universities, and so important and constructive a work do I consider it that I am willing to come to Montreal at practically any time in November or December which meets your convenience, to talk it over with you.

I know how busy you are with your Endowment Fund, in which I wish you every success; but I hope that you will be able to name a date, or if possible a choice of dates, at which we may meet for half an hour's talk on this very important subject.

In conclusion may I thank you for your eloquent and inspiring speech at the Canadian Club here recently,

Yours sincerely,

Gen. Sir Arthur Currie, G.C.M.G.
McGill University,
Montreal,
P. Q.

W. L. Grant

PRINCIPAL
W. L. GRANT, M.A.
BURSAR
L. V. WRIGHT



UPPER CANADA COLLEGE,
TORONTO.

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Yours sincerely,

Gen. Sir Arthur Currie, G.C.M.G.
McGill University,
Montreal,
P. Q.

October
Twenty-fifth
1920.

W. L. Grant, Esq., M.A.,
Principal, Upper Canada College,
Toronto, Ont.

Dear Sir:-

Your letter of the 21st instant
addressed to Sir Arthur Currie, Principal of
this University, has just been received.

Sir Arthur is at present absent
from the city on a trip through western Canada
in the interests of the University and does not
expect to return to Montreal until November 6th.
Your letter will then be brought to his attention.

Very truly yours,

Principal's Secretary.

PRINCIPAL
W. L. GRANT, M.A.
BURSAR
L. V. WRIGHT



UPPER CANADA COLLEGE,
TORONTO.

December 28th, 1920.

Dear Sir Arthur Currie:-

I beg to enclose a copy of a letter which I wrote you on October 21st and which was acknowledged on October 25th by your secretary, who said that at the time you were absent on your Endowment Campaign. Now that your six million dollars has been successfully achieved I hope that you will have time to take up other matters, among them the important question of which I speak in my letter.

I shall be glad to come to Montreal at any time to discuss the matter with you. I should like while there to take the opportunity of seeing the "Old Boys" of this College. Any day next week, i.e. January 3rd to 8th would be especially convenient. Yesterday I spoke of this to my friend, Mr. Lesslie R. Thomson; he says that he meets you fairly often at the University Club. If you could arrange a date with him I shall make it my business to come.

With every good wish to yourself and to McGill for the New Year,

Yours sincerely,

W. L. Grant

Gen. Sir Arthur Currie, G.C.M.G.
McGill University,
Montreal, P. Q.

African (West)

No. 759.

[FOURTEENTH EDITION.]

WEST AFRICAN COLONIES AND PROTECTORATES.

GENERAL CONDITIONS OF SERVICE FOR CIVIL SERVANTS

1. The employment of officers in the Civil Service of a West African Colony or Protectorate is under the Colonial or Protectorate Government; their emoluments are paid solely from the funds of the Colony or Protectorate; and they are subject to the Colonial Regulations in force for the time being. The Colonial Regulations may be purchased through any bookseller, or may be consulted on application at the Colonial Office. A copy of the Regulations is communicated to each officer on his selection for appointment.

2. The special rules as to leave of absence and passages applicable to West Africa are contained in Chapter II., §10 of the Colonial Regulations; a copy of these special rules may be obtained free on application to the Colonial Office. They have lately been revised.

Officers serving in the interior of Nigeria will not as a rule be allowed to proceed on leave till they have completed a full tour of service at their stations.

3. Pensions and gratuities on retirement from the service are granted in accordance with the law and regulations*, copies of which are supplied to candidates selected for appointment and may be seen on application at the Colonial Office. The West African Pension Laws are at present under revision. The new Laws when passed will apply to all officers.

4. Officers will hold their appointments in the first instance on probation for three years from the date of their first arrival in the Colony or Protectorate, but this condition may be waived in the case of officers transferred from a pensionable appointment in the service of the Crown.

5. If after three years from the date of first arrival in the Colony or Protectorate the officer's appointment is confirmed on the recommendation of the Governor approved by the Secretary of State, but not otherwise, he ceases to be on probation and becomes eligible for pension or gratuity on retirement in accordance with the law and regulations.

6. It will be within the power of the Governor, subject to the approval of the Secretary of State, to give notice of the determination of the engagement at any time during the period of probation, without assigning any reason, on giving the officer a free passage back to England and leave of absence with full pay for the time necessarily spent on the voyage and for a further period which shall be reckoned at the rate of five days for each completed month of residential service but shall not in any case be less than one calendar month.

Notice without assignment of a reason may also be given to an officer while on leave of absence, in which event he will be allowed to complete the leave of absence, other than return leave, granted to him; but in no case will such notice be less than one calendar month.

7. During the period of probation, the Governor will further have full power, subject to the confirmation of the Secretary of State, to cancel the appointment at any time if the officer has been guilty of any misconduct, or if the Governor is satisfied that he is inefficient and that his inefficiency is due to his own negligence or default; and in that event the officer will not be entitled to a free passage back to England, or to any leave of absence or pay after the date of the letter by which the cancellation is notified to him.

8. The Colonial Regulations (Nos. 53 to 73) specify the proceedings which are taken in a Colony when the Governor deems it necessary to suspend the holder of a permanent appointment with a view to his removal from the service; but it must be understood (Colonial Regulation No. 50) that all appointments in a Colony or Protectorate are held subject to the pleasure of the Crown, and that the pleasure of the Crown that an officer should no longer hold an appointment may be signified at any time through the

* African (West) No. 748.

Secretary of State, in which case no special formalities are required, and no notice need be given.

9. If the officer is at any time during the period of probation pronounced physically unfit for further service, his engagement may be terminated on that ground at the end of such leave of absence as may be granted to him under the regulations.

10. It must also be understood that the holder of any office may be required to discharge any duties upon which the Governor may think it desirable to employ him, and that it will be within the Governor's discretion to station him wherever the Governor may consider that his presence will be most useful. He is also liable, while on leave of absence, to be employed in the United Kingdom without extra remuneration if the Governor or the Secretary of State should think it desirable in the interests of the public service.

11. Half salary begins on the date of embarkation in England on first appointment, and full salary from the date of arrival in the Colony or Protectorate.

12. Increments to salaries are payable only when the services of an officer during the period of employment qualifying for increment are approved.

13. A duty allowance is attached to some appointments. This allowance is payable to the holder of the office only while he is actually performing its duties, and during his absence or incapacity it is paid, at the discretion of the Governor, to the officer performing them for the time being. Duty allowance is not a pensionable emolument. Most officers receive "seniority allowance" on rising to salaries of £720 a year and over. Seniority allowance is drawn by the officer while in the Colony and not while on leave. It is not a pensionable emolument.

14. Officers may be required to give security for such amounts and in such manner as the Governor may direct, in respect of the pecuniary responsibility, if any, attaching to their employment.

15. Information as to the payment of officers' salaries or of monthly remittances to persons in this country may be obtained from the Crown Agents for the Colonies, 4, Millbank, S.W. 1.

16. Quarters, free of rent (but not of rates and similar outgoings), for single men are provided, or an allowance is given in some cases in lieu of quarters. Accommodation for European women is in many places, especially in Nigeria, not available; and the conditions of life are generally unsuitable to them. Officers should not take their wives out with them until they have acquired experience of the local conditions and have obtained permission from the Governor. They may not in any circumstances be accompanied by their children unless they have obtained the special permission of the Governor, which will only be granted in exceptional cases. No passages for wives or children are provided at the public expense, under the rules of the West African Service, but an officer, whose wife accompanies or follows him to West Africa with the permission of the Governor and fulfils certain conditions regarding a minimum period of residence, etc., is granted half a single fare in respect of his wife's outward passage and another half single fare in respect of her homeward passage.

17. Officers, with a few exceptions, are required to pass such tests in native languages as are prescribed by the local regulations of the Colony or Protectorate to which they are proceeding. Failure to pass the required tests in the period allowed will render an officer liable to have his appointment cancelled or his increments withheld; and promotion will also be dependent on passing in a language, and will only be provisional until the tests have been passed.

In Nigeria, Assistant District Officers are required, before the receipt of their first increment, to pass a local examination in law, the Colonial Regulations, and the Government Circulars or General Orders, and a similar examination is prescribed in the Gold Coast and Sierra Leone.

18. Every officer selected for appointment is required to have himself re-vaccinated before proceeding to West Africa, unless one of the Medical Advisers of the Colonial Office certifies in any particular case that this is unnecessary.

19. In the absence of a statement to the contrary, it will be assumed that a selected candidate has no objection to conforming to the usual measures for the prevention and treatment of tropical disease, including the use of quinine.

20. Officers, with a few exceptions, are required to become contributors to the West African Widows' and Orphans' Pension Scheme. Details of the scheme are given in a Memorandum: African (West) No. 997, a copy of which may be obtained free on application to the Colonial Office.

January
Fifth
1921.

W. L. Grant, Esq., M.A.,
Principal, Upper Canada College,
Toronto, Ont.

Dear Sir:-

I regret that I have not before this acknowledge the receipt of your letter of October 1st and also your letter of December 28th. The first arrived while I was away on the campaign, and the second during the Christmas holidays, which I spent in Ontario.

I saw one of the Upper Canada boys yesterday and arranged to leave the date with him. I shall not leave Montreal during the month of January, so that any date which suits the Old Boys for their reunion will be agreeable to me.

Cordially reciprocating your good wishes, I am,

Yours faithfully,

Principal.

PRESIDENT'S OFFICE



CABLE ADDRESS: "VERA"
CODE A.B.C. (5TH ED.)

EDMONTON (SOUTH) Jan. 26th, 1921.
ALBERTA, CANADA

A. W. Currie, Esq.,
Principal, McGill University,
Montreal, Que.

Dear Sir:

In the absence of President Tory I beg to acknowledge your letter of January 19th. Dr. Tory is now in the east and will most likely visit Montreal before returning. If you wish, you can get in touch with him by communicating with his brother, Mr. James C. Tory, Sun Life Assurance Company, Montreal. In any case, your letter will be brought to his attention on his return.

Yours very truly,

B. A. Dckley
Secretary to the President.

January
Nineteenth
1921.

Dr. H. M. Tory,
President, University of Alberta,
Edmonton, Alta.

Dear Dr. Tory:-

A day or so ago Principal Grant of Upper Canada College, Toronto, came to see me to discuss a matter in which he was much interested.

On the recent visit to Canada of Colonel L.S. Amery, Assistant Secretary of State for the Colonies, Principal Grant discussed with Colonel Amery the idea of getting Canadians into the Colonial Civil Service of Gr. Britain in such parts of the Empire as Uganda, West Africa, etc. Colonel Amery was very keen about the matter and practically agreed to arrange for the admission of at least twelve, provided these twelve were graduates of a Canadian University and were men whom the University recommended as being of the type who should make successes of such positions.

Colonel Amery said that if twelve men offered or were likely to offer, he would send an official of his Department to Canada in order to more thoroughly explain the requirements of such positions and to interview, if possible, the applicants. He suggested that a committee of University officials be appointed to deal with the applications and to make the necessary recommendations.

Personally I would like to see the Colonial Civil Service, including the Indian Service, thrown open to Canadians. I also agree with Grant that it would be a very good thing from an Empire point of view if Canadians were admitted to such a service. The vacations they would enjoy

Dr. H. M. Tory,

- 2 -

would enable them to return to Canada, and in public addresses, which they would no doubt be called upon to deliver, they could spread good Empire propaganda.

I suggested to Grant that he write at once to Amery and tell him that the idea appealed to us and also to ask him to send out sufficient literature to enable us to place the matter intelligently before prospective candidates. I promised to write to you and enlist your sympathy and support. In your position as President of the Congress of Canadian Universities, I would like to know what you think of the idea and possibly you may consider it advisable to correspond with Grant.

I hope the Alberta Legislature are continuing to deal generously with the University of Alberta, which impressed me as being a particularly virile organization.

Please remember me most kindly to Mrs. Tory, and with all good wishes to you both,

I am,

Yours faithfully,

Principal.



COLONIAL OFFICE,

DOWNING STREET, S.W. 1.

March 2nd 1921.

My dear General,

You may remember the talk we had in Ottawa last summer about the possibility of creating openings for the best type of young Canadian graduates in our Colonial Administrative and other services. I discussed the matter subsequently with Sir R. Falconer and with Grant, who has, I gather from his letters, since been in communication with you.

I have gone into the question pretty closely since and the enclosed Memorandum which has been prepared in this Office shows that as far as we are concerned we can undoubtedly make arrangements for taking in a small but steady stream of Canadian candidates every year. Of course the financial prospects of the Service are nothing very wonderful at any rate for the average man. But there are always a certain number who rise to Governorships and positions of public distinction, while in other cases the special experience acquired



by Colonial Civil Servants opens up useful business prospects if they leave the Service.

I hope the material supplied will be sufficient to enable you to get together with Toronto and such other Canadian Universities as it would be desirable to associate with the scheme at the outset and form a Selection Committee. I am sure it would be an excellent thing if Major Furse, who is the Head of the Appointments Branch here, and who has gone into all this subject with great zeal, could come out and take part in the sittings of the first Selection Board, so as to give your members an idea of the type of candidate whom our experience tells us will do best in dealing with native administration etc. So if you will let me know when your arrangements are sufficiently forward I will try and arrange with the Secretary of State that he should spare Major Furse's services for a few weeks to enable him to go to Canada.

Personally I look forward with great confidence to



to the result of this modest little experiment in taking
Canada into partnership in "The White Man's Burden".

With kind regards,

Yours sincerely,

Hamery

GENERAL SIR A.W. CURRIE, G.C.M.G., K.C.B., K.C.M.G.

216

March
Twenty-fourth
1921.

Sir Robert Falconer, K.C.M.G.,
President, University of Toronto,
Toronto, Ont.

Dear Sir Robert:-

To-day I received from Colonel L.S. Amery, the Undersecretary of State for the Colonies, certain Memoranda and pamphlets regarding openings for graduates of Canadian Universities in the Colonial Administrative and other services.

I would like to know whether similar memoranda has been sent to you. From Amery's letter it is hard to gather whether such has been the case. If I have been the only one so favoured I want to distribute the pamphlets as quickly as possible. If we are to interest any of our coming graduating classes we shall have to act quickly.

With all good wishes, I am,

Ever yours faithfully,

Principal.

President's Office.



March 26th, 1921

Principal Sir Arthur Currie, G.C.M.G., K.C.B.,
McGill University,
Montreal.

My dear General Currie:

This week also I received from Colonel Amery a copy of the letter, which is, I suppose, the same as he sent to you together with pamphlets and memoranda. I intended to write to you about this, though I was expecting to hear from you in regard to the matter.

The scheme seems to me to be very promising in the way of being likely to provide openings for a number of our men. I have so far only read a few of the memoranda in addition to his general presentation of the case, and it strikes me that the men who would be most likely to be fitted for such appointments are engineers, who have had training in Civil Engineering particularly, a few medical students, and possibly some of those students in Arts who are heading for Commerce.

I should think that each University would need to have its own committee of selection in order that names might be presented to the joint Universities' Committee who would then forward their selected candidates to the Colonial Office. However, do you not think that it would be almost impossible for us on this side to make arrangements this spring for anything like a co-ordinated system in time for us to ask Major Furse to come out from England? It would seem to me that this matter should be taken up by us next summer in England with Colonel Amery, when we are over for the Conference of Universities. I understand that you are to be there yourself. Tory of Alberta and Murray of Saskatchewan are I think to be there, and I hope to go over also. There might be other Canadian representatives there also, and we could have a conference with Colonel Amery and Major Furse. If you agree with me in this, perhaps you would write, as I will also, to Colonel Amery.

However, I think that we might make

announcement to our own Universities this spring of these possibilities, and if we receive any applications we might have them sent over to be considered by the Colonial Office on their own merits, before we draw up a special scheme.

With kind regards, I am,

Yours sincerely,

Robert Palmer

President.

216
April
Eighth
1921.

Sir Robert A. Falconer,
President, University of Toronto,
Toronto, Ont.

Dear Sir Robert:-

With reference to your letter of March 26th, I entirely agree with you that the Universities of Canada cannot hope to take any co-ordinated action with reference to the consideration of any who may apply for admission to the Colonial Civil Service.

So far we have had only one application, and that applicant I have told to fill in the form, complying with all the requirements, and I intend to send it forward to the Colonial Office with some remarks I may make. I do not believe sufficient definite interest will be taken in the matter this Spring to lead us to expect that there would be enough applications from Canada to justify Major Furse coming over. I agree with you that it will be advisable for us to take the matter up with Colonel Amery this summer.

With all good wishes, I am,

Ever yours faithfully,

Principal.

Printed for the use of the Colonial Office.

[This Memorandum is subject to revision from time to time.]

MISCELLANEOUS

No. 115.

[23rd Edition.]

COLONIAL POLICE APPOINTMENTS.

COLONIAL OFFICE,
April, 1921.

HIGH COMMISSIONERS AND AGENTS-GENERAL.

- Canada—Office of High Commissioner, 19, Victoria Street, Westminster, S.W.1.
- Australian Commonwealth—Office of High Commissioner, Australia House, Strand, W.C.2.
- New Zealand—Office of High Commissioner, 415, Strand, W.C.2.
- Union of South Africa—Office of High Commissioner, Trafalgar Square, W.C.2.
- Newfoundland—Office of High Commissioner, 58, Victoria Street, S.W.1.
- New South Wales—Office of Agent-General, Australia House, Strand, W.C.2.
- Victoria—Office of Agent-General, Melbourne Place, Strand, W.C.2.
- Queensland—Office of Agent-General, Marble Hall, 409 and 410, Strand, W.C.2.
- South Australia—Office of Agent-General, Australia House, Strand, W.C.2.
- Western Australia—Office of Agent-General, Savoy House, 115 and 116, Strand, W.C.2.
- Tasmania—Office of Agent-General, Australia House, Strand, W.C.2.

INTRODUCTION.

PLEASE READ CAREFULLY.

For the assistance of intending applicants this Memorandum is divided into three parts.

PART I. gives general information and a list of various appointments which are *not* made by the Secretary of State for the Colonies, with a note as to where inquiries should be addressed in each case.

PART II. gives information as to the principal Police appointments made by the Secretary of State.

PART III. explains how application should be made.

APPENDIX I. gives a list of other Memoranda which can be had on application.

APPENDIX II. gives a list of publications which may be of interest to intending applicants for appointments in East and West Africa and Fiji.

NOTES.

(1) MINIMUM AGE LIMITS.

It should be noted that the only posts open to candidates *under the age of 22* at the time of taking up their duties are:—

- (i) Police Probationerships in the Straits Settlements, Federated Malay States, Hong Kong and Ceylon, given in Memorandum Eastern 130, *see* Appendix I.
- (ii) Appointments to the West Indian Constabulary, given in Memorandum West Indies 158, *see* Appendix I.

For each of these services the minimum age is 19.

- (iii) Junior Sub-Inspectorships in the Fiji Constabulary.

For this service the minimum age is 20.

Candidates may, however, apply not more than four months before they reach the minimum age limit for the appointment which they wish to obtain, in order that their applications may be completed in time to be considered at the earliest possible moment.

(2) WAR SERVICE.

For the present no candidate will be considered by the Secretary of State for the Colonies for appointments at his disposal who has not—if of suitable age—served in some branch of His Majesty's Forces during the late War, unless his reasons for not doing so are considered entirely satisfactory by the Secretary of State.

PART I.

GENERAL.

The appointments at the disposal of the Secretary of State for the Colonies are confined to those Colonies and countries which are administered under his directions.

They may be classified generally as follows:—

(a) *Tropical Africa*, comprising—

On the east side of Africa: The Kenya Colony and Protectorate (late East Africa Protectorate), Nyasaland Protectorate, Tanganyika Territory (late German East Africa), Uganda Protectorate, Somaliland Protectorate, and Zanzibar Protectorate.

On the west side: Nigeria, the Gold Coast, Sierra Leone and the Gambia.

(b) *Eastern Colonies and Protectorates*, e.g., Ceylon, Hong Kong, the Straits Settlements, the Malay States, Weihaiwei.

(c) *The West Indian Colonies*, e.g., Jamaica, Bahamas, Barbados, Windward Islands, Leeward Islands, Trinidad, &c., together with British Guiana and British Honduras.

(d) Fiji and other islands in the Pacific.

(e) Cyprus, Gibraltar and Malta, in the Mediterranean.

(f) Various islands, e.g., Mauritius, Seychelles, Bermuda, Falkland Islands, and St. Helena.

(g) *Mesopotamia, Palestine and Aden*—

Arrangements are under contemplation for recruiting officers for service in these places by the Colonial Office, and candidates for appointment should apply to the Assistant Private Secretary (Appointments), stating

their qualifications and the sort of appointments they desire, when any information that may be available will be forwarded to them. It is anticipated, however, that few, if any, vacancies will occur in these places in the immediate future.

1. Appointments for which the Secretary of State does *not* select—

- (a) *Self-Governing Dominions*.—Appointments in the self-governing Dominions (viz., Canada, Australia, New Zealand, the Union of South Africa, and Newfoundland) and territories under their control, such as Papua and the Cook Islands, are entirely under the control of the local Governments, and for information with regard to them application should be made to the High Commissioners or Agents-General in London, a list of whom, with their addresses, will be found on page 2.
- (b) *Egypt and the Sudan*.—Application should be made to the Secretary, Selection Board, Ministry of Finance, Cairo. Pamphlets of information can also be obtained from the Eastern Department of the Foreign Office, Downing Street, S.W.1.
- (c) Ascension Island is under the supervision of the Admiralty.
- (d) Enquiries relating to appointments in the British South Africa Police, the Southern Rhodesia Constabulary, and the Northern Rhodesia Police should be addressed to the British South Africa Company, 2, London Wall Buildings, E.C. 2. For appointments in North Borneo application should be made to the British North Borneo Company, 37, Threadneedle Street, E.C.2. Appointments in Sarawak are in the hands of His Highness the Rajah. Information on the subject can be obtained from the Sarawak Advisory Council, 2, Millbank, S.W.1.
- (e) Appointments to the native Police Forces of Basutoland, Swaziland, and the Bechuanaland Protectorate are made upon the recommendation of the Resident Commissioner,

subject to the approval of the High Commissioner and confirmation by the Secretary of State. As a knowledge of the natives and their language is indispensable, these appointments are invariably filled by the selection of local candidates.

- (f) *Gaolers and Warders*.—Where a candidate with previous experience of home prisons is required, the Home Office would be asked to recommend from the Home Prisons Service. In other cases the Crown Agents would select.
- (g) *Vacancies for N.C.Os. of Police and European Constables*.—For the following appointments candidates are selected, when required, by the Crown Agents for the Colonies, 4, Millbank, S.W.1.

(1) Inspectors in the Straits Settlements, and Federated Malay States. Preference is given to candidates with previous civil police experience.

(2) European Sergeants in Ceylon. Preference is given to candidates with previous civil police experience.

(3) Inspectors or Assistant Inspectors in Uganda. Candidates must be unmarried and should have experience of police work.

N.B.—In Kenya, vacancies in the rank of Assistant Inspectors are filled by the promotion of constables. (See (4) below.)

For information as to pay and status of N.C.O. ranks in East Africa Police Forces, see p. 10.

(4) In Hong Kong and in Kenya constables are from time to time selected by the Crown Agents; but in nearly all the Colonies and Protectorates the rank and file of the Police are recruited locally from the inhabitants of the country.

(K) The West African Frontier Force, the King's African Rifles, and the Somaliland Camel Corps do not come under the head of Colonial Police Forces. They are military forces, the members of which may, however, be called upon to discharge civil duties, and the selections of officers and non-commissioned officers are made by the Army Council upon the recommendation of the Secretary

of State for the Colonies. In the case of the West African Frontier Force, candidates must be officers of the Regular Army, Special Reserve, or Reserve of Officers, and must be more than 22 years of age; officers of the Special Reserve, Yeomanry, and Reserve of Officers will not be accepted if officers of the Regular Army are available. In the case of the King's African Rifles and Somaliland Camel Corps, officers of the Regular Army only are eligible, and the same age limit applies. Candidates are selected only after a personal interview at the Colonial Office, and should take an opportunity of calling to see the *Staff Officer, West African Frontier Force*, or the *Staff Officer, King's African Rifles*, (as the case may be) at the Colonial Office.

N.B.—For any posts mentioned in any paragraph of the above section application should not be made to the Assistant Private Secretary (Appointments).

2. General information respecting the Colonial Services:—

Information as to the staff of the different Colonies, the climate and local conditions, can be obtained from the "Colonial Office List," published by Messrs. Waterlow and Sons. That publication also contains the Colonial Regulations governing the Colonial Services generally, and showing the rules as to leave of absence, free passages, &c. These Regulations can be purchased separately through any bookseller, or directly from H.M. Stationery Office at the following addresses: Imperial House, Kingsway, London, W.C.2, and 28, Abingdon Street, London, S.W.1; 37, Peter Street, Manchester; 1, St. Andrew's Crescent, Cardiff; 23, Forth Street, Edinburgh. Price 9d. net.

PART II.

(a) *Police Appointments made by the Secretary of State.*

The conditions of service in the police forces of the Colonies and the qualifications required of candidates vary in almost every Colony according to local laws and regulations.

It is to be clearly understood that the service of each Colony is separate and distinct, and that, although the

Secretary of State is occasionally in a position to transfer police officers from one Colony to another, and although this principle is carried out so far as is possible and expedient, the holding of an appointment in one Colony does not carry with it the right to look to the service of another Colony for transfer or promotion.

The senior appointments are usually filled by the promotion of officers who have rendered good service either in the same or in another Colony. It is only very occasionally that an officer is required from the United Kingdom to fill one of these higher posts; and in such a case previous experience of police duties would almost invariably be insisted on.

Practically all vacancies occur in the junior grade only.

(b) West Indian Constabulary.

Particulars as to the Police Forces of British Guiana, Jamaica, and Trinidad are given in a separate memorandum (West Indian No. 158 (*see* App. 1)). A certain number of vacancies as Sub-Inspectors are reserved for candidates in this country, who are nominated by the Secretary of State and selected by competitive examination on the lines of the examination for cadetships in the Royal Irish Constabulary. Candidates must be unmarried and between the ages of 19 and 26.

The scheme of examination is at present in abeyance, but may be resumed later.

Application should be made to the Governor by candidates resident in any of the above-named Colonies, and to the Assistant Private Secretary (Appointments) by candidates from elsewhere.

(c) Eastern Colonies.

For appointments to commissioned rank in the police forces of Ceylon, Hong Kong, the Straits Settlements, and the Federated Malay States, *see* separate memorandum, *Eastern* 130 (*vide* App. I.). Candidates must be unmarried and between 19 and 25 years of age at the time of selection.

They must obtain a nomination from the Secretary of State, and are then selected by competitive examination conducted by the Civil Service Commissioners.

Application for a nomination should be made to the Assistant Private Secretary (Appointments).

(d) *Other Colonies outside East and West Africa.*

Vacancies in other police forces are so seldom filled from this country, and the qualifications required are so diverse, that no general statement can be given.

(e) **Appointments in West and East Africa.**

1. The following details of the establishments of police forces are given for the convenience of intending applicants.

WEST AFRICA.**GOLD COAST POLICE.**

Rank.	Salary.	House.	Remarks.
1 Inspector-General ...	£1,200	Quarters	Duty allowance, £240.
1 Deputy Inspector-General.	£960	Do.	Duty allowance, £96.
1 Staff Instructor... 1 Assistant Staff Instructor. 4 Commissioners ... 12 Assistant Commissioners.	£450 for 3 years then, if confirmed, £510 by £30 to £720 by £40 to £920.	Do.	Efficiency bars at £600, £720 and £840. Officers who have passed the £720 efficiency bar receive in addition seniority allowance (non-pensionable) at the rate of £72 a year while at duty in the colony.

NIGERIA POLICE.

Rank.	Salary.	House.	Allowance.†
SOUTHERN PROVINCES.			
1 Inspector-General and Director of Prisons.	£1,200	Quarters, or allowance in lieu.	Duty allowance, £240.
1 Deputy Inspector-General.	£960	Do.	Duty allowance, £96.
24 Commissioners (with title of Assistant Commissioner up to £600 bar).	£450 for 3 years then, if confirmed, £510 rising by annual increments of £30 to £720 and thence by annual increments of £40 to £920 with efficiency bars at £600, £720 and £840.	Do.	Officers who have passed the £720 efficiency bar receive in addition seniority allowance (non-pensionable) while on duty in Nigeria.

† Horse allowance at the rate of 3s. a day is given to officers who are required to keep a horse. On first appointment a uniform allowance of £25 is given to Assistant Commissioners.

NIGERIA POLICE—cont.

Rank.	Salary.	House.	Allowance.†
NORTHERN PROVINCES.			
1 Chief Commissioner ...	£1,000	Quarters, or allowance in lieu.	Duty allowance, £200.
1 Assistant Chief Commissioner.	£960	Do.	Duty allowance, £96.
21 Commissioners (with title of Assistant Commissioner up to £600 bar).	£450 for 3 years then, if confirmed, £510 rising by annual increments of £30 to £720 and thence by annual increments of £40 to £920 with efficiency bars at £600, £720 and £840.	Do.	Officers who have passed the £720 efficiency bar receive in addition seniority allowance (non-pensionable) while on duty in Nigeria.

KENYA COLONY AND PROTECTORATE (formerly "EAST AFRICA PROTECTORATE") POLICE.

Rank.	Salary.	House.	Allowance.
1 Inspector-General ... [Kenya and Uganda.]	£1,000, of which Uganda pays one-third.	Quarters, or allowance in lieu.	—
1 Commissioner ...	£1,000	Do.	—
1 Assistant Commissioner	£700 by £25 to £800.	Do.	—
10 Superintendents ...	£500 by £25 to £700.	Do.	—
14 Assistant Superintendents and Cadets.‡	£300 for 2 years on probation, and then £400 by £20 to £500.	Do.	—
1 Quartermaster ...	£400 by £20 to £500.	Do.	—
*12 Inspectors ...	£300 by £15 to £400.	Do.	Uniform allowance of £10 a year.
*15 Assistant Inspectors	£250 by £15 to £300.	Do.	Uniform allowance of £10 a year.

NYASALAND PROTECTORATE POLICE.

Rank.	Salary.	House.	Allowance.
1 Chief Commissioner and Chief Inspector of Prisons.	£700	Quarters, or allowance in lieu.	—
1 Depot Superintendent...	£400 by £20 to £500.	Do.	—
5 Superintendents, Assistant Superintendents and Cadets.‡	£300 for 2 years on probation, and then £400 by £20 to £500.	Do.	—
1 Controller ...	£400 by £20 to £500.	Do.	—

* These rank as non-commissioned officers. Promotion to commissioned rank is given in special cases only.

† Horse allowance at the rate of 3s. a day is given to officers who are required to keep a horse. On first appointment a uniform allowance of £25 is given to Assistant Commissioners.

‡ Cadets with previous police experience may, if recommended, be placed on the scale £400 to £500 before completing 2 years on probation, provided that they pass the necessary tests.

TANGANYIKA TERRITORY POLICE.

Rank.	Salary.	House.	Allowance.
1 Commissioner	£1,000	Quarters, or allowance in lieu.	—
1 Assistant Commissioner	£700 by £25 to £800.	Do.	—
5 Superintendents ...	£500 by £25 to £700.	Do.	—
9 Assistant Superintendents.	£400 by £20 to £500.	Do.	—
1 Pay and Quartermaster	£400 by £20 to £500.	Do.	—
*Inspectors	£300 by £15 to £400.	Do.	Uniform allowance of £10 a year.
*Assistant Inspectors ...	£250 by £15 to £300.	Do.	
*Sergeant Instructor, 1st grade.	£300 by £15 to £400.	Do.	
*Sergeant Instructor, 2nd grade.	£250 by £15 to £300.	Do.	

UGANDA PROTECTORATE POLICE.

Rank.	Salary.	House.	Allowance.
1 Inspector-General ... [Kenya and Uganda.]	£1,000, of which Kenya pays two-thirds.	Quarters, or allowance in lieu.	—
1 Commissioner	£900	Do.	£100 a year (pensionable) for charge of prisons.
1 Assistant Commissioner	£750	Do.	—
4 Superintendents ...	£500 by £25 to £700.	Do.	—
13 Assistant Superintendents and Cadets.†	£300 for 2 years on probation, and then £400 by £20 to £500.	Do.	—
1 Quartermaster	£400 by £20 to £500.	Do.	—
*5 Inspectors	£300 by £15 to £400.	Do.	Uniform allowance of £10 a year.
*8 Assistant Inspectors ...	£250 by £15 to £300.	Do.	Uniform allowance of £10 a year.

SOMALILAND PROTECTORATE POLICE.

Rank.	Salary.	House.	Allowance.
1 Commandant	£700	Quarters, or allowance in lieu.	—
1 Assistant Commandant	£500 by £25 to £600.	Do.	—
5 District Police Officers and Cadets.	£300 for 2 years on probation, and then £400 by £20 to £500.	Do.	—

* These rank as non-commissioned officers. Promotion to commissioned rank is given in special cases only.

† See footnote ‡ on previous page.

ZANZIBAR PROTECTORATE POLICE.

Rank.	Salary.	House.	Allowance.
Commandant	£700	Quarters, or allowance in lieu.	—
Assistant Commandant ...	£450 by £20 to £550.	Do.	--

N.B.—An outfit allowance of £30 is paid to all candidates (other than those already in the Colonial Service) selected for appointment to East Africa, provided that the initial salary of the appointment does not exceed £500.

It should be noted that salaries of appointments in Kenya, Uganda, Zanzibar, Somaliland and the Tanganyika Territory are paid, while the holder is in East Africa, in rupees or florins (10 to the £), and that a special local allowance equal to 50 per cent. of sterling salary and allowances is being paid in East Africa at present, this arrangement being open to reconsideration in March, 1922, in the light of the then purchasing power of the rupee or florin. A salary of £500 per annum is thus converted at the rate of 7,500 rupees or florins a year while the holder of the appointment is actually serving in East Africa. It must be understood that the special local allowance is payable only on salary and sterling allowances earned by resident service in East Africa.

AGE LIMITS.

2. For these appointments candidates should be between the ages of 22 and 35. *Preference is given to candidates under the age of 30.*

DUTY ALLOWANCE.

3. In West Africa, duty allowance, which is attached to the higher appointments in the service, is drawn by the officer discharging the duties of the appointment for the time being.

In East Africa there is no duty allowance, but officers acting in a higher post than their own receive acting allowances as follows:—

- (a) If the salary of the higher post is fixed, half the difference between the officer's salary and that of the post;

- (b) If the salary of the higher post is incremental, the difference between the officer's own salary and the minimum of the scale of salary attached to the post.

PASSAGES.

4. *East Africa*.—Free first-class passages are provided for the officer only. After April 1st, 1921, a married officer, whose salary is £700 a year or less, may be granted one and a half times the cost of a first-class passage and he may then make arrangements for his own and his wife's passages by whatever class he wishes.

West Africa.—Free first-class passages are provided for the officer only. A married officer will in certain circumstances be granted half the cost of his wife's passage to or from West Africa.

LEAVE.

5. *West Africa*.—European officers in West Africa may be granted vacation leave on full salary not exceeding in all one week's leave in the United Kingdom for every complete calendar month of total residential service in West Africa, plus the time necessarily taken on the journey to the United Kingdom, and, if the officer is returning to West Africa for further service, the time necessarily taken on the journey from the United Kingdom to the Colony.

Vacation leave may be granted without any special grounds after 18 consecutive calendar months of residential service in West Africa. An officer will not be required to serve a tour of more than 24 consecutive calendar months' residential service except in special circumstances; and the Governor may grant vacation leave to any officer at any time after he has completed 12 consecutive calendar months' residential service. Within the above limits, the actual length of each officer's tour will be at the discretion of the Governor.

Vacation leave on full salary may also be granted to an officer if he is invalided from West Africa after less than 12 consecutive calendar months' residential service.

In addition, sick leave on full salary may be granted for any period not exceeding six calendar months, and where there is reason to believe that the officer will ultimately be fit to return to West Africa, such leave may be extended with half salary for a further period not exceeding six calendar months.

In addition to the leave mentioned above, local leave may be granted in certain cases up to 27 days in any one tour.

East Africa.—Leave of absence on full salary is granted in the normal case after a tour of residential service (varying from 20 to 30 months, at the discretion of the Governor) to an amount of five days for each completed month of residence (or two and a half days when for any reason the officer is not returning to East Africa), exclusive of the periods of the voyages to and fro.

Officers serving in Uganda, Zanzibar, the Tanganyika Territory, and in certain stations in Kenya and Nyasaland are allowed six or three days' leave in respect of each month of service instead of five days or two and a half days, respectively.

In Somaliland seven or three and a half days' leave are granted in respect of each month of service. The normal tour of service in Somaliland is twelve to fifteen months.

PENSIONS.

6. *West Africa.*—All appointments on the regular establishment are pensionable, and an officer is at liberty to retire on attaining the age of 50 years. Earlier retirement in the event of ill-health is also provided for. Pensions are computed on the scale of $\frac{1}{480}$ th of the officer's pensionable emoluments at the time of retirement from the West African Service for every completed month of pensionable service in West Africa, or, under certain conditions, at the option of the officer a gratuity of one year's pensionable emoluments plus a pension at $\frac{2}{3}$ ths of the above rate. There is a contributory scheme for widows' and orphans' pensions and, with a few exceptions, all European officers selected for appointment on or after the 1st of January, 1914, are obliged to contribute.

East Africa.—The grant of pensions to officers of Kenya, the East African Protectorates and the Tanganyika Territory is governed by the principles of the Imperial Superannuation Acts of 1859, 1876 and 1887, *i.e.*, pensions are calculated at the rate of 1-60th of the retiring salary* plus 15 per cent. of the initial salary of the appointment in respect of free quarters, for every year of service, two completed years of service

* In certain circumstances a pension is calculated on average of salary for two years instead of the actual salary at date of retirement.

counting as three for pension purposes. Pensions are not granted to officers who retire before the age of 50 years, or before the completion of 20 years' Colonial service (whichever is earlier), except on a medical certificate, and if retired on medical certificate before completing 10 years' service, a gratuity (not a pension) is granted.

A widows and orphans pension scheme in East Africa has been introduced, with effect from the 1st of April, 1921.

CLIMATE.

7. *West Africa*.—The climate is not now on the whole unhealthy for Europeans; the conditions of life having greatly improved during recent years. In particular, the prophylaxis and treatment of tropical diseases are now much better understood, and the result has been a great reduction in the death and invaliding rates. The death-rate among European officials (excluding deaths in action or from wounds or from sinking of vessels at sea) for the 17 years to 1920 has been as follows:—

Rate per 1,000.

1904 ... 27·3	1910 ... 20·4	1916 ... 10·3
1905 ... 28·1	1911 ... 13·9	1917 ... 14·4
1906 ... 21·2	1912 ... 12·4	1918 ... 16·5
1907 ... 17·8	1913 ... 11·8	1919 ... 12·5
1908 ... 17·7	1914 ... 12·7	1920 ... 16·3
1909 ... 17·3	1915 ... 13·5	

East Africa.—The climate has a better reputation than that of West Africa, but differs widely in different parts.

MARRIED CANDIDATES.

8. Married candidates are eligible for these appointments, but if a married candidate is selected for West Africa he must obtain permission from the Colonial Office if he wishes to take his wife with him; or if he has proceeded to West Africa in the first instance without his wife, he must obtain the permission of the Governor under whom he is serving if he wishes her to join him.

A married officer appointed to Kenya, Zanzibar, or the Tanganyika Territory may take his wife with him on first appointment. He should, however, understand that no promise can be given that it will be possible to allocate him to healthy stations; and it is

generally desirable that he should first find out for himself exactly what the conditions of life are and whether the conditions prevailing in his district are such as would be suitable to his wife.

An officer appointed to Uganda, Nyasaland, or Somaliland must apply for permission to take his wife with him on first appointment, as accommodation is very limited in those Protectorates.

WEST AFRICAN APPOINTMENTS.

9. The salaries attached to appointments in West Africa are higher than those attached to similar appointments elsewhere, and West African service also carries with it special privileges in respect of leave of absence, which are granted on account of the unhealthiness of the climate.

Candidates should on no account apply for or accept a West African appointment in the expectation of ultimately being transferred elsewhere, as the number of opportunities for such transfer is exceedingly small. No applications for transfer can be entertained until an officer has served for five years in West Africa, and officers desiring to be transferred must be prepared to accept a reduced salary. Only a small proportion even of applicants who satisfy these conditions succeed in obtaining transfers.

(f) Fiji Police Appointments.

1. Appointments are made to the rank of Junior Sub-Inspector, but vacancies are not frequent. Officers are required to devote themselves, for a certain time after their arrival in the Colony, to learning the Fijian language or Hindustani or both. They will be liable to be transferred at any time to the Gilbert and Ellice Islands Colony or the British Solomon Islands Protectorate, at the discretion of the Secretary of State for the Colonies. Such transfers will be made as far as possible in conformity with the wishes of the officers concerned, but only so far as the exigencies of the service permit. While serving in the Gilbert and Ellice Islands or the Solomon Islands they will be entitled to an additional non-pensionable allowance at the rate of £50 per annum.

2. Preference is given to unmarried candidates between the ages of 20 and 23, they will be selected by the Secretary of State, and all enquiries on the subject should be addressed to the Assistant Private Secretary (Appointments), Colonial Office.

3. The commencing salary of the post of Junior Sub-Inspector is at the rate of £180 per annum, and rises by annual increments of £10 to £250 per annum. A temporary bonus scheme is at present in force and allows an increase of £66 per annum upon a salary of £180 per annum. Half salary will commence from the day of leaving England, and full salary from the date of arrival in the Western Pacific. A free passage to the Western Pacific will be provided for each officer, subject to the usual agreement, under Colonial Regulation No. 121, to refund the cost of his passage in the event of his leaving the service within three years from the date of his arrival for any other reason than mental or physical infirmity. Free partly-furnished quarters are provided.

4. Every officer will be subject to any regulations relating to officers (not inconsistent with these rules) which may from time to time be made by the local Government, including regulations as to examinations in native languages and law and Government Regulations.

5. An officer will be liable to be dismissed if at any time his progress in his studies or his conduct shall be considered by the Government to be so unsatisfactory as to render such a course desirable. The Government will decide, having regard to the ground of dismissal, whether an officer shall be sent home at the public expense or should be left to find his own way home.

6. Subject to the necessities of the service, leave of absence on half salary may be granted after a period of six years' resident service without any special grounds. It may be given before the expiration of that period in cases of serious indisposition or of urgent private affairs. In the absence of special grounds, the leave in such case must not exceed one-sixth of the officer's resident service; on special grounds it may exceed that period by six months. In addition to the above, vacation leave on full pay may be granted, if no inconvenience or public expense is caused thereby, not exceeding three months in any two years or four and a half months after three years' consecutive service without leave.

7. The present rule as to superannuation is that in the case of ill-health an officer may be allowed to retire on a pension after ten full years' resident service; otherwise he must have attained the age of 55. At the age of 60 retirement may, with the sanction of the Secretary of State, be compulsory. For ten full years' resident service fifteen-sixtieths of the average annual salary of the retiring officer's fixed appointment for the three years prior to retirement may be awarded, to which one-sixtieth may be added for each additional year's service; but no pension will exceed forty-sixtieths of salary. For pension purposes absence on vacation leave counts as full service, and leave on half-pay as half service.

8. Appointments are made on three years' probation. If a candidate has had no previous police experience he will ordinarily be required to undergo a course of instruction at the Royal Irish Constabulary Depôt, Dublin, before he is sent out, receiving certain allowances while there.

SCHEDULE OF APPOINTMENTS.

Rank.	Salary.	House.	Allowance.
1 Inspector - General of Constabulary.	£500 by £25 to £600 (annually).	Quarters.	Uniform. One orderly servant. Free lighting and fuel.
6 Inspectors	£250 by £10 to £300.	Do.	Uniform. One orderly servant.
6 Sub-Inspectors	£200 by £10 to £250.	Do.	Uniform. One orderly servant.
3 Junior Sub-Inspectors ...	£180 by £10 to £250.	Do.	Uniform. One orderly servant.

Note.—Officers stationed at Lautoka, Ba, Labasa, Nadi, Ra, and Navua receive also £50 as Sanitary Inspector.

PART III.

MODE OF APPLICATION FOR EMPLOYMENT.

All applications for appointments* described above as being filled by selection of the Secretary of State must be addressed to the Assistant Private Secretary (Appointments) to the Secretary of State for the Colonies,

* For appointments filled by the Crown Agents for the Colonies (see especially Part I, paragraph 3) application should be made direct to the Crown Agents for the Colonies (M. Dept.), 4, Millbank, S. W. 1

Downing Street, S.W.1. Forms are supplied by the Assistant Private Secretary, which the candidate must fill in, with full particulars regarding his career and qualifications and the employment he desires; he must name on the form two referees who will answer from personal knowledge for his character and capacity, and he must return it to the Assistant Private Secretary (Appointments) with originals and copies of testimonials (not more than six), which should be sent in all together. He must also send his birth certificate (or a certified copy). The originals of the testimonials and of the birth certificate will be inspected and returned to the candidate, and the copies retained for record in the Colonial Office. If the candidate is considered sufficiently suitable he will be informed that his name has been noted on the Secretary of State's list, and that his name will be considered with those of other candidates as vacancies from time to time occur; but no promise can in any case be made, and no definite prospect whatever can be held out, that the Secretary of State will be in a position to offer employment to any particular candidate. If a candidate is offered an appointment, he can usually be allowed sufficient time to make preparations and to terminate the employment in which he may be engaged.

Candidates who are resident at a British University, or who have left it within the last few years, are advised to consult the Appointments Committee or similar body (if such exists in their University) before communicating with the Assistant Private Secretary.

Candidates who do not send testimonials will not be considered unless they give satisfactory reasons for the absence of testimonials.

The selection of candidates depends on the general educational attainments, the professional or other subsequent training and experience (if any), and on the character and personal fitness of the applicants. These qualifications are judged by the candidate's academic and subsequent record, by testimonials from properly qualified persons, who have a personal knowledge of the candidate and his career, and by personal interviews at the Colonial Office.

Attempts to influence the Secretary of State's selection through Members of Parliament or other persons who are not personally well acquainted with the applicant are

useless, and will be regarded as indicating that the applicant himself does not consider his qualifications sufficiently good to justify his appointment on his own merits. They can in no case operate to the advantage of a candidate, and may seriously prejudice his chances of success.

INFORMATION REGARDING VACANCIES.

It is impossible to foresee the occurrence of vacancies, and the Secretary of State cannot undertake to give any information as to the likelihood of a vacancy or vacancies occurring. Nor can he undertake to keep candidates or others informed of the actual occurrence of vacancies. But if and when a candidate has been noted on the list of applicants for a class of employment, his name come up for consideration whenever a vacancy in that class occurs.

APPENDIX I.

OTHER PAMPHLETS OF INFORMATION.

Particulars as to other police appointments, and as to leave and pension in East and West Africa and the Eastern Colonies are published in separate memoranda, namely:—

- Eastern No. 74. Rules as to Leave, Pension, &c., in Ceylon.
- Eastern No. 121. Rules as to Leave, Pension, &c., in Hong Kong.
- Eastern No. 122. Rules as to Leave, Pension, &c., in the Straits Settlements and Federated Malay States.
- Eastern No. 126. Notes for the information of Cadets appointed to Ceylon.
- Eastern No. 130. Police Probationers in Straits Settlements, Federated Malay States, Ceylon and Hong Kong.
- African No. 973. Regulations for the employment of Officers in the East Africa, Uganda, Nyasaland, and Somaliland Protectorates and the Tanganyika Territory.
- African No. 974. Leave and passage Rules for Civil Officers serving in the East Africa, Uganda, and Nyasaland Protectorates and the Tanganyika Territory.
- African No. 839. Pensions and Gratuities (East Africa).
- African (West) No. 748. West African Pensions Laws.
- Special Rules as to Leave of Absence, &c. (West Africa).
- African (West) No. 759. West African Colonies and Protectorates. General Conditions of Service for Civil Servants.

African (West) No. 997. Pension Scheme for Widows and Orphans of European Officers serving in the West African Colonies and Protectorates.

African No. 1076. Leave and Passage rules for Civil and Military Officers serving in the Somaliland Protectorate.

West Indian No. 158. Constabulary Forces of British Guiana, Trinidad, and Jamaica (nomination and competitive examination; limits of age 19 and 26).

Any of these pamphlets can be obtained from the Assistant Private Secretary (Appointments) on application.

APPENDIX II.

PUBLICATIONS.

The following works contain recent information regarding conditions in Tropical Africa, and may be of interest to candidates:—

Regulations for His Majesty's Colonial Service. Published by H.M. Stationery Office (9*d.*).

The Agricultural and Forest Products of British West Africa, by G. C. Dudgeon. John Murray, 1911 (6*s.* net).

Notes on the West African Colonies, published by the Oversea Settlement Office, 57-9 Victoria Street, S.W.1 (price 6*d.*).

The West African Pocket Book: a Guide for newly-appointed Government Officers. Waterlow & Sons, 1911. Price 2*s.* 6*d.* (Copies supplied free to officers on appointment.)

Alone in West Africa, by Mary Gaunt. T. Werner Laurie, 1912 (15*s.* net).

Lucas's Historical Geography of the British Colonies, Vol. 3, West Africa. 3rd edition, revised by A. B. Keith, D.C.L. Clarendon Press (8*s.* 6*d.*).

Health Preservation in West Africa, by J. C. Ryan, late Medical Officer, West African Medical Staff. Bale, Sons and Danielsson, 1914 (5*s.* net).

A History of the Gold Coast and Ashanti, by W. W. Claridge, in two volumes. Murray, 1915 (40*s.* net).

Natives of the Northern Territories of the Gold Coast, by A. W. Cardinall. George Routledge & Sons, Ltd., 1921 (12*s.* 6*d.* net).

A Transformed Colony: Sierra Leone, by T. J. Alldridge (late of the Sierra Leone Service). Seeley & Co., 1910 (16*s.* net). *Out of Print.*

Sierra Leone, its people, products, and secret societies, by H. O. Newland. Bale, Sons and Danielsson, 1916 (7*s.* 6*d.* net).

An Introduction to the Geography of Sierra Leone, by Harold Michell. Freetown, 1918. On sale at the Crown Agents for the Colonies. (1*s.* 4*d.* net.)

The Gambia, its history, ancient and modern, by H. F. Reeve. Smith, Elder & Co., 1912 (10*s.* 6*d.* net).

- The Nigeria Handbook, by A. C. Burns, Lagos, 1919.
- Letters and Sketches from Northern Nigeria, by Martin S. Kisch (late Assistant Resident). Chatto and Windus, 1910 (6s. net). *Out of Print.*
- The Making of Northern Nigeria, by Captain C. W. J. Orr, R.A. (late of the Northern Nigeria Service). Macmillan & Co., 1911 (8s. 6d. net).
- Nigeria, its Peoples and Problems, by E. D. Morel. Smith, Elder & Co., 1911 (10s. 6d. net).
- On Horseback through Nigeria, by J. D. Falconer (of the Mineral Survey). T. Fisher Unwin, 1911 (12s. 6d. net). *Out of Print.*
- The Tailed Head-Hunters of Northern Nigeria, by Major A. J. N. Tremearne. Seeley & Co., 1912 (16s. net).
- In the Shadow of the Bush (Southern Nigeria), by P. A. Talbot. W. Heinemann, 1912 (18s. net).
- Through Unknown Nigeria, by John R. Raphael. T. W. Laurie, 1914 (15s. net).
- Native Races and their Rulers: Sketches and Studies of Official Life and Administration in Nigeria, by C. E. Temple, C.M.G. Way & Co., Ltd., 1918 (5s. 6d.).
- Notes on Tribes, Provinces, Emirates and States of the Northern Provinces of Nigeria, by O. Temple. Capetown, 1919.
- Pamphlets on the East Africa Protectorate, the Uganda Protectorate, and the Nyasaland Protectorate, by the Oversea Settlement Office, 57-9, Victoria Street, S.W.1 (price 6d. each).
- By the Waters of Africa, British East Africa, Uganda, and the Great Lakes, by M. Lorimer. 1917. Robt. Scott, Paternoster Row (10s. 6d. net).
- Handbook of British East Africa, by H. F. Ward and J. W. Milligan. Crown Agents Store, 4, Millbank, S.W.1 (2s. 6d. net). *Out of Print.*
- British and German East Africa, by Dr. H. Brode. Edward Arnold, 1911 (8s. 6d. net).
- Profit and Sport in British East Africa, by Lord Cranworth. Macmillan & Co., Ltd., 1919 (21s. net).
- The Land of Zinj: being an account of British East Africa, by Capt. C. H. Stigand. Constable, 1913 (15s. net).
- Farming and Planting in British East Africa, by T. J. O'Shea. 1917. Newland, Tarlton and Co., Ltd.
- German East Africa, by A. B. Calvert. T. Werner Laurie, Ltd., 1917 (6s. net).
- The Handbook of Uganda, compiled by H. R. Wallis, C.M.G., Chief Secretary to the Government. Published for the Government by the Crown Agents for the Colonies, 4, Millbank, S.W.1 (2s. 6d. net).
- Planting in Uganda, by E. Brown and H. H. Hunter. Longmans, Green & Co., 1913 (10s. 6d. net).
- Nyasaland for the Hunter and Settler, by D. D. Lyell. Horace Cox, "Field" Office, 1912 (6s. net).
- British Central Africa, by Sir H. H. Johnston. Methuen & Co., Ltd., 1906 (18s. net). *Out of Print.*
- Nyasaland. Handbook prepared under the direction of the Historical Section, Foreign Office. H.M. Stationery Office, 1920 (2s. net).

A Handbook of Zanzibar, published by the Zanzibar Government, 1912 (8 annas). Crown Agents for the Colonies, 4, Millbank, S.W.1.

Pemba, the Spice Island of Zanzibar, by Capt. J. E. Craster, R.E. T. Fisher Unwin, 1913 (12s. 6d. net). *Out of Print.*

Zanzibar: The Island Metropolis of Eastern Africa, by Major F. B. Pearce, C.M.G. T. Fisher Unwin, 1920 (30s. net).

Kenya, Uganda and Zanzibar. Handbook prepared under the direction of the Historical Section, Foreign Office. H.M. Stationery Office, 1920 (2s. 6d. net).

The Tanganyika Territory, by F. S. Joelson. T. Fisher Unwin, Ltd., 1920 (21s. net).

Tanganyika. Handbook prepared under the direction of the Historical Section, Foreign Office. H.M. Stationery Office, 1920 (2s. 6d. net).

Fiji.

The Fiji of to-day, by J. W. Burton. 1910. Epworth Press, 25-35, City Road. *Out of Print.*

A Winter Holiday in Fiji, by Robt. Brummitt, M.R.C.S. 1914. Epworth Press. *Out of Print.*

Colony of Fiji. A book of general information. Suva, 1914.

Colony of Fiji. Land and Products. Suva, 1917.

Fiji Constabulary. Rules and Regulations. Suva, 1913.

Fiji Constabulary. Annual Reports on. Suva.

Note.—Any of the publications mentioned in Appendix II can be consulted at the Colonial Office Library.

Printed for the use of the Colonial Office.

[This Memorandum is subject to revision from time to time.]

Miscellaneous

No. 99.

[Twenty-ninth Edition.]

COLONIAL MEDICAL APPOINTMENTS.

COLONIAL OFFICE,

April, 1921.

HIGH COMMISSIONERS AND AGENTS-GENERAL.

- Canada—Office of High Commissioner, 19, Victoria Street, Westminster, S.W.1.
- Australian Commonwealth—Office of High Commissioner, Australia House, Strand, W.C.2.
- New Zealand—Office of High Commissioner, 415, Strand, W.C.2.
- Union of South Africa—Office of High Commissioner, Trafalgar Square, W.C.2.
- Newfoundland—Office of High Commissioner, 58, Victoria Street, Westminster, S.W.1.
- New South Wales—Office of Agent-General, Australia House, Strand, W.C.2.
- Victoria—Office of Agent-General, Melbourne Place, Strand, W.C.2.
- Queensland—Office of Agent-General, Marble Hall, 409 & 410, Strand, W.C.2.
- South Australia—Office of Agent-General, Australia House, Strand, W.C.2.
- Western Australia—Office of Agent-General, Savoy House, 115 & 116, Strand, W.C.2.
- Tasmania—Office of Agent-General, Australia House, Strand, W.C.2.

Full particulars on the subject of appointments and employment in Colonies under Responsible Government are contained in the "Professional Handbook" (price 3*d.*), published by the late Emigrants' Information Office. Copies can be obtained on application to the Oversea Settlement Office, 6, St. James's Square, S.W.1.

COLONIAL MEDICAL APPOINTMENTS.

General.—1. The patronage of the Secretary of State for the Colonies is confined to those Colonies and countries which are administered under his directions. Appointments in the self-governing Dominions (*viz.*, Canada, Australia, New Zealand, the Union of South Africa, and Newfoundland) and territories under their control such as Papua and the Cook Islands are entirely under the control of the local Governments, and for information with regard to them application should be made to the High Commissioners or Agents-General in London, a list of whom, with their addresses, will be found opposite. Enquiries as to appointments in Egypt and the Sudan should be addressed to the Private Secretary, Foreign Office. Appointments in Rhodesia are made by the British South Africa Company, 2, London Wall Buildings, E.C.2. For appointments in North Borneo application should be made to the British North Borneo Company, 37, Threadneedle Street, E.C.2. Appointments in Sarawak are in the hands of His Highness the Rajah. The following information applies only to the Colonies in which the Secretary of State controls the administration.

Public services of the various Colonies usually distinct.—2. As a general rule, each Colony or Protectorate has its own public service distinct from that of every other; and it is usually only the higher officers who are transferred by the Secretary of State from one Colony to another.

There are two exceptions to this rule:—

- (a) The West African Medical Staff, which serves Nigeria, the Gold Coast, Sierra Leone, and the Gambia, is one service.
- (b) In practice the medical services of the Straits Settlements and the Malay States may be regarded as one, as the officers may be and frequently are transferred from the Colony to the States or *vice versa*.

Medical appointments filled by the Secretary of State for the Colonies.—3. The Colonies and Protectorates to which Medical Officers are appointed by the Secretary of State for the Colonies are:—

- (a) The West African: *viz.*, Nigeria, the Gold Coast, Sierra Leone, and the Gambia.
- (b) The East African: *viz.*, the Kenya Colony and Protectorate, the Uganda, Nyasaland, Somaliland, and Zanzibar Protectorates and the Tanganyika Territory.
- (c) The Eastern: *viz.*, Ceylon, the Straits Settlements and Malay States, Hong Kong, Weihaiwei, Mauritius, and Seychelles.
- (d) The West Indian: *viz.*, British Guiana, Jamaica, Trinidad, the Windward Islands, the Leeward Islands, Barbados, British Honduras, and the Bahamas.
- (e) Fiji and the Western Pacific, Cyprus, Malta, Gibraltar, St. Helena, Bermuda, and the Falkland Islands.

Arrangements are also under contemplation for recruiting officers for Mesopotamia, Palestine and Aden by the Colonial Office, and candidates for appointment to these places should apply to the Assistant Private Secretary (Appointments) as instructed in paragraph 7 below, when any information that may be available will be forwarded to them. It is not however anticipated that many vacancies will occur in the immediate future.

In Ceylon, Mauritius, Jamaica, Barbados, the Bahamas, and Bermuda vacancies are practically always filled locally by the appointment of qualified native candidates, or—in the case of some of the higher posts—by transfer from other Colonies. Appointments in Malta are all filled locally. Vacancies in the Hong Kong Medical Department have in the past generally been filled by transfer from other Colonies.

Vacancies occur most regularly and frequently in—

- (1) The West African Medical Staff.
- (2) East Africa.
- (3) The Straits Settlements and Malay States.

In nearly all cases the vacancies for which Medical Officers are selected by the Secretary of State are in the junior grades of the service. The senior appointments, especially those in the more healthy Colonies, are almost invariably filled by the promotion of officers who have rendered good service in the same or in other Colonies.

South Africa Protectorates.—4. Medical appointments in the Bechuanaland Protectorate, Basutoland, and Swaziland are made only on the recommendation of the High Commissioner for South Africa, who usually appoints local candidates.

Duties.—5. In most cases the duties of a colonial medical officer are of a very general character, including medical, surgical, and often public health work. It is only very occasionally that a specialist is required, *e.g.*, to take charge of a lunatic asylum.

Qualifications of Candidates.—6. All applicants for medical appointments in the gift of the Secretary of State for the Colonies should be between the ages of 23 and 35,* and must be doubly qualified; preference will be given to those who have held hospital appointments as house physicians and house surgeons; testimonials to character and professional competence will be required, and every officer before being definitely appointed will be medically examined by one of the consulting physicians of the Colonial Office: Sir J. Rose Bradford, K.C.M.G., C.B., C.B.E., 8, Manchester Square, London, W.1.; Sir J. Hawtrey Benson, 57, Fitzwilliam Square, Dublin; Lieutenant-Colonel J. Arnott, I.M.S., 8, Rothesay Place, Edinburgh, and Dr. R. H. Kennan, 2, St. James's Road, Liverpool.

Mode of application for appointment.—7. All applications for such appointments must be addressed to the Assistant Private Secretary,

* In the case of East Africa, preference will be given to candidates who are over 25 years of age. In the case of Fiji and the Western Pacific, preference will be given to candidates who are under 30. At the present time, however, no definite age limits are insisted on; but officers over the age of 35 must be prepared to serve, if required, on a temporary and non-pensionable footing. Special terms for such temporary appointments in East Africa are shown in the Section headed "East Africa."

(Appointments) Colonial Office, Downing Street, S.W.1., by whom forms will be supplied, which the candidate must fill up with full particulars regarding his career and qualifications, and the nature of the appointment he desires; he must name on the form two referees who will answer from personal knowledge for his character and capacity, and he must return it to the Assistant Private Secretary, (Appointments) with originals and copies of testimonials (not more than six), which should be sent in all together. The originals will be inspected and returned to the candidate, and the copies retained for record in the Colonial Office.

If from his application he appears to be *prima facie* eligible for appointment, the candidate will be asked to attend at the Colonial Office for an interview with the Colonial Medical Appointments Committee, which meets about once a month to advise the Secretary of State as to the suitability of candidates. If the candidate is considered suitable, his name will be noted on the Secretary of State's list, and will then be considered with those of other candidates as vacancies from time to time occur; but no promise whatever can in any case be given that a candidate, even if placed on the list, will eventually be offered an appointment. If a candidate is offered an appointment, he can usually be allowed sufficient time to make preparations and to terminate the employment in which he may be engaged, and it is accordingly not expected that candidates should hold themselves in readiness by refraining from other employment.

Attempts to influence the Secretary of State's selection through Members of Parliament or other persons who are not personally well acquainted with the applicant are useless, and will be regarded as indicating that the applicant himself does not consider his qualifications sufficiently good to justify his appointment on his own merits. They can in no case operate to the advantage of a candidate, and may seriously prejudice his chances of success.

Information regarding vacancies.—8. It is impossible to forecast either the number or the nature of the vacancies which will arise in the course of any given year, and the Secretary of State cannot undertake to give any information as to the likelihood of a vacancy or vacancies occurring. Nor can he undertake to keep candidates or others informed of the actual occurrence of vacancies. When candidates have been noted on the list of applicants for a class of employment, their names come up for consideration whenever a vacancy in that class occurs; a communication will then be addressed to the candidate or candidates whom the Secretary of State is prepared to place on his select list for the particular vacancy.

Particulars of Medical Appointments.—9. The following is a short account of the medical appointments in the Colonies and Protectorates in which vacancies are from time to time filled from this country:—

West African Medical Staff.

Full information as to the West African Medical Staff is given in a separate memorandum, African (West) No. 678, which can be obtained from the Assistant Private Secretary, (Appointments).

East Africa.

(I) Medical Officers in the Kenya Colony and Protectorate and the Uganda, Nyasaland, Somaliland, and Zanzibar Protectorates and the Tanganyika Territory are appointed on probation in the first instance for two years, at the end of which period their appointments are made permanent if their service has been satisfactory.

(II) Unless the Secretary of State directs to the contrary they are required to attend a course of instruction at the London or Liverpool School of Tropical Medicine before taking up their appointments. If such a course is not taken before proceeding to East Africa, they are required to take it during their first leave of absence.

(III) Medical Officers (but not Medical Officers of Health) are permitted to take private practice, on the understanding that they give precedence to their official duties. In Uganda, in the present stage of the Protectorate's development, additions to their income from this source are not likely to be substantial.

(IV) Salaries are paid locally in rupees (in Zanzibar and Somaliland) or in florins (in Kenya, Uganda, and the Tanganyika Territory) at a fixed rate of 10 rupees or florins to the pound. Under a special arrangement, which is subject to reconsideration in March, 1922, a local allowance of 50 per cent. is paid on all sterling salaries and allowances issued locally in respect of resident service. This does not apply in Nyasaland, where sterling currency is used.

(V) Medical Officers are provided with quarters free of rent (but not of rates or other similar outgoings) if quarters are available: if quarters are not available, the Governor may provide temporary accommodation or alternatively, at the discretion of the Government, an allowance in lieu of quarters calculated at 15 per cent. of the initial salary of an officer's appointment.

(VI) The salary of a Medical Officer is £600 per annum, rising by annual increments of £25 to £900 per annum, with efficiency bars at £700 and £800.

There are, however, a limited number of temporary appointments, for which candidates over 35 years of age are eligible; these appointments are for a period of 30 months' resident service with the leave earned by such service, and they carry a fixed salary of £700 per annum and a gratuity of £200 is paid on completion of the engagement.

(VII) Medical Officers in East Africa are permitted to retire with gratuity, if they wish, instead of waiting to retire on pension (*see* paragraph 11 *infra*), as follows:—

- (a) After 9 years' service of which at least 6 must have been spent in East Africa ... £1,000.
- (b) After 12 years' service of which at least 8 must have been spent in East Africa ... £1,250.

If an officer elects to retire with gratuity, he thereby forgoes all claim to pension.

(VIII) The grades and salaries in the Medical Department are as follows:—

Kenya.

Principal Medical Officer	£1,200
Deputy Principal Medical Officer	£1,000
Principal Sanitation Officer	£1,000
Resident Surgeon, Nairobi European Hospital				£900 - 50 - 1,000
Senior Medical Officers	£800 - 25 - 900
Sanitation Officers	£800 - 25 - 900
Bacteriologist	£900 - 50 - 1,000
1st Assistant Bacteriologist	£800 - 25 - 900
2nd Assistant Bacteriologist	Same scale as Medical Officer.

Uganda Protectorate.

Principal Medical Officer	£1,200
Deputy Principal Medical Officer	£1,000
Principal Sanitation Officer	£1,000
Specialist Officer for Anti-Venereal Measures				£1,000
Sanitation Officer	£800 - 25 - 900
Senior Medical Officers	£800 - 25 - 900
Bacteriologist	£800 - 25 - 900
Assistant Bacteriologist	Same scale as Medical Officer.

Nyasaland Protectorate.

Principal Medical Officer	£1,000
Senior Medical Officer	£800 - 25 - 900
Sanitation Officer	£800 - 25 - 900

Zanzibar Protectorate.

Principal Medical Officer	£1,000
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Somaliland Protectorate.

Senior Medical Officer	£800 - 25 - 900
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Tanganyika Territory.

Principal Medical Officer	£1,200
Deputy Principal Medical Officer	£1,000
Senior Sanitary Officer	£1,000
Director of Laboratory, Dar-es-Salaam	£800 - 25 - 900
Senior Medical Officers	£800 - 25 - 900

The Medical Officers of Health are usually selected from the Medical Officers in the permanent establishment. They receive special non-pensionable allowances of £50 or £100 a year according to station.

Eastern Colonies.

Straits Settlements and Federated Malay States.—European Medical Officers are appointed on the following scale of salaries:—\$440 per

mensem rising to \$480 per mensem during three years' probation ; then, if they are placed on the pensionable establishment, rising to \$500 per mensem, and thence by annual increments of \$25 per mensem to \$800 per mensem, with a strict efficiency bar at \$600 per mensem. This scale of salaries has been fixed on the supposition that Medical Officers join the service at about the age of 27. Those Medical Officers who join the department as specialists, such as Pathologists, Bacteriologists, and Health Officers, may be placed in the scale from the beginning of their service at \$550 per mensem, and special terms are given to men of over 37.

Above the concluding figure of \$800 per mensem there are certain higher appointments as follows :—Principal Civil Medical Officer, Straits Settlements, and Principal Medical Officer, Federated Malay States, \$1,200 per mensem. Class A : seven posts at \$1,050 per mensem. Class B : seven posts at \$850, rising annually by \$30 to \$1,000 per mensem.

Notes.—(1) The Straits dollar is equivalent to 2s. 4d. of English currency. This rate is liable to modification, but has remained unchanged for many years past, and so far as can be foreseen no change is anticipated.

(2) The following temporary allowances are at present paid to all officers recruited from Europe in the Government Services of the Straits Settlements and Federated Malay States :—

A. *Unmarried Officers.*

20 per cent. of salary.

B. *Married Officers.*

40 per cent. of salary.

(3) All permanent Government servants are required to contribute 4 per cent. of their salaries towards the provision of pensions for the widows and orphans of public officers.

(4) Private practice by Government Medical Officers is not allowed. They may, however, do, and receive fees for, consultative work, under conditions approved by the Government.

Seychelles.—There are four medical appointments. The Chief Medical Officer receives Rs.6,000 and Rs.300 in fees. There are three Assistant Government Medical Officers, one receiving Rs.5,500 and Rs.500 house allowance, and two receiving Rs.5,000. A small permanent increase of these salaries is under consideration.

Weihaiwei.—There are two Medical Officers, a Senior on £500, rising by annual increments of £25 to £600 per annum, with fuel allowance of £50 per annum ; and a Junior on £400, rising by £25 a year to £500, with fuel allowance of £40 per annum. These salaries are converted locally into dollars at 2s. when the dollar is over that rate. Free quarters are provided. A temporary war bonus has been granted, and its continuance is under consideration. The appointments are non-pensionable, but private practice is allowed. A small permanent increase of these salaries is under consideration.

West Indian Colonies.

British Guiana.—Officers are appointed as Assistant Medical Officers and receive a salary of £500, rising by annual increments of £25 to £600 per annum. Private practice is allowed when the officer is acting in a Medical District; when attached to an Institution at which private practice is not allowed, plainly furnished bachelor quarters are provided and a duty allowance in lieu of private practice. A deduction of 4 per cent. is made from salaries for the payment of premiums on an insurance of the officer's life for the benefit of his widow or orphans. The Governor has the power to appoint private practitioners on temporary agreements to perform the duties of medical officers of districts.

There are the following posts in the Medical Service of the Colony:—

- 1 Surgeon-General, £900 per annum, with consulting practice.
- 1 Bacteriologist and Pathologist, £450-£700 (increment £50), with £50 allowance in lieu of fees.
- 6 Medical Officers at £900.
- 8 Medical Officers at £600-£700.
- 20 Medical Officers at £500-£600.

Some of the senior posts also carry duty allowances (varying from £50 to £300 per annum) and quarters. All the junior appointments in which private practice is not allowed carry duty allowances. For the year 1921 a bonus has been granted on the above salaries ranging from £70 in the lower posts to £383 in the case of the Surgeon-General.

Trinidad and Tobago.—In Trinidad and Tobago there are over 40 appointments. Under the terms of the Ordinance regulating the medical service, officers are appointed in the first instance on two years' probation as supernumeraries and are eligible for appointment as Government Medical Officers at the end of this period. Supernumeraries receive a salary of £400 per annum with furnished quarters, and are usually attached to the Government hospital. Government Medical Officers receive salary at the rate of £400 per annum with annual increments of £25 accruing from the date of first appointment as supernumerary Medical Officers, until reaching the maximum of £600. Most are employed as District Medical Officers, with private practice, a residence or a rent allowance of £50, a horse allowance or motor allowance averaging £110 (except in one district). Officers employed in institution work receive allowances in lieu of private practice varying from £50 (and furnished quarters) to £300. In no case therefore do the emoluments on first appointment amount to less than £550 a year and furnished quarters. All officers hereafter appointed are required to contribute 4 per cent. of their salaries towards the pensions of the widows and orphans of public officers. In a few districts a system has been introduced by which the work is performed by private practitioners under temporary contracts. There is great scope for private practice in all medical districts. Medical Officers having completed 10 years' resident service are pensionable at the age of 55.

A bonus on the following scale up to a maximum of £500 is paid on all salaries :—

Not exceeding £25	100 per cent.
Exceeding £25 but not exceeding £300	40 „
Exceeding £300 but not exceeding £1,000	33 $\frac{1}{3}$ „
Exceeding £1,000	10 „

Windward Islands (Grenada, St. Lucia, St. Vincent).—There are over 25 appointments. The Colonial Surgeon, Grenada, receives £650–£800. The Chief Medical Officer, St. Lucia, receives £600–£700 plus forage and subsistence allowances; the post is pensionable, but private practice is not allowed except as a consultant. Most of the remaining appointments are district appointments with the right to private practice attached; the salaries paid by Government vary from £315–£375, plus bonus, the scale of which is at present under revision, and with allowances in certain cases. The Governor has the power to transfer a medical officer from one island to another at his discretion. The appointments are pensionable.

Leeward Islands (Antigua, St. Christopher and Nevis, Dominica, Montserrat, Virgin Islands).—The appointments are of the same nature as in the Windward Islands and are pensionable. An officer when first sent out is not appointed to a particular island but to the service of the Leeward Islands, with a salary of £375 or £400, according to station, and the Governor decides as to the district which is to be allotted to him. He is liable to be transferred at the Governor's discretion to any medical district in the Leeward Islands, and in certain districts may be required to perform magisterial duties. The medical officers receive fees for successful vaccinations, post-mortem examinations, attendance and giving evidence at courts of justice, certificates of lunacy, and, in the larger islands, for burial certificates. They are also, as a rule, allowed private practice. The Chief Medical Officer, St. Kitts, receives £700–£750 without private practice.

British Honduras.—There are seven medical appointments (besides the principal post of Colonial Surgeon) and the salary has recently been raised to the scale \$1,944 by annual increments of \$121.50 to \$2,430 per annum. Unless they already possess a diploma of public health, medical officers are liable to be required, before they join the colony, to undergo a course of instruction at a laboratory of public health or analogous institution. The value of the dollar is approximately the same as that of the United States dollar.

Other Colonies.

Fiji and the Western Pacific.—In Fiji the Government Medical Officers receive a salary of £400, rising by annual increments of £25 to £500, with partly furnished quarters, or a house allowance of £50. In some districts a medical officer is also a magistrate with a combined salary of £500, rising to £600, with free quarters. They are allowed private practice, so far as is consistent with the proper discharge of their duty to the Government, but in most districts the private practice is very small. Where no private practice exists, a duty allowance of £50 is granted. They are required either to take charge of hospitals or of districts, at the discretion of the authorities. The posts are pensionable.

In addition to a Chief Medical Officer (£700 a year, rising to £800), a Medical Officer of Health (£500 rising to £600), and a Senior Medical Officer (£450-£550), there are in Fiji eighteen Medical Officers, three of whom are also Magistrates. The staff in the British Solomon Islands Protectorate consists of one Senior Medical Officer (£600 rising to £700) and two Medical Officers. In the Gilbert and Ellice Islands Colony there is one Medical Officer in Charge (£600 rising to £700), and a Dispenser (£300 rising to £400).

Officers directly appointed to the Solomon Islands receive a commencing salary of £500 per annum, and rise by annual increments of £25 to £600 per annum, but are not entitled to the above mentioned duty allowance.

The medical services of Fiji and the Western Pacific are interchangeable; officers may be transferred from one to the other at the discretion of the Secretary of State.

The question of the rates of pay generally in the Fiji and Western Pacific Civil Services is now under the consideration of a Special Commissioner who has been sent out to report on the subject, and in the meantime the salaries are subject to temporary increases, amounting to 20 per cent. of the salary with the addition of £30.

Cyprus.—There is a Chief Medical Officer paid at the rate of £750, rising by annual increments of £25 to £900, and three District Medical Officers paid at the rate of £500 a year, rising by annual increments of £20 to £600 a year, all enjoying private practice (except the Chief Medical Officer, who is allowed consulting practice only) and receiving 2s. per diem forage allowance. There is also a Medical Officer of Health on £600, rising by £20 increments to £720 without private practice; these are the only medical appointments in the island which are open to English candidates.

Gibraltar.—There is a surgeon of the Colonial Hospital receiving £750, and private practice. There are also two Assistant Surgeons with a salary of £720 per annum, who are allowed private consulting practice only. Free quarters, unfurnished, are provided for all three officers.

St. Helena.—The Colonial Surgeon at present receives £300 per annum, £20 fees as Health Officer, and £30 horse allowance. Private practice is allowed. The Assistant Colonial Surgeon at present receives £550 a year and a horse allowance, but the salary may be revised on the occurrence of a vacancy. No private practice without special permission of the Governor.

Falkland Islands.—There are two appointments. The Colonial Surgeon is paid at the rate of £600 per annum, with free furnished quarters. The Assistant Colonial Surgeon is paid at the rate of £500 per annum without quarters, £200 of the salary being provided from private sources. Private practice is shared between the Colonial Surgeon and the Assistant Colonial Surgeon. The office of Colonial Surgeon is pensionable.

Leave and Passages.—10. *East Africa.*—Leave of absence on full salary is granted in the normal case after a tour of residential service (of not less than 20 and not usually more than 30 months) to an amount of five days for each completed month of residence (or $2\frac{1}{2}$ days when for any reason the officer is not returning to East Africa) exclusive of the periods of the voyages to and fro, for which full pay is also given.

Officers serving in Uganda, Zanzibar, and the Tanganyika Territory, or in certain stations in Kenya and Nyasaland are allowed six (or three) days' leave in respect of each month of service instead of five (or $2\frac{1}{2}$) days' leave respectively.

In Somaliland special leave regulations exist which provide for an officer taking leave after a shorter tour of service than in other parts of East Africa.

Free first-class passages are provided for the officer on first appointment and on leave.

Straits Settlements and Malay States.—In the Malay Peninsula two months' leave of absence with full salary may be granted in respect of each year's service, and this leave may be accumulated up to a maximum of eight months. Additional leave on half-pay may be granted on special grounds. If an officer on the occasion of his first leave is in receipt of a pensionable salary of less than £500 a year, he is granted a free return passage to the United Kingdom, and at present passages are granted generally to officers proceeding on or returning from leave. The continuance of this privilege is uncertain.

Other Colonies outside Tropical Africa.—Subject to the necessities of the service, leave of absence on half salary may be granted after a period of six years' resident service without any special grounds.* It may be given before the expiration of that period in case of serious indisposition, or of urgent private affairs. In the absence of special grounds, the leave must not exceed one-sixth of the officer's resident service; on special grounds it may exceed that period by six months. In addition to the above, vacation leave on full pay may be granted, if no inconvenience or expense is caused thereby, not exceeding three months† in any two years.

On first appointment an officer whose salary and fees together do not exceed £700 a year will, except in the case of a few Colonies possessing Representative Assemblies, be provided by the Crown Agents for the Colonies with free passages to the Colony for himself and his wife and children, if any, not exceeding four persons besides himself. The officer so appointed will be required to execute an agreement binding him to repay the cost of the passage or passages so obtained in the event of his leaving the Government service within three years. Free passages are at present given to officers on first appointment to the Malay Peninsula.

* Officers of the Fiji and Western Pacific service proposing to spend their leave in Europe may receive a grant in aid of passage expenses of £60.

† Or, in the case of Fiji and the Western Pacific and the Falkland Islands, $4\frac{1}{2}$ months in any three years.

An officer taking leave out of the Colony has in most cases to provide his own passages.

Pensions.—11. *East Africa.*—Officers on the pensionable establishment retire on attaining the age of 50 years or after 20 years' Colonial Service, whichever is earlier; but they may be retained in the Service, with their own consent, for such further period as the Government may recommend. Earlier retirement in the event of ill-health is also provided for. Pension is computed at one-sixtieth of pensionable emoluments (*i.e.*, salary and value of free quarters) at the time of retirement, two years' service being reckoned as three years for this purpose, subject to an average of emoluments for the last two years before retirement instead of the actual emoluments at the time of retirement being taken as the basis for calculation in certain circumstances.

Other Colonies.—In most of the other Colonies an officer holding a pensionable appointment may be allowed in the case of ill-health to retire on a pension after ten full years' resident service; otherwise he must have attained the age of 55. For ten full years' resident service fifteen-sixtieths of the average annual salary of the retiring officer's fixed appointments for three years prior to retirement may be awarded, to which one-sixtieth may be added for each additional year's service; but no addition will be made in respect of any service beyond 35 years. For pension purposes absence on vacation leave counts as full service, and leave on half pay as half service.

In a few cases, the retiring age is 60 and the pension after ten years' service is ten-sixtieths instead of fifteen.

In the Straits Settlements and Malay States, an officer may, with the consent of Government, retire at age 50. Pensions are calculated on a basis of length of service in months instead of years.

Printed for the use of the Colonial Office.

[This Memorandum is subject to revision from time to time.]

Miscellaneous
No. 280.

[Fifth Edition.]

AGRICULTURAL, FORESTRY, AND OTHER
SCIENTIFIC APPOINTMENTS

IN THE

COLONIAL SERVICE.

COLONIAL OFFICE,

May, 1921.

HIGH COMMISSIONERS AND AGENTS-GENERAL.

Canada—Office of High Commissioner, 19, Victoria Street, Westminster, S.W.1.

Australian Commonwealth — Office of High Commissioner, Australia House, Strand, W.C.2.

New Zealand—Office of High Commissioner, 415, Strand, W.C.2.

Union of South Africa—Office of High Commissioner, Trafalgar Square, W.C.2.

Newfoundland—Office of High Commissioner, 58, Victoria Street, S.W.1.

New South Wales—Office of Agent-General, Australia House, Strand, W.C.2.

Victoria—Office of Agent-General, Melbourne Place, Strand, W.C.2.

Queensland—Office of Agent-General, Marble Hall, 409 and 410, Strand, W.C.2.

South Australia—Office of Agent-General, Australia House, Strand, W.C.2.

Western Australia—Office of Agent-General, Savoy House, 115 and 116, Strand, W.C.2.

Tasmania—Office of Agent-General, Australia House, Strand, W.C.2.

INTRODUCTION.

PLEASE READ CAREFULLY.

For the assistance of intending applicants this Memorandum is divided into eight parts:—

Part I. gives general information and a list of various appointments which are **not** made by the Secretary of State for the Colonies, with a note as to where enquiries should be addressed in each case.

Part II. gives information as to the principal agricultural appointments made by the Secretary of State.

Part III. gives similar information as to Forestry appointments.

Part IV. gives similar information as to Veterinary appointments.

Part V. gives information as to appointments for Analytical Chemists.

Part VI. gives information as to appointments for Geologists.

Part VII. gives information as to conditions of service (temporary allowances, leave, pensions, etc.,) in the Colonies, Protectorates, &c., in which occur the bulk of the vacancies at the Secretary of State's disposal.

Part VIII. explains how application should be made.

Appendix I. gives a list of other Memoranda which can be obtained on application to the Assistant Private Secretary (Appointments).

Appendix II. gives a list of books of scientific interest for Colonial Agricultural, Botanical, or Forestry Students.

Appendix III. gives a list of other publications which may be of interest to intending applicants.

NOTES.

(1) MINIMUM AGE LIMITS.

It should be noted that it is only occasionally that vacancies occur, which are open to candidates under the age of 22 at the time of taking up their duties.

Candidates may, however, apply some months before they reach the minimum age limit for the appointment which they wish to obtain, in order that their applications may be completed in time to be considered at the earliest possible moment.

The age limits for all junior appointments in Tropical Africa are 22 and 35, candidates of under 30 years of age being preferred.

(2) WAR SERVICE.

For the present no candidate will be considered by the Secretary of State for the Colonies for appointments at his disposal who has not—if of suitable age—served in some branch of His Majesty's Forces during the late War; unless his reasons for not doing so are considered entirely satisfactory by the Secretary of State.

(3) ESTABLISHMENTS.

It must be understood that no guarantee can be given that the numbers and conditions of the appointments described in this Memorandum, or the salaries attached to them, will remain unaltered.

PART I.

GENERAL.

1. The appointments at the disposal of the Secretary of State for the Colonies are confined to those Colonies, Protectorates, &c., which are administered under his directions.

They may be classified generally as follows :—

(a) *Tropical Africa*, comprising—

On the east side of Africa : The Kenya Colony and Protectorate (formerly the East Africa Protectorate), Nyasaland Protectorate, Tanganyika Territory (formerly German East Africa), Uganda Protectorate, Somaliland Protectorate and Zanzibar Protectorate.

On the west side : Nigeria, the Gold Coast, Sierra Leone and the Gambia.

(b) *Eastern Colonies and Protectorates*, e.g., Ceylon, Hong Kong, the Straits Settlements, the Malay States, Weihaiwei.

(c) *The West Indian Colonies*, e.g., Jamaica, Bahamas, Barbados, Windward Islands, Leeward Islands, Trinidad, &c., together with British Guiana and British Honduras.

(d) Fiji and other islands in the Pacific.

(e) Cyprus, Gibraltar and Malta, in the Mediterranean.

(f) Various islands, e.g., Mauritius, Seychelles, Bermuda, Falkland Islands and St. Helena.

(g) Palestine, Mesopotamia and Aden. [Arrangements are under contemplation for recruiting officers for service in these places by the Colonial Office, and candidates for appointment should apply to the Assistant Private Secretary (Appointments) stating their qualifications and the sort of appointments they desire, when any information that may be available will be forwarded to them. It is not, however, anticipated that many vacancies will occur in these places in the immediate future.]

2. Appointments for which the Secretary of State does **not** select :—

(a) *Self-Governing Dominions*.—Appointments in the self-governing Dominions (viz., Canada, Australia, New Zealand, the Union of South Africa, and Newfoundland) and territories under their control, such as Papua and the Cook Islands, are entirely under the control of the local Governments, and for information with regard to them application should be made to the High Commissioners or Agents-General in London, a list of whom, with their addresses, will be found on page 2.

(b) *Egypt and the Sudan*.—Application should be made to the Secretary, Selection Board, Ministry of Finance, Cairo. Members of the Universities of Oxford, Cambridge, London (and University College), Edinburgh, Glasgow, Trinity College (Dublin), and Wales should, however, apply through the Appointments Committee, or Board, of their University. Pamphlets of information can also be obtained from the Eastern Department of the Foreign Office, Downing Street, S.W.1.

(c) Enquiries relating to appointments in Rhodesia should be addressed to the British South Africa Company, 2, London Wall Buildings, E.C.2. For appointments in North Borneo application should be made to the British North Borneo Company, 37, Threadneedle Street, E.C.2. Appointments in Sarawak are in the hands of His Highness the Rajah. Information on the subject can be obtained from the Sarawak Advisory Council, 2, Millbank, S.W.1. Ascension Island is under the supervision of the Admiralty.

N.B.—For any posts mentioned in any paragraph of the above section, application should **not** be made to the Assistant Private Secretary, Colonial Office.

3. General information respecting the Colonial Services :—

Information as to the staff of the different Colonies, the climate and local conditions, can be obtained from the "Colonial Office List," published by Messrs Waterlow and Sons. That publication also contains the Colonial Regulations

governing the Colonial Services generally, and showing the rules as to leave of absence, free passages, &c. These Regulations can be purchased separately through any bookseller, or directly from H.M. Stationery Office at the following addresses: Imperial House, Kingsway, London, W.C.2, and 28, Abingdon Street, London, S.W.1; 37, Peter Street, Manchester; 1, St. Andrew's Crescent, Cardiff; 23, Forth Street, Edinburgh. Price 9d. net.

PART II.

AGRICULTURAL APPOINTMENTS.

1. Agricultural Departments exist in varying stages of development in most of the tropical Colonies and Protectorates. During recent years progress has, in many cases, been rapid, and in some instances has resulted in the creation of a number of new appointments. At the same time, it has been realised that, in order to secure the services of men of the best practical and technical training, the prospect of really attractive careers should be offered, and that the salaries of the officers of the Agricultural Departments should be such as to enable them to live in comfort.

It should be understood that the Secretary of State is hardly ever called upon to fill a vacancy in an Agricultural Department for which no definite scientific qualifications are required. Such appointments are usually filled locally. Candidates for practically all appointments at the Secretary of State's disposal should have been thoroughly well trained at a fully equipped University or Agricultural College.

It is generally recognised that the type of man to make a good Agricultural Officer should be of a very high order. Not merely must he be a highly qualified technical expert, fitted by his scientific training to grapple with and overcome the problems that arise in the work of his department, or to carry out independent investigation that will lead to valuable improvements in the methods of planting and raising tropical crops, but he must also be endowed by his general education and upbringing with the tact and administrative ability necessary for dealing with the native mind.

2. A comparatively large proportion of the appointments in the West Indies, Ceylon and the Federated Malay States, as well as a number of the appointments in East and West Africa, are of a specialised nature, such as those of Agricultural Chemists⁽¹⁾, Mycologists, Entomologists, Economic Botanists for the special study of economic plants, with a view to their improvement by hybridisation, selection, or other means, and Systematic Botanists for the care of botanic gardens and for undertaking research work in the flora and the exact identification of plants. For these posts a good scientific University education and some post-graduate work in the particular subject are required. Experience of research work is very desirable, as is also some experience of the tropics, though the latter is not usually an indispensable qualification.

3. In East and West Africa a larger proportion of the appointments are of a less specialised character. These are called by different names in the various Colonies, *e.g.*, Agriculturists, Superintendents of Agriculture or Agricultural Inspectors. For such posts men with good agricultural diplomas or degrees, preferably with some practical experience of agricultural work in addition, are usually selected. Their duties are to visit and report on plantations and gardens; to investigate native methods of agriculture, to discover what is useful in native practises and to stimulate the natives to improve the indigenous methods of cultivation or to adopt improved methods; to give advice to owners; to instruct native subordinate staffs; to supervise Government experimental stations, and generally to assist in the work of the Departments of Agriculture.

4. The approved establishments of the Agricultural Departments are at present as follows:—

⁽¹⁾ A chemistry student who wishes to qualify for an appointment as agricultural chemist should refer to the syllabus approved by the Institute of Chemistry of Great Britain and Ireland for the Fellowship Examination in Branch D (Agricultural Chemistry), and it would be to his advantage to possess the certificate of the Institute in that Branch.

EAST AFRICA.

THE KENYA COLONY AND PROTECTORATE (formerly the East Africa Protectorate).⁽¹⁾

Appointment.	Salary.	Remarks.
<i>(1) Administrative Division.</i>		
1 Director of Agriculture	£1,400	
1 Cerealist	} £500 rising by annual increments of £25 to £750.	
1 Mycologist		
1 Assistant Mycologist	} £500—£25—£600	
1 Adviser on Tobacco		
1 Statistical Officer		
1 Pig and Dairy Expert	} £400—£25—£500	
1 Horticulturist		
1 Flax Instructor		
2 Agricultural Instructors		£400—£20—£500 £350—£15—£450
<i>(2) Economic Plants Division.</i>		
1 Chief of Division	£500—£25—£750	
1 Tropical Agricultural Instructor	} £500—£25—£600	
1 Adviser on Coffee		
1 Flax Officer	} £400—£20—£500	
1 Flax Officer		
1 Coffee Officer		
1 Foreman Plant Instructor	£250—£15—£350	
<i>(3) Entomological Division.</i>		
1 Entomologist	£500—£25—£750	
1 Assistant Entomologist	£500—£25—£600	
1 Plant Import Inspector	£400—£20—£500	
<i>(4) Experimental Farms.</i>		
3 Managers	£500—£25—£600	Plus £30 Entertainment Allowance at Naivasha and Kabete.
1 Assistant Manager, Naivasha Farm	£400—£20—£500	
1 Station Assistant, Kabete Farm	£250—£15—£350	

NYASALAND PROTECTORATE.

1 Director of Agriculture	£900	
1 Assistant Director	} £500—£25—£750	
1 Entomologist		
1 Mycologist		
1 Agricultural Chemist		
1 Tobacco Inspector	£500—£25—£600	
4 Agriculturists	£350—£15—£500	

TANGANYIKA TERRITORY (formerly German East Africa).⁽¹⁾

1 Director of Agriculture	£1,200	
1 Deputy Director	£800	
1 Entomologist	} £500—£25—£750	
1 Senior District Agricultural Officer		
1 Plant Import Inspector	£400—£20—£500	
6 District Agricultural Officers	£350—£15—£500	
1 Head Gardener, Dar-es-Salaam	£350—£15—£450	
<i>The Amani Institute.</i>		
1 Director	£800	
1 Assistant Director	£500—£25—£750	
1 Head Gardener	£350—£15—£450	

⁽¹⁾ Particulars of temporary allowances now being paid are given in Part VII.

UGANDA PROTECTORATE.⁽¹⁾

Appointment.	Salary.	Remarks.
<i>(1) Headquarters.</i>		
1 Director of Agriculture	£1,100	
1 Deputy Director	£600—£25—£800	
<i>(2) General Division.</i>		
2 Senior Agricultural Officers	£500—£25—£750	
3 District Agricultural Officers... ..	£400—£20—£500	
5 Assistant District Agricultural Officers	£350—£15—£400	
<i>(3) Biological Division.</i>		
1 Entomologist	} £500—£25—£750	
1 Botanist		
1 Mycologist		

ZANZIBAR PROTECTORATE.⁽¹⁾

1 Director of Agriculture	£900	
1 Assistant Director	} £500—£25—£750	
1 Mycologist		
3 Inspectors of Plantations	£350—£15—£500	

WEST AFRICA.

NIGERIA.

1 Director of Agriculture	£1,400	Duty Allowance £280 ⁽²⁾ .
1 Deputy Director	£1,100	Duty Allowance £220.
4 Senior Superintendents	£960	Duty Allowance £96.
2 Mycologists	} £600—£30—£720— £40—£920	⁽⁴⁾ Efficiency Bars at £720 and £840.
2 Entomologists		
2 Agricultural Chemists	} £480—£30—£720— £40—£920	⁽³⁾ ⁽⁴⁾ .
26 Superintendents		

THE GOLD COAST.

<i>Headquarters.</i>		
1 Director of Agriculture	£1,200	Duty Allowance £240.
1 Deputy Director	£1,000	Duty Allowance £200.
1 Secretary	£450 for 3 years; then £510—£30—720.	Efficiency Bar at £600.

⁽¹⁾ Particulars of temporary allowances now being paid are given in Part VII.

⁽²⁾ Duty Allowance is drawn by the officer discharging the duties of the appointment for the time being.

⁽³⁾ Efficiency Bars at £600, £720, and £840.

⁽⁴⁾ Officers who have passed the £720 Efficiency Bar receive in addition a Seniority Allowance (non-pensionable) of £6 a month while at duty in the Colony.

THE GOLD COAST—continued.

Appointment.	Salary.	Remarks.
<i>Scientific Staff.</i>		
2 Mycologists	£600—£30—£720— £40—£920	{ ⁽³⁾ Efficiency Bars at £720 and £840. One of the six scientific officers is "Assistant Director" on £960, with Duty Allowance £96.
2 Entomologists		
2 Agricultural Chemists... ..		
<i>Provincial Staff.</i>		
5 Senior Superintendents	£480—£30—£720— £40—£920	{ ⁽²⁾ ⁽³⁾
5 Superintendents		
10 Assistant Superintendents		
SIERRA LEONE.		
1 Director of Agriculture	£1,000	Duty Allowance £200. (²) (³).
2 Assistants	£480—£30—£720— £40—£920	

THE EASTERN COLONIES AND PROTECTORATES.

CEYLON.⁽¹⁾ (⁴) (⁵)

1 Director of Agriculture	£1,000	
1 Botanist and Mycologist	£600—£30—£750	Rent Allowance.
1 Assistant Botanist and Mycologist	£300—£500.	
3 Assistant Mycologists	£350—£25—£500; with a half for three years on £400.	Rent Allowance.
1 Entomologist	£400—£50—£600	Free Quarters.
1 Assistant Entomologist	£350—£25—£500	Rent Allowance.
1 Superintendent, Botanic Gardens	£400—£25—£600	Free Quarters.
1 Curator, Botanic Gardens, Peradeniya	£252—£12—£360	
1 Curator, Botanic Gardens, Hakgala	£240—£12—£300	
1 Manager, Experiment Station, Peradeniya.	£300—£25—£400	Free Quarters.
1 Tobacco Adviser (Temporary)	£700	
2 Plant Pests and Diseases Inspectors... ..	£350—£25—£500	
1 Economic Botanist	£400—£25—£550— £50—£700.	
3 Divisional Agricultural Officers		
1 Additional Divisional Agricultural Officer.		
<i>Under Rubber Research Scheme.</i>		
1 Rubber Research Chemist	£400—£ —£550— £50 — £350—£25—£500 half of 3 years at £400.	{ Officers appointed under this Scheme are to be attached to the Agricultural Department, and will in practice be Government Officers for purposes of discipline.
1 Physiological Botanist... ..		
1 Mycologist		

HONG KONG.⁽¹⁾

<i>Botanical and Forestry Department.</i>		
1 Superintendent... ..	£600—£20—£800	Free Quarters and Travelling Allowance.
1 Assistant Superintendent	£400—£10—£500	

THE STRAITS SETTLEMENTS.⁽¹⁾ (⁶)

1 Director of Gardens	£1,050—£28—£1,190	
1 Assistant Director	£630—£28—£910	
1 Assistant Curator of Gardens... ..	£420—£21—£630	
1 Assistant Curator of Parks		
2 Assistant Agricultural Inspectors	£490—£35—£1,120	Efficiency Bar at £840.

⁽¹⁾ Particulars of temporary allowances now being paid are given in Part VII.⁽²⁾ Efficiency Bars at £600, £720 and £840.⁽³⁾ Officers who have passed the £720 Efficiency Bar receive, in addition, a Seniority Allowance (non-pensionable) of £6 a month while at duty in the Colony.⁽⁴⁾ For purposes of local payment the sterling salaries are at present converted into Rupees at the rate of 15 Rupees to the £ sterling.⁽⁵⁾ The emoluments of all Ceylon posts are liable to revision by the Salaries Commission which is to sit this year.⁽⁶⁾ Salaries are fixed in Dollars. The present sterling equivalents are given above for convenience of reference only. (See note on currency, Part VII.)

THE FEDERATED MALAY STATES.⁽¹⁾ ⁽²⁾

Appointment.	Salary.	Remarks.
1 Director of Agriculture	£1,470	Efficiency Bar at £840; Heads of Divisions receive an allowance at the rate of £140 per annum.
1 Agricultural Chemist	£490 for three years on probation; then £560—£35—£1,120.	
2 Assistant Agricultural Chemists		
1 Government Entomologist		
1 Systematic Entomologist		
1 Assistant Entomologist		
1 Mycologist		
2 Assistant Mycologists		
1 Economic Botanist		
1 Systematic Botanist		
1 Agriculturist		
4 Assistant Agriculturists		
1 Chief Agricultural Inspector		
5 Assistant Agricultural Inspectors		
2 Agricultural Instructors	£350—£14—£490	
1 Superintendent of Government Plantations.		
1 Assistant Inspector of Coconuts		

THE WEST INDIAN COLONIES.

THE IMPERIAL DEPARTMENT OF AGRICULTURE.

1 Commissioner	£1,500	Personal to present holder.
1 Entomologist	£900	
1 Mycologist	£600—£25—£800	Post not pensionable.
1 Agricultural Chemist		
1 Botanist		
1 Scientific Assistant	£500—£25—£800	
	£400—£33 $\frac{1}{3}$ —£500	

JAMAICA.

1 Director of Agriculture and Island Chemist.	£850	House.	The question of a bonus is under consideration.
1 Assistant Director and Government Botanist.	£500—£25—£600	House and £50 allowance as Secretary to the Food Production Board.	
1 Microbiologist	£500—£25—£750		
1 Entomologist			
1 Deputy Island Chemist			
1 Industrial Chemist			
1 Superintendent of Field Experiments	£375—£25—£450		
1 Plant Breeder	£350		
1 Superintendent of Travelling Instructors.	£400		
1 Headmaster, Farm School	£275—£25—£350		

BARBADOS.

1 Director of Agriculture	£500	£200 Personal Allowance.
1 Assistant Director	£300	Bonus of £125. Bonus of £75.

⁽¹⁾ Particulars of temporary allowances now being paid are given in Part VII.⁽²⁾ Salaries are fixed in Dollars. The present sterling equivalents are given above for convenience of reference only. (See note on currency, Part VII.)

THE WINDWARD ISLANDS.

Appointment.	Salary.	Remarks.
1 Superintendent of Agriculture, Grenada.	£350—£10—£400	} House Allowance £40. } Free Quarters. } The question of bonus is under consideration.
1 Assistant Superintendent of Agriculture, Grenada.	£250—£10—£350	
1 Superintendent of Agriculture, St. Lucia.	£350—£10—£400	
1 Superintendent of Agriculture, St. Vincent.	£350	
1 Assistant Superintendent of Agriculture, St. Vincent.	£250—£10—£350	

THE LEEWARD ISLANDS.

1 Analytical and Agricultural Chemist and Superintendent of Agriculture.	£500—£20—£600	Bonus £75.
1 Curator, Botanic Station, St. Kitts ...	£400	House Allowance: Personal to present holder. Bonus £60. Quarters (value £40). £50 Personal Allowance. Bonus £50.
1 Curator, Botanic Gardens, Dominica	£250—£25—£300	

TRINIDAD.

1 Director of Agriculture	£800—£1,000	Quarters. Bonus £301—£368.
1 Assistant Director and Mycologist ...	£600—£700	Quarters. Bonus £235—£268.
1 Entomologist	£500—£600	Bonus £201—£235.
1 Economic Botanist		
1 Agricultural Chemist		
1 Sugar Cane Entomologist		
1 Cacao Agronomist	£400—£500	Bonus £168—£201.
1 Sugar Agronomist		

BRITISH GUIANA.

		Grant-in-Aid, subject to revision.	
1 Director of Agriculture and Government Analyst.	£750	£285	£200 Personal Allowance. £250 in lieu of fees.
1 Assistant Director and Government Botanist.	£500—£25—£600	£201—£235	£100 Personal Allowance.
1 Deputy Government Analyst ...	£600—£25—£700	£235—£268	
1 Economic Biologist	£400—£25—£500	£168—£201	
1 Superintendent, Botanic Gardens			
1 Assistant Botanist and Mycologist			
1 Agricultural Superintendent ...	£300—£20—£400	£135—£168	
1 Horticultural Superintendent ...	£250—£15—£300	£115—£135	£50 Personal Allowance.

BRITISH HONDURAS.

The establishment of an Agricultural Department is at present under consideration.

FIJI.

The following are the existing salaries, but a revision scheme is under consideration.

1 Superintendent of Agriculture ...	£400—£20—£500	} A temporary bonus scheme provides for increases of £30 plus 20% of emoluments.
1 Entomologist	£400	
1 Mycologist		
1 Inspector of Produce	£300	
1 Assistant Inspector of Produce ...	£200	
1 Agricultural Chemist	£300—£25—£450	
4 Inspectors of Plantations	£150—£10—£300	

CYPRUS.

Appointment.	Salary.	Remarks.
1 Director of Agriculture	£600—£20—£720	

MALTA.

1 Superintendent of Agriculture	£450	
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MAURITIUS.⁽¹⁾

1 Director of Agriculture	Rs. 11,500—Rs. 1,000— Rs. 13,500.	Free Quarters.
1 Assistant Director and Chemist	Rs. 8,000—Rs. 500— Rs. 9,000	
1 Entomologist	Rs. 6,000—Rs. 500— Rs. 7,500	
1 Agricultural Instructor	Rs. 4,680	House Allowance.

SEYCHELLES.⁽¹⁾

1 Curator	Rs. 3,900	⁽²⁾ { Rs. 500 Quarters Allowance. Rs. 240 Forage Allowance.
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PALESTINE & MESOPOTAMIA.

Agricultural Departments are in existence, but no decision has yet been made as to their permanent establishments.

PART III.

FORESTRY APPOINTMENTS.

1. Normally a limited number of vacancies for Assistant Conservators of Forests, or Assistant Forestry Officers, occurs annually in East and West Africa, the Federated Malay States, and Ceylon. Candidates for these appointments should be between the ages of 22 and 35,⁽³⁾ ⁽⁴⁾ and are required, at present, to be in possession of, or reading for, a degree or diploma in Forestry of either Oxford, Cambridge, or Edinburgh Universities. A scheme exists at present for the provisional selection as Forestry Probationers of candidates who are still studying for such a degree or diploma. Probationers, who may be selected provisionally not more than one year before the date of their final examinations in Forestry at the University, may be paid a Training Grant (together with certain allowances), provided that they fulfil certain conditions set forth in the scheme. The amount of Training Grant payable would depend on the length of time that would elapse between the date of provisional selection and the date of taking the degree or diploma. The maximum amount payable to candidates selected one year ahead is fixed at present at £150 (together with an allowance of 10s. a day for not more than three months while on practical work away from the University).

This scheme of provisional selection, however, is of a temporary nature only, and it is not possible to state for how long it may remain in force.

⁽¹⁾ Salaries are paid in Rupees, the value of which in relation to sterling fluctuates concurrently with the Indian Rupee.

⁽²⁾ From 1st January 1921, the salary of this post has been increased by 10 per cent.

⁽³⁾ In the case of the Federated Malay States and Ceylon (only), candidates under 22 may be considered, if specially recommended.

⁽⁴⁾ These are the age limits for actually proceeding abroad to take up an appointment. A probationer, *e.g.*, might be selected provisionally at the age of 21. Candidates under the age of 30 are definitely preferred.

Candidates who are already in possession of a degree or diploma in Forestry of one of the Universities referred to may be considered in connection with any vacancies that may occur from time to time where Assistant Conservators of Forests, or Assistant Forestry Officers, are required for immediate service as such. Such candidates would not, of course, be entitled to receive any Training Grant.

Vacancies for Forestry Officers outside East and West Africa, the Federated Malay States, and Ceylon only very rarely occur.

2. Vacancies may occur from time to time in various Forestry Departments for Foresters, where the qualifications referred to above are not required. Such vacancies are filled on the recommendation of the Crown Agents for the Colonies, 4, Millbank, S.W.1., to whom all enquiries should be addressed.

3. The approved establishments of the Forestry Departments are at present as follows:—

EAST AFRICA.

KENYA COLONY AND PROTECTORATE (formerly the East Africa Protectorate).⁽¹⁾

Appointment.	Salary.	Remarks.
1 Conservator of Forests... ..	£1,000	
1 Senior Assistant	£500, rising by annual increments of £25 to £750.	
8 Assistants	£400—£20—£500—£25—£600	Efficiency Bar at £500.

NYASALAND PROTECTORATE.

1 Chief Forestry Officer... ..	£700	
2 Assistants	£400—£20—£500—£25—£600	Efficiency Bar at £500.

TANGANYIKA TERRITORY (formerly German East Africa).⁽¹⁾

1 Conservator of Forests... ..	£1,000	
1 Senior Assistant	£500—£25—£750	
4 Assistants	£400—£20—£500—£25—£600	Efficiency Bar at £500.

UGANDA PROTECTORATE.⁽¹⁾

1 Chief Forestry Officer	£800	
4 Assistants	£400—£20—£500—£25—£600	Efficiency Bar at £500.

WEST AFRICA.

NIGERIA.

1 Director of Forests	£1,400	Duty Allowance £280. ⁽²⁾
1 Deputy Director	£1,100	Duty Allowance £220.
3 Senior Conservators	£960	Duty Allowance £96.
19 Conservators	{ £480—£30—£720— £40—£920 }	⁽³⁾ ⁽⁴⁾ { Title of Assistant Conservator up to £600 Efficiency Bar.

⁽¹⁾ Particulars of temporary allowances now being paid are given in Part VII.

⁽²⁾ Duty Allowance is drawn by the officer discharging the duties of the appointment for the time being.

⁽³⁾ Efficiency Bars at £600, £720, and £840.

⁽⁴⁾ Officers who have passed the £720 Efficiency Bar receive, in addition, a Seniority Allowance (non-pensionable) of £6 a month while at duty in the Colony.

THE GOLD COAST.

Appointment.	Salary.	Remarks.
1 Conservator of Forests	£1,200	Duty Allowance £240.
1 Deputy Conservator	£960	Duty Allowance £96.
3 Provincial Forest Officers	£480—£30—£720— £40—£920	(1) (2)
8 Assistant Conservators		

SIERRA LEONE.

1 Conservator of Forests... ..	£1,000	Duty Allowance £200.
3 Assistant Conservators	£480—£30—£720— £40—£920	(1) (2)

THE EASTERN COLONIES AND PROTECTORATES.

CEYLON.⁽³⁾ (4) (5)

1 Conservator of Forests	£1,050—£50—£1,200	Rate of increase and maximum salary not yet fixed.
2 Deputy Conservators	£750—£50—£900	
3 do.	£600—£50—£700	
9 Assistant Conservators	Initial salary £400	

HONG KONG.⁽³⁾

The establishment of the Botanical and Forestry Department is given in Part II.

THE STRAITS SETTLEMENTS AND THE FEDERATED MALAY STATES.⁽³⁾ (6)

1 Conservator of Forests	£2,800	Efficiency Bar at £840. A candidate selected at or over the age of 26 years will receive an initial salary of £560 p.a.
1 Deputy Conservator, Grade I	£490—£35—£560 for the probationary period of three years; £595 for the fourth year; then £630— £35—£1,120.	
2 Deputy Conservators, Grade II		
5 Assistant Conservators, Grade I		
5 Assistant Conservators, Grade II		
6 Extra Conservators		

THE WEST INDIAN COLONIES.

TRINIDAD.

1 Conservator of Forests	£500—£700	Bonus £201—£268.
1 Deputy Conservator	£300—£400	Bonus £110—£168.

BRITISH GUIANA.

1 Forestry Officer	£500—£25—£600	Grant in aid, subject to revision, £201—£235.
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CYPRUS.

1 Principal Forest Officer	£750—£25—£900	
1 Assistant Principal Forest Officer	£500—£20—£600	

MAURITIUS.⁽⁷⁾

1 Director of Forests	Rs. 8,000—Rs. 500— Rs. 9,000.	
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(1) Efficiency Bars at £600, £720 and £840.

(2) Officers who have passed the £720 Efficiency Bar receive, in addition, a Seniority Allowance (non-pensionable) of £6 a month while at duty in the Colony.

(3) Particulars of temporary allowances now being paid are given in Part VII.

(4) For purposes, of local payment the sterling salaries are at present converted into Rupees at the rate of 15 Rupees to the £ sterling.

(5) The emoluments of all Ceylon posts are liable to revision by the Salaries Commission which is to sit this year.

(6) Salaries are fixed in Dollars. The present sterling equivalents are given above for convenience of reference only. (See note on currency, Part VII).

(7) Salaries are paid in Rupees, the value of which in relation to sterling fluctuates concurrently with the Indian Rupee.

PART IV.

VETERINARY APPOINTMENTS.

1. There are from time to time veterinary appointments at the Secretary of State's disposal. For these, the qualification of Member of the Royal College of Veterinary Surgeons is essential, together with some practical experience of veterinary work. Appointments are now made by selection, but the re-introduction of a periodical competitive examination is under consideration.

2. Stockmen and Stock Inspectors are selected, when required from this country, on the recommendation of the Crown Agents for the Colonies, 4, Millbank, S.W.1, to whom any enquiries should be addressed.

3. The approved establishments of the Veterinary Departments are at present as follows:—

EAST AFRICA.

THE KENYA COLONY AND PROTECTORATE (formerly the East Africa Protectorate).⁽¹⁾

Appointment.	Salary.	Remarks.
1 Chief Veterinary Officer	£1,000	
1 Deputy Chief Veterinary Officer	£800	
14 Veterinary Officers	£500 rising by annual increments of £25 to £700.	Efficiency Bar at £600.
1 Veterinary Pathologist	£900	
1 1st Assistant Veterinary Pathologist... ..	£700	
1 2nd do. do.	£600—£25—£700	
1 3rd do. do.	£500—£25—£600	

NYASALAND PROTECTORATE.

1 Chief Veterinary Officer	£750	
1 Veterinary Bacteriologist	£600—£25—£700	
2 Veterinary Officers	£500—£25—£700	Efficiency Bar at £600.

TANGANYIKA TERRITORY (formerly German East Africa).⁽¹⁾

1 Chief Veterinary Officer	£1,000	
1 Deputy Chief Veterinary Officer	£800	
15 Veterinary Officers	£500—£25—£700	Efficiency Bar at £600.
1 Veterinary Pathologist	£900	
1 Assistant Veterinary Pathologist	£700	
1 Research Officer	£600—£25—£700	

UGANDA PROTECTORATE.⁽¹⁾

1 Chief Veterinary Officer	£900	
1 Superintendent of Veterinary Control	£700	Efficiency Bar at £600.
1 Veterinary Pathologist		
6 Veterinary Officers	£500—£25—700	

WEST AFRICA.

NIGERIA.

1 Chief Veterinary Officer	£1,000	Duty Allowance £200 ⁽²⁾ . ⁽³⁾ ⁽⁴⁾ .
2 Veterinary Officers	£480—£30—£720— £40—£920	

⁽¹⁾ Particulars of temporary allowances now being paid are given in Part VII.

⁽²⁾ Duty Allowance is drawn by the officer discharging the duties of the appointment for the time being.

⁽³⁾ Efficiency Bar at £600, £720, and £840.

⁽⁴⁾ Officers who have passed the £720 Efficiency Bar receive, in addition, a Seniority Allowance (non-pensionable) of £6 a month while at duty in the Colony.

THE GOLD COAST.

Appointment.	Salary.	Remarks.
1 Principal Veterinary Officer	£960	Duty Allowance £96.
4 Veterinary Officers	£720—£40—£920	Efficiency Bar at £840 (2).

THE EASTERN COLONIES AND PROTECTORATES.

CEYLON.⁽¹⁾ (3) (4)

1 Government Veterinary Surgeon	£375—£18 15s.—£525	
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HONG KONG.⁽¹⁾

1 Veterinary Surgeon	£480—£40 triennially— £600.	Conveyance Allowance £36. Private consulting practice allowed.
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THE STRAITS SETTLEMENTS.⁽¹⁾ (5)

3 Veterinary Surgeons	£490—£21—£840	Efficiency Bar at £700.
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THE FEDERATED MALAY STATES.⁽¹⁾ (5)

5 Veterinary Surgeons	£490—£21—£840	Efficiency Bar at £700.
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THE WEST INDIAN COLONIES.

JAMAICA.

1 Veterinary Consultant	£200	The question of bonus is under consideration.
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TRINIDAD.

1 Veterinary Surgeon	£400	Temporary bonus £168. Private practice allowed.
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BRITISH GUIANA.

1 Veterinary Surgeon	£300—£20—£400	Grant in aid, subject to revision, £135—£168.
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FIJI.

1 Veterinary Officer	£500	Temporary increase of £130.
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CYPRUS.

1 Veterinary Surgeon	£360—£20—£500	
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(1) Particulars of temporary allowances now being paid are given in Part VII.

(2) Officers who have passed the £720 Efficiency Bar receive, in addition, a Seniority Allowance (non-pensionable) of £6 a month while at duty in the Colony.

(3) For purposes of local payment the sterling salaries are at present converted into Rupees at the rate of 15 Rupees to the £ sterling.

(4) The emoluments of all Ceylon posts are liable to revision by the Salaries Commission which is to sit this year.

(5) Salaries are fixed in Dollars. The present sterling equivalents are given above for convenience of reference. (See note on currency, Part VII.)

MALTA.

Appointment.	Salary.	Remarks.
1 Veterinary Surgeon	£470	

MAURITIUS.⁽²⁾

1 Veterinary Surgeon	Rs. 6,000—Rs. 500— Rs. 7500	Temporary increase of 20% of salary.
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PART V.

APPOINTMENTS FOR ANALYTICAL CHEMISTS.

1. In addition to the appointments of Agricultural Chemists, particulars of which are given in Part II, there are, from time to time, vacancies for other Analytical Chemists at the Secretary of State's disposal.

A candidate for one of these appointments should usually be an Associate of the Institute of Chemistry or should possess a good University degree in Chemistry. He should also hold the certificate of the Institute of Chemistry in Branch E. (The Chemistry (including Microscopy) of Foods and Drugs and Water). The duties and qualifications required vary, but as a rule the Government Analyst may be called upon to undertake any analytical work that falls outside the sphere of the Agricultural Chemist, *e.g.*, the analytical examination of stores such as cement, oils, and paints; the analysis of samples of water, food and drugs; the identification and assaying of ores; bacteriological and medico-legal work. His duties may include the teaching of the native subordinate staff and a certain amount of work outside the laboratory, such as the inspection of cargoes on board ships. Research Chemists are sometimes required to carry out special investigation.

2. Particulars of certain appointments for Analytical Chemists are given below:—

EAST AFRICA.

THE KENYA COLONY AND PROTECTORATE (formerly the East Africa Protectorate).⁽¹⁾

Appointment.	Salary.	Remarks.
1 Director of Chemical Research ...	£700—£25—£800	
1 Senior Chemical Officer	£500—£25—£600	
3 Chemical Officers		

WEST AFRICA.

NIGERIA.

1 Government Analyst	£600—£30—£720 £40—£920	Efficiency Bars at £720 and £840. ⁽³⁾
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THE GOLD COAST.

2 Analytical Chemists	£720—£40—£920	Efficiency Bar at £840. ⁽³⁾
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THE EASTERN COLONIES AND PROTECTORATES.

CEYLON.⁽¹⁾ ⁽⁴⁾ ⁽⁵⁾

1 Government Analyst	£600—£50—£800	
1 Assistant Analyst	£400—£50—£600	

⁽¹⁾ Particulars of temporary allowances now being paid are given in Part VII.

⁽²⁾ Salaries are paid in Rupees, the value of which in relation to sterling fluctuates concurrently with the Indian Rupee.

⁽³⁾ Officers who have passed the £720 Efficiency Bar receive, in addition, a Seniority Allowance (non-pensionable) of £6 a month while at duty in the Colony.

⁽⁴⁾ For purposes of local payment the sterling salaries are at present converted into Rupees at the rate of 15 Rupees to the £ sterling.

⁽⁵⁾ The emoluments of all Ceylon posts are liable to revision by the Salaries Commission which is to sit this year.

HONG KONG.⁽¹⁾

Appointment.	Salary.	Remarks.
1 Government Analyst	£600—£25—£750	
2 Assistant Analysts	£400—£25—£600	

THE STRAITS SETTLEMENTS.^{(1) (2)}

1 Government Analyst	£476—£28—£532 (while on probation); then £560—£35—£1,120.	} Efficiency Bar at £840.
1 Deputy Analyst		
2 Assistant Analysts		

THE FEDERATED MALAY STATES.^{(1) (2)}

1 Government Chemist	£476—£28—£532 (while on probation); then £560—£35—£1,120.	} Efficiency Bar at £840.
1 Assistant Chemist		

CYPRUS.

1 Government Analyst	£500—£20—£600	
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MALTA.

1 Government Analyst	£390—£10—£430	
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PART VI.

GEOLOGICAL APPOINTMENTS.

1. Permanent geological staffs are maintained in certain of the Colonies and Protectorates as shown below, but, in addition, geologists are often required on temporary engagement to carry out special work.

Candidates for geological appointments should possess a University degree ensuring a good general knowledge of geology. For special investigations experience in research work would usually be required.

2. The approved establishments of the Geological Staffs are at present as follows:—

EAST AFRICA.

NYASALAND.

Appointment.	Salary.	Remarks.
1 Geologist	£800	

TANGANYIKA TERRITORY (formerly German East Africa).⁽¹⁾

1 Geologist	£1,100	
1 Assistant Geologist	£550—£25—£600	

UGANDA PROTECTORATE.⁽¹⁾

1 Government Geologist... ..	£800	
1 Assistant Geologist	} £550 rising by annual increments of £25 to £600.	
1 Chemist and Petrologist		

⁽¹⁾ Particulars of temporary allowances now being paid are given in Part VII.

⁽²⁾ Salaries are fixed in Dollars. The present sterling equivalents are given above for convenience of reference only (see note on currency, Part VII.).

WEST AFRICA.

NIGERIA.

Appointment.	Salary.	Remarks.
1 Director	£1,200	Duty Allowance £240. (2)
4 Geologists	£540 rising by annual increments of £30—£720 and thence by increments of £40 to £920.	(3) (4).

THE GOLD COAST.

1 Director	£1,200	Duty Allowance £240.
1 Assistant Director	£960	Duty Allowance £96.
2 Assistant Geologists	£540—£30—£720—£40—£920.	(3) (4).
1 Boring Engineer	£480—£30—£720	Efficiency Bar at £600.

THE EASTERN COLONIES AND PROTECTORATES.

CEYLON.(1) (5) (6)

1 Principal Mineral Surveyor	£650	
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THE FEDERATED MALAY STATES.(1) (7)

1 Geologist	£1,050—£35—£1,260	
1 Economic Mining Geologist	£910—£35—£980	
1 Assistant Chemist	£490 for 3 years on probation, then £560—£35—£1,120.	Efficiency Bar at £840.
1 Assistant Geologist	£490—£35—£840	

PART VII.

1. GENERAL.

(a) PUBLIC SERVICES OF THE VARIOUS COLONIES USUALLY DISTINCT.

It is to be understood that the service of each Colony is separate and distinct, and that, although the Secretary of State is occasionally in a position to transfer officers from one Colony to another, and although this principle is carried out so far as is possible and expedient, the holding of an appointment in one Colony does not carry with it the right to look to the service of another Colony for transfer or promotion.

(b) SENIOR APPOINTMENTS.

Senior appointments are usually filled by the promotion of officers who have rendered good service either in the same or in another Colony. It is only occasionally that an officer is required from outside the Colonial Service to undertake one of these higher posts.

(1) Particulars of temporary allowances now being paid are given in Part VII.

(2) Duty Allowance is drawn by the officer discharging the duties of the appointment for the time being.

(3) Efficiency Bars at £600, £720, and £840.

(4) Officers who have passed the £720 Efficiency Bar receive, in addition, a Seniority Allowance (non-pensionable) of £6 a month while at duty in the Colony.

(5) For purposes of local payment the sterling salaries are at present converted into Rupees at the rate of 15 Rupees to the £ sterling.

(6) The emoluments of all Ceylon posts are liable to revision by the Salaries Commission which is to sit this year.

(7) Salaries are fixed in Dollars. The present sterling equivalents are given above for convenience of reference. (See note on currency, Part VII.)

(c) APPOINTMENTS USUALLY ON PROBATION IN THE FIRST INSTANCE.

A large number of appointments in the Colonial Services are pensionable. Officers appointed to pensionable posts serve on probation in the first instance—the probationary period varying in different services, *e.g.*, two years in East Africa, three years in West Africa, &c. If an officer's services are satisfactory his appointment is confirmed at the end of his probationary period, and he is then placed on the permanent and pensionable establishment, his probationary service being in that case counted as part of his permanent service for the purpose of computing the amount of his pension.

Some appointments, however, are temporary, and service in such an appointment does not qualify for pension, unless the appointment is subsequently made pensionable, in which case, subject to the approval of the Secretary of State (and the approval of the Lords Commissioners of the Treasury, if the appointment is in a Colony or other Dependency over which the Treasury exercises financial control), an officer's temporary service may be made pensionable, provided that he still holds that appointment when it is made a pensionable appointment.

2. APPOINTMENTS IN EAST AND WEST AFRICA. (*See also* APPENDIX I.)

(a) QUARTERS.

Quarters free of rent, or an allowance in lieu, are provided in the case of all the above appointments in East and West Africa.

(b) DUTY ALLOWANCE.

In East Africa there is no duty allowance, but officers acting in a higher post than their own receive acting allowances as follows:—

- (I) If the salary of the higher post is fixed, half the difference between the officer's salary and that of the post.
- (II) If the salary of the higher post is incremental, the difference between the officer's own salary and the minimum of the scale of salary attached to the post.

In West Africa, duty allowance, which is attached to the higher appointments in the service, is drawn by the officer discharging the duties of the appointment for the time being.

(c) OUTFIT ALLOWANCE.

An outfit allowance of £30 is paid to all candidates selected for appointment to East Africa, provided that the initial salary of the appointment does not exceed £500.

(d) PASSAGES.

East Africa.—Free first-class passages are provided for the officer only. After April 1st, 1921, a married officer, whose salary is £700 a year or less, may be granted one-and-a-half times the cost of a first-class passage and he may then make arrangements for his own and his wife's passages by whatever class he wishes.

West Africa.—Free first-class passages are provided for the officer only. A married officer will in certain circumstances be granted half the cost of his wife's passage to and from West Africa.

(e) LEAVE.

East Africa.—Leave of absence on full salary is granted in the normal case after a tour of residential service (varying from 20 to 30 months, at the discretion of the Governor) to an amount of five days for each completed month of residence (or two and a half days when for any reason the officer is not returning to East Africa), exclusive of the periods of the voyages to and fro.

Officers serving in Uganda, Zanzibar and the Tanganyika Territory, and in certain stations in Kenya and Nyasaland, are allowed six or three days' leave in respect of each month of service instead of five days or two and a half days, respectively.

West Africa.—European officers in West Africa may be granted vacation leave on full salary not exceeding in all one week's leave in the United Kingdom for every completed calendar month of total residential service in West Africa, plus the time

necessarily taken on the journey to the United Kingdom, and, if the officer is returning to West Africa for further service, the time necessarily taken on the journey from the United Kingdom to the Colony.

Vacation leave may be granted without any special grounds after 18 consecutive calendar months' residential service in West Africa. An officer will not be required to serve a tour of more than 24 consecutive calendar months' residential service except in special circumstances; and the Governor may grant vacation leave to any officer at any time after he has completed 12 consecutive calendar months of residential service. Within the above limits, the actual length of each officer's tour will be at the discretion of the Governor.

Vacation leave on full salary may also be granted to an officer if he is invalided from West Africa after less than 12 consecutive calendar months' residential service.

In addition sick leave on full salary may be granted for any period not exceeding six calendar months and, where there is reason to believe that the officer will ultimately be fit to return to West Africa, such leave may be extended with half salary for a further period not exceeding six calendar months.

In addition to the leave mentioned above, local leave may be granted in certain cases up to 27 days, in any one tour.

(f) PENSIONS.

East Africa.—Most of the appointments in East Africa are pensionable, but not all. The grant of pensions to officers appointed to East Africa is governed by the principles of the Imperial Superannuation Acts of 1859, 1876 and 1887, *i.e.*, pensions are calculated at the rate of 1-60th of the retiring salary⁽¹⁾ plus annual value of free quarters, for every year of service, two completed years of service counting as three for pension purposes. The age for compulsory and voluntary retirement is fifty, or on completion of 20 years' Colonial service, whichever is earlier; but an officer may be retained in the service, with his own consent, for such further period as the Government may desire. If retired on medical certificate before completing 10 years' service, officers are eligible for a gratuity only.

A widows' and orphans' pension scheme in East Africa is being established with effect from the 1st April, 1921.

West Africa.—All appointments on the regular establishment are pensionable, and an officer is at liberty to retire on attaining the age of 50 years. Earlier retirement in the event of ill-health is also provided for. Pensions are computed on the scale of $\frac{1}{80}$ of the officer's pensionable emoluments at the time of retirement from the West African Service for every completed month of pensionable service in West Africa, or, under certain conditions, at the option of the officer, the pension, reduced by one-fifth, is granted, plus a gratuity of one year's pensionable emoluments. A contributory scheme for widows' and orphans' pensions has been introduced, and, with a few exceptions, all European officers selected for appointment on or after the 1st of January, 1914, are obliged to contribute.

(g) CURRENCY.

In East Africa the currency in different Dependencies varies:—

Kenya, Uganda and Tanganyika Territory ...	Florins.
Zanzibar	Rupees
Nyasaland	Sterling.

Except in Nyasaland, salary and allowances paid to an officer in East Africa are issued in florins or rupees, as the case may be, at a fixed rate of 10 to the £; and, for the present, as a temporary arrangement, which is liable to modification, officers receive a special local allowance equal to 50 per cent. of salary and sterling allowances earned in respect of resident service. In any event, this arrangement will remain in force up till the end of March, 1922. Thus, at present a salary of £300 per annum is in effect converted in East Africa at the rate of 4,500 florins or rupees. When officers are not in East Africa, *e.g.*, when on leave, their pay and allowances (if any) are issued in sterling by the Crown Agents for the Colonies.

In West Africa the currency is sterling.

(h) CLIMATE.

East Africa.—The climate has a better reputation than that of West Africa, but differs widely in different parts.

West Africa.—The climate is not healthy for Europeans, but the conditions of

⁽¹⁾ In certain circumstances an average is taken instead of the actual retiring salary.

life have greatly improved during recent years. In particular, the prophylaxis and treatment of tropical diseases are now much better understood, and the result has been a great reduction in the death and invaliding rates. The death-rate among European officials (excluding deaths in action or from wounds or from the loss of vessels at sea during the War) for the 17 years to 1920 has been as follows:—

<i>Rate per 1,000.</i>					
1904	...	27.3	1910	...	20.4
1905	...	28.1	1911	...	13.9
1906	...	21.2	1912	...	12.4
1907	...	17.8	1913	...	11.8
1908	...	17.7	1914	...	12.7
1909	...	17.3	1915	...	13.5
			1916	...	10.3
			1917	...	14.4
			1918	...	16.5
			1919	...	12.5
			1920	...	16.3

(i) MARRIED OFFICERS.

A married officer appointed to Kenya or Zanzibar may take his wife with him on first appointment. But he should understand that no promise can be given that it will be possible to allocate him to healthy stations; and it is generally desirable that he should first find out for himself exactly what the conditions of life are and whether the conditions prevailing in his district are such as would be suitable to his wife. An officer appointed to Nyasaland, Uganda, or Tanganyika Territory must, however, apply for permission to take his wife with him on first appointment, as accommodation is limited in these Dependencies.

If a married candidate is selected for West Africa he must obtain permission from the Governor under whom he is to serve if he wishes to take his wife with him; or if he has proceeded to West Africa in the first instance without his wife, he must obtain the permission of the Governor under whom he is serving if he wishes her to join him.

(j) SPECIAL NOTE AS TO WEST AFRICAN APPOINTMENTS.

The West African service carries with it special privileges in respect of leave of absence, which are granted on account of the unhealthiness of the climate.

Candidates should on no account apply for or accept a West African appointment in the expectation of ultimately being transferred elsewhere, as the number of opportunities for such transfer is exceedingly small. No applications for transfer can be entertained until an officer has served for five years in West Africa, and officers desiring to be transferred must be prepared to accept a reduced salary. Only a small proportion even of applicants who satisfy these conditions succeed in obtaining transfers.

(3) APPOINTMENTS IN THE EASTERN COLONIES AND PROTECTORATES AND IN MAURITIUS.

(a) QUARTERS.

Where so stated free quarters are provided or an allowance in lieu. In other cases Government quarters may be provided and a rent charged.

(b) PASSAGES.

Officers are provided with free passages, on first appointment, for themselves and their families (*i.e.*, wife and children up to 5 persons, inclusive of the officer).

Under a temporary arrangement similar free return passages may be granted to officers proceeding on leave from Ceylon whose emoluments are less than £600 a year. Officers drawing from £600 to £900 a year may be granted half the cost. Under temporary regulations at present in force in Hong Kong, the Straits Settlements and the Federated Malay States, free return passages on leave are granted to all officers irrespective of salary. In Mauritius, an officer who has been five years in the Service of the Crown, may, when granted leave of absence, receive one-third of the passage money both ways for himself and for his wife and children not exceeding four persons besides himself.

(c) LEAVE.

In normal circumstances leave of absence on half pay is granted after four years resident service in the case of an officer serving in Ceylon; on half pay after four-and-a-half years in that of an officer serving in Hong Kong; on half-pay after five years in that of an officer serving in Mauritius; and on full pay after four years in that of an officer serving in the Straits Settlements or in the Malay States.

In the absence of special grounds the leave granted to an officer will not exceed one-sixth of his resident service. On special grounds it may exceed that period by six months.

In Ceylon, Hong Kong and Mauritius half pay leave may be commuted into full pay leave at the rate of one month's full pay leave for two months' half pay leave up to a certain limit and on certain conditions.

An officer serving in the Straits Settlements or in the Malay States may be allowed to take four months leave after two years service or six months after three years, if he wishes to do so, provided it is not inconvenient to the Government.

(d) PENSIONS.

The present rule as to superannuation is that, in the case of ill-health, an officer holding a pensionable appointment may be allowed to retire on a pension after ten full years' service; otherwise, in the case of Ceylon, Hong Kong and Mauritius, he must have attained the age of 55. For 10 full years' service $\frac{1}{6}$ of the average annual salary of the retiring officer's fixed appointment for the 3 years preceding retirement may be awarded, to which $\frac{1}{6}$ may be added for each additional year's service; but no addition will be made in respect of any service beyond 35 years.

In the case of an officer of the Straits Settlements or Malay States, he must have attained the age of 55, though, with the consent of the Government, retirement at the age of 50 may be allowed. For 10 full years' service $\frac{6}{72}$ of the average annual salary of the retiring officer's fixed appointments for the three years preceding retirement may be awarded, to which $\frac{1}{72}$ may be added for each complete calendar month of his service in excess of 10 years; but no addition will be made in respect of any service beyond 35 years.

In all the Eastern Colonies a deduction of 4 per cent. is made from the salaries of all members of the permanent Government Service as a contribution towards the provision of pensions for the widows and orphans of Government officers.

(e) CURRENCY.

The Government of Ceylon calculates the £1 sterling at 15 Rupees for the purpose of the payment of salary or pension in the Colony. This rate is, however, liable to alteration.

The currency of Hong Kong is based on the silver dollar. For purposes of payments in the Colony salaries fixed in sterling are at present converted into dollars at the rate of 2s. = \$1.

The currency of the Straits Settlements and the Malay States is based on the Straits Settlements Dollar. All salaries are fixed in dollars and are so paid while officers are on service in the Colony. For purposes of paying salaries when on leave, or pension after retirement, dollars are converted into sterling at the Government rate of exchange, which is, at present, 2s. 4d. to the dollar. No change has taken place in this rate for the past fourteen years, and no alteration is contemplated, so far as can be foreseen at present. The present sterling equivalents of all salaries are given throughout this Memorandum for convenience of reference; but it should be clearly understood that these are equivalents for exchange purposes only, without regard to the purchasing power of the dollar as compared with that of sterling.

(f) TEMPORARY ALLOWANCES.

Temporary allowances are at present being paid in Ceylon at the following rates:—

On salaries of £120 per annum to under £500 per annum, $33\frac{1}{3}$ per cent. (the allowance not to exceed £150).

On salaries of £500 to under £600, 30 per cent. (the allowance not to exceed £165).

On salaries of £600 to under £750, 25 per cent. (not to exceed £150).

On salaries of £750 to under £1,000, 20 per cent. (not to exceed £160).

On salaries of £1,000 and over, 15 per cent. (not to exceed £200).

A temporary allowance is at present being paid in Hong Kong on a sliding scale according to the sterling exchange value of the Hong Kong dollar.

In the Straits Settlements and Malay States temporary allowances are now being paid amounting to 20 per cent. of salary in the case of single and 40 per cent. in that of married officers, owing to the great increase in the cost of living in Malaya.

(g) MARRIED OFFICERS.

In the case of many junior appointments, *ceteris paribus*, single candidates are preferred to married men, and in any case, owing to the housing shortage, it is advisable that a married officer should, in the first instance, go out alone, unless quarters are provided. If he can then find suitable accommodation his wife can join him later.

(4) APPOINTMENTS IN THE WEST INDIAN COLONIES, BERMUDA AND THE FALKLAND ISLANDS.

(a) QUARTERS.

Quarters, or an allowance in lieu, are not provided except where so stated.

(b) PASSAGES.

In the Colonies of Trinidad, the Leeward Islands, the Windward Islands, Jamaica, British Honduras and the Falkland Islands and in the Imperial Department of Agriculture in the West Indies free passages are provided on first appointment for the officer and his wife and children not exceeding four persons besides himself, if the salary of the office does not exceed £800 a year. In the case of Barbados, Bahamas, Bermuda and British Guiana, free passages are not provided unless special provision is made in particular cases.

(c) LEAVE.

The general regulations relating to leave provide for the grant of leave of absence on half pay without any special grounds after six years resident service from the officer's first appointment in the Colony. In the absence of special grounds, half pay leave must not exceed one-sixth of the officer's resident service in the Colony; on special grounds it may exceed that period by six months. Besides this an officer ordinarily receives vacation leave not exceeding three calendar months during, and in respect of, any two consecutive years' service in the Colony. Four-and-a-half months' vacation leave is allowed to be taken at the same time in the case of the Falkland Islands.

In British Guiana officers are allowed to accumulate full pay leave (at the rate of six weeks for each year's service) up to six months, and no leave of absence may (except in very special circumstances) exceed six months in all unless the officer has served for five years or more without leave, in which case two months on half pay leave may be taken in addition to six months' full pay leave. Time necessarily taken on the voyage to and from England does not count against such leave. A free return passage to and from England for officers drawing not more than £800 a year is granted after six years' resident service together with half the cost of such passage for their wives. Officers drawing more than £800 a year receive half the above passage allowances. Proportionate passage allowances are made for periods of service less than six years.

In Jamaica an officer in receipt of a salary not exceeding £800 a year is given, when proceeding abroad on leave, pecuniary assistance towards the cost of passages for himself and his wife and children, if any, not exceeding four persons besides himself, under the following scheme, which has been sanctioned for a period of five years. Officers, who have completed not less than three years' continuous service in Jamaica, receive one-half the difference between the pre-war and the actual cost of passages, with the proviso that officers with under three years' service who are temporarily invalidated by a Medical Board may be treated as having three years' continuous service. Officers, who have completed six years' continuous service, receive the difference between the pre-war and actual cost of passages proportionate grants being made to officers whose service is between three and six years.

(d) PENSIONS.

Pensions in each case are regulated by the law of the Colony in which the officer is serving. Roughly, however, the position may be stated as follows:—

In Trinidad, the Leeward Islands, the Windward Islands and British Honduras an officer is ordinarily entitled to pension at the rate of one-sixtieth of the salary which he is drawing at the date of his retirement in respect of each year of service, with a climate addition amounting to five-sixtieths, provided that his total service in pensionable appointments in the Colonies is not less than 10 years. The age for voluntary retirement is 55.

In British Guiana (where the age for voluntary retirement is 55), Jamaica and the Falkland Islands he receives a similar pension but without the climate addition of five-sixtieths. The age for voluntary retirement in the last two Colonies is 60. In Jamaica officers are required to contribute 2 per cent. of their salaries towards the cost of their pensions. In Bermuda and Bahamas, where the age for voluntary retirement is also 60, no pension is payable unless the officer has served 10 years in the Colony, and the laws should be consulted for the actual provision made. In Barbados each officer is required to take out a policy of assurance, on which half the premium is payable by himself and half by the Government.

In the Imperial Department of Agriculture certain technical officers are pensionable, at present, under the Imperial Superannuation Acts. The age at which an officer is entitled to retire voluntarily on pension is 60.

PART VIII.

MODE OF APPLICATION FOR EMPLOYMENT.

All applications for appointments described above as being filled by selection of the Secretary of State must be addressed to the Assistant Private Secretary (Appointments) to the Secretary of State for the Colonies, Downing Street, S.W.I. Forms are supplied by the Assistant Private Secretary, which the candidate must fill in, with full particulars regarding his career and qualifications and the employment he desires. He must name on the form two referees who will answer from personal knowledge for his character and capacity, and he must return it to the Assistant Private Secretary (Appointments) with originals and copies of testimonials (not more than six), which should be sent in all together. He must also send his birth certificate (or a certified copy). The originals of the testimonials and of the birth certificate will be inspected and returned to the candidate, and the copies retained for record in the Colonial Office. If the candidate is considered sufficiently suitable he will be informed, in the event of there being no immediate vacancy for which he could be considered, that his name has been noted on the Secretary of State's list, and that his name will be considered with those of other candidates as vacancies from time to time occur; but no promise can in any case be made, and no definite prospect whatever can be held out, that the Secretary of State will be in a position to offer employment to any particular candidate. If a candidate is offered an appointment, he can usually be allowed sufficient time to make preparations and to terminate the employment in which he may be engaged.

Candidates who are resident at a British University, or who have left it within the last few years, are advised to consult the Appointments Committee or similar body (if such exists in their University) before communicating with the Assistant Private Secretary.

Candidates who do not send testimonials will not be considered unless they give satisfactory reasons for the absence of testimonials.

The selection of candidates depends on the general educational attainments, the professional or other subsequent training and experience (if any), and on the character and personal fitness of the applicants. These qualifications are judged by the candidate's academic and subsequent record, by testimonials from properly qualified persons, who have a personal knowledge of the candidate and his career, and by personal interviews at the Colonial Office.

Attempts to influence the Secretary of State's selection through Members of Parliament or other persons who are not personally well acquainted with the applicant are useless, and will be regarded as indicating that the applicant himself does not consider his qualifications sufficiently good to justify his appointment on his own merits. They can in no case operate to the advantage of a candidate, and may seriously prejudice his chances of success.

INFORMATION REGARDING VACANCIES.

It is impossible always to foresee the occurrence of vacancies, and the Secretary of State cannot undertake to give any information as to the likelihood of a vacancy or vacancies occurring. Nor can he undertake to keep candidates or others informed

of the actual occurrence of vacancies. But if and when a candidate has been noted on the list of applicants for a class of employment, his name comes up for consideration whenever a vacancy in that class occurs.

APPENDIX I.

OTHER PAMPHLETS OF INFORMATION.

Particulars as to leave and pension in East and West Africa and the Eastern Colonies are published in separate memoranda, namely:—

- Eastern No. 74. Rules as to Leave, Pension, &c., in Ceylon.
- Eastern No. 121. Rules as to Leave, Pension, &c., in Hong Kong.
- Eastern No. 122. Rules as to Leave, Pension, &c., in the Straits Settlements and Federated Malay States.
- African No. 973. Regulations for the employment of Officers in Kenya, the Uganda, Nyasaland, Zanzibar and Somaliland Protectorates and the Tanganyika Territory.
- African No. 974. Leave and Passage Rules for Civil Officers serving in Kenya, the Uganda, Nyasaland and Zanzibar Protectorates, and the Tanganyika Territory.
- African No. 839. Pensions and Gratuities (East Africa).
- African (East) No. 1082. Widows and Orphans Pensions Scheme (East Africa).
- African (West) No. 748. West African Pensions Laws.
- Special Rules as to Leave of Absence, &c. (West Africa).
- African (West) No. 759. West African Colonies and Protectorates. General Conditions of Service for Civil Servants.
- African (West) No. 997. Pension Scheme for Widows and Orphans of European Officers serving in the West African Colonies and Protectorates.
- African No. 1076. Leave and Passage Rules for Civil and Military Officers serving in the Somaliland Protectorate.

Note.—Any of these pamphlets can be obtained from the Assistant Private Secretary (Appointments) on application.

APPENDIX II.

A LIST OF BOOKS OF SCIENTIFIC INTEREST FOR COLONIAL AGRICULTURAL, BOTANICAL, OR FORESTRY STUDENTS.

There are many books that might be referred to under this heading, but the following may prove to be a serviceable selection:—

- * "A Handbook of Tropical Gardening and Planting," by H. F. Macmillan; illustrated (MacLaren & Sons, 38, Shoe Lane, London, price 15s.).
- * "Sylviculture in the Tropics," by A. F. Broun, pp. 1-309 (Macmillan & Co., Ltd., St. Martin's Street, London, 1912; price 8s. 6d.).
- * "A Text Book of Tropical Agriculture," by Dr. A. Nicholls, pp. 1-312 (Macmillan & Co., London, 1892).
- "Gardening in the Tropics," by G. Marshall Woodrow (may be obtained from the Publishing Department, Gardeners' Chronicle Office, 41, Wellington Street, London, E.C.).
- * "Agriculture in the Tropics," by Dr. Willis (University Press, Cambridge, 1909).
- * "Elementary Tropical Agriculture," by W. H. Johnson, pp. 1-192, illustrated (Crosby, Lockwood & Son, 7, Stationers' Hall Court, London; price 7s. 6d.).
- "The Commercial Products of India," by Sir G. Watt, pp. 1-1189 (John Murray, Albemarle Street, London, 1908; price 16s.).
- "Indian Trees," by Sir D. Brandis, pp. 1-767 (Archibald Constable & Co., Ltd., London, 1906; price 16s.).
- * "Manual of Indian Timbers," by J. S. Gamble, pp. 1-856 (Sampson Low, Marston & Co., Ltd., London, 1902).
- "Indian Forest Utilisation," by R. S. Troup, pp. 1-257 (Office of the Superintendent of Government Printing, Calcutta, 1907; price 3s. 6d.).
- * "A Manual of Forestry," by Sir W. Schlich and W. R. Fisher, 5 vols. (London, 1889-96).
- "Timbers of the World," by A. Howard, pp. 1-446 (Macmillan & Co., London, 1920; price 30s.).
- "The Timbers of Commerce and their Identification," by H. Stone, pp. 1-311, illustrated with 186 photo-micrographs (William Rider & Son, Ltd., London, 1904; price 7s. 6d. net).
- * "Report on the Forests of British East Africa," by D. E. Hutchins, pp. 1-143, with a map and 25 photographs (H.M. Stationery Office).
- * "West African Forests and Forestry," by A. Harold Unwin (T. Fisher Unwin Ltd., 1920; price £3 3s. net).
- * Report on Forests, Gold Coast," by H. N. Thompson, Colonial Report, Miscellaneous Series, No. 66, 1910, pp. 1-238 H.M. Stationery Office, London).
- * "Cotton and other Vegetable Fibres," by Dr. E. Goulding, pp. 1-231 (John Murray, London, 1917; price 6s. net).

- * Kew Bulletin, Additional Series II. "Vegetable Fibres." (H.M. Stationery Office.)
- * Kew Bulletin, Additional Series VII. "Rubber." (H.M. Stationery Office.)
- * Kew Bulletin, Additional Series IX. "Useful Plants of Nigeria." (H.M. Stationery Office.)
- * "Rubber: Its Sources, Cultivation and Preparation," by H. Brown, pp. 1-245 (John Murray, London, 1914; price 6s.).
- "Spices," by H. N. Ridley, pp. 1-449 (Macmillan & Co., Ltd., London; price 8s. 6d.).
- "Manual of Tropical and Sub-Tropical Fruits," by Wilson Popence, pp. 1-474; illustrated (The Macmillan Co., New York, 1920; price 30s.).

Note.—A publication mentioned in Appendix II. that is marked with an asterisk can be consulted at the Colonial Office Library. Prices are subject to fluctuation.

APPENDIX III.

The following works contain recent information regarding conditions in the Colonies, and may be of interest to candidates:—

GENERAL.

Regulations for His Majesty's Colonial Service. Published by H.M. Stationery Office (9d.).

EAST AFRICA.

- Pamphlets on the Kenya Colony and Protectorate, the Uganda Protectorate, and the Nyasaland Protectorate, by the Overseas Settlement Office, 6, St. James's Square, S.W.1 (price 6d. each).
- By the Waters of Africa, British East Africa, Uganda, and the Great Lakes, by M. Lorimer. 1917. Robt. Scott, Paternoster Row (10s. 6d. net).
- Handbook of British East Africa, by H. F. Ward and J. W. Milligan. Crown Agents Store, 4, Millbank, S.W.1. (2s. 6d. net). *Out of Print.*
- British and German East Africa, by Dr. H. Brode. Edward Arnold, 1911 (8s. 6d. net).
- Profit and Sport in British East Africa, by Lord Cranworth. Macmillan & Co., Ltd., 1919 (21s. net).
- The Land of Zinj: being an account of British East Africa, by Capt. C. H. Stigand. Constable, 1913 (15s. net).
- Farming and Planting in British East Africa, by T. J. O'Shea, 1917. Newland, Tarlton & Co., Ltd.
- Kenya, Uganda and Zanzibar. Prepared under the direction of the Historical Section, Foreign Office, H.M. Stationery Office, 1920. (7s. 6d. net).
- The Handbook of Uganda, compiled by H. R. Wallis, C.M.G., Chief Secretary to the Government. Published for the Government by the Crown Agents for the Colonies, 4, Millbank, S.W.1 (2s. 6d. net).
- Planting in Uganda, by E. Brown and H. H. Hunter. Longmans, Green & Co., 1913 (10s. 6d. net).
- Nyasaland for the Hunter and Settler, by D. D. Lyell. Horace Cox, "Field" Office, 1912 (6s. net).
- Nyasaland. Prepared under the direction of the Historical Section, Foreign Office. 1920. H.M. Stationery Office (2s. net).
- German East Africa, by A. F. Calvert. T. Werner Laurie, Ltd., 1917 (6s. net).
- The Tanganyika Territory, by F. S. Joelson, 1920. T. Fisher Unwin, Ltd. (21s. net).
- Tanganyika. Prepared under the direction of the Historical Section, Foreign Office, H.M. Stationery Office, 1920 (2s. 6d. net).
- A Handbook of Zanzibar, published by the Zanzibar Government, 1912 (8 annas). Crown Agents for the Colonies, 4, Millbank, S.W.1.
- Pemba, the Spice Island of Zanzibar, by Capt. J. E. Craster, R.E. T. Fisher Unwin, 1913 (12s. 6d. net). *Out of Print.*
- Zanzibar: The Island Metropolis of Eastern Africa, by Major F. B. Pearce, C.M.G. T. Fisher Unwin, 1920 (30s. net).

WEST AFRICA.

- The Agricultural and Forest Products of British West Africa, by G. C. Dudgeon. John Murray, 1911 (6s. net).
- Notes on the West African Colonies, published by the Overseas Settlement Office, 6, St. James's Square, S.W.1 (price 6d.).
- The West African Pocket Book: a Guide for newly-appointed Government Officers. Waterlow & Sons, 1911 (price 2s. 6d.). (Copies supplied free to officers on appointment.)
- Alone in West Africa, by Mary Gaunt. T. Werner Laurie, 1912 (15s. net).
- Lucas's Historical Geography of the British Colonies, Vol. 3, West Africa. 3rd edition, revised by A. B. Keith, D.C.L. Clarendon Press (8s. 6d.).
- Health Preservation in West Africa, by J. C. Ryan, late Medical Officer, West African Medical Staff. Bale, Sons and Danielsson, 1914 (5s. net).
- A History of the Gold Coast and Ashanti, by W. W. Claridge, in two volumes. Murray, 1915 (40s. net).

- A Transformed Colony: Sierra Leone, by T. J. Alldridge (late of the Sierra Leone Service). Seeley & Co., 1910 (16s. net). *Out of Print.*
- Sierra Leone, its people, products, and secret societies, by H. O. Newland. Bale, Sons and Danielsson, 1916 (7s. 6d. net).
- The Gambia, its history, ancient and modern, by H. F. Reeve. Smith, Elder & Co., 1912 (10s. 6d. net).
- The Nigeria Handbook, by A. C. Burns, Lagos, 1919.
- Letters and Sketches from Northern Nigeria, by Martin S. Kisch (late Assistant Resident). Chatto and Windus, 1910 (6s. net). *Out of Print.*
- The Making of Northern Nigeria, by Captain C. W. J. Orr, R.A. (late of the Northern Nigeria Service). Macmillan & Co., 1911 (8s. 6d. net).
- Nigeria, its Peoples and Problems, by E. D. Morel. Smith, Elder & Co., 1911 (10s. 6d. net).
- On Horseback through Nigeria, by J. D. Falconer (of the Mineral Survey). T. Fisher Unwin, 1911 (12s. 6d. net). *Out of Print.*
- The Tailed Head-Hunters of Northern Nigeria, by Major A. J. N. Tremearne. Seeley & Co., 1912 (16s. net).
- In the Shadow of the Bush (Southern Nigeria), by P. A. Talbot. W. Heinemann, 1912 (18s. net).
- Through Unknown Nigeria, by John R. Raphael. T. W. Laurie, 1914 (15s. net).
- Native Races and their Rulers: Sketches and Studies of Official Life and Administration in Nigeria, by C. E. Temple, C.M.G. Way & Co., Ltd., 1918 (5s. 6d.).
- Notes on Tribes, Provinces, Emirates and States of the Northern Provinces of Nigeria, by O. Temple. Capetown, 1919.
- Among the Ibos of Nigeria, by G. T. Basden. Seeley, Service & Co., Ltd., 1920 (25s. net).

EASTERN COLONIES AND PROTECTORATES.

- Ceylon. A Handbook for the Resident and Traveller, by J. C. Willis. Colombo, 1908.
- The Book of Ceylon, by H. W. Cave. Cassell & Co., Ltd., 1912 (12s. 6d. net). *Out of Print.*
- Fergusson's Handbook and Directory of Ceylon, published annually by the "Ceylon Observer," Ltd., Colombo.
- Twentieth Century Impressions of Hong Kong, &c.: History, People, Commerce, Industries and Resources, 1908. *Out of Print.*
- Directory and Chronicle of Hong Kong, Straits Settlements, &c., published annually by the "Hong Kong Daily Press," Ltd.
- The Territory of Weihaiwei. Shanghai, 1902.
- One Hundred Years of Singapore, by W. Makepeace, Dr. G. E. Brooke and R. L. J. Braddell, 2 vols. John Murray, 1921 (42s. net).
- The Malay Peninsula, by A. Wright and T. H. Reid. T. Fisher Unwin, Ltd., 1912 (10s. 6d. net).
- Federated Malay States. Illustrated Guide, edited by C. W. Harrison. Malay States Information Agency, 1920 (2s. 6d. net).
- British Malaya, by Sir Frank Swettenham. John Lane, 1920 (7s. 6d. net).
- Twentieth Century Impressions of Malaya: History, People, Commerce, Industries and Resources, 1909. *Out of Print.*

WEST INDIAN COLONIES.

- West Indies Pocket Guide, by Algernon E. Aspinall. Duckworth & Co., 1919 (5s. net).
- British West Indies: Their History, Resources and Progress, by Algernon E. Aspinall. Pitman, 1912 (7s. 6d. net).
- West India Committee Pamphlets on various subjects, chiefly agricultural. West India Committee, Seething Lane, E.C.
- Imperial Department of Agriculture Bulletins on Agricultural Subjects. On sale at the offices of the West India Committee.
- The Bahama Islands, edited by G. B. Shattuck. New York, 1905.
- The Barbados Handbook, by E. Goulburn Sinckler. Duckworth & Co., 1913. *Out of Print.*
- Barbados Illustrated. Historical, Descriptive and Commercial. Barbados, 1911.
- The Bermuda Islands, by A. E. Verrill. Newhaven, Con., 1902-7, 2 vols.
- British Guiana Handbook, prepared by the Historical Section, Foreign Office. H.M. Stationery Office, 1920 (2s. 6d. net).
- British Guiana Commercial Handbook, compiled by Capt. J. M. Reid. Georgetown, 1920.
- Through British Guiana to the Summit of Mount Roramia, by Mrs. Cecil Clementi. T. Fisher Unwin, Ltd., 1920.
- British, French and Dutch Guiana, by James Rodway. T. Fisher Unwin, Ltd., 1912 (18s. 6d. net).
- The British Guiana Handbook, edited by A. Leechman. Dulau & Co., 1913 (2s. net). *Out of Print.*
- Timbers of British Guiana, by H. Stone and W. G. Freeman. On sale at the Crown Agents for the Colonies, 1914 (5s. net).
- British Honduras Guide. Belize, 1920.
- British Honduras Agricultural
- Jamaica Handbook, compiled and
- (8s. net).
- Jamaica in 1920, by Frank Cun
- Leeward Islands (Antigua) Handb
- St. Kitts Handbook, by K. J. Burd
- Trinidad Handbook. West India Committee, 1920 (6d. net).

Trinidad Year Book. Published annually at Port of Spain (2s. 6d. net).
 Trinidad Then and Now (1874-1912), by J. N. Brierley. Trinidad, 1912.
 Grenada Handbook, 1917-18. Crown Agents for the Colonies, 1918 (3s. net).
 St. Vincent Handbook, 1914. Kingstown, 1914.

WESTERN PACIFIC COLONIES.

The Pacific Islands, Stewart's Handbook. Sifton, Praed & Co., Ltd., 1918 (6s. 6d. net).
 The Fiji of to-day, by J. W. Burton. 1910. Epworth Press, 25-35, City Road. *Out of Print.*
 A Winter Holiday in Fiji, by Robt. Brummitt, M.R.C.S. 1914. Epworth Press. *Out of Print.*
 Colony of Fiji. A book of general information. Suva, 1914.
 Colony of Fiji. Land and Products. Suva, 1917.
 British Solomon Islands Handbook. Tulagi, 1911.

MAURITIUS.

Mauritius Illustrated: Historical, Descriptive, Commercial and Industrial, facts, figures and resources, 1914. *Out of Print.*
 Mauritius Almanac and Commercial Handbook, published annually. On sale at The Crown Agents for the Colonies (£1 net).

Note.—Any of the publications mentioned in Appendix III. can be consulted at the Colonial Office Library.

Prices are subject to fluctuation.

of the West African Colonies, Photographs by
 Square, S.W.1 (price 6d.).
 The West African Pocket Book: a Guide for newly-appointed
 & Sons, 1911 (price 2s. 6d.). (Copies supplied free to
 Alone in West Africa, by Mary Gaunt. T. Werner Laurie,
 Lucas's Historical Geography of the British Colonies, Vol.
 by A. B. Keith, D.C.L. Clarendon Press (8s. 6d.).
 Her Majesty's Stationery Office Press,
 11-17 Hare Street, E.C.2.

Montreal, Que.
May 26, 1921.

Sir Arthur Currie, G.C.M.G., L.L.D.

Principal,

McGill University,

MONTREAL.

Sir:

In pursuance of our recent conversations I have the honor to submit herewith for your approval completed form of application for appointment to the Colonial Service.

As agreed upon, final decision on my part, for purely personal reasons, is reserved until arrival at the Coast next week, when I will wire your office as to my position in the matter.

Such application is made in pursuance of memorandum issued by the Colonial Office, and upon your advice that any appointments made under the scheme this year would be regarded as special cases, not necessarily subject to the decision of the Selection Committee as outlined in the memorandum.

There are two matters requiring adjustment, and concerning which you kindly promised to communicate with the Colonial Office.-

- (a) Transportation from Canada.
- (b) Allowance from appointment, and during training in London.

I am very grateful to you for the advice and help which you have already given in the whole matter, and would much appreciate any further action you might see fit to take, whether here or in England, in connection therewith. May I say that I am fully aware that the appointment if made would incur for me grave responsibilities both towards Canada and the University. I can only assure you that should you see fit to recommend such appointment, and should same be ratified by the Colonial Office, that I would do my utmost to accept ^{the} such responsibility with a full

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Sir Arthur Currie, G.C.M.G., L.L.D.


sense of my duty towards my country and
my Alma Mater.

I have the Honor to be,

Sir,

Your Obedient Servant,

ROBT. S. O'MEARA.



RSO.HS

Victoria Address-

Empress Hotel, C.P.R.
Victoria, B.C.

June
Eleventh
1921.

Colonel L. S. Amery,
Assistant Secretary of State For Colonies,
Houses of Parliament,
London, England.

Dear Colonel:-

I haven't kept sufficiently up-to-date to know for certain whether you are now acting as Assistant Secretary of State for the Colonies. It seems to me that I did see it recorded in the Press some time ago that you had taken upon yourself other duties. However you will remember the matter concerning which this letter is written.

You will recall that in the course of our brief conversation in Ottawa you spoke of your hope that some of the graduates of Canadian Universities would enter the Colonial Civil Service of the Empire in such parts as Uganda, West Africa, etc. In the late Spring of this year we received a good deal of literature regarding the conditions of entrance, etc. These were made known to the student-body, and as a result I have had one application, which I am forwarding herewith.

You will remember it was suggested if sufficient graduates in Canada offered themselves that a member of your staff would proceed to Canada in order to judge these students and to give directions to a Committee of the Canadian Universities, who in future might serve as a Recommending Body to your Department. I consulted with Sir Robert Falconer of the University of Toronto and we decided that for this year we would not endeavour to create such a "Recommending Body", but that we would discuss the matter with you in England, for we are both going across to attend

Col. L.S. Amery

- 2 -

the Congress of the Universities of the Empire.

The application which I am submitting is from Robert Stuart O'Meara, who gained his Bachelor of Commerce degree in the examinations just concluded. I may say that O'Meara is a young man who has been brought up in a good home. He was a student at McGill when War broke out and enlisted June 1915, serving in the field from September 1917 until the Canadian troops were withdrawn from France. He won his Commission in the field and his service seems to have been satisfactory in all respects. I believe that he would be a satisfactory candidate for a position, and as he is the only one offering himself I would like to see a special effort made to have his application accepted.

I am attaching herewith, as a part of his application, a letter written by Mr. O'Meara to myself. You will note that he desires to be informed on two matters:

1. Will any allowance be made to him to cover the cost of his transportation from Canada to London?

I understand that those presenting themselves must undergo a three months course in London before receiving their appointments.

2. He desires to know whether he receives any allowance whatever for this three months course in London, which he is required to take.

I am leaving here in about ten days for London, but as Mr. O'Meara would like to know as soon as possible what his chances are, I would

Col. L. S. Amery

- 3 -

be obliged if you would write to him concerning
the two matters above mentioned. His address is
C/o. Empress Hotel, Victoria, British Columbia.

I hope that his application will
be accepted.

Yours faithfully,

Principal.

Empress Hotel,
Victoria, B.C.

June 5th. 1921.

Office of
The Principal,
McGill University,
Montreal, Que.

Sir:

Referring to application for appointment
to Colonial Office, placed in your hands on 26th. May.

Attached document was sent in ~~error~~ directly
to me at Victoria, instead of to your Office. If
similar document has not already been received by
you I would be glad if you would attach the enclosed
to papers already in your hands- such letter to form
part of application, (as noted in the form filled out).

Faithfully yours,

Encl.

ROBT S. O'NEARA


June
Thirteenth
1921.

R. S. O'Meara, Esq.,
Empress Hotel,
Victoria, B. C.

Dear Sir:-

I beg to acknowledge receipt of your letter of June 5th enclosing document to be attached to your application for appointment to Colonial Office.

This has been done, in accordance with your request, and the application went forward on the 11th instant.

Yours very truly,

Principal's Secretary.

Downing Street,

2304/Appts.

15th July, 1921.

Sir,

I am desired by Mr. Churchill to inform you that he has received from Sir Arthur Currie your application for an appointment in the Colonial Service, which will be fully considered, and that arrangements are being made for you to be interviewed locally.

With regard to the special points you raised in your covering letter to Sir Arthur Currie I am to say that no provision exists for refunding the cost of the passages to London of selected candidates who are required to attend the Tropical African Services Course, but that such candidates receive an allowance at the rate of £20 a month while undergoing instruction in London.

The original documents which accompanied your application are returned herewith and a copy of the Memorandum "Colonial Appointments" is enclosed for your information.

I am etc.,

(SD)

Misc. 96
R. S. O'MEARA, ESQ.

CANADA

CONFIDENTIAL

Downing Street,

16th July, 1921.

My Lord Duke,

I have the honour to inform Your Excellency that I have received an application for a Colonial administrative appointment from Mr. R. S. O'Meara, of which a copy is enclosed.

I should be glad if you could arrange for him to be interviewed by some responsible officer, on whose judgment you can rely, with a view to furnishing me with a report on his personal characteristics and suitability, in accordance with the terms of my predecessor's Confidential despatch No. 418 of the 28th September, 1920. Possibly this interview could take place either at Victoria or Vancouver in order to save the candidate the expense of a journey to Ottawa. I should be glad if you would also cause me to be furnished with a report on the candidate's services with the Canadian Expeditionary Force. This report should as far as possible give information as to his experience and capacity as an officer; powers of leadership; tact in dealing with subordinates

P/1 and
at testimonials

subordinates; capacity for work; physical fitness;
personal habits and intellectual ability.

I have etc.,

(SD) WINSTON S. CHURCHILL

Governor General

His Excellency

The Duke of Devonshire, K.G., G.C.M.G., G.C.VO.
etc., etc., etc.

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July 19th 1921.

My dear General,

I had hoped I might have had a chance of meeting you on your way through to the Universities Conference, but I have been so full of things that I did not get round to see you as I had hoped to in order to have a talk about future arrangements for getting young Canadian University men into the Colonial Service. I told Major Furse ^{of the Colonial War} who has been at the Conference, to try and get in touch with you but apparently he had not managed to see anyone except Caldwell. I do hope before you go you and Sir R. Falconer will be able to see him and arrange something definite for the future.

Meanwhile with regard to Mr. O'Meara about whom you wrote to me, I gather from the Colonial



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Office that they could not quite accept him out of hand without a personal interview, but they have written to the Governor-General to arrange for his being interviewed and reported on, if possible, near his present residence.

I enclose a copy of the letter to the Governor-General as well as one to Mr. O'Meara himself with regard to the points raised in his letter.

Yours sincerely,

Hamery

General Sir Arthur Currie, GCMG., KCB., KCMG.,
c/o High Commissioner for Canada

Downing Street,

19th July, 1921.

Dear Mr. Hill,

With reference to our conversation in Oxford the other day, I am writing to inform you that in cases where a candidate residing in one of the self-governing Dominions wishes to apply for an appointment in one of the branches of the Colonial Service of the kind for which selections are made by the Secretary of State for the Colonies, his best course under present conditions would be to write to the State Governor, or Governor General of the Dominion for an application form and pamphlet of information. When he has completed his application form and collected reports and testimonials, which he will find asked for on that form, he should forward them to the Governor or Governor-General as the case may be. The latter would probably arrange for him to be personally interviewed and would then, in the normal course, forward any information connected with his application to the Secretary of State.

I enclose, for your information, some specimen copies of the most common memoranda in regard to the Colonial Service and specimens of forms of application. You may like to distribute these to some of your correspondents.

As I told you in conversation, it is quite erroneous to suppose that gentlemen from the self-governing Dominions would not be welcomed as candidates for the Colonial Service and in fact a number of such candidates have been appointed since the war to various branches of the Service. There is,

however, a practical difficulty in connection with such applications, which it is not easy to surmount in cases where the applicant is not able to visit England. The difficulty is this. It has been found by experience that, where an officer is required to come in contact with native races and to represent the British Government personally amongst them, qualities of character, personality, tact and address become of great importance. You can readily understand that it is a little difficult to judge of the suitability of any one candidate on these grounds, as compared with those of others who may be applying, unless the candidate in question has been personally interviewed by an officer of experience in these matters. It is, of course, often very difficult to arrange for such interviews in the case of applicants from the self-governing Dominions, and to that extent they may be said to be handicapped in competition with candidates who are able to present themselves for interview in this country.

Perhaps some of your correspondents from the Dominion Universities, who are particularly interested in this question, might be able to think out and suggest some better means of overcoming this difficulty than at present exists. Some form of inter-University selection board, who could be made fully acquainted by us with the kind of qualifications etc., required for the various branches of the Colonial Service and who might then interview and report on the most promising candidates from their Dominion to the Secretary of State suggests itself to me as a possible way of smoothing the path for Dominion candidates. In any case, should any of your correspondents be able to make useful suggestions for improving machinery, I shall be very happy to consider them.

Yours sincerely,

(Signed.) R.D. FURSE.

UNIVERSITIES BUREAU OF THE BRITISH EMPIRE.

Chairman—

SIR DONALD MacALISTER, K.C.B., M.D., D.C.L., LL.D.

Treasurer—

SIR E. COOPER PERRY, M.A., M.D.

Secretary—

ALEX HILL, M.A., M.D.

50, Russell Square,

London. W.C. 1.

27th July, 1921.

Sir Arthur Currie,
McGill University.

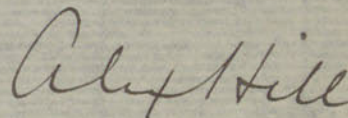
Dear Principal,

The enclosed letter from Major Furse is the outcome of interviews and correspondence as to the possibility of placing graduates of Universities overseas on terms of equality with graduates of Home Universities as regards competition for posts under the Colonial Office.

May I call your attention to the last paragraph in the letter?

I am sending specimens of the memoranda referred to, under separate cover.

Yours sincerely,



Secretary.

Personal:
Please Forward.

1619 Wilmot Place,
Victoria, B.C.,

July 29th. 1921.

Sir Arthur Currie, G.C.M.G., L.L.D.,
Principal,
McGill University,
Montreal, Que.

Sir:-

I have today received from Downing Street letter informing me of favorable action taken in London regarding my application for appointment to the Colonial Service, and further stating that no provision exists either for refund of whole or part of passage money, or for increase of allowance in the case of Canadian appointments.

As you will realize, the financial outlay involved in the event of appointment would in any case be considerable, and in view of the special circumstances as above I have decided, after careful consideration, that I can proceed no further in the matter. I attach for your information copy of letter which I have today forwarded to the Colonial Office.

May I say that I appreciate very much not only the action of the University in their approval of my application, but (more especially) the courteous attention which you have given personally to the matter since its inception.

I have the honor to be,

Sir,

Your Obedient Servant,

ROBT. S. O'NEARA

RSO. S.
Enc.

COPY

1619 Wilmot Place,
Victoria, B.C.,
Canada,

July 29th. 1921.

The Assistant Private Secretary,
(Appointments)
Colonial Office,
London, S.W.1.

Sir:

Re 2 3 0 4 Appts.

I have for acknowledgment your letter of
15th. inst., with enclosures.

As Sir Arthur Currie has probably informed
you this application was made by me subject to existence
of provision for refund of whole or part of passage
money from Canada, in the event of selection under
the special scheme outlined in Memorandum submitted by
your Office to the Canadian Universities.

As no such provision exists, or is contemplated,
I must respectfully cancel the application for
appointment, and have to thank you for the courteous
and careful attention that you have given to the matter.

I am,

Sir,

Your Obedient Servant,

" ROBT. S. O'NEARA "

RSO.S

Printed for the use of the Colonial Office.

African
No. 839.

[6th Edition: Provisional.]

REGULATIONS

RELATING TO

PENSIONS AND GRATUITIES

TO BE MADE TO

EUROPEAN OFFICERS

IN RESPECT OF THEIR HAVING SERVED IN

THE KENYA COLONY AND PROTECTORATE,
THE UGANDA, SOMALILAND, NYASALAND,
AND ZANZIBAR PROTECTORATES, AND
THE TANGANYIKA TERRITORY.

COLONIAL OFFICE,

August, 1921.

REGULATIONS relating to Pensions and Gratuities to be made to European Officers in respect of their having served in the Kenya Colony and Protectorate, the Uganda, Somaliland, Nyasaland, and Zanzibar Protectorates, and the Tanganyika Territory.

1. The scale of pensions and gratuities shall be that now in force in His Majesty's Consular Service in China, Japan, and other countries classed for the purpose as unhealthy as laid down in 39 and 40 Vict., cap. 53, 11th August, 1876, which provides as follows:—

“ Act of Parliament to make further provision respecting the Superannuation Allowance to be granted to Civil Servants serving in unhealthy Climates.

“ Unhealthy Places.

“ 1. The Treasury may from time to time by order declare that any country or place therein named shall be deemed, and the same shall thereupon be deemed, for the purposes of ‘The Superannuation Act, 1859’ and this Act, to be an unhealthy place.

“ The Treasury may from time to time by order revoke or vary an order previously made under this section, but the amount of superannuation, compensation, gratuity or other allowance to be granted to any person serving, before the date of the order of revocation or alteration, in the unhealthy place affected thereby shall be the same as if it had not been made.

“ 2. For the purpose of reckoning the amount of any superannuation, compensation, gratuity, or other allowance to be granted under ‘The Superannuation Act, 1859,’* to a person who has served in an established

* *Note.*—Section 2 of “The Superannuation Act, 1859,” provides as follows:—

“ 2. Subject to the exceptions and provisions hereinafter contained, the superannuation allowance to be granted after the commencement of this Act to persons who shall have served in an established capacity in the permanent Civil Service of the State, whether their remuneration be computed by day pay, weekly wages, or annual salary, and for whom provision shall not otherwise have been made by Act of Parliament, or who may not be specially excepted by the authority of Parliament, shall be as follows: (that is to say)—

“ To any person who shall have served ten years and upwards and under eleven years, an annual allowance of 10-60ths of the annual salary and emoluments of his office.

“ For eleven years, and under twelve years, an annual allowance of 11-60ths of such salary and emoluments.

“ And in like manner a further addition to the annual allowance of 1-60th in respect of each additional year of such service, until the completion of a period of service of forty years, when the annual allowance of 40-60ths may be granted; and no addition shall be made in respect of any service beyond 40 years.

“ Provided always, that if any question should arise in any Department of the public service as to the claim of any person or class of persons for superannuation under this clause, it shall be referred to the Commissioners of the Treasury, whose decision shall be final.”

capacity in the permanent Civil Service of the State, two years' service in an unhealthy place shall be reckoned as service for three years, and service in an unhealthy place for any greater or less period than two years shall be reckoned in the like proportion.

“ Provided that nothing in this section—

“ (1) Shall alter so much of section 2 of ‘ The Superannuation Act, 1859,’ as requires a service of ten years before an annual superannuation allowance can be granted ; or,

“ (2) Shall, without the consent of the Treasury, apply to a person who was residing in an unhealthy place when he entered the permanent Civil Service of the State.

“ *Supplemental.*

“ 3. Every order under this Act shall be laid before both Houses of Parliament, in accordance with section 13 of ‘ The Superannuation Act, 1859.’

“ 4. This Act shall apply to persons who have retired from the public service since the 17th day of February, 1875.

“ This Act may be cited as ‘ The Superannuation Act, 1876,’ and shall be construed as one with ‘ The Superannuation Act, 1859,’ and that Act and this Act may be cited together as ‘ The Superannuation Acts, 1859 and 1876.’ ”

2. The Kenya Colony and Protectorate, the Uganda Protectorate, the Nyasaland Protectorate, the Somaliland Protectorate, the Zanzibar Protectorate and the Tanganyika Territory are regarded as one for pension purposes, and officers who have served continuously under two or more administrations will be eligible for pension or gratuity in respect of their service based on their final salary. Temporary service under one administration, if continuous and followed immediately by permanent service under another administration, may, if decided by the Lords Commissioners of His Majesty's Treasury to have been rendered in a similar capacity to the permanent service, be allowed to count towards superannuation.

3. Service in any of the East African Dependencies shall, if continuous, count for pension or gratuity and not service in that Dependency only from which the officer is retired. An officer shall be allowed, and may be required, to retire on reaching the age of 50 years or on completion of 20 years' East African service, whichever is the earlier, without the necessity of producing a medical certificate, but he may be retained in the Service for such period as the Government with the officer's consent may think fit.

4. Pensions and gratuities payable in respect of service in the Dependencies which are subject to the financial

control of the Treasury will be submitted to the Lords Commissioners of His Majesty's Treasury for their sanction, and, when sanctioned, will be made a charge on the revenues of the Dependency or Dependencies concerned:

5. Due provision will be made year by year in the Estimates of each Dependency for the pensions and gratuities falling in course of payment in each year ; but no special fund will be set apart for that purpose.

6. To entitle officers of the East African Dependencies to pension or gratuity on retirement, their whole time must have been given to the public service.

Colonial Office,

August, 1921.

COLONIAL REGULATIONS.

CHAPTER II.—OFFICERS

§ 10. *Leave and Passage Rules in West Africa.*

122. Subject to the necessities of the service, European officers may be granted by the Governor vacation leave on full salary not exceeding in all one week's leave in the United Kingdom for every completed calendar month of total residential service in West Africa, plus the time necessarily taken on the journey to the United Kingdom, and, if the officer is returning to West Africa for further service, the time necessarily taken on the journey from the United Kingdom to the Colony.

No additional leave will be granted in respect of any fraction of a month.

If an officer on vacation leave instead of proceeding to the United Kingdom is allowed by the Governor to proceed to another country, the leave in respect of the journey or journeys shall be the time necessarily taken on the journey to or from such country provided that this is not greater than the time necessarily taken on the journey to or from the United Kingdom.

123. Vacation leave may be granted without any special grounds after 18 consecutive calendar months of residential service in West Africa. A European officer will not be required to serve a tour of more than 24 consecutive calendar months' residential service except in special circumstances, and the Governor may, should he think fit, grant vacation leave to any European officer at any time after he has completed 12 consecutive calendar months' residential service. Within the above limits the actual length of each officer's tour shall be at the discretion of the Governor who will take into consideration the necessities of the service, the character of the station or stations at which the officer has been serving, and his medical history.

Vacation leave on full salary may also be granted by the Governor to a European officer after less than 12 consecutive calendar months' residential service in West Africa (a) if he is invalided from West Africa or (b) in special cases where the Governor considers that the arrangement will be in the public interest.

124. Vacation leave may be extended by the Secretary of State on full or half salary at his discretion if the officer is required or permitted to remain in the United Kingdom by the Secretary of State on public grounds.

125. Sick leave on full salary may be granted by the Secretary of State at his discretion to a European officer on the ground of ill-health for any period not exceeding six calendar months from the date of the expiration of his vacation leave; and, where there

is reason to believe that the officer will ultimately be fit to return to West Africa, the Secretary of State may at his discretion extend such leave with half salary for a further period not exceeding six calendar months.

If an officer who has been granted sick leave is found by the Medical Adviser to the Colonial Office to be fit to return to West Africa and fails to do so when ordered, he shall be liable to refund any pay which he may have drawn in respect of such leave.

126. Any extension of leave, however short, which may be granted on any other grounds than those mentioned in the two foregoing regulations must be without pay.

127. In addition to the leave mentioned above; a European officer who has completed eight months' residential service and is expected, subject to good health, to complete at least a further six months' residential service, or who has been on the sick list and is reported by a Government Medical Officer to require a period of relaxation from duty to render him fit to complete a further 6 months' residential service, may, at the discretion of the Governor, be granted leave to be spent in West Africa or on a sea voyage for purposes of relaxation from duty, up to an amount not exceeding 21 days in each tour of service plus the whole or part of the time necessarily taken in travelling to and from a place approved by the Governor up to a maximum amount of six days in all. During such leave full salary but not duty allowance will be paid, and the officer will be paid travelling expenses on the authorised scale up to a maximum of six days in all.

128. An officer returning to West Africa will be required to embark by the first steamer leaving England after the date on which his leave of absence expires, and will be allowed pay at the rate which he is then drawing for any days which may elapse between the expiration of his leave and the departure of the steamer; provided that, if there is a later steamer which is timed to arrive at his destination before the first one, he will be required to proceed by the later one. Extensions of leave will date from the expiration of the original leave, and not from the day on which the officer would have had to embark if his leave had not been extended.

129. Officers desiring leave on the ground of "urgent private affairs" before completing a tour of 12 consecutive calendar months' residential service may be granted by the Governor at his discretion permission to proceed on leave. In such cases the officer may be granted any vacation leave for which he is eligible under Regulation 122 (including leave for the period of the two voyages), but any extension must be without pay.

130. (a) Every officer, immediately before proceeding on leave of absence, will present himself to the medical officer of his station (or other medical officer), as provided by the local regulations, for examination as to the state of his health. The medical officer will furnish him with a paper of advice in proper form, which will

contain directions as to the precautions he should take during the voyage home and after arrival in the United Kingdom, and also an expression of opinion as to the necessity or otherwise of his being seen by one of the Medical Advisers to the Colonial Office. Immediately after the examination the medical officer will himself post a certificate in the approved form direct to the Colonial Office, so that it will arrive in England by the same steamer as the officer examined.

(b) When the officer arrives in the United Kingdom he will receive instructions to present himself to one of the Medical Advisers of the Colonial Office, if that course is thought necessary, and in any case he may be required to show that the recommendations of the local medical officer are being carried out.

(c) If an officer falls ill so as to require medical attendance during the voyage home or during his leave of absence, and remains ill for a week, he will report the fact to the Colonial Office, and will send fortnightly reports from his medical attendant as long as he remains under medical care. This also applies to the case of invalidated officers, who are unable, on arrival in this country, to comply within a week, with instructions to visit the Medical Adviser.

(d) Unless these rules are observed, an officer will not be entitled to pay during any extension of leave which it may be necessary to grant him on the ground of ill-health.

131. Officers to whom the foregoing regulations of this section apply are required to discharge any duties upon which the Governor may think it desirable to employ them; and they are not entitled to receive any available half salary under Regulations 76, 77, 104, 105, and 108 in addition to the salary of their own office, for performing the duties of an office vacated by the death or removal or temporary absence of the holder, but they will draw the duty allowance when acting in any office to which such an allowance is attached.

They may also be required by the Secretary of State to discharge any duty or to go through any course of instruction which he may think necessary during their leave of absence and will not be entitled to any additional remuneration or leave of absence in consideration of such employment. Allowances granted to cover necessary out-of-pocket expenses are not regarded as remuneration.

132. Free passages to England and out again will be allowed to all officers under the rank of Governor who may be granted leave of absence under Regulations 122, 123, and 129, and a free passage out will be allowed on their first appointment to all such officers on their executing the usual agreement, under which they will be bound to refund the cost of the passage in the event of their relinquishing their appointment within three years from the date of their arrival in the Colony or Protectorate for any other reason than bodily or mental infirmity.

Any officer below the rank of Governor who with Government

permission is accompanied or followed to West Africa by his wife, will be paid half a single fare outwards, and, if she remains in West Africa six months, or if she or her husband are invalided within that period, half a single fare homewards on returning to England. These payments will not be made unless the officer's wife before departure from the United Kingdom submits a certificate from one of the Medical Advisers to the Colonial Office or from her own medical attendant showing to the satisfaction of the Secretary of State that she is physically fit to proceed to West Africa and reside there for a minimum period of 6 months excluding the period of the outward and return voyage. Free passages will not be granted to wives or children under Regulation 121.

133. If an officer is transferred while in West Africa from one West African Colony or Protectorate to another his service during that tour in the two Colonies or Protectorates will be regarded as consecutive for the purposes of Regulations 122 and 123, and the whole of his salary during leave of absence will be paid from the funds of the last Colony or Protectorate.

134. Persons engaged under agreements in the West Indies or Asia for certain subordinate posts in West Africa are employed on special terms as to leave of absence, under which, after three consecutive years of residential service, they may be granted vacation leave with full pay for two calendar months *plus* the time necessarily taken on the journey to England, and (if they are returning to West Africa) return leave with full pay for two calendar months *plus* the time necessarily taken on the journey from England, with free passages to and from their homes. Such persons may also be granted the same vacation for the purpose of relaxation from business as is allowed to native officials of similar grade, but this annual vacation must not be continuous with the vacation leave or return leave provided for in their agreements.

135. The foregoing Regulations (122 to 134) do not apply to officers who are natives of West Africa. All such officers are subject to the general regulations as to leave of absence and passages, with the exception that they are not entitled to any pay under Regulations 76 and 77, when acting in the place of a European officer. They will, however, in lieu of such pay, draw the duty allowance when acting in any office to which a duty allowance is attached; and when they are acting for a European officer and not receiving any duty allowance, the Governor may, if he thinks fit, award a gratuity in respect of such acting service, subject to the approval of the Secretary of State. On the other hand, the Regulations numbered 84 to 87, 90, 91, 92, 95 to 98, 100, 101 and 102 do not apply to European officers.

All officers who are not of pure European descent will be regarded as natives of West Africa for the purpose of these regulations unless special arrangements are made on engagement either as provided in Regulation 134 or otherwise.

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Downing Street,

4th August, 1921.

Dear Sir Arthur Currie,

You may remember that on March 2nd this year, Colonel Amery wrote to you with regard to the proposal for holding some form of selection board in Canada to facilitate the selection of Canadian candidates for certain Colonial appointments. A full set of memoranda and pamphlets etc. as to the conditions of service was also sent to you. Colonel Amery wrote simultaneously in the same sense to Sir Robert Falconer. Sir Robert replied that it seemed best to postpone further action until after you and he had visited England in connection with the Congress of the Universities of the Empire at Oxford, and he added that he hoped that when this Congress was over, it might be possible for Colonel Amery to discuss the matter personally with you *and himself.*

I am now writing, at Colonel Amery's suggestion, to ask you whether it would be possible to arrange

for

Major-General

Sir Arthur Currie, K.C.B., K.C.M.G.



for such a discussion in the near future. It would probably be of mutual advantage if a scheme could be discussed personally while you and Sir Robert Falconer are still in this country. Would you be good enough to let me know whether you would like to have a discussion and, if so, what sort of date would be likely to suit you and Sir Robert Falconer? I would then let Colonel Amery know and see what could be arranged.

I have written in a similar sense to Sir Robert Falconer at his permanent address in this country, but I am not sure where he is at the moment or whether my letter will reach him for a few days.

Believe me,

Yours faithfully,

RD Furse

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Downing Street,

12th August, 1921.

Dear Sir Arthur Currie,

With reference to our recent telephone conversation, a short conference with regard to Canadian candidates for the Colonial Service will, as I provisionally warned you, take place at 10.30 a.m. on Tuesday next, the 16th instant, in Mr. Wood's room at this Office. I shall take it that this is convenient to you unless I hear to the contrary, and if you will be kind enough to ask for me just before 10.30, I will take you on to Mr. Wood.

Believe me,

Yours very truly,

A. D. Sturtevant

General
Sir Arthur Currie, G.C.M.G., K.C.B.



Downing Street,

25th August, 1921.

Dear Sir Arthur.

With reference to our conference on August 16th, with regard to the selection of Canadian candidates for the Colonial Service, I have been reading through again the various papers dealing with this matter and I think it advisable to guard against any danger of misapprehension with regard to the actual proposals as they affect the functions of the suggested Dominion Selection Board.

As far as you and Sir Robert Falconer are concerned, the situation is no doubt sufficiently clear, as on page 11 of the memorandum enclosed in Colonel Amery's letter to you of the 2nd March, it was explained that the proposed duties of the Canadian Selection Committee would be to collect and thoroughly examine all information obtainable about the candidates concerned

General
Sir Arthur Currie, G. C. M. G., K. C. B.



concerned, to interview them and then to forward complete dossiers of all candidates whom they considered suitable together with a full report on their personal qualifications to the Secretary of State here. They would further, if they thought fit, classify the candidates roughly in order of merit. The final decision as to who should be selected would rest with the Secretary of State.

I thought however that it was worth while calling your attention to the point, in view of the fact that you will on your return to Canada doubtless have opportunities of talking over the scheme with others interested, and it occurred to me that the term "Selection Board", which we have used to describe the proposed Board, might lead to possible misunderstanding on the part of those who had not had the opportunity of participating in the earlier discussions.

J. M. King
Edward Wood

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COLONIAL OFFICE,

DOWNING STREET, S.W. 1.

21st September, 1921.

Dear Sir Arthur,

With reference to our discussion on August 16th with regard to the proposed Selection Board for Canadian candidates who wish to enter the Colonial Services, I am writing to let you know that I am afraid it will now be impossible for Furse to come out to Canada next month. At the time of our conference, I had hoped that the Colonial Office had sufficient funds available to pay his expenses, but owing to circumstances which have arisen since, I am afraid that this is no longer the case. We have tried to obtain the necessary extra funds from the Treasury, but they are unable to let us have them during the current financial year. I am afraid, therefore, that Furse's visit must be postponed until some date after the end of March, 1922, and we will meanwhile do our best to provide the necessary funds for his trip on next year's estimates.

I am very sorry that, for these reasons, over which we have no control, we cannot meet your wishes with regard to the date of his arrival; but I think there will be certain
compensating



COLONIAL OFFICE,

DOWNING STREET, S.W. 1.

advantages, e.g. the Canadian University authorities will now have ample time to go over the proposal, prepare their own suggestions, and be fully prepared to discuss the question with Furse when he does come round. It will be important that they should think the matter over thoroughly first and should make particular note of any difficulty which they think likely to arise from their end; in order that, so far as possible, any detail which might be liable to cause difficulty in the future could be thoroughly thrashed out with Furse when he is on the spot.

For this reason I should be very glad if you could be so kind as to make arrangements to have the outline of the scheme at any rate discussed with the representatives of other Canadian Universities during the McGill Celebrations next month. If you, yourself, could explain to them briefly what is intended and ask them to think over the matter thoroughly during the winter that would be a great advantage.

I am forwarding by this mail the necessary memoranda to the Governor-General, asking him to distribute them at once in order that they may be in the hands of the
University



COLONIAL OFFICE,

DOWNING STREET, S.W.1

University authorities before the McGill Celebrations. I am also informing him privately that I have asked you to have the matter discussed during the Celebrations, if you can see your way to do so. I am writing to Sir Robert Falconer by this mail to tell him what we have had to settle with regard to Furse's visit.

Yours very sincerely,

Edward Wood

General Sir Arthur Currie, G.C.M.G., K.C.B.

MEMORANDUM ON PROPOSED METHOD OF EXAMINING CANADIAN
CANDIDATES FOR THE COLONIAL SERVICE.

I. There is a good deal of evidence that the interest of Canadians in other parts of the Empire and particularly in the problems of administration in native countries, has been greatly quickened by the war, and it is probable that if the opportunity were offered a certain number of young Canadian University Graduates of the highest stamp might be ready to help Great Britain in the work of the Empire in peace as they did with such marked effect in war. The most practical and interesting field for their activities would seem to be in the various services which administer the colonies and protectorates of the Empire.

The main advantages of such a scheme would be:-

- (1) The opening of a new and interesting field of work to a certain number of young Canadians, giving them experience of life in new countries and under entirely novel conditions.
- (2) The Colonial Service would undoubtedly gain, if the system of selection was sound, by the inclusion of picked representatives of the great Canadian Universities, whose powers of leadership and organisation were so conspicuously proved in the war.
- (3) The inclusion of Canadians in the Colonial Service should tend to a definite increase in Canada of a real knowledge and understanding of the problems and achievements of the Empire,

amongst

amongst native races, the burden of which has heretofore been carried almost exclusively on the shoulders of Great Britain.

- (4) If Canadians took a definite share in such work, the bond between Canada and the rest of the Empire would be tightened in a modest but highly practical fashion.

II.

It would obviously be easier for Canadians to compete at any rate at first, for such appointments as are made by nomination rather than for those where a competitive examination is necessary. Few Canadians would probably be prepared to come over to London for competitive examination with the risk of having to return empty-handed in case of failure. Pending the possibility of some system of concurrent examinations being established this would rule out the Home and Indian Civil Services (neither of which in any case come under the jurisdiction of the Secretary of State for the Colonies). In the Colonial Service it would likewise rule out

- (i) The Political Department (Cadet Services) of the Eastern Colonies, e.g. Straits Settlements, Federated Malay States, Ceylon and Hong Kong, for which selection is by competitive examination in conjunction with the Indian Civil Service.
- (ii) The Police Services of the same Colonies for which candidates take the Indian Police examination, after receiving a nomination by the Secretary of State to compete at the examination.
- (iii) The West Indian Constabulary for which a system of competitive examination after nomination will in all probability be resumed in the near future.

III.

III. Allowing for these exceptions it will be convenient to give here a general list of the Colonies and Protectorates under the jurisdiction of the Secretary of State:-

(a) Tropical Africa, comprising -

On the east side of Africa; Kenya, Uganda, Nyasaland, Somaliland and the Tanganyika Territory (late German East Africa), Zanzibar. +

On the west side; Nigeria, the Gold Coast, Sierra Leone and the Gambia.

(b) Eastern Colonies and Protectorates, etc. e.g.

Ceylon, Hong Kong, the Straits Settlements, the Malay States, Weihaiwei.

(c) The West Indian Colonies, e.g.

Jamaica, Bahamas, Barbados, Windward Islands, Leeward Islands, Trinidad, etc., together with British Guiana and British Honduras.

(d) Fiji and other islands in the Pacific.

(e) Cyprus, Gibraltar and Malta, in the Mediterranean

(f) Various islands, e.g. Mauritius, Seychelles, Bermuda, Falkland Islands and St. Helena.

(See also Miscellaneous No.96, page 5, enclosed).

IV. In the Colonies and Protectorates mentioned in paragraph III the junior grades of the following branches of the service are filled by nomination:-

Medical Service	in all colonies and protectorates
Certain Legal appointments	= " " Scientific

+ The island of Pemba is included in the Zanzibar Protectorate.

Scientific appointments generally in connection with Agriculture, e.g. Chemists, Botanists, Mycologists, etc. }	In all colonies and protectorates.
Forestry	In certain countries, e.g. Federated Malay States, Ceylon, East Africa, Nigeria, Gold Coast.
Survey	ditto. ditto.
Police	almost exclusively to East and West Africa.
Educational	all colonies and protectorates
Administration	East and West Africa and Fiji.

V.

Of the above it is thought that the following would not offer suitable facilities for the selection of Canadians except perhaps in one or two rare cases:-

(a) Legal. The number of legal vacancies in a normal year is very small. The higher appointments are almost invariably filled by promotion from within the Colonial Service. Canadian applicants could therefore compete with candidates from the United Kingdom only for a very few junior appointments and further they would be precluded from the usual prospects of promotion owing to the fact that in most colonies the higher legal appointments can only be filled by members of the three United Kingdom Bars. For these reasons it is not thought worth while to consider this class of appointment.

(b) Forestry. It is probable that Canada will herself require the services of all her best trained forestry candidates. In any case the whole question of the provision of the training of forest officers

for

for the Home. Indian and Colonial forest services is at present under the consideration of the Forestry Commissioners and it would be impossible to take up the question of Canadian candidates until the new regulations are known.

(c) Educational Appointments.

For practically all the better class of appointments in the Education Departments candidates who have personal experience of the English residential public school system are required. Most Canadians would, it is thought, not have such experience and would, therefore, not be eligible. If, however, any Educational candidate with suitable experience wished to apply, it would probably be possible to give full consideration to his application.

See § XI

(d) In the case of other appointments such as Marine Appointments (vide Memorandum Misc.96 - p.13) and Appointments in the Treasury, Customs and Audit branches of certain Colonies and Protectorates - vacancies are normally so few and the percentage of well qualified applicants is so large that it is not thought worth while to consider them from the point of view of this scheme.

VI.

The branches of the Colonial Service to which attention is therefore invited are the following:-

Medical For full particulars see Memoranda No. Misc.99 and A. W. 678 enclosed.

Candidates must be doubly qualified: must either possess qualifications registrable in the United Kingdom or in the case of certain colonies, be actually on the Medical register of the United Kingdom. They should also have held resident hospital appointment, preferably both as house physician and house surgeon. Facilities are given, in the larger services such as those of East and West Africa for post-graduate work: and specialists appointments.

appointments are normally filled by officers who have entered the service as Medical Officers and have taken up specialist work later.

Enquiries have been made, through the Canadian Ministry of Health, as to whether there is a large surplus of medical men desirous of taking up appointments outside Canada, but the response has not been large: four candidates in all have been, or are being, offered appointments.

Scientific.

Owing to a number of changes which have recently taken place no proper memorandum is available at the moment, but it will be forwarded to you as soon as possible. Meanwhile a brief general note is enclosed.

Police. For particulars see Memo. Misc. 115 enclosed.

Survey. For fuller particulars see typed memo. enclosed.

The standard to be aimed at is that of a qualified Dominion Land Surveyor. Candidates would be accepted as Probationers before obtaining the Dominion licence if personally suitable and if their qualifications were such as to render it reasonably certain that if they remained in Canada they would succeed in obtaining the Dominion licence after a period of practical work.

(For all the above please see also § XI below).

VII.

Administrative Services. (For age limits see § XIII. Note 2)

This branch of the Colonial Service would seem to be the most suitable of all to the scheme under discussion and therefore dealt with separately here.

With the exception of two or three vacancies in Fiji and the Western Pacific, all the administrative vacancies occur in the Colonies and Protectorates in Tropical Africa.

These

These Protectorates are separate and have distinct services, but they fall into two main groups- the East and West African. Within each of these groups the salaries, regulations of service, system of leave and pension etc., are practically the same.

The countries administered by these services have not so far loomed very large in the public eye and many people know very little about them. There will probably be a considerable change in this respect during the next 20 years or so and in any case the following figures will give an idea how great is the task of their administration. On the East side of Africa the Tanganyika Territory (late German East Africa) has a roughly estimated area of 380,000 square miles and a population of 7,500,000. The other Colonies and Protectorates have an area of 466,000 square miles and a population of 7,600,000. The West African Colonies and Protectorates cover an area of 450,000 square miles, with a population of 19,000,000. Nigeria alone is half as big again as France and has a population about twice that of Canada.

The duties of an administrative officer are usually very similar on both sides of Africa: they are of a very varied character. The Administrative Officer is the immediate agent of the Government in his district, and his responsibility extends to all departments of the Administration which have not a special representative of their own at his station. Thus, in addition to his primary functions (a) of magistrate, and (b) of political officer, (i.e. the officer responsible for the maintenance of satisfactory relations between the natives and the central administration), he may be called upon to take charge of a detachment of police; to perform the duties of accountant for his district; to superintend the district

X N.B. All figures rough estimate only.

district prisons; to supervise road construction, the clearing of waterways or other public works. In several districts an important part of the administrative officer's duties consists in the assessment and collection of the land revenue and hut tax or poll tax. Every officer is expected to do a certain amount of travelling, in the course of which he inspects the outlying portions of his district, transacts any necessary business with native chiefs, settles disputes between individuals or communities and generally deals with all matters requiring the personal attention of a representative of the Government on the spot. In so far as the duties may differ they probably do so more according to the nature of the particular station in which the officer may be quartered at the moment than according to the Protectorate or side of Africa he is in.

A list of the Colonies and Protectorates concerned has already been given in Section 3. Of these the small Protectorate of Somaliland on the East side and Gambia Colony on the West side are rather peculiar and differ in some respects from the rest. This is however a matter of minor importance as vacancies in their services are very rare. For fuller details with regard to these administrative services see Part 3 of memorandum, Misc. 96 enclosed.

VIII.

In the administrative service about 100 vacancies may be expected annually. Under present regulations they are filled at three selections in each year which take place during April, August and December respectively. The successful candidates are sent for a short training course which at present takes place in London, and lasts three months. At

the

the end of the course they have to pass a qualifying examination merely to show that they have profited sufficiently by their studies. They are generally expected to collect their kit and make other arrangements while on the course, and are sent out to Africa soon after its termination.

IX.

It will be seen from the outline of the duties of an administrative officer given above that the greatest care is necessary in selecting him. In many districts he will represent the British Empire, perhaps for a time alone, amongst many thousand natives. On his ability, integrity, sense of justice, power of leadership, tact and address may depend the whole attitude of the native towards the British Government in his district. If he does his work well he can do great good; if he does it badly, immense harm. It will be realised that all-round qualifications are required if a man is to make a success of such work. Brains by themselves are of little or no use unless the officer has character, tact and a good manner and address. Equanimity of temperament, a capacity for sympathy for those amongst whom he will be working, and a healthy and active body are of the greatest importance.

To select the right man for this service it is essential to see him. It is this qualification which has made the selection of Canadians and other candidates who cannot be interviewed in England extremely difficult in the past, and it is mainly with a view to overcoming this difficulty that the present proposals are put forward.

Subject to the observations of the Canadian University authorities it seems that the best method would roughly be as follows:-

If

If the Canadian University authorities concerned were prepared to appoint a small Selection Committee, who could collect the fullest possible information about all candidates who wished to apply, and would interview them at least once so that they could estimate and report on how far their personal characteristics were suitable for the work concerned, it would be possible to forward to them for the use of such a Committee all the necessary forms etc. which would enable the candidates to be compared in the fairest possible manner with candidates from the United Kingdom. Before the first Selection at any rate it is thought necessary that an officer, who has full experience of the examination and selection of candidates in this country, should go out to Canada and get into personal touch with such representatives as the Canadian Universities may appoint, in order that he may make perfectly clear to them what is required, explain to them exactly how examination and recommendation of candidates is conducted over here with a view to the Canadian Committee working on similar lines, and, as far as possible, clear up on the spot any misunderstandings which may exist.

The whole system would merely be experimental in its early stages, and would have to be judged by results. It will readily be realised that it is of the greatest importance that a very high standard should be reached in the first batches of Canadians to be selected, in order that any prejudices against a new class of representatives which might possibly exist in the minds of some of the senior officers in the Colonial Service may be overcome and that the system may be given the best possible start.

For

For this reason it is thought advisable that in the first year at all events only very picked men should be taken for a small number of places.

The method which would best fit in with the system of selection in force here would be briefly as follows:- The Canadian Selection Committee would collect and thoroughly examine all information that could be obtained about the applicants. They would interview them at least once. They would then forward the complete dossiers of all candidates whom they considered suitable together with a full report on their personal qualifications and would, if they thought fit, classify them roughly in order of merit. On receipt of these dossiers the Secretary of State would himself make the selections, which might vary in number according to the number of vacancies at his disposal at the time and the strength of the competition from other sources. This is the system in force here and is the most flexible and practical. It would also make it possible in some cases to offer a second chance at a later selection to a candidate who had not been successful at once, but who had been placed high in the order of merit.

A medical examination of the successful candidates by someone thoroughly acquainted with tropical conditions would have to be arranged in Canada, and any selection on merit would be subject to the candidate being found medically fit, in exactly the same way as is done for candidates in this country. If there is no Medical Officer available in Canada with the required tropical experience, it would probably be possible to arrange for one of the Medical Officers in the West Indies, who has had previous experience in tropical Africa to be lent for the purpose.

The date at which it is most convenient for the Selection Committee to meet will of course be a matter for the Canadian University authorities to decide. It would probably be advisable to arrange it in such a way that the selected candidates could arrive in England in time to take the next training course; but in particular cases it would be possible for any individual candidate to attend one of the later training courses if he wished to. Only, his seniority in the service would of course date from the time at which he took up his appointment in Africa. Should there be any change in regard to the length or conditions of the training course in the future, Canadian candidates would be expected to conform.

XI.

With regard to the branches of the service other than the Administrative mentioned in 6 above (For age limits see §XIII Note 3) it should be explained that vacancies in these may occur at any time, that the number of vacancies cannot be accurately estimated ahead and that selections are made as and when required. Moreover in the case of scientific appointments the salaries and conditions of service, as also the qualifications required, differ widely with the various appointments. If therefore Canadian representatives were to compete for any of these branches, it would be necessary that the Selection Committee should send home to the Secretary of State for the Colonies the fullest possible information about the candidates, including the Committee's report, after interview, on their personal characteristics. On the receipt of his dossier the Secretary of State would decide whether the candidate in question could be noted on his list of candidates for consideration for a particular class of appointment. Those who were so noted would be fully considered at least once,

when

when a suitable vacancy occurred; but no promise of success could be held out in advance. This is the system now in force in regard to all candidates for these appointments.

It will probably be advisable that details in regard to such applications should be left for discussion with the Colonial Office representative, if it is decided to send him out. But it would be of assistance if information could be given in advance as to whether any considerable number of candidates for these branches may be expected.

XII

It is hoped that this memorandum will have sufficiently explained matters for the Canadian University authorities to be able to come to a decision as to the feasibility of the scheme in its main outlines. If they feel in favour of going further with it, it would be desirable that they should inform this department at their earliest convenience whether they are prepared to make a start next year (1922) and if so what would be the most suitable date after the end of March for the Colonial Office representative to go out. (April has been suggested for this purpose).

Any observations which they have to make on the proposals outlined above would be welcomed.

XIII

Notes Attention is specially invited to the following points:-

Note 1. War Service - For the present no candidate will be considered by the Secretary of State for the Colonies for appointments at his disposal who has not - if of suitable age - served in some branch of His Majesty's Forces during the recent War, unless his reasons for not doing so are considered entirely satisfactory by the Secretary of State.

Note 2. Age limits for Administrative Services in Africa -

The

The age limits at present in force are from 22 to 35. For climatic reasons, it has been decided that a candidate should not be less than 22 at the time when he arrives in Africa. As regards the maximum age limit, the opinion of the Colonial Governors concerned is so strongly in favour of young candidates and the officers themselves gain so greatly with regard to their prospects by joining the Service at a comparatively early age that it is considered that it would be advisable in selecting candidates only to consider those who are under 30 years of age, and preferably men whose age on arrival in Africa would be between 22 and 27 years.

Note 3. Age limits for other branches -

- (a) For Police - For the reasons quoted above, candidates should be between 22 and 30.
- (b) In the case of more technical services, greater latitude can often be allowed, although for any particular appointment particular age limits may be asked for by the Local Government concerned. For the age limits for these branches you are referred to the respective memoranda enclosed.

XIV

The following memoranda and forms are enclosed as specimen copies for information. A further supply of any or all of them can be forwarded if required:-

10 copies Miscellaneous 96 This gives general information about the Colonial Service and is a good introduction to the rest. Part 3 gives information with regard to the Administrative Services in East and West Africa.

~~N.B. The para. with regard to leave in West Africa on Page 19 has just been superseded by the new West African leave rules which are enclosed.~~

10 copies Miscellaneous 115 Colonial Police Appointments.

10 copies Miscellaneous 280 Agricultural, Forestry and other Scientific Appointments.

3 copies	<u>Miscellaneous 99</u>	Medical Appointments in the Colon (Except West Africa)
1	" <u>African West 678</u>	West African Medical Staff. (under revision)
6	" <u>Eastern No.74</u>	Rules as to leave, pension etc.in Ceylon
"	" <u>Eastern 121</u>	Rules as to leave, pension, etc. in Hong Kong.
4	" <u>African No.973</u>	Regulations for the employment of officers in the East African Protectorates, etc.
10	" <u>African No.839</u>	Pensions and Gratuities, East Africa
10	"	Special rules as to leave of absence etc. West Africa.
5	" <u>African West 759</u>	General conditions of service, West Africa
10	"	General form of application P.I. used for all appointments other than Medical
"	"	Medical application form P.I. Medical
1	" <u>Survey Pamphlet</u>	(Typed)

Copies of the following are not at present available as they
are being revised.

<u>Eastern 122</u>	Rules as to leave, pension etc. in the Straits Settlements and F.M.S.
<u>African West 748</u>	West African Pensions Laws
<u>African West 997</u>	Pension Scheme for Widows and Orphans West Africa.

COLONIAL SURVEY APPOINTMENTS.

(These particulars are issued pending the revision of the Colonial Office pamphlet relating to survey appointments)

Vacancies occur from time to time in Junior Survey Appointments in Ceylon, Federated Malay States, Uganda, the Gold Coast, and Nigeria. Candidates who should be between 21 and 27 years of age, should apply to the Assistant Private Secretary (Appointments), Colonial Office, Downing Street, London, S.W.1., for the necessary forms of application.

Appointment will be as Probationer for one year at the initial salary of the junior grade shown in the lists appended and if the Probationer's service is satisfactory he will be taken on the ordinary staff in the junior grade. Pensionable appointments (subject to a period of probation of three years in all) exist in all the countries mentioned, but in Ceylon and Uganda the number is smaller than the full number of the staff, and surveyors remain on a temporary footing until by the occurrence of vacancies they qualify for pensionable appointment.

A free passage is given to the selected candidate, and a free passage home is given if he is not retained at the end of the year's probation. If he is retained he comes on to the ordinary leave and passage regulations of the Country in which he is serving.

Where necessary a selected candidate may be called upon to undergo a short course of instruction at the Ordnance Survey, Southampton, before embarkation. Certain allowances are given in respect of this course.

Particulars of salaries in the various Survey Departments are enclosed.

Particulars

Particulars of Salaries etc.,
in various Colonial Survey Departments.

CEYLON.

The present rates, subject to the temporary increases shown below, are as follows:-

Surveyor-General	£ 1050	by	£ 50	to	£ 1200
Deputy Surveyor-General	750	"	50	"	900
Superintendents	600	"	50	"	750
"	450	"	30	"	600
Superintendent of Observatory	600	"	50	"	750
Assistant Astronomers	300	"	20	"	400
Assistant Superintendents (including Probationers)	350	-	35	-	420

A house allowance of £50 p.a. is paid during the Probationary period only.

Travelling and personal allowances as laid down in Ceylon General Orders.

Officers (except the Surveyor-General and Survey Probationers) stationed in Colombo and not provided with quarters draw an allowance at the rate of $7\frac{1}{2}$ per cent of salary if unmarried or 11 per cent if married.

Temporary Increases.

Salaries.

Over £120 and under £500:	$33\frac{1}{3}$	per cent,	maximum	£150.
£500 " " £600:	30	"	"	£165.
£600 " " £750:	25	"	"	£150.
£750 " " £1000:	20	"	"	£160.
£1000 and over	15	"	"	£200.

FEDERATED

FEDERATED MALAY STATES.

	Dollars per mensem.	£ per annum.
Surveyor-General	1200	1680
Assistant Surveyor-General	1000	1400
Superintendents	900	1260
Deputy Superintendents	620 by 20 to 800.	868 - 28 - 1120
Assistant Superintendents.	400 " 20 " 600	560 - 28 - 840
Probationers	250 " 25 " 300	350 - 35 - 420

Temporary allowance (liable to modification) to meet the high cost of living:- (a) to unmarried Officers 15% (b) to married Officers 30%.

UGANDA.

Land Officer and Director of Surveys	£1100
Deputy Director	£800
Assistant "	£600 - 25 - 700
District Surveyors)	
Senior Staff Surveyors)	£500 - 25 - 700 X
Junior Staff Surveyors	£400 - 20 - 500 X

The salaries marked X are consolidated, and include house and travelling allowance. No war bonus or duty allowance is granted.

The local standard coin is the florin, and sterling salaries are converted at 10 florins to the pound, but (subject to reconsideration in April 1922) an addition of 50 per cent is made in the case of local payments of salary.

GOLD COAST.

Surveyor-General	£1200 + £240 duty allowance
Director, Topographical Survey)	
" Cadastral Survey)	£1050 + £210 " "
Deputy Director Topographical Survey.)	
Deputy " Cadastral Survey.)	£960 + £96 " "

GOLD COAST (Contd.)

Surveyors, £480 by £30 to £720 and thence by £40 to £920, with proficiency pay of £72 after £720 and efficiency bars at £600, £720 and £840.

NIGERIA.

Surveyor-General	£1200 + £240 duty pay.
Deputy Surveyor-General	£1000 + £200 " "
Assistant Surveyor-General	£960 + £96 " "
Senior Surveyors	£720 x £40 - £920 (with £72 proficiency pay)
Surveyors	£480 x £30 - £720.

P
1. Med. **Application for a Colonial Medical Appointment.**

Form to be filled up by the Applicant himself, and returned to the Assistant Private Secretary (Appointments) to the Secretary of State, Colonial Office, London.

1. Name in full
State whether British-born or naturalised; if latter, give particulars
Date of Application
Address

2. Professional qualifications and the date at which each was obtained.

2A. Any military experience you have had should be stated here, with a note of any certificates, etc., obtained.

3. Father's Name
Profession or occupation
Address
If dead, his Name and Profession should nevertheless be given.	

4. Day and year of birth..... Age last birthday.....
 (A birth certificate must be enclosed. It will be returned.)

Place of birth.....

Whether single, married, or a widower.....

Number of children..... Sons..... Aged respectively.....
 Daughters..... " "

5. Education
 (general)
 Mention the Schools, Colleges, and Universities at which you received your general education; and give in each case the date of entry and leaving.

6. Education
 (professional)
 Mention the Schools, Colleges, and Universities at which you received your professional education; and give in each case the date of entry and leaving.

7. State here any knowledge you possess of any language other than English...

8. Mention any prizes, scholarships, or other distinctions gained during your general or professional education or subsequently; also any contributions to medical literature.

9. Mention any clinical appointments held—

Non-resident

Resident ...

Give the date and duration of each appointment.

10. State how you have been engaged since you obtained a qualification ...

Mention each position held by you, the dates between which you held it, and the cause of leaving.
(Information given under 8 should not be repeated).

11. If you apply for a particular appointment state it ...

If you do not apply for a particular appointment, state to what Colonies you would go, giving the order of preference.

(Before filling in these particulars, you should read carefully the papers headed Miscellaneous No. 99 and African (West) No. 678.)

12. About how soon would you be available to proceed overseas if selected

13. Referees ...

Give the names and addresses of two responsible persons who know you well in private life. The names of distinguished persons should not be given unless they really know you well; and the names of relatives or of those from whom you send testimonials should not be given under any circumstances.

1. Name

Address

Occupation

2. Name

Address

Occupation

14. Testimonials.

Give the name, address, and occupation of the writer of each of your testimonials. The period of your career for which he can speak and the capacity in which he speaks, *e.g.* (Col. A.B., my C.O., January, 1915.—March, 1918). Not more than six should be submitted, and they should as far as possible cover your education and each subsequent stage of your career. The original testimonials and one copy of each should be sent. The former will be returned after inspection. Copies may be in MS., in print, or typewritten; and it is desirable that they should be on foolscap paper not larger than this form. Should the writer of a testimonial prefer to send it direct to the Assistant Private Secretary (Appointments), there is no objection, but in such a case you should state hereon that he is doing so. The names, etc., of other persons to whom reference can be made may be added if desired.

It is desirable, but not essential, that one of your testimonials should be from the Dean of the Medical School at which you were educated.

Application for Appointment to the Colonial Service.

Form to be filled up by the Applicant himself, and returned by post to the Assistant Private Secretary (Appointments), Colonial Office, London.

N.B.—In normal circumstances a candidate should not call at the Colonial Office until he receives a written invitation to do so. The Assistant Private Secretary (Appointments) cannot undertake to see anyone who calls without such invitation, though he will endeavour to do so if the matter is urgent. The hours for interview are 3—5 p.m. on Monday, Tuesday, Thursday and Friday.

1. Name in full	
State whether British-born or Naturalised; if latter, give particulars	
Date of Application ...	
Profession or Occupation	
Address	

2. Father's Name	
Profession or Occupation	
Address	
If dead, his Name and Profession should nevertheless be given.	

3. Day and year of birth...	Age last birthday
(A birth certificate must be enclosed. It will be returned.)	
Place of birth	
Whether single, married or a widower	
* Number of children.....Sons	Aged respectively
.....Daughters	" "

4. * Appointment desired. [If you do not apply for a particular class of appointment, you should state to what Colonies you would go, and what is the lowest salary that you would accept.]	
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5. Education (general and professional) Mention the Schools or Colleges at which you received your education; and give in each case the date of entry and leaving, and any academic distinctions obtained, and public examinations passed. The highest form you reached at school should be stated. If you have obtained any athletic distinctions or have held any position of responsibility at School or College, you should state it here.	
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6. State here any knowledge you possess of any language other than English.	
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* N.B.—Applications for more than one branch of the Service can be made if desired. If you have any preference as between different branches or different Colonies, etc., it should be stated here.

7. Employment or experience from completion of education to present time ...

Mention each position held by you, the dates between which you held it, and the cause of leaving.

State present employment and salary you are now receiving.

8. Professional qualifications (if any), and the date at which each was obtained. Give here full details of your service in H.M. Forces, giving rank held, regiment, promotions, and any decorations, mentions in despatches, and certificates, etc., obtained. Any special appointments, *e.g.*, Staff Officer or Adjutant, to be mentioned with dates. Periods of service overseas to be clearly given, stating country and nature of appointment held.

9. Personal References

Give the names and addresses of two referees. They should be responsible persons who know you well, either in private life or in business; and one at least should be well acquainted with you in private life. The names of distinguished persons should not be given unless they really know you well; and the names of relatives or of those from whom you send testimonials should not be given.

1. Name

Address

Occupation

Period during which he has known you

2. Name

Address

Occupation

Period during which he has known you

10. About how soon would you be available to proceed overseas if selected.

11. Testimonials.

Give the name, address, and occupation of the writer of each of your testimonials. The period of your career for which he can speak and the capacity in which he speaks, *e.g.* (Col. A.B., my C.O., January, 1915—March, 1918). Not more than six should be submitted, and they should as far as possible cover your education and each subsequent stage of your career. The original testimonials and one copy of each should be sent. The former will be returned after inspection. Copies may be in MS., in print, or typewritten; and it is desirable that they should be on foolscap paper not larger than this form. Should the writer of a testimonial prefer to send it direct to the Assistant Private Secretary (Appointments), there is no objection, but in such a case you should state hereon that he is doing so. The names, etc., of other persons to whom reference can be made may be added if desired.

African (West)

No. 678.

[*Twenty-third Edition.*]

INFORMATION OF A GENERAL CHARACTER FOR THE USE OF CANDIDATES FOR APPOINTMENTS ON THE WEST AFRICAN MEDICAL STAFF.

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Conditions of engagement.

1. The general conditions of service for Civil Servants in the West African Colonies and Protectorates are set out in African (West) No. 759, a copy of which can be obtained from the Colonial Office.

2. The employment of officers in the Civil Service of a West African Colony or Protectorate is under the Colonial or Protectorate Government; their emoluments are paid solely from the funds of the Colony or Protectorate, and they are subject to the Colonial Regulations in force for the time being, and to the laws and General Orders of the Colony in which they are serving.

3. Medical Officers will hold their appointments in the first instance on probation for three years from the date of their first arrival in the Colony or Protectorate, but this condition may be waived in the case of officers transferred from a pensionable appointment in the service of the Crown.

During the period of probation the Governor will have full power, subject to the confirmation of the Secretary of State, to cancel the appointment at any time if the officer has proved inefficient. If he has been guilty of any misconduct, or if the Governor is satisfied that his inefficiency is due to his own negligence or default, the officer will not be entitled to a free passage back to England or to any leave of absence or pay after the date of the letter by which the cancellation is notified to him.

If the officer is at any time during his period of probation pronounced physically unfit for further service his engagement may be terminated on that ground at the end of such leave of absence as may be granted to him under the regulations.

It will also be within the power of the Governor, subject to the approval of the Secretary of State, to give notice of the determination of the probationary engagement at any time during the probationary period, without assigning any reason, on giving the officer a free passage back to England and leave of absence with full pay for the time necessarily spent on the voyage and for a further period which shall be reckoned at the rate of seven days for each completed month of residential service, but shall not in any case be less than one calendar month.

Notice, without assignment of a reason, may also be given, during the probationary period, to an officer while on leave of absence, in which event he will be allowed to complete the vacation leave granted to him, but in no case will such notice be less than one calendar month.

Applications for appointment.

4. Applicants for appointment as Medical Officers in the West African Medical Staff (the higher grades will usually be filled by promotion from the lower) must be British subjects of European parentage and between twenty-three and thirty-five years of age; preference is given to candidates who are over twenty-five years of age. Applicants must possess a complete double qualification, and must be on the Medical Register.

5. Passages for wives and children are not provided by the Government, and houses for the wives of junior Medical Officers are rarely available. Officers are not allowed to take their wives and young children out with them until they have acquired experience of the local conditions and have obtained the sanction of the Governor; and permission to bring out young children will only be given in the most exceptional circumstances.

6. Candidates should apply in writing to the Assistant Private Secretary (Appointments), Colonial Office, Downing Street, S.W.1, by whom forms will be supplied, which the candidate must fill up with full particulars regarding his career and qualifications and the nature of the appointment he desires; he must name on the form two referees who will answer from personal knowledge for his character and capacity, and he must return it to the Assistant Private Secretary with originals and copies of testimonials (not more than six), which should be sent in all together. The originals will be inspected and returned to the candidate and the copies retained for record in the Colonial Office. He should also enclose a certificate of birth, which will be returned to him.

7. If from his application he appears to be prima facie eligible for appointment the candidate will be asked to attend at the Colonial Office for an interview with the Colonial Medical Appointments Committee, which meets about once a month to advise the Secretary of State as to the suitability of candidates. If the candidate is considered suitable his name will be noted on the Secretary of State's list, and will then be considered with those of other candidates as vacancies from time to time occur; but no promise whatever can in any case be given that a candidate, even if placed on the list, will eventually be offered an appointment. If a candidate is offered an appointment he can usually be allowed sufficient time to make preparations and to terminate the employment in which he may be engaged, and it is accordingly not expected that candidates should hold themselves in readiness by refraining from other employment.

8. The selection of candidates depends on the general educational attainments, the professional training and experience, and on the character and personal fitness of the applicants. These qualifications are judged by the candidate's academic and professional record, by testimonials from properly qualified persons who have a personal knowledge of the candidate and his career, and by the personal interview at the Colonial Office.

(Attempts to influence the Secretary of State's selection through Members of Parliament or other persons who are not personally well acquainted with the applicant are useless, and will be regarded as indicating that the applicant himself does not consider his qualifications sufficiently good to justify his appointment on his own merits.)

9. Candidates whom it is proposed to select for appointment will have to be medically examined by one of the medical advisers of the Colonial Office (or, in the case of those residing in a Colony, by a medical officer appointed by the Colonial Government), and no appointment will be made unless the candidate is declared to be physically fit for service in West Africa.

10. Candidates for medical appointments in West Africa are allowed to express a preference for any particular Colony or Protectorate, and their wishes in this respect will be borne in mind and met as far as possible, but they are liable to be posted in the first instance, or transferred afterwards if necessary, to any other West African Colony or Protectorate at the discretion of the Secretary of State. Candidates who wish to be posted to the Northern Provinces of Nigeria should be able to ride.

11. Transfers from one Colony or Protectorate to another will, however, be made as seldom as possible, and will usually be restricted to the following cases:—

- (i) If an officer is appointed in the first instance as supernumerary to the establishment in one Colony or Protectorate, pending the occurrence of a vacancy in another Colony or Protectorate.
- (ii) If an officer himself applies for transfer in the same grade.
- (iii) On promotion.
- (iv) Temporary transfers in case of emergency.

It is also considered that, in view of the small medical staff of the Gambia, it is better that junior officers should not be allowed to remain for more than three or four tours in that Colony.

12. Candidates should on no account apply for, or accept, a West African appointment in the expectation of ultimately being transferred elsewhere, as the number of such transfers is exceedingly small. No applications for transfer can be entertained until an officer has served for five years in the West African Medical Staff, and officers desiring to be transferred must be prepared to find that medical salaries in other Colonies are lower than in West Africa. Only a small proportion of applicants succeed in obtaining a transfer.

13. Officers of the West African Medical Staff who may be transferred to pensionable appointments under the Crown elsewhere than in West Africa do not forfeit their claim to pension in respect of their West African service on final retirement, provided that they have been members of the Staff for at least twelve months.

14. Every officer selected for appointment is required to have himself revaccinated before proceeding to West Africa, unless one of the medical advisers of the Colonial Office certifies in any particular case that this is unnecessary.

15. In the absence of any statement to the contrary it will be assumed that a selected candidate has no objection to conforming to the usual measures for the prevention and treatment of tropical disease, including the use of quinine.

16. Officers are required to become contributors to the West African Widows' and Orphans' Pension scheme. Details of the scheme are given in a memorandum: African (West) No. 997, a copy of which may be obtained free on application to the Colonial Office.

Instruction in Tropical Medicine.

17. Every candidate selected for appointment will, unless the Secretary of State decides otherwise, be required to undergo a course of instruction for two or three months, either at the London School of Tropical Medicine, Endsleigh Gardens, Euston Square, N.W.1, or at the Liverpool School of Tropical Medicine, University, Liverpool. The cost of tuition will be borne by the Government, but candidates must make their own arrangements for board and lodging; an allowance of £3 a week will be paid to them monthly in arrear for this purpose. A daily allowance of 5s. (but no salary) will be paid to each candidate monthly in arrear during the course, and may be continued subsequently up to the date of embarkation. These payments will be made subject to the candidate signing an agreement by which he will be bound to refund them (1) if he declines to accept an appointment in any of the Colonies or Protectorates for which he may be selected by the Secretary of State, (2) if he fails to obtain the certificate referred to in the next paragraph, or (3) if he relinquishes the West Africa Service for any other reason than mental or physical infirmity, or is removed for misconduct, within three years of the date of his arrival in West Africa.

18. Every candidate sent to either of the Schools is required to obtain a certificate showing that he has satisfied the School authorities with regard to his regularity of attendance, progress, and proficiency, and for this purpose to undergo any examinations which they may consider necessary; and if he fails to obtain such a certificate he may not only be called upon to refund the payments made to him or on his behalf (as provided in the previous paragraph) but his selection for the West African Medical Staff may be cancelled.

If at the end of the session there exists no vacancy in the Staff to which a candidate can be appointed, he will be placed in a Reserve and granted an allowance at the rate of £200 a year until the occurrence of a vacancy. The payment of this allowance will commence on the day following the last day of his attendance at the School of Tropical Medicine (which is stated in the certificate furnished by the School authorities), and will be continued until he commences to receive half salary on the day of his embarkation for West Africa.

19. The date of embarkation for West Africa is the date from which appointment to the West African Medical Staff takes effect, and Medical Officers cannot count the period of detention in England in the Reserve towards service for pension or seniority in the Staff. Seniority alone, moreover, does not give any claim to promotion.

20. Reserve officers will be required to embark within a fortnight after the receipt of a notification from the Colonial Office that a vacancy has occurred to which they have been appointed.

21. In the case of candidates who are appointed to vacancies immediately on the conclusion of the School session, the daily allowance (*see* paragraph 17) of 5s. is continued up to the day before embarkation, provided that they embark not later than a fortnight after the end of the session.

Leave of Absence, Passages, etc.

22. Medical Officers are in general subject to the Colonial Regulations in force for the time being, Chapter II. section 10 of which contains the rules specially applicable to West Africa. A brief summary of these rules is given here for convenience.

23. European officers in West Africa may be granted vacation leave on full salary not exceeding in all one week's leave in the United Kingdom for every completed calendar month of total residential service in West Africa, plus the time necessarily taken on the journey to the United Kingdom, and, if the officer is returning to West Africa for further service, the time necessarily taken on the journey from the United Kingdom to the Colony.

24. Vacation leave may be granted without any special grounds after 18 consecutive calendar months of residential service in West Africa. An officer will not be required to serve a tour of more than 24 consecutive calendar months' residential service except in special circumstances; and the Governor may grant vacation leave to any officer at any time after he has completed 12 consecutive calendar months' residential service. Within the above limits, the actual length of each officer's tour will be at the discretion of the Governor.

Vacation leave on full salary may also be granted to an officer if he is invalided from West Africa after less than 12 consecutive calendar months' residential service.

25. In addition, sick leave on full salary may be granted for any period not exceeding six calendar months, and where there is reason to believe that the officer will ultimately be fit to return to West Africa, such leave may be extended with half salary for a further period not exceeding six calendar months.

26. In addition to the leave mentioned above, local leave may be granted in certain cases up to 27 days in any one tour.

27. Free passages are given to all officers who are granted leave as above. A free passage is also given on first appointment, subject to the officer signing an agreement under which he is liable to refund its cost if he relinquishes his appointment for any other reason than physical or mental infirmity, or is removed for misconduct, within three years from the date of his arrival in West Africa.

Married officers who have obtained the Governor's permission to bring their wives to West Africa may, under certain conditions, be paid a grant equal to half the cost of a passage to West Africa, and half the cost of a homeward passage on their wives' return from the Colony.

28. Half-pay is given during the voyage out on first appointment.

29. Fuller information on these points will be found in the Colonial Regulations, which may be obtained through any bookseller, or may be seen at the Colonial Office on application. A copy of Chapter II. section 10 may be obtained free on application to the Colonial Office. A copy of the Regulations is communicated to each officer on his selection for appointment.

Outfit.

30. Information as to outfit generally, including camp outfit, is contained in the West African Pocket Book, a copy of which is given to every officer selected for an appointment in the West African Medical Staff.

31. Camp outfit, as distinct from furniture supplied by Government in furnished quarters at recognized stations, must be taken out by every Medical Officer, and on first appointment an allowance of £30 is given towards its purchase.

Instruments and drugs and all medical appliances (including microscopes) are supplied by the Government for all public purposes. Drugs required for private practice should be imported by Medical Officers themselves or obtained on payment from the medical stores with the sanction of the Principal Medical Officer. Instruments and medical appliances supplied by the Government may be used in private practice. It is proposed to furnish every Medical Officer on his appointment to the Staff with a microscope, and to make him responsible for keeping it in good condition; the cost of periodical overhauling and fair wear and tear to be borne by Government.

Quarters.

32. At all the recognized stations single quarters, free of rent (but not of rates and similar outgoings), are provided for Medical Officers, or an allowance is paid in lieu of quarters. Information as to the nature of the quarters, the amount of furniture supplied, etc., will be found in the West African Pocket Book.

Appointments and Salaries.

33.—(1) The Medical Services of the West African Colonies and Protectorates, namely, the Gambia, Sierra Leone, the Gold Coast (including Ashanti and the Northern Territories), and Nigeria (Southern and Northern Provinces), form one service under the name of the West African Medical Staff. All the Medical Officers for the service are selected by the Secretary of State for the Colonies, and are on one list for employment and promotion.

(2) The grades and emoluments of the Staff are at present as follows:—

(a) The Director of the Medical and Sanitary Service, Nigeria, receives a salary of £1,700 a year, with a duty allowance at the rate of £340 a year.

(b) Principal Medical Officers receive salaries as follows:—

In the Gold Coast and Nigeria, £1,500 a year, with a duty allowance at the rate of £300 a year.

In Sierra Leone, £1,350 a year, with a duty allowance at the rate of £270 a year.

There is no Principal Medical Officer in the Gambia.

(c) Deputy Principal Medical Officer.—There are four appointments of this grade, two in the Southern Provinces, Nigeria, and one each in the Northern Provinces, Nigeria, and the Gold Coast respectively. Salary at the rate of £1,300 a year, is attached to these appointments, together with a duty allowance at the rate of £260 a year.

(d) Senior Sanitary Officer.—There are four appointments of this grade, one each for the Northern Provinces, Nigeria, the Southern Provinces, Nigeria, the Gold Coast, and Sierra Leone. Salary at the rate of £1,300 a year is attached to these appointments, together with a duty allowance at the rate of £260 a year.

(e) Provincial Medical Officer.—There are seven appointments bearing this title, two each in the Southern Provinces, Nigeria, in the Northern Provinces, Nigeria, and in the Gold Coast respectively, and one in Sierra Leone, with salary at the rate of £1,200 a year, and duty allowance at the rate of £240 a year.

(f) Senior Medical Officer.—There are twenty appointments of this grade, with salary at the rate of £1,000 a year, rising by annual increments of £50 to £1,150 a year, and seniority allowance at the rate of £100 a year. The Senior Medical Officer, Gambia, is allowed "staff pay" of £150 a year, in addition to duty allowance, but he is debarred from private practice.

(g) Sanitary Officer.—There are seven appointments of this grade, with salary at the rate of £1,050 a year, rising by annual increments of £50 to £1,200 a year, and a duty allowance at the rate of £210 a year.

(h) Medical Officer.—The salary attached to this grade is at the rate of £660 a year, rising by annual increments of £30 to £720 a year. Then if confirmed in the appointment, £720 a year, rising by annual increments of £40 to £960, with seniority allowance at the rate of £72 a year. Before passing £800, medical officers are required to take a special course of study for three months (see paragraph (4) below). If they obtain satisfactory certificates at the end of the course they draw their further increments up to £960 a year.

(3) A Medical Officer who has served for three years on the maximum salary of this scale (£960) without obtaining promotion is eligible, if recommended by the Governor, to be placed on the scale £1,000-£50-£1,150 with £100 seniority allowance (as for Senior Medical Officers).

(4) *Higher Scale of Salary.*—The regulations in regard to the special course of study referred to in sub-paragraph (2) (*h*) above are as follows :—

The approved course of study is the three months' course of the West London Post-Graduate College or the London School of Clinical Medicine, Greenwich, in clinical medicine, clinical surgery, and pathology.

Officers are allowed to substitute for this course either :—

- (i) The course of study and examination for a recognised diploma or degree in public health, sanitary science, or State medicine; or
- (ii) The course of study and examination for a further medical or surgical diploma or degree; or
- (iii) If the Governor, on the recommendation of the Principal Medical Officer, approves, a course of study in some special branch of medical or surgical practice (*e.g.*, ophthalmology, dermatology, genito-urinary diseases); or an advanced course at the London or Liverpool School of Tropical Medicine.

Whichever of these courses of study is selected, the necessary tuition and examination fees will be paid by the Colonial Government, except in the event of an officer deciding to enter for a further medical or surgical diploma or degree, in which case no fees will be paid. In all cases, including the last-named, officers will be allowed their railway fares and a lodging allowance at the rate of 5s. a night, together with a training allowance at the rate of 5s. a day for the period necessarily occupied by the course of study and examination; and their leave of absence may be extended with half salary so as to allow of a total period of five months in England. The payment of fees, allowances, and railway fares in connexion with the course of study and examination for a diploma in public health, etc., is conditional on the officer undertaking to refund the sum paid in the event of his failing to obtain the diploma or relinquishing the West African service (for any other reason than mental or physical infirmity) without completing two full tours after obtaining it.

(5) *Special appointments.*—

- (a) The Director of the Medical Research Institute, Lagos, and the Pathologist, Accra, receive a salary of £1,300 a year, with a duty allowance of £260 a year.
- (b) Salary at the rate of £800 a year, rising by annual increments of £40 to £960 a year, is attached to about ten posts (those of Assistant at the Medical Research Institute, Lagos, and Medical Officers of Health at various places) irrespective of the seniority of the officer holding the appointment. In addition to the seniority allowance (£72 a year), staff pay at the rate of £150 a year is also attached to these posts; and the holder of the appointment draws half of the staff pay during leave of absence, the remainder being drawn by his *locum tenens*. The holders of these appointments are not allowed private practice.

(6) *Duty Allowances and Staff Pay.*—A duty allowance is payable to the holder of the appointment to which it is attached only while he is actually performing its duties, and during his absence or incapacity it is paid, at the discretion of the Governor, to the officer performing them for the time being. Staff pay differs from duty pay only in the circumstance that the holder of the post to which it is attached draws half of it during full pay leave of absence, the remaining half being drawn by his *locum tenens*, if any. (During leave on half-pay the holder of the post draws only one-quarter of the staff pay; during leave without salary he draws none.) Seniority allowance is drawn by its holder while performing his duties, but is not payable to anyone in his absence.

(7) Duty allowances, seniority allowance, and staff pay are not pensionable emoluments.

(8) *Increments.*—Increments to salaries are payable only when the service of an officer during the period of employment qualifying for increment is approved.

(9) *Payment of Salaries.*—Information as to the payment of officers' salaries or of monthly remittances to persons in England may be obtained from the Crown Agents for the Colonies, 4, Millbank, S.W.1. All allowances are paid locally.

Private Practice.

34. All officers of the Staff, except Principal Medical Officers, Deputy Principal Medical Officers, Provincial Medical Officers, Sanitary Officers, and a few other officers holding special appointments, are at present allowed to take private practice, provided that it does not interfere with the faithful and efficient performance of their official duties, but it is within the power of the Governor to withdraw or suspend the privilege in such places and for such periods as he may consider desirable.

Private practice does not exist at the majority of stations, and no guarantee can be given that an officer will be posted to a station in which he will be able to practise privately. As a general rule, and subject to the exigencies of the service, stations where there is private practice are allocated to senior members of the Staff.

Pensions and Gratuities.

35. Pensions and gratuities on retirement from the service are granted in accordance with the law and regulations of each individual Colony.

36. The ordinary regulations relating to pensions and gratuities for the West African Service can be seen at the Colonial Office, but for convenience a brief, though necessarily incomplete, account of them is given here.

37. On attaining the age of fifty years, an officer is qualified for a pension, calculated at the rate of one four hundred and eightieth of the last annual salary for each month of pensionable service, except that the pension of an officer who has been promoted within three years of his retirement is calculated on the average of his salary for the last three years unless he is invalided out of the service. If invalided after a minimum of seven years' service he is qualified for a pension calculated at the same rate. If the officer so wishes he may receive instead a pension reduced by one-fifth and a cash gratuity equal to one year's pensionable emoluments.

38. If invalided before completing seven years' service he is qualified for a gratuity not exceeding three-quarters of a month's salary for each six months of service, provided that he has been confirmed in his appointment.

39. For the purpose of calculating the amount of these pensions and gratuities leave of absence without salary is not counted, while leave with half salary is counted at the rate of one month for every two months of such leave. An addition, representing the value of free quarters, is made to the officer's salary. This addition is as follows: To salaries exceeding £600 a year, an addition of £60; to salaries above £600, but not exceeding £720, an addition of £80; to salaries above £720, but not exceeding £840, an addition of £90; to salaries above £840, but less than £1,000, an addition of £100; to salaries of £1,000 and over but not exceeding £1,300, an addition of £120; and to salaries exceeding £1,300 an addition of £150.

It will be observed that a pension of upwards of £570 a year is secured to every satisfactory officer who serves for eighteen years, even if he receives no promotion. ($18/40$ ths of $(£1,150 + £120) = £571$ 10s.)

40. If a confirmed officer dies in the West African Service the equivalent of one year's pensionable emoluments is payable to his legal personal representatives.

41. In addition to the ordinary regulations, an officer of the West African Medical Staff enjoys the following special privilege. At the end of nine years (of which not less than six must have been residential) he will be permitted to retire with a gratuity of £1,000, or at the end of twelve years (of which not less than eight must have been residential) with a gratuity of £1,250. All claims to pension are, however, forfeited on the receipt of such a gratuity. In the event of an officer dying in the service after completing the period of residence qualifying him for the smaller or the larger of these gratuities, a sum equal to the amount by which the gratuity in question exceeds the ordinary gratuity mentioned in paragraph 40 will be paid to the credit of his estate.

Colonial Office,
June, 1921.

EASTERN

No. 74.

Fourth Edition.

(32809/20.)

RULES AS TO LEAVE, PENSION &c.,

IN

CEYLON.

1. Subject to the necessities of the service, leave of absence on half salary may be granted to members of the permanent Government service without any special grounds after a period of four years' resident service in the Colony from the date of the first appointment. Exceptions may be made with regard to the qualifying period of resident service in cases of serious indisposition or of urgent private affairs. In the absence of special grounds the half pay leave granted to an officer will not exceed one-sixth of his resident service. On special grounds it may exceed that period by six months.

2. In addition to the above, vacation leave on full pay may be granted, if no inconvenience or expense is caused thereby, not exceeding three months in any two years.

3. At the request of any officer who may be eligible for the grant of leave on half salary the Governor may commute the whole or any part of such leave into one half the period of leave on full salary, provided that the total period of commuted and un-commuted leave, together with any period of vacation leave which may be granted, does not exceed ten months at a time. No officer can claim as a right to commute his leave in this manner, the decision whether commutation can or cannot be allowed being wholly within the discretion of the Governor.

4. Period of "casual leave" not exceeding fourteen days in one year will not be counted in calculating the amount of vacation leave on full pay for which an officer is eligible when he is proceeding on long leave. Such casual leave cannot be accumulated from year to year, nor can an officer who has not taken such leave be permitted to take it in a spell of long leave in addition to the three months' vacation leave on full pay which he has accumulated.

5. (a) On first appointment, officers are provided with free passages to Ceylon for themselves and their families (*i.e.*, wife and children up to four persons, inclusive of the Officer).

(b) Officers whose emoluments, inclusive of allowances amount to less than £600 per annum may be granted free return passage for themselves and their families when proceeding on leave to England. Officers drawing salaries from £600 to £900 inclusive may be provided with half the cost of such passages. It should however be understood that this scheme for free and aided passages is a *temporary* one, and may be cancelled at any time.

6. The present rule as to superannuation is that in the case of ill-health an officer holding a pensionable appointment may be allowed to retire on a pension after ten full years' service; otherwise he must have attained the age of 55. For ten full years' service fifteen-sixtieths of the average annual salary of the retiring officer's fixed appointments for the three years prior to retirement may be awarded, to which one-sixtieth may be added for each additional year's service; but no addition will be made in respect of any service beyond 35 years. For pension purposes absence on vacation leave and absence on full pay in commutation of half pay leave count as full service, and absence on half pay as half service. No pension may exceed £1,000 a year whatever may be the

salary of the retiring officer. An officer who is compelled by ill-health to retire before he has completed ten years' service may be paid a gratuity calculated at the rate of one month's salary for each year of service.

7. A deduction of four per cent. is made from the salaries of all those who enter the Ceylon permanent Government service, as a contribution to the pensions of the widows and orphans of Government servants.

8. The Government of Ceylon calculates the £1 sterling at 15 Rupees for the purpose of the payment of salary or pension in the Colony. This rate is, however, liable to alteration.

COLONIAL OFFICE,

August, 1920.

NOTE.—Further information can be obtained on personal application at the Ceylon Department of the Colonial Office.

Eastern
No. 121.

[SECOND EDITION.]
(2882/1913.)

RULES AS TO LEAVE, PENSION, &c.,

IN

HONG KONG.

1. Subject to the necessities of the Service, leave of absence on half salary may be granted to members of the permanent Government Service, after a period of four and a half years' resident service, without any special grounds. It may be given before the expiration of that period in cases of serious indisposition or of urgent private affairs. In the absence of special grounds, the leave in such case must not exceed one-sixth of the officers' resident service; on special grounds it may exceed that period by six months.
2. The Governor will not in any case grant leave on half salary for a period of more than nine months at a time, but that period may be extended by the Secretary of State on the ground of ill-health or of urgent private affairs or for such other reasons as may appear to him to be sufficient. In exceptional cases extensions of leave without pay may be granted.
3. In addition to the above, vacation leave on full pay may be granted, if no inconvenience or expense is caused thereby, not exceeding three months during, and in respect of, any two consecutive years.
4. At the request of any officer who may be eligible for the grant of any period of leave on half salary, the Governor may commute the whole or any portion of such leave into one-half the period of leave with full salary, provided that the total period of commuted and uncommuted leave, together with any period of vacation leave that may be granted, does not exceed ten months at a time. No officer can claim as a right to commute his leave in this manner, the decision whether commutation can or cannot be allowed being wholly within the discretion of the Governor.
5. Officers attached to an educational institution are not entitled to vacation leave under the rule stated above in paragraph 3. When in the Colony they enjoy the ordinary vacations of the institution to which they are attached. When taking long leave outside the Colony they may be allowed to draw full pay during the first three months of their leave unless a school vacation has immediately preceded the grant of leave, in which case full pay may be drawn during two months only. The remainder of the leave in either case is on half salary, and half pay only can be drawn during any school vacation falling within the period of an extension of leave.
6. The present rule as to superannuation is that, in the case of ill-health, an officer holding a pensionable appointment may be allowed to retire on a pension after ten full years' resident service; otherwise he must have attained the age of 55. For ten full years' resident service fifteen-sixtieths of the average annual salary of the retiring officer's fixed appointments for three years prior to retirement may be awarded, to which one-sixtieth may be added for each additional year's service; but no addition will be made in respect of any service beyond 35 years. For pension purposes absence on vacation leave counts as full service, and leave on half pay as half service.
7. A deduction of 4 per cent. is made from the salaries of all members of the permanent Government Service, as a contribution towards the provision of pensions for the widows and orphans of Government officers.
8. The currency of Hong Kong is based on the silver dollar. For purposes of payments in the Colony salaries fixed in sterling are converted into dollars, as to 80 per cent. at the rate of 1s. 9d., and as to 20 per cent. at a rate fixed by the Government, and based upon the average exchange value of the dollar during the month ending on the fifteenth of the month for which salary is to be paid.

COLONIAL OFFICE,
March 1913.

NOTE.—Further information can be obtained on personal application at the Eastern Department of the Colonial Office.



Ottawa, 4th October, 1921.

Sir,

At the request of the Secretary of State for the Colonies, I have the honour to enclose herewith copy of a memorandum which Mr. Churchill has had prepared in the Colonial Office relative to proposals which I understand he took occasion to discuss with various representatives of Canadian Universities who attended the Congress of Universities of the Empire recently held at Oxford in regard to the selection of young Canadians for employment in the Colonial Service.

Mr. Churchill has desired that it may be explained that these proposals are put forward as the result of the informal discussions above referred to, and that he further proposes at a later date to send out Major R.D. Furse, D.S.O., his Assistant Private Secretary, who deals with all applications for the Colonial Service, in order that he may go fully and personally into details with such officers as may be selected by the University authorities to discuss the matter with him.

He had hoped that Major Furse might be able to visit Canada in time to meet the representatives of Canadian Universities at the McGill celebrations shortly to be held, but he regrets that circumstances have arisen which prevent this. He therefore proposes to send him out about next April. In the meanwhile he hopes that the University authorities may

think over the scheme, and after consideration, see their way to appoint representatives to discuss details with Major Furse when he visits Canada next year. He adds that it would be very helpful if the general outline of the scheme could be discussed at the McGill celebrations.

I have the honour to be,

Sir,

Your obedient servant,



Acting Under-Secretary of State for
External Affairs.

Sir Arthur Currie, G.C.M.G., K.C.B., LL.D.,
The Principal and Vice-Chancellor,
McGill University,
Montreal.

December
Second
1921.

H. A. Messervy Esq.,
54 Howland Avenue,
Toronto, Ont.

Dear Sir:

I beg to acknowledge receipt of your letter of the 26th ulto.

It is true that as a result of representations made to the Colonial office last year tentative suggestions were made by them which disclosed their willingness to accept for Colonial service applications from Canadian Universities.

Sir Robert Falconer and I called on the Under Secretary for Colonial Affairs last summer and discussed the matter with him. As a result the Colonial office were to send to Canada last fall, one of their staff who would go to the various University centres and outline the plan in detail. Owing to lack of available funds that visit on his part did not take place, though we expect him next spring.

Certain action has been taken - Mr. Justice Duff of the Supreme Court at Ottawa has agreed to accept the chairmanship of a committee who will first consider all applications. If a sufficient number apply next spring, a representative of the Colonial Office is to come to Canada for the purpose of interviewing the candidates and to inform the committee of the factors which should govern their recommendations.

If candidates are selected they would have to go to the Old Country about August next and after a three months course at Woolwich, I think, they would then be posted to positions in the Colonial Service, principally in centres in Africa. The Indian Civil Service is not thrown

open, though I hope if our men prove successful in these first appointments that in time the Indian Civil Service will be available.

The Colonial Office would not bear the expense of a man going to England, or of his return to Canada if he were not chosen, though I think his return would be most unlikely if the Committee here recommended him. He would not be under their pay until he passed the examination, and just what the pay would be I am not in a position to state.

The sort of men they would like to get are Engineers, Doctors and those who have had experience in administration. This would mean that graduates of Medicine, Science and Commerce might expect a fair chance at being chosen.

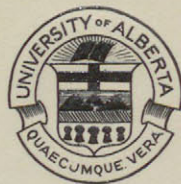
Colonial Service is quite attractive, in as much as it offers travel, very often a position of responsibility, and quite a long holiday every three years.

I think, if you would approach Sir Robert Falconer at the University of Toronto he would give you the opportunity of reading a goodly mass of memoranda which has been sent to us from the Colonial Office. The trouble is, that having only one copy I am unable to send it to you.

Yours faithfully,

Principal.

PRESIDENT'S OFFICE



CABLE ADDRESS: "VERA"
Code A.B.C. (5th Ed.)

EDMONTON (SOUTH) Dec. 6th, 1921.
ALBERTA, CANADA

Sir Arthur Currie,
Principal, McGill University,
Montreal, Que.

Dear Principal Currie:

You will recall the meeting held in your office during the McGill Centennial at which I was instructed to take steps to form a committee for the selection of possible candidates for posts in the Colonial Service. After going carefully into the matter I have asked Mr. Justice Duff, General Gwatkin and Mr. O. M. Biggar to act on the committee. Mr. Justice Duff has given his consent and I have no doubt that the others will give theirs also. I will communicate with you further in the matter in due course.

Sincerely yours,

A handwritten signature in dark ink, appearing to be 'A. M. Perry', written in a cursive style.

President of the Conference of Canadian
Universities, 1921-22.

December
Sixteenth
1921.

Dr. H. M. Tory,
President, University of Alberta,
Edmonton, Alta.

Dear President Tory:-

I beg to acknowledge
receipt of your letter of December 6th.

I quite approve of a Board
consisting of Mr. Justice Duff, General
Gwatkin and Mr. O.M. Biggar.

With kindest wishes to Mrs. Tory
and yourself for Christmas and the New Year,
I am,

Ever yours faithfully,

Principal.

CANADIANS INTO COLONIAL OFFICE

Star: July 13/23.
Duke of Devonshire Tells
House of Lords of Ex-
periment

INTEREST IN EMPIRE

Keen Inquiry to Get Right Men to Handle Native Races

LONDON, July 13. — (Canadian Press Cable).—In the House of Lords yesterday Earl Grey asked whether it was true that the Colonial Office recently made arrangements to consider applications from graduates of Canadian universities for appointments to the British Colonial service for duty in tropical Africa and elsewhere, and whether representatives of the Colonial Office had recently been to Canada to confer with the Canadian authorities in the matter.

The Duke of Devonshire, Secretary for the Colonies, replied that this was a subject which was of considerable interest to himself and his predecessor and that a certain amount of satisfactory progress had been made. Viscount Milner, when Secretary of State for the Colonies, he said, in consequence of certain trustworthy information which had come from private sources, learned that Canada had determined to make a move in the direction indicated.

It was felt then, he continued, that the interests of Canadians in other parts of the Empire had to a very large extent been quickened by the war and that, if effective machinery were established, giving accurate information to the universities and other bodies in Canada and also if the means were provided for considering suitable applications, a certain number of graduates might be willing to enter the service of the Colonial Office. It was, of course, necessary that full consideration be given the matter. The Colonial Office had it under consideration and it was recognized that it was essential that the universities which participated in the scheme should be kept posted regarding the nature of suitable openings in the Colonial service, with the conditions of service, pay, etc.

VISITED CANADA.

The second consideration, he said, was a matter of great importance, in view of the necessity that any one recommended for duty among native races should be carefully selected and arrangements provided that the Secretary of State might have full information regarding the candidates who might be brought forward.

In order to bring the matter to a more definite conclusion, Viscount Milner, he said, had sent his private secretary on a tour of Canada, where he got in close touch with the universities.

As a result officers had been appointed at each university. Each university had a selection board, and there was a central committee at Ottawa, consisting of experienced men who dealt with the names sent to them from the universities before making final recommendations to the Secretary of State for the Colonies. It would seem, he went on, that the candidates were put through a careful examination by two separate bodies, before a final decision was made. Necessarily, this was still in an experimental stage, but he was glad to say that they had two satisfactory results so far. Two graduates had availed themselves of the opportunity to enter the Colonial Service. One was placed as a medical officer in the Gold Coast while another was sent to Mauritius as an agricultural representative.

He felt quite certain that the scheme would be a success and that it would not only be a benefit to the Colonial Service but there would be a clearer understanding in Canada of the needs, opportunities and resources of the Empire. It would give Canadians a novel and interesting opening for administrative work as well as rich opportunities for research work in fields otherwise inaccessible to them. He was glad to say that the Colonial Office was working in close connection with the Canadian authorities. No large influx of Canadians was anticipated. Probably five or six men would be picked annually. He stated that he had no apprehension that the openings given the men so selected would in any way compete with those given to the men of the Old Country. He hoped the scheme would prove a great success, he concluded.

STUDENTS OF EMPIRE.

HERE is genuine ground for gratification in the statement regarding arrangements made to facilitate the entry of Canadian University graduates into the British Colonial service, made by the Secretary of State for the Colonies, the Duke of Devonshire, in the House of Lords yesterday. It will doubtless come as news to the majority of Canadians that machinery is already in operation through which young Canadians can enter the Colonial Office service and that by means of this appointments have already been made — one on the Gold Coast and another in Mauritius.

It is obviously of the utmost importance that selections of men for this service should be made with great care. The present system involves a double examination, one by a selection board at the University, and the other by a central board at Ottawa, which in turn makes recommendations to the Colonial Office. Thus every safeguard is taken to ensure that the names sent forward are those of men suited physically, mentally, temperamentally and physiologically for the work.

Canadians in the Colonial Service will discover wherein the rest of the Empire differs from their native land. They will begin to understand criticism and its values. They will learn to appreciate different perspectives, will begin to see avenues through which a more thorough mutual understanding of hopes and aims may be effected between distant parts of the Empire. They will find common ground for drawing closer together not only along paths of sentiment, but also by ways of a keener sympathy based upon a more intelligent grasp of problems that conflict and ideals that do not coincide.

And above all and beyond all, and of infinitely greater value than anything else, will be the slow but deep realization of what the British Empire means, and what Canada means as a free unit of that Empire. The young Canadian, wherever he may be located, will be a continual source of broadening influence among his own people. The influence of the Service on him will react through his correspondence with the people here at home, and there will be created thus a constant stream of sympathy. By the gradual development of the scheme, it does not require a very serious effort of the imagination to picture the Colonial Service as giving forth from scores of such streams an influence that can only be for the good of all the component parts of the Empire.

Viscount Milner did a fine thing when he inaugurated this system. The Duke of Devonshire is doing the Empire a valuable service when he develops it. Canada, Australia, South Africa, and the Islands of the Sea will all be the gainers, and no less profitable will be the experience to the Englishmen in the service who, through personal contact with representatives of the Overseas Dominions, will find their own sympathies and their own understanding quickened and broadened and deepened.

President's Office.



April 25th, 1922

Sir Arthur Currie, G.C.M.G.,
Principal, McGill University,
Montreal.

My dear Sir Arthur:

Major Furse has just written to me asking about a tentative programme for his visit in connection with the offer of the Colonial Office to give appointments to students of Canadian Universities. It was, as you know, arranged, that if possible he should attend the Conference of Canadian Universities. This he will now do, so that we may expect him in Winnipeg on June 16 and 17. He wishes to visit some of the Eastern Universities before that. I leave for the West on Monday, June 12th, and I am afraid that I must ask him to be in Toronto not later than Saturday, June 10th, probably on Friday, June 9th. With these two fixtures in view I have drawn up alternative itineraries for his trip which itself is determined by two factors; first that he cannot leave England until after the 20th of May, and he wishes to leave as late as possible, and secondly, that his whole trip ought not to be more than six weeks. I have suggested for Montreal June 6 or 7.

Will you be kind enough to write to Major Furse, Colonial Office, stating definitely on what dates it will be possible for you to have him visit your University ?

Major Furse has sent me a copy of a letter that he wrote to Principal Harrison of Macdonald College. He was under the impression that it was connected with Toronto. In my reply to him I have told him that he should write directly to you, and that he will doubtless visit Macdonald College when he is with you at McGill.

Yours sincerely,

Robert Galena

President.

May 6th, 1922.

Major R. D. Furze,
Colonial Office,
London, S.W.1., England.

Dear Major Furze:-

I am in receipt of a letter from Sir Robert Falconer of the University of Toronto, in which he tells me that you will attend the conference of Canadian Universities which will be held in Winnipeg on the 16th and 17th of June next.

He also informs me that he has asked you to visit Toronto on the 9th and 10th of June. I shall be glad to have you visit McGill on your way to Toronto. Any date agreeable to you will be acceptable to us.

Sir Robert also told me of certain correspondence you had received from Dr. Harrison, the Principal of Macdonald College, which is a Department of this University. While in Montreal I shall be very glad to take you to Macdonald College.

I do not know whether it is your intention to land in Canada at Halifax, Quebec or Montreal. You can, of course, wire me from Halifax or as you are coming up the St. Lawrence, and I shall be glad to meet you.

Please remember me kindly to Colonel Amery.

Yours faithfully,

Principal.

May 8th, 1922.

Dr. F. C. Harrison,
Macdonald College, Que.

Dear Principal Harrison:-

Sir Robert Falconer has forwarded to me a letter which you wrote on the 28th of February last addressed to the Assistant Private Secretary, the Colonial Office, regarding appointments and posts in the Colonial service.

I am sorry that you have not before this been placed in possession of such information as we have and I would like when next you are in the city if you would ask Dr. Nicholson about it.

The Colonial Office, apparently thinking that Macdonald College was part of Toronto University, sent your letter to Falconer, who sent it on to me. I am sending you the letter which was written to Falconer.

Yours faithfully,

Principal.

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SIR ARTHUR CURRIE

2269

THE PRINCIPAL MCGILL UNIVERSITY MONTREAL QUE
 FOLLOWING COMMUNICATED AT REQUEST OF COLONIAL OFFICE BEGINS THANKS
 FOR TELEGRAM WILL COME TO MONTREAL ABOUT END OF JUNE FURSE ENDS
 EXTERNAL AFFAIRS.

F

Copy sent to Sir Robert Falconer.

43

PRESIDENT'S OFFICE



CABLE ADDRESS: "VERA"
Code A.-B.-C. (5th Ed.)

EDMONTON (SOUTH) Feb. 11th, 1922.
ALBERTA, CANADA

Sir Arthur Currie,
Principal, McGill University,
Montreal, Que.

My dear Sir Arthur:

I have not heard from the Acting Secretary for External Affairs on the matter of the visit of Major Furse since I wrote him in November. I wrote him again a few days ago asking him whether there was any further information and if he ^{had} not any whether I ought not to write direct to Major Furse in the name of the Universities Conference. In the meantime, it occurred to me that if there is a desire to have candidates offer themselves to the Colonial Office this coming year that a short statement of the matter contained in the many documents sent from the Colonial Office should be prepared and posted in the Universities. This could be done by the individual universities or a common document could be prepared for all the universities. I would be glad to know whether such action should be taken and if so, whether I should have it prepared or whether each university should do it, independently.

I am glad to say that all the universities have concurred in the appointment of Mr. Justice Duff, General Gwatkin and Mr. Biggar as a committee.

Sincerely yours,

President.

MACDONALD COLLEGE

STE ANNE DE BELLEVUE,

QUEBEC

28th February, 1922

The Assistant Private Secretary (Appointments)

Colonial Office

London, S.W.1

England.

Dear Sir,

I should be much obliged if I could receive from the Appointment Department of the Colonial Office information with regard to posts in the Colonial Service. We have a number of young men here from all over the British Empire, who are taking work in agriculture leading to degrees, and I should be glad of an opportunity to bring the names of any special deserving ones to the notice of the Colonial Office. I have, however, no information as to the character and nature of appointments made through your office, but if any positions are advertised and sufficient notice given, I should be glad if such be communicated to me.

Faithfully yours,
(SD) F.C. HARRISON
Principal

April
Nineteenth
1922.

Colonel L. S. Amery,
Assistant Secretary of State for Colonies,
Colonial Office,
London, England.

Dear Colonel Amery:-

I am taking the liberty of giving this letter of introduction to you to Major B.M. Mathieson, M.C., who is a graduate of the Royal Military College of Canada and also of McGill University.

I first met Major Mathieson when he was an officer in the Second Field Company of the First Canadian Division. He served with the Canadians in the field until August 1916, when he was so badly wounded that he was not again permitted to return to the front. I have no hesitation in saying that Major Mathieson was one of the most gallant and most efficient officers serving in the Canadian Engineers. There seemed to be no limit to the amount of energy and enthusiasm he put into his work and I cannot remember an instance where he failed, while I recall many occasions where he and his men performed seemingly impossible tasks.

He is now leaving Canada on a visit to Japan, China and India where he hopes to establish business relations in certain industrial fields. He is the accredited representative of some of the best known commercial corporations in Canada. The Colonial Office need have no hesitation in helping him in his work for I know he fully merits any confidence placed

in him.

I hope that it is in your power to help him in some way. I shall sincerely appreciate anything that you may be able to do for him.

Yours faithfully,

Principal.

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MACDONALD COLLEGE.

PRINCIPAL'S OFFICE

RAILWAY STATIONS, EXPRESS AND TELEGRAPH OFFICES:
STE. ANNE DE BELLEVUE, QUE.

POST OFFICE:
MACDONALD COLLEGE QUE., CANADA,

May 10th., 1922.

Sir Arthur Currie, LL.D., G.C.M.G., K.C.B.,
Principal, McGill University,
Montreal,
Que.

Dear Sir Arthur:-

I am returning Sir Robert Falconer's
letter.

I wrote sometime ago to the Colonial Office asking them to inform me of any appointments in the agricultural line that were open and advertised by the Colonial Office. I also asked if the Indian Office had any appointments of this nature. When at the Universities Conference in 1919, I brought this matter up, but as I have never received any information concerning appointments, I thought I had better write direct to the Colonial Office. They have been inquiring about one of our graduates, who is a native of the West Indies and who is applying for a post in British Guiana.

Should Mr. Furse come out to Canada, I hope he will call at Macdonald College.

Faithfully yours,

J. C. Harrison

Principal.

FCH:CL



COLONIAL OFFICE

DOWNING STREET, S.W.1.

13th April, 1922

Dear Sir Robert Falconer,

With reference to the letter I am sending you today regarding my proposed visit to Canada, I enclose a copy of a letter I have received from Professor F.C.Harrison, Principal of Macdonald College, with regard to appointments in the Colonial Service. As I understand that Macdonald College is affiliated to you, I thought it would be better to refer this letter to you and ask you, if you would be so kind as to give Professor Harrison such information about the scheme as you may think fit, as he would thereby learn much more than I could tell him by separate correspondence here. Perhaps you would also be kind enough to make him my apologies for keeping him so long without an answer. My reason was that I thought I should have information much earlier than this with regard to my tour and that I should have been able to have forwarded his letter to you at an earlier date. I have, however, been

Sir Robert Falconer, K.C.M.G.

CONFIDENTIAL OFFICE
DOWNING STREET, S.W.



been kept waiting from day to day, pending the authority from the Treasury, and the matter has consequently been delayed.

Yours sincerely,

R. S. Furse



CANADIAN PACIFIC R'Y. CO.'S TELEGRAPH

TELEGRAM

FORM T.D. 1 M.

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J. McMILLAN, Manager Telegraphs, Montreal.

I3raabr 42 Govt

Prioritya may 19th

Currie

Mcgill University Montreal

Your letter may 6th owing colleagues illness now very difficult
arrive in time to visit you before toronto stop would visit on
return from west about end june be convenient please wire reply
immediately

Furse Chapelries London England

10am

1 L U P

RECEIVED AT UPTOWN BRANCH
CANADA CEMENT BLDG
PHONE UPTOWN 558



43
CANADIAN PACIFIC R.Y. CO.'S TELEGRAPH
TELEGRAM

FORM T. D. 3

CABLE CONNECTIONS TO ALL PARTS OF THE WORLD

J. McMILLAN, Manager Telegraphs, Montreal.

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Send the following Message, subject to the terms printed on the back hereof which are hereby agreed to:

May 19 1922

Furse

Chapelries London

Some suggested visit satisfactory

Currie

W. J. CAMP, Assistant Manager, Montreal, Que.
D. H. BOWEN, Supt., Sudbury, Ont.
C. L. LEIGHTY, Supt., Toronto, Ont.
W. D. NEIL, Supt., Montreal, Que.
A. C. FRASER, Supt., St. John, N.B.

W. MARSHALL, Assistant Manager, Winnipeg, Man.
R. N. YOUNG, Supt., Vancouver, B.C.
D. L. HOWARD, Supt., Calgary, Alta.
D. COONS, Supt., Moose Jaw, Sask.
E. M. PAYNE, Supt., Winnipeg, Man.

APPROVED BY THE BOARD OF RAILWAY COMMISSIONERS FOR CANADA UNDER ORDER 162.
DATED MARCH 30, 1916.

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No employee of the Company shall vary the foregoing.

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DAY LETTERS may be forwarded by the Telegraph Company as a deferred service and the transmission and delivery of such DAY LETTERS are, in all respects, subordinate to the priority of transmission and delivery of full-rate messages.

DAY LETTERS shall be written in plain English, or in French. Code language is not permitted.

DAY LETTERS may be delivered by the Telegraph Company by telephoning the same to the addresses, and such deliveries shall be a complete discharge of the obligation of the Telegraph Company to deliver.

DAY LETTERS are received subject to the express understanding and agreement that the Company does not undertake that a DAY LETTER shall be delivered on the day of its date absolutely and at all events; but that the Company's obligation in this respect is subject to the condition that there shall remain sufficient time for the transmission and delivery of such DAY LETTER on the day of its date during regular office hours, subject to the priority of the transmission of full-rate messages under the conditions named above.



COLONIAL OFFICE,

DOWNING STREET, S.W. 1.

22nd May, 1922

Dear Sir Arthur Currie,

I write to thank you very much for your kind letter of May 6th and also for your telegram of the 19th, from which I gathered that it will be convenient to you if my visit is postponed until about the end of June. I accordingly telegraphed to you today to say that I will come to Montreal about that ^{time} ~~date~~. It is extremely kind of you to let me modify my programme in this way and I hope that the later date is fairly convenient to you.

My reason for having to change the programme is that my colleague here has had a sudden illness, which has necessitated his undergoing a severe operation. The doctors say that he cannot return to work for several weeks and in the circumstances it became necessary for me to postpone sailing as long as possible, in order to make the necessary arrangements for the work of my department to be carried on in my absence. At the same

time

General

Sir Arthur Currie, G.C.M.G., K.C.B.



Colonial Office

Downing Street, S.W. 1

time I had heard from Sir Robert Falconer that he wished me to be at Toronto not later than the 10th June, as that was the last date on which a Committee which he wanted me to attend could conveniently meet.

As you have so kindly arranged to let me postpone my visit and as I find that a later date will suit President Mackenzie of Dalhousie better than one at the beginning of my tour, I have arranged to sail on June 1st by the C.P.R. boat "Empress of France", arriving at Quebec on the 8th or early on the 9th at latest. I shall then go straight to the Toronto Committee and thence via London to Winnipeg for the Universities Conference on the 16th and 17th June.

From there I hope, if convenient to the authorities on your side, to visit Saskatoon, Edmonton and Vancouver, returning thence to Ottawa to pay my respects to the Governor-General, and then if I may ^{to} visit you and also Queen's University, Kingston, if agreeable ^{to the Principal}. After that I hope to visit Dalhousie and such others of the universities in the maritime

provinces



COLONIAL OFFICE,

DOWNING STREET, S.W. 1

provinces as I can manage in the time and go to Laval last before sailing from Quebec on July 11th.

I am not sure from present information exactly what my programme will be after Winnipeg, and I shall probably not know until I have seen Sir Robert Falconer on June 10th. I will, however, communicate with you as soon as possible regarding the date for visiting you and if you have any further instructions for me, would you kindly send them to me at Toronto University by June 9th.

Thank you very much for saying you will take me to visit Macdonald College, which I should much like to do. I am very sorry that I made a mistake about that, but I was under the impression that Macdonald College was connected with ^{Toronto} ~~U.T.~~ University. I am writing direct to Dr. Harrison, saying that I hope to have an opportunity of meeting him.

Many thanks for your kindness in this matter,

Believe me,

Yours faithfully,

R. S. Furse



May 30th 1922.

My dear General,

I think you must have met Major Furse, the head of the Appointments Branch at the Colonial Office when you were over here for the Universities Conference last summer, but in case you did not this is to commend him very warmly to you personally. I know his mission is one with which you sympathise and which if successful will add a new interest and outlook to Canadian University life.

With kind regards,

Yours sincerely

General Sir Arthur Currie, GCMG., KCB.,
McGill University



COLONIAL OFFICE,

DOWNING STREET, S.W.1

31st May, 1922.

Dear Sir Arthur,

I am sending this note out by Furse to say how pleased I was on my return recently from the West Indies to learn of the progress that had been made with the scheme we discussed last summer for facilitating the entry of Canadian graduates into the Colonial Services.

I very much appreciate the trouble which you and those associated with you have taken so far to give effect to this idea. I hope you will find it possible to conclude satisfactory arrangements this summer, and that the scheme will bear good fruit in the future.

F. Murray
Edwards

General Sir Arthur Currie, G.C.M.G., K.C.B.

COLONIAL OFFICE,
DOWNING STREET, S.W.1.

Chateau Laurier

Ottawa

June -13

Dear Sir Arthur Currie

with reference to the scheme for
 dealing with the entry of
 Canadian candidates into the
 Colonial Service I write to say
 that so far as I can arrange
 by programme ahead of
 night to get to Montreal at
 the beginning of July & if convenient
 to you I shall hope to see
 you on Monday July 3rd.
 I may perhaps meet you at
 the Universities' conference at

They had 6 or 7 candidates.
 I miss my heady June
 P.S. please excuse my
 haste
 Currie



Winnipeg - for which I am
leaving here tonight, but if
I doubt I will communicate with
you again a bit before the
time of reaching Montreal.

I have had to change my plan
again & will leave here tonight
in order to see the Governor
General before he leaves
Ottawa. I go on to the Fort

Garry Hotel Winnipeg till the
17th. Then on to Saskatoon
& Edmonton - then Vancouver
back via Chicago to Kingston -
then to Montreal.

We have made quite a
good start at Toronto, where

July 5th, 1922.

Edward Wood, Esq.,
Colonial Office,
Downing Street,
London, S.W.1.

My dear Mr. Wood:-

I have just said goodbye to Major Furse, having left him at the University of Montreal which is the principal French-Canadian University of this Province. I hope he succeeds in interesting them, because it would be a very good thing if some Colonial appointments could be filled by French-Canadians. It would indicate to them in a positive way that they were regarded as just as good British subjects as any others.

Major Furse leaves this afternoon to visit Dalhousie University in Nova Scotia. His visit to the Conference of Canadian Universities at Winnipeg was very much appreciated and I am sure will result in much good. He is satisfied with what he has been able to accomplish on the trip and I believe has succeeded in making workable arrangements.

With all good wishes, I am,

Yours faithfully,

July 5th, 1922.

Colonel L.S. Amery,
The Admiralty,
London, S.W.

My dear Colonel:-

I have just said goodbye to Major Furse, who leaves this afternoon to visit Dalhousie University in Nova Scotia.

Major Furse's visit to the Conference of Canadian Universities held at Winnipeg was much appreciated and I believe will result in much good. I am very glad indeed that he had the time to go right through to the coast. He is quite satisfied with the result of his visit and I believe has succeeded in completing the details of a workable arrangement.

May I offer my warm congratulations on the honour which has come to you in being made a Privy Councillor.

Cordially reciprocating your good wishes, I am,

Yours faithfully,



July 24th 1922.

My dear Currie,

I was very glad to hear from you that Major Furse did good work at the Winnipeg Conference. I think he has returned very satisfied with his trip and I hope we shall have succeeded in starting something that will add to the careers open to adventurous youth at your Universities as well as ~~to~~ have done something which in the long run will help to strengthen Canada's realisation of the fact that she owns an Empire.

I have given a line of introduction to you to Neville Chamberlain, Mr. Joseph Chamberlain's second son. He has taken, among many other public activities, a great interest in the development of Birmingham University and I am sure you will like to meet him.

Many thanks for your kind line of congratulations on my Privy Councillorship.

Yours sincerely
Hoare



With kind regards

Yours sincerely,

General Sir A.W. Currie, GCMG., KCB.,
McGill University
Montreal.

July
Thirty-first
1922.

Major Furse,
Colonial Office,
London, ENGLAND.

My dear Major:

This will serve as a introduction of Professor T.H. Matthews, about whom I spoke with you when we consulted together in Montreal.

I have not given Professor Matthews much of an outline of what we are going to ask him to do, but have told him that you would give him all necessary information.

You will recall that I told you Mr. Matthews served in the Navy during the war and that he was born and educated in the Old Country.

With all good wishes, I am,

Ever yours faithfully,

Principal.



Downing Street,

S.W.1.

31st July, 1922.

Dear Sir Arthur Currie,

I write to thank you for your letter with regard to Major Furse's tour in Canada, which I was very glad to receive. I have postponed answering it until I had an opportunity of speaking to Furse on his return. I hope, from what he says, that the scheme for the selection of Canadian graduates has been successfully launched, and he has also told me of your great kindness to him during his time in Canada.

I should like, on behalf of Mr. Churchill and myself, to send you our very warm thanks for the trouble you have taken and the great assistance you have been to us in this matter. It is, of course, only a modest experiment, but I am hopeful that, if the arrangements which have been made can be successfully worked in the future, we may achieve results which will benefit the Empire as a whole to a degree out of all proportion to the actual number of men who may be selected.



I can assure you that Mr. Churchill and I will watch the development of the scheme with the greatest interest and on our side will do all in our power to make it a success.

V. Lytton
Edward Home

General Sir Arthur Currie, G.C.M.G., K.C.B.

July
Thirty-first
1922.

Professor T. H. Matthews,
28 St. Sydwell's Avenue,
Exeter, ENGLAND.

My dear Matthews:

Before returning to Montreal, I wish you would call upon Major R.D. Furse, D.S.O., of the Colonial Office with respect to a matter which I discussed with him last year in England and this year in Montreal.

You probably know that the Colonial Office are anxious to throw open to University Graduates some of the positions in the Colonial Civil Service, particularly in the African Service. I have decided that it would be well to have all correspondence in connection therewith dealt with by one of the Professors at the University, and I thought of asking you to take upon yourself this work. When Major Furse was here, I told him that I would ask you to do it, and that I would also write you and ask you to call upon him. He will tell you the negotiations that have been already completed, and also the plans for the future. There is no doubt that a few students on graduating will be interested in this, and my intention is that they shall get from you all the required information.

I hope that you have had a pleasant vacation.

I am attaching herewith a letter which you may present to Major Furse.

Yours faithfully,

Principal.

Enc.

Aug 15th 1922.

The Principal,
McGill University.



Sir,

I have just received your letter of July 31st concerning appointments in the Colonial service. I will present your letter to Bayor Furse and shall be pleased to act in the advisory capacity you suggest.

We have had a very pleasant tour.

With kind regards,
yours very sincerely

J. H. Matthews.



COLONIAL OFFICE,

DOWNING STREET, S.W.1.

14th September, 1922

Dear Sir Arthur Currie,

Professor T.H. Matthews called on me the other day bringing a letter of introduction from you. I understand that he will act as liaison officer to us at McGill University and I am very glad he was able to come and see me. I have had two longish talks with him and have given him all the information I can and supply of papers etc. for his use.

So far as I can tell I think he fully understands what is required and I am sure he will be most useful in helping the matter forward.

As far as tangible results go, we have, of course, not done very much this year, but you may like to know that one of the candidates recommended under the new machinery by Toronto University has been offered an appointment on the West African Medical Staff; and a West Indian, who has been trained at Macdonald College under Professor Harrison and who was interviewed

on



on our behalf by the Central Dominion Selection Committee has also been offered an appointment in the Agricultural Department of Mauritius. Two other candidates recommended by the Central Board are also receiving careful consideration, but one of them is a specialist and rather difficult to place, and the other will probably prefer to continue his studies for another year before actually standing. We are in correspondence with both.

So you will see that we have actually made a start.

With all good wishes and with my renewed thanks for your great kindness to me in Canada,

Believe me,

Yours very truly,

R. S. Sturges

134

Colonel

October
Eighteenth
1922.

Dr. F. C. Harrison,
Principal, Macdonald College,
Ste. Anne de Bellevue, Que.

Dear Dr. Harrison:-

The clipping attached to your letter of the 14th of October is indeed interesting and enlightening.

I am calling a meeting next Monday afternoon at four o'clock of a committee to deal with the project placed before the Conference of Canadian Universities by Major Furse. I had Professor Matthews call on Major Furse while he was in England this year and he will act as the representative of the Colonial Office at McGill and also as the Secretary of our Committee. I have asked Dr. Whitnall and Dr. Bancroft to serve on the Committee and I would like you to serve also.

After the meeting is over I would like to discuss with you further the matter of additional propaganda by the College.

Yours faithfully,

Principal.

Copy
Communications on this subject
should be addressed to—

THE ASSISTANT PRIVATE SECRETARY
(APPOINTMENTS),
COLONIAL OFFICE,
LONDON, S.W.1,

and the following
Number quoted :



Downing Street,

8th June, 1923.

Dear

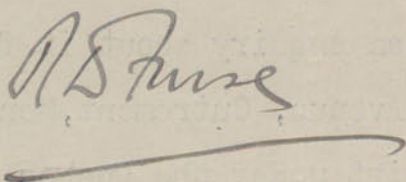
Professor Matthews

There is a vacancy for an Assistant Analyst in Ceylon of which particulars are enclosed. I have received an enquiry about it from a Mr. H. P. Foran of 733 Outremont Avenue, Outremont, Montreal, who is at present a Chemist under the Quebec Liquor Commission. He states that he entered McGill in 1913 and took a B.A. Degree with Honours in Chemistry and an M.Sc. Degree by Research. So far as we can tell from his letter, he seems to have had the sort of experience required and I have sent him a form of application, saying that if he wants to apply he should submit it to his official superior for transmission to this Office.

You will understand that, as he is in Government Service, we are obliged to deal with his application through official channels. At the same time it is very important for us to know what was thought of him at McGill, both as regards his scientific attainments and on
the

the personal side. If you could be so kind as to let me have a report on him stating whether your Committee can recommend him unreservedly for the appointment in question, I should be very grateful.

Yours sincerely,

A. S. Furse

PRINCE ALBERT - Sask.
July 4, 1923.

General Sir Arthur Curry,
G.C.M.G., K.C.B. D.S.O.
Principal, McGill University,
Montreal, Que.,

Dear General Curry:

On June 16th, 1922 there appeared in the local paper an article dealing with a Conference of University Heads held at Winnipeg, in which I noted that Major Furze, who was sent out by the British Secretary for the Colonies, emphasized the need that the British Government had for former officers of the Canadian Corps, to fill positions in the South African Colonies, Hong Kong and the Straits Settlement; these officers to be graduates of Canadian Universities, and familiar with administrative work and the development of agriculture.

I had intended writing to you in this connection some time ago, but the thought then occurred to me that the building up of this district is probably just as important as the development of any other part of the British Empire. However, the conditions here are not such as afford one an opportunity to eventually become a Governor.

Being of an adventurous nature, as no doubt you will recall from your knowledge of my service as a member of your staff in France, and in order to ascertain the true facts relative to these positions, I thought I would write you personally and get your views on the possibilities and opportunities offered by the British Government, either in the South African Colonies, Hong Kong or the Straits Settlement.

Any information you can give me on this matter will be greatly appreciated, which information I trust, will not inconvenience you at this late date.

With kind personal regards,

Sincerely yours,


Secretary
McGill Graduates Society of
Northern Saskatchewan.

July 13th, 1923.

Captain F.J. O'Leary, D.S.O.,
Prince Albert, Sask.

My dear O'Leary:-

You will excuse me if the rank is not quite right. I assure you that I remember you very well and would be very glad to support an application of yours for any position which the Secretary for the Colonies has opened to graduates of Canadian universities.

We have already had two McGill men accepted by them. One was a doctor who has entered the service in the West Indies and the other is a graduate of the Macdonald School of Agriculture and is also employed in the West Indies. There may be others but I cannot just recall if such is the case. I do not know whether any of the western universities have taken this matter up or not, but at McGill we have a Board before whom all candidates come. If this Board considers the application favourably the candidate is summoned to appear before the Dominion Board, made up of Mr. Justice Duff of the Supreme Court of Canada, Major-General Sir Willoughby Gwatkin, K.C.B. and Colonel Biggar, all of whom live in Ottawa.

I do not think that a letter of mine in support of your application would be sufficient. I think you must appear before some Board and I would suggest that you get in touch with the University

Captain O'Leary - 2 -

of Saskatchewan and appear before their Board. If you do, I shall be pleased to write a letter supporting your application.

I think the opportunity opens a field which you might find interesting to explore.

With all good wishes, I am,

Yours faithfully,

OSTLUND & BROWN
SUCCESSORS TO
H. OSTLUND
BARRISTER, SOLICITOR, AND NOTARY PUBLIC
SOLICITOR FOR { DISTRICT 18 UNITED MINE WORKERS OF AMERICA
IMPERIAL CANADIAN TRUST COMPANY
TOWN OF RAYMOND
MUNICIPAL DISTRICT OF WARNER No. 36
RYLANDS' BLOCK
LETHBRIDGE, ALBERTA

July-16/23.

Dr. Nicholson, L.L.D.,
Registrar, McGill University,
Montreal, P.Q.

Dear Sir:-

I noticed an Article in Saturday's Newspaper, concerning the appointment of Graduates from Canadian Universities, to positions in the Colonial Department. I understand that great weight will be attached to any recommendation which might be given by the respective Universities, and I am taking the liberty to inform you that I would be very much pleased to obtain a position in the above named Department.

Your records will show that I graduated from the Faculty of Law, at McGill, in the Spring of '21, receiving the Degree of B.C.L. at that time. Ever since graduation I have been connected with the above Firm.

As far as my College record is concerned you are in the best position to see for yourself from the statistics you have. If you desire any refernces as to my progress and conduct in Alberta, you are at liberty to refer to the Hon, R.B.Bennet, of Calgary; the Hon. Mr. Justice Stuart, of the Appellate Division, also of Calgary; and to the Senior member of the firm, Mr. H. Ostlund, of Lethbridge.

Dr. Nicholson, L.L.D.,

I would be greatly obliged to you, if you would look into the above matter for me and I will feel vvery much indebted to you for anything you might do.

I am,

Yours respectfully,

Max E. Moscovich

MEM/M.

July 24th, 1923.

M.E. Moscovich, Esq.,
C/o. Ostlund & Brown,
Lethbridge, Alta.

Dear Sir:-

Your letter of July 16th addressed to Dr. Nicholson with reference to the appointment of graduates of Canadian Universities to positions in the Colonial Civil Service has been passed to me for reply.

Our understanding is that at each Canadian University a Board has been appointed before whom candidates must appear. As you cannot appear before the Board at McGill University your best plan would be to apply to the University of Alberta. If this Board considers your application favourably you will be summoned to appear before the Dominion Board, made up of Mr. Justice Duff of the Supreme Court of Canada, Major-General Sir Willoughby Gwatkin, K.C.B., and Colonel Biggar, all of whom live in Ottawa.

If you desire, I shall be very pleased to send you a statement of your record at McGill.

Yours faithfully,



November 20th 1923.

My dear Sir Arthur,

Following the same lines as those on which I have already been in touch with you as to getting graduates of McGill to enter the Colonial Civil Service, I have been discussing with the Director of our Naval Medical Services the possibility of drawing upon your admirable medical school for a few naval surgeons. He has gone into the matter with Commodore Hose, the Director of Naval Services in Canada, during his visit in connexion with the Imperial Conference and has furnished Commodore Hose with the conditions of entry etc. May I suggest your getting in touch with Commodore Hose when he returns in case the idea is likely to appeal to any of your medical graduates?

Yours sincerely,

Isamery

General
Sir Arthur Currie,
GCMG., KCB.,

December 4th, 1923.

Right Hon. L. S. Amery,
First Lord of the Admiralty,
Whitehall, London, England.

My dear Colonel Amery:-

Let me acknowledge with
thanks receipt of your letter of November 20th.

I shall at once get in
touch with Commodore Rose and will help him in
every way I can to fill any requirements of your
Naval Medical Services.

We are all watching with
a great deal of interest the political campaign
now being waged in Great Britain, and more than
one of us are giving you the credit for having
forced the Prime Minister to fight this battle
on the protection issue.

With all good wishes for
your personal success and for the success of your
policy, I am,

Ever yours faithfully,

July 7th, 1925.

J. M. Macdonnell, Esq.,
C/o. National Trust Company, Limited,
Montreal.

My dear Macdonnell:-

I am enclosing herewith an application from Mr. Hawkins for educational appointment under the Colonial Office, together with letters from Mr. Hawkins, Major Furse and particulars of the appointment Mr. Hawkins seeks.

The other members of the Selection Committee are at present out of Montreal and beyond reach, so that, after consulting Colonel Bovsky, whose name is mentioned by Mr. Hawkins, I have personally taken the responsibility of forwarding the application direct to you. I would ask you to accept my approval as that of the McGill committee, since Mr. Hawkins is anxious for a speedy change.

I hope you are having a pleasant vacation.

Yours sincerely,

Secretary, McGill Committee.

September 29, 1925.

Dr. R. Bruce Taylor,
Principal, Queen's University,
Kingston, Ont.

Dear Dr. Bruce Taylor:-

I was in Ottawa recently at a meeting of the Professional Institute of Civil Servants, and I was requested to endeavour to enlist the co-operation of the Universities in a plan by which some of the civil servants hoped to be able to improve their positions.

As matters stand at present the civil servants get three weeks holiday with pay, and any further periods are either allowed without pay or are not allowed at all. Quite a number of them are anxious to attend the summer courses now being held at the Universities, but as most of these courses last for six weeks, it is not possible for the civil servants to attain their object. It was suggested at the meeting that we might be willing to join in making a representation to the Commission, proposing that a civil servant who desired to attend a summer course at his own expense might get three weeks additional holiday with pay for the purpose. Certificates showing attendance would of course have to be shown.

I should be very much obliged if you would let me know what your reaction to this suggestion is. I am quite sure that this University would be glad to do anything possible, and as I expect to be seeing Dr. Roach early next month I should be glad to take up with him the best method of approach.

Yours faithfully,

Wilfrid Bovey.

September, 29, 1925.

Brig.-General C. H. Mitchell, C.M.G.
Dean of the Faculty of Applied Science,
University of Toronto.

Dear General Mitchell:-

I was in Ottawa recently at a meeting of the Professional Institute of Civil Servants, and I was requested to endeavour to enlist the co-operation of the Universities in a plan by which some of the civil servants hoped to be able to improve their positions.

As matters stand at present the civil servants get three weeks holiday with pay, and any further periods are either allowed without pay or are not allowed at all. Quite a number of them are anxious to attend the summer courses now being held at the Universities, but as most of these courses last for six weeks, it is not possible for the civil servants to attain their object. It was suggested at the meeting that we might be willing to join in making a representation to the Commission, proposing that a civil servant who desired to attend a summer course at his own expense might get three weeks additional holiday with pay for the purpose. Certificates showing attendance would of course have to be shown.

I should be very much obliged if you would let me know what your reaction to this suggestion is. I am quite sure that this University would be glad to do anything possible, and as I expect to be seeing Dr. Roche early next month I should be glad to take up with him the best method of approach.

Yours faithfully,

Wilfrid Bovey.

March 9th, 1926.

Dr. W. L. Grant,
Principal, Upper Canada College,
Toronto, Ont.

My dear Principal Grant:-

I beg to acknowledge your letter of March 4th with reference to Colonial Office Appointments.

The present scheme was introduced about four years ago to recruit candidates for the Colonial Service from Canadian universities. The branches to which candidates may be appointed are:

- (1) Administrative
- (2) Medical
- (3) Scientific (Geologists, Chemists, Agriculturists).

In each of the larger Canadian Universities a Selection Committee interviews candidates and, if it approves of them, forwards the applications to a Central Committee of which Mr. J. M. Macdonnell of the National Trust Company of Montreal is the Secretary. This Central Committee may forward the candidate's name to the Colonial Office, where it is added to the regular list and considered when any suitable vacancy in the Service arises.

The Colonial Office at present is, I understand, willing to consider first class agricultural officers and medical men and would also like to obtain one or two Canadians annually for the Administrative Branch if really good men

Dr. W. L. Grant - 2 -

of the right type were available.

Three McGill men have entered the Agricultural Branch since the scheme was started, but were not treated strictly according to the above scheme, owing to their being in England when they applied, or to living far from McGill. In such cases, however, the Colonial Office makes use of the established machinery for obtaining particulars of the candidates. We have three or four candidates applying at the moment. Last summer Major Furse, the Private Secretary (Appointments) in London, gave a good account of the McGill men in the Service.

The Liaison officer for Toronto University is, I believe, Mr. A. B. Fennell, M.C., Registrar's Office.

I trust the above covers everything you wish to know, and with all good wishes, I am,

Yours faithfully,

UPPER CANADA COLLEGE,
TORONTO, 5

March 4th, 1926.

Dear Sir Arthur Currie:-

You will remember that some years ago an attempt was made by the Colonial Office to get Canadian university candidates for the Colonial Civil Service of the Empire, more especially in Africa. I know that certain difficulties were encountered, and that the Colonial Office was unable to take as many candidates as it had expected. I shall be very grateful if you will let me know the present situation, and what records have been made by such candidates, if any, as have been sent by the University of McGill.

Yours sincerely,

Sir Arthur Currie, G.C.M.G.,

The University of McGill

Montreal, P.Q.

W. E. East

W. E. East
W. E. East

*Please suggest
the reply*

6/3/26.

A. W. Currie

June 17th, 1926.

William Popp, Esq.,
105 Macdonald Avenue,
Winnipeg, Manitoba.

Dear Mr. Popp:-

The Secretary of the Central
Selection Committee has informed me that the
Committee has regretfully decided not to forward
your application for a Colonial Office appointment.

Yours faithfully,

June 17th, 1926.

Dr. David Berman,
Antioch College,
Yellow Springs, Ohio.

Dear Dr. Berman:-

The Secretary of the Central
Selection Committee has informed me that the
Committee has regretfully decided not to forward
your application for a Colonial Office appointment.

Yours faithfully,

Colonial Office Appts

September 28, 1926.

Arthur P. Sladen, Esq., C.M.G.,
Government House,
Ottawa.

Dear Mr. Sladen:-

It is with regret that I forward to you the enclosed copy of a letter received from the head of our Department of Mining Engineering. It contains a complaint concerning a delay in the transmission of documents resulting in serious prejudice to an extremely promising young man.

I need not remind you that when the Secretary of State for the Colonies decided upon the policy of naming Canadians to posts in his office, the matter was regarded as of sufficient importance to warrant him in making a personal visit. It was indicated at that time that if the system were to be a success, all concerned must co-operate to the best of their ability. So far as I know, the University has fulfilled its obligations in this regard. Here unfortunately is a case where someone has evidently failed. Mr. Walter was an exceptionally good candidate; it is quite evident that a delay at some point has not only prevented him from obtaining a good position, but has lost the Colonial Office a valuable servant.

I am sorry to trouble you, but in view of the formal nature of this complaint I have no option but to ask in all deference that the matter be investigated and that I be advised as to the result.

Yours faithfully,

Principal.

Wilfrid Bovey.

September 28, 1926.

Colonel P.K. Hodgson,
Travellers' Club,
London, England.

CONFIDENTIAL.

My dear Pat:-

Many thanks for your letter of the 17th inst.
Sir Arthur is much obliged and is acting on your suggestion.

Kind regards and best wishes,

Yours sincerely,

Wilfrid Bovey.

TEL. KENSINGTON 4511.

Confidential.

FLAT B

23 STANHOPE GARDENS

S.W.7.

September 17. 1924

My dear Boney

I received your letter this morning. Certainly Walker's case is a bad show and I don't understand how the letter came to be held up in the Governor General's office. I don't think Sladen may possibly have never seen it and it was opened and unlocked by a clerk: but of course I don't know.

My advice would be for Sir Arthur to write himself a strong letter of protest to Sladen, enclosing Mr. Porter's complaint. ~~Requesting~~ and asking for an explanation. That would probably have the desired effect and prevent any repetition. But if it should occur again, the only course would be for Sir Arthur

to complain personally to the Governor General. But I feel
that if Sluder's attention is finally drawn to the case and
nothing more should be necessary.

Yours sincerely

Patric Hodgson

JOHN BONSALL PORTER, E.M., D.Sc.,
MEM. INST. C. E., ETC. PROFESSOR.
JOHN W. BELL, M.Sc.
ASSOC. PROFESSOR.
WILLI ERLBORN, M.Sc.
LECTURER.

DEPARTMENT OF MINING ENGINEERING
MCGILL UNIVERSITY
MONTREAL

30 July 1926.

Dear Col Bovey,

I beg to refer to you a matter which I think is worthy of action.

Early in May - one of my research fellows - A. J. P. Walter - a graduate of 1925 and MSc of 1926 - received a letter from his father who is Statistician General for the confederation of East African Colonies advising him to apply to the Colonial Office for a position in Africa which was in the gift of the Government.

The position was a very good one Walter was told that certain influences had been brought to bear which would result in his getting the post if he could submit the necessary letters of recommendation etc. and he was sent the proper form to have filled out etc.

Walter made application at once and backed it up with letters from Dean Mackay - Prof Graham and

JOHN BONSALL PORTER, E.M., D.Sc.,
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LECTURER.

DEPARTMENT OF MINING ENGINEERING
MCGILL UNIVERSITY
MONTREAL

myself. together with all sorts of formal papers such as birth certificate - certificate from the University etc and sent these to the Governor general's office Ottawa as the forms instructed that all applications must be sent to the Colonial office through the G.G. The papers went to the G.G. on the 12th of May from my office with a letter asking that they be forwarded as soon as possible.

Four weeks later Walter went to Ottawa and found that the papers had not been forwarded and I at once tried to stir them up through Parmalee who apparently had something to do ~~with~~ in the matter.

I also wrote to the Colonial office on Walter's behalf.

I am now in receipt of a letter from the Private Secretary (appointments)

JOHN BONSALL PORTER, E.M., D.Sc.,
MEM. INST. C.E., ETC. PROFESSOR.
JOHN W. BELL, M.Sc.
ASSOC. PROFESSOR.
WILLI ERLBORN, M.Sc.
LECTURER.

DEPARTMENT OF MINING ENGINEERING
MCGILL UNIVERSITY
MONTREAL

Col. Office 38 Old Queen St London
saying that on July 6th Mr Walter's
papers had not yet arrived and that
another candidate had if necessity been
appointed.

There is little or no doubt that Walter
would have got the job had the
G. G.'s office acted with reasonable
promptness and thus we should
have had a good McGill man
planted in a new and important
district.

Under the circumstances I think
you or Sir Arthur should make a
row. I have positive information
that the papers reached Ottawa
on 13th May and had not left
on 18th June and Carmichael tells
me that he only kept them three
days.

Very truly yours,

John Bonsall Porter

Students

November 3rd, 1926.

Dr. Gerald Olmsted,
Children's Hospital,
Philadelphia, Pa.

Dear Dr. Olmsted:-

Let me acknowledge receipt of
your letter of November 1st.

I regret that the Committee
which has to do with the forwarding of recommendations
for positions in the Colonial services found it in-
advisable to forward yours. Let me say that I have
always been a member of the Committee which deals with
applications by McGill men. In fact I had much to do
with inducing the Colonial Office to admit the graduates
of Canadian universities to these positions. The
Colonial Office attaches a very great deal of importance
to the selection of these candidates after personal
interview and it was on that point that I had some
difficulty in persuading them that we can pick the men
just as well here. We have always insisted on an
unusually high standard because we wished to establish
and maintain the confidence of the Colonial Office.

The Committee has never yet given
to a candidate the reasons why his application was not
forwarded and I am quite sure they never will. If you
give the matter a little more thought you will see that
it is quite impossible for a Committee to put itself
in a position where it must explain to every candidate
the exact reason why his application was not recommended.
I can, however, give you the assurance that there was
nothing whatever against your personal character, nor
the slightest suspicion that you would ever do anything
to bring discredit upon yourself or dishonour upon your
university. Not at all; it was considered that you had
many excellent social qualities.

Dr. Olmsted

- 2 -

I am very sorry that you are disappointed, but I hope the feeling will be only temporary. Frankly it seems to me that the position which you were seeking did not offer many opportunities for you to make a name for yourself in your profession.

With all kind wishes, I am,

Yours faithfully,

Principal.



Childrens Hospital
of Philadelphia
Nov 1st/x

Dear Sir Arthur .

I was very disappointed
to hear that the
Committee had refused
to forward my application
for an appointment in
the British Colonial Service

I had hoped that my
standing at McGill, which
was not exceptional - was
nothing to be ashamed
of and that my College

at least would do me the
honour of reading my
application in - I am
quite sure that you
could trust me never to
bring dishonour upon
McGill -

This appointment meant
a great deal to me ~~and~~ in
my career and it is
a very bitter disappointment
to me - to think that
McGill would turn me
down -

May I inquire the reason
for this refusal? Was it
on personal reasons or
was my ability not

3
Considered of sufficient
worth for such a position?

As I stated in my application
since my graduation in '25
I have been doing Post Graduate
work abroad - until four
months ago and I hope
I should be able to hold
down any appointment I
should receive creditably.

I would appreciate it
very much Sir Arthur,
if you would give
this your personal
attention - and see if
the decision could

not be reconsidered
I assure you that it
means a very great
deal to me -

Thanking you very
much, I remain
yours respectfully,

Gerald Ostrud

P.S.

I am writing to you as
a friend as I know you
are always willing to listen
to the troubles of any of the
Students - and I hope
you will forgive me
for taking up your time
JMO

February 23, 1927.

Ronald W. Stuckey, Esq.,
Department of Agriculture,
Macdonald College,
Ste. Anne de Bellevue, P.Q.

Dear Mr. Stuckey:-

I am returning herewith the memorandum
belonging to you which I asked you to leave with me the
other day.

Yours faithfully,

Principal.

February 23, 1927.

Professor T.H. Matthews,
Faculty of Arts,
McGill University.

Dear Professor Matthews:-

I interviewed Mr. Ronald W. Stuckey at Macdonald College last Monday and shall join in recommending him with much pleasure.

I think his application to the Colonial Office a very reasonable one and I think we should take what steps we can to see that they thoroughly appreciate what it is. He is applying for a "general agricultural scholarship". According to the instructions issued (Memorandum 280, Part IX, Section 2, Sub-section (ii)) it is stated:-

"In the case of a scholarship in general agriculture, the first year will usually be devoted to training in the economic side of agriculture, experimental work, genetics, or other branch of agricultural science. The second year will normally be spent as in the case of research scholars."

Stuckey is asking that his final year at Macdonald College count as the first year mentioned in the above sub-section. To this request I think the Colonial Office should agree. You might take it up with Purse.

By the way, Stuckey is a nephew of Lieutenant Colonel M.O. Clark who was a Brigade Major with us for a year and who I knew and liked very well.

Yours faithfully,

C O P Y

38, Old Queen Street,
Westminster, S.W.1

31 March, 1927

Dear Professor Matthews,

I have just got back from sick leave and have received your letter of the 26th February, with enclosures, relating to the case of Dr. J.G.M. Olmsted, and am very much obliged to you for sending us such full information, which will help us in explaining the circumstances to Dr. Pearce, the Chief Medical Officer of the Bahamas.

I am sorry to learn, though, from your letter that your Selection Committee were disappointed at our asking for your reasons for turning down Dr. Olmsted's application. I think they must have misunderstood the position, and I am anxious that any misconception should be cleared up at once.

We had, and have, no intention of departing from our custom of accepting without question the decision of your Committee on an individual case. But as in your letter of January 27th you were kind enough to offer to send us the Committee's reasons for the rejection of Dr. Olmsted, we thought it best to take advantage of your willingness to do

PROFESSOR T.H. MATTHEWS.

do so, in order that we might be in a better position to explain to the Chief Medical Officer of the Bahamas why a man recommended by him had been rejected. I do not think, though, that even in such a case we should have asked you if you had not mentioned the matter in your own letter. I see that that letter is in manuscript, and it occurs to me that you had not kept a copy of it, and might therefore have forgotten the last sentence of it. In that case you would naturally be rather surprised at our departing from our usual custom. I therefore enclose a copy of your letter of January 27th, and should be grateful if you would explain the whole matter to your Committee as soon as possible, as the last thing that was in our minds was to appear to question their decision in any way whatever.

Yours sincerely,



Personal

38, OLD QUEEN STREET,
LONDON, S.W.1

31st March, 1927

Dear Sir Arthur,

I gather from Professor Matthews that the Selection Committee of the McGill University, which deals with applicants for the Colonial Service under our special scheme, rather took exception to our having asked if they would let us know their reasons for rejecting an application from a Dr. J.G.M. Olmsted.

I am anxious to remove any misunderstanding which may have arisen, and, as I know the interest you take in this scheme, I think I had better trouble you with a short explanation.

Dr. Olmsted was recommended for an appointment in the Bahamas Medical Service by the Chief Medical Officer of that Service, Dr. Pearce.

In a letter which Matthews wrote me on January 27th with regard to this case, he ended up by saying: "If you wish to know the Committee's opinion of Dr. Olmsted, and

GENERAL SIR ARTHUR CURRIE,
G.C.M.G., K.C.B.

their reasons for rejecting him, I shall be very pleased to send them."

In view of this offer, and of the fact that the Chief Medical Officer had recommended the man, I thought we had better take advantage of Professor Matthews' willingness to supply the information, in order to be in a better position to explain to the Governor why the recommendation of his Chief Medical Officer had been turned down.

I ^{did} ~~do~~ not imagine that Professor Matthews would have made this offer, if it was likely to embarrass your Committee in any way.

I want you and your Committee to understand our special reasons for asking in this case, and to realise that we had, and have, no intention of departing from our custom of accepting your Committee's decision on such matters without question.

I have therefore written a letter to Professor Matthews, of which I send you a copy, and I hope this will put the matter straight.

Perhaps I may hardly add that I entirely agree with the decision which your Committee took.

I wish I could get another opportunity of going to Canada and seeing you, but I am afraid I can see no chance of this in the future.

With kind regards,

Yours sincerely,

N. S. Fernal

April 8th, 1927.

Lieut.-Colonel Alexander Macmillan, D.S.O.,
Saint John, N. B.

My dear Colonel:-

I am going to impose on your good nature and ask you to advise me in a certain matter.

Making application for a Coloneial Medical appointment is a young fellow known as John Merrill Cruikshank of Saint John, who graduated from McGill in the year 1925. While here he had a good record and was well regarded by everyone, including his fellow students and professors. Since then he has been an Interne in several hospitals and lately has been Ship Surgeon on the Canadian Government Merchant Marine S.S. "Canadian Fisher". We are very particular as to those whom we recommend to the Colonial Office, because it was I who induced the Secretary of State for the Dominions to admit Canadians to the British Civil Service. Mr. Cruikshank's father is John Percy Cruikshank, Manager of McAvity's Iron and Brass Foundry, and his address is 12 Olive Street, Saint John West. His mother's maiden name was Janet Ethel Crombie. What I want you to do, Colonel, is to tell me whether the family are what you and I would call 'decent people'.

I am going up to Ottawa tomorrow to attend a little dinner of the Infantry Association. We all miss Byng's Vimy dinners.

Yours faithfully,

April 13th, 1927.

Lieut.-Colonel A. McMillan,
Saint John, N. B.

My dear Colonel:-

I appreciate greatly your kindness in giving me your opinion of Cruikshank.

We had a very good time in Ottawa on Saturday. George Kilpatrick spoke very nicely in proposing the toast to the fallen comrades, and the only other speeches made were by Ralston and myself. He proposed a toast to the Canadian Corps and I responded. There were about 200 present but a very different group than one has been accustomed to see at the Vimy dinners in Ottawa. The Infantry Association and the Medical Association held their annual meetings there last week end and the dinner was composed of many of them. However, the old gang foregathered in other rooms after the banquet broke up and enjoyed themselves in the usual way.

Please remember me kindly to all my Saint John friends.

Yours faithfully,

April 14, 1927.

R.D. Furse, Esq.,
38 Old Queen Street,
London, S.W.1.

Personal.

My dear Major:-

Thank you very much for your letter of March 31st. I think I understand the position thoroughly. I can imagine that when Professor Matthews offered to give to you the reasons of the Committee for refusing to recommend Dr. Olmsted he merely wished to emphasize that in our opinion these reasons were good and sufficient. You can well understand that it may sometimes be impolitic to state the reasons very definitely. I think we felt that way in this case, because we gathered the impression that some of Dr. Olmsted's social friends were pressing his appointment.

My Committee takes its obligation to you in a very serious way. We are fully determined never to recommend anyone unless we can unqualifiedly do so. It so happens that we were all in the army and we saw there the evil results that followed the promotion of officers solely because social friends were urgent. I know this the way in which you would wish us to act.

While Dr. Pearce seems keen to have Dr. Olmsted as his assistant, we were unable to get an unqualified recommendation from any school in which Dr. Olmsted did undergraduate or post graduate work. Socially he would be quite popular; may be that is the kind of a man Dr. Pearce would like to have, but it is not the kind of a man our Committee will recommend, unless he has in addition other very necessary qualifications.

R.D. Furse, Esq.

We shall probably make mistakes and some of our men will doubtless prove disappointments to you, but you can always rest assured that our recommendations will be just and impartial.

I cordially share your hope that you may have another opportunity of coming again to Canada.

Ever yours faithfully,

Principal.

June 20th, 1927.

Major J. M. Macdonnell,
National Trust Company,
Montreal, Que.

Dear Major Macdonnell:-

I am forwarding herewith an application for a Colonial Medical appointment from Arthur Gregory Boswell James. To this application are attached certain certificates as to character and ability of the applicant.

I may say that Dr. James enjoys the respect and confidence of all those at McGill University with whom he has come in contact. His work has steadily improved while here and I know it has been a pleasure to give him recommendations. Dr. Martin, Dr. Chipman, Dr. Howard and Dr. Archibald are all senior professors in the Department of Medicine and never give recommendations unless they are fully satisfied that the applicant is worthy in every way.

Yours faithfully,

Principal.



Personal

38, Old Queen Street,
Westminster, S.W.1
22nd July 1927

Dear Sir Arthur,

It is very much on my conscience that I have not thanked you before for your letter of April 14th with regard to the case of Doctor Olmstead, but you will probably have heard that in the meanwhile we have been having the first Colonial Conference here. It has been most interesting, and a great success, but it has involved a tremendous lot of extra work, which ^{has} made it impossible for me to get anywhere near level with my correspondence.

I am very much obliged to you for all the trouble you have taken about the case of Dr. Olmstead. We entirely appreciate the position of your Committee, and are in full agreement with the line it takes in these matters.

With all good wishes.

Yours sincerely,

GENERAL SIR ARTHUR CURRIE,
G.C.M.G., K.C.B.

Communications on this subject
should be addressed to—

THE PRIVATE SECRETARY
(APPOINTMENTS),
COLONIAL OFFICE,
LONDON, S.W.1,

and the following 11655
Number quoted: Appts.



9th September, 1927.

Sir,

I am desired to thank you for your letter of
the 9th of August and to say that the Secretary of State
will be glad to learn that the proposed arrangements re-
garding Mr. Stuckey are satisfactory.

I am,

Sir,

Your obedient servant,

THE PRINCIPAL AND VICE CHANCELLOR,
MCGILL UNIVERSITY.

NATIONAL TRUST COMPANY, LIMITED
MONTREAL

Oct. 18th, 1927

Sir Arthur Currie, G.C.M.G., K.C.B.,
McGill University,
City.

Dear Sir Arthur:-

Re Application of Mr. A.G.B.
James for the Colonial Service

Referring to my letter of the 29th of August, I am wondering whether you have yet been able to procure the additional material required before the application can be forwarded to London.

Yours faithfully,

J. Macdonnell

October 24th, 1927.

J.M.Macdonnell, Esq.,
National Trust Company, Limited,
Montreal, Que.

Dear Mr. Macdonnell:-

I beg to acknowledge your
letter of October 18th re the application of
Dr. A.G.B. James for the Colonial Service.

Dr. James has just telephoned
that he would like to withdraw his application for
the present. He expects to leave shortly for
England to take a course in Tropical Medicine.
He would like to have the application form and
other papers returned to him, if possible. His
present address is,-

Dr. A.G.B. James,
720 Laporte Avenue,
Montreal.

Yours faithfully,

Principal.

NATIONAL TRUST COMPANY, LIMITED
MONTREAL

Oct. 25th, 1927

Sir Arthur Currie, G.C.M.G., K.C.B.,
McGill University,
CITY.

Dear Sir Arthur, Re Dr. A.G.B. James'
 Application for Colonial Service

I have your letter of the 24th instant
and note that Dr. James has withdrawn his application.

I shall forward his papers direct to
him.

Yours faithfully,

W. Macdonnell

MACDONALD COLLEGE OF MCGILL UNIVERSITY



MACDONALD COLLEGE P.O., P. QUE.

Aug 9-10-29
 Professor Matthews
 Dept of Mathematics
 McGill University
 Montreal

Dear Sir,
 This summer I interviewed a few of the civil service authorities in London in connection with the scholarship at the Imperial College of Tropical Agriculture, Trinidad. Captain Atby, the Private Secretary of appointments at the colonial office, tells me that my application which I forwarded on to you last winter has not yet been received in London. Have you still got my application? If so I would be much obliged if I could interview you, at your convenience, with regard to the same as there are one or two alterations I would like to make.

Yours sincerely

Eric G. Sharvell

F.T.O.

Mr Sharvelle stated that further testimonials were arriving
from England. These have not arrived.

Letter sent to Mr Sharvelle 9-10-29 stating that + offering
interview on present application.

MACDONALD COLLEGE OF MCGILL UNIVERSITY



J.H. Matthews Esq.

McGill University.

Montreal.

MACDONALD COLLEGE P.O., P. QUE.

Oct. 10.

Dear Sir,

Many thanks for your letter of Oct. 9. Last fall when I submitted my application I intended to have further testimonials sent from England, but as I was in England this summer I do not think they will be necessary. In further consideration I would prefer that my application form as originally forwarded to you be sent on to the Colonial Office in time for the 1930 scholarship.

With regard to the interview by the McGill selection committee. ~~What~~ Is this interview necessary as I interviewed several of the colonial office selection committee this summer. If this is necessary I would be much obliged if you could arrange it for it me as soon as possible

Yours,
sincerely

Eric S. Sharville

Answered 19310-29.

November 1,
1935

Dear Sirs,

I enclose your form S.254 which has been duly filled in giving you the particulars you ask about Mr. Frederick E.G. Clear.

May I point out that as I have only very recently taken over the Principalship of this University I am obliged to rely upon the Dean of the Faculty in which Mr. Clear was registered during 1931 to 1933 for my information. and I have signed the form jointly with Dean Brown.

Yours faithfully,

The Civil Service Commission,
Burlington Gardens,
London, W.1. England.

REGISTRAR'S OFFICE

MEMORANDUM

where?
January 11th, 1936 19

To The Principal FROM T. H. Matthews

Colonial Office Appointment

Dr. G. H. Fisk, a graduate in Medicine in 1933 is applying for an appointment to the British Colonial Service.

You will remember that we appointed Dr. Day, Dr. Brittain, Dr. Fleming, yourself, and myself, as the McGill Selection Committee, whose duty it will be to interview Dr. Fisk. Dr. Fisk has hospital appointments on Mondays and Thursdays and would prefer not to be asked to attend on either of these days.

I should be grateful if you would let me know a suitable day for the interview and would suggest some time during the week starting January 20th.

Before the meeting I will circulate copies of Dr. Fisk's record and testimonials, and the confidential reports which I have obtained.

2 pm 21st

McGILL UNIVERSITY

Minutes of a meeting of the Colonial Office Selection Committee held in the Council Room of the Arts Building, on Tuesday, January the 21st, 1936, at 2 p.m.

Present: The Principal, Dean Brittain, Dr. Fleming,
the Registrar

1. Dr. Fleming was elected to the chair.
2. Dr. Guy H. Fisk, M.D. McGill 1933, was interviewed and the Committee decided to forward his application to the Central Canadian Committee. A copy of the letter sent to Mr. Macdonnell is attached.

T. H. Matthews

January 22nd, 1936

January 21st, 1936.

J.M. Macdonnell, Esq.,
National Trust Company Limited,
20 King Street E.,
Toronto, Ont.

Dear Macdonnell,

The McGill University Selection Committee this afternoon interviewed Dr. Guy H. Fisk, who is a candidate for appointment to the Colonial Medical Service.

We decided to forward his application to the Central Canadian Committee and to endorse it strongly. Our reasons for this endorsement are:

1. Dr. Fisk's pleasant and attractive personality,
2. his academic and hospital record,
3. the unusually successful results of his private practice at St. John's which he started himself,
4. the promise he gives of very definite research ability and his keen interest in tropical medicine.

The Committee believes that Dr. Fisk would make a first class administrative officer of health and, with his flare for research, should be a particularly good candidate for the Colonial Medical Service.

I am enclosing the necessary papers.

If Dr. Fisk's application is forwarded to London I should, if possible, like to know when we may expect to hear whether he receives an appointment. Arrangements that would have to be made in connexion with his practice and house would make this information very useful to Dr. Fisk.

Yours sincerely,

Registrar

15th May 1936

Dear Mr. Fisk,

I am glad to hear that you have succeeded in getting the medical appointment that you were seeking, and I offer to you my warm congratulations. I trust that you will have a very useful and happy career.

Yours sincerely,

Fidelity Onion Skin

ESLICK MFG. CO.

MADE IN U.S.A.

RECEIVED

MAY 15 1936

REGISTRAR'S OFFICE

MEMORANDUM

May 14th, 1936

To The Principal FROM T.H. Matthews

I have just had a visit from Dr. Fisk whom we interviewed last January. He has been given a medical appointment in Nigeria and will leave for England about the middle of August to take a preliminary course in tropical medicine.

T.H.M.

Mr. Fisk's address please.

Dr. Guy H. Fisk,
334 Champlain Street,
St. Johns, Que.

PRINCIPAL AND VICE-CHANCELLOR

A. E. MORGAN

MCGILL UNIVERSITY

MONTREAL

The Registrar

27th January 1937

Colonial Service

Please act as you suggest in your memorandum of
the 26th January.

RECEIVED JAN 25 1937

MEMORANDUM

McGILL UNIVERSITY

REGISTRAR'S OFFICE

26th January 1937

TO The Principal

Colonial Service

I have received an application for a Colonial Agricultural Scholarship from H.W.T. Webb, a fourth year student in Agriculture at Macdonald College. He has named one referee who lives in England so that his papers will not be ready for three weeks or so.

The interviewing committee for our last candidate was the Principal, Dean Brittain, Dean Fleming, and myself. I think we might continue to act.

Since we interviewed Dr. Fisk who was appointed to the Colonial Medical Service last May, I have had requests from the Colonial Office for information concerning nine or ten applicants, no longer in Montreal, who are either graduates or past students of the University and have obtained and sent this to London.

J. H. Lathen.

RECEIVED MAR 6 1937

McGILL UNIVERSITY

Minutes of a meeting of the Colonial Office
Selection Committee held in the Council Room of the
Arts Building, on Tuesday, 2nd March 1937, at 3 p.m.

Present: the Principal, in the Chair,
Dean Brittain, Dean Fleming, Professor Day, and the
Registrar.

Mr. Henry W.T. Webb, a student in Fourth
Year Agriculture at Macdonald College, was interviewed
and the Committee decided to forward his application to
the Central Canadian Committee. A copy of the letter
sent to Mr. Macdonnell is attached.

5th March 1937

McGILL UNIVERSITY
Montreal

Registrar's Office

5th March 1937

J.M. Macdonnell, Esq.,
National Trust Company Limited,
20 King Street, East,
Toronto, Ont.

Dear Macdonnell:

The Colonial Office Selection Committee of McGill University has considered the application for a Colonial Office Agricultural Scholarship of Mr. Henry William Thomas Webb, has interviewed him, and now forwards his application with its recommendation.

Mr. Webb's qualifications are apparent from his application form, the accompanying letters, and his academic record, and I think I need only add that at the interview he impressed us very favourably. We felt that, on personal grounds, he would make a most acceptable colleague for the Government officers in any of the Colonies.

Yours sincerely,

Registrar

RECEIVED FEB 26 1937

McGILL UNIVERSITY

Registrar's Office

25th February 1937

Dear Sir,

A meeting of the University Colonial
Office Selection Committee will be held in the
Council Room of the Arts Building on Tuesday,
2nd March 1937, at 5 p.m. to interview Mr.
Henry W. T. Webb of Macdonald College.

J. H. Leathem,

Registrar

The Principal ✓
Dean W.H. Brittain
Professor J.P. Day
Dean A.G. Fleming

Candidate

McGill University

Registrar's Office

30th October 1937

Dear Sir,

A meeting of the Colonial Office Selection
Committee will be held in the Council Room of the Arts
Building on Tuesday, 2nd November 1937, at 4 P.M.

T. H. Matthews

Registrar

Business

Consideration of the application of Mr. Lynden Lyster
of Macdonald College for an appointment to the Colonial
Service.

Dean Brittain ✓
Dean Fleming
Professor Day

Minutes of a meeting of the McGill Colonial Office Selection Committee held in the Council Room of the Arts Building on Monday, 3rd April 1939, at 3.00 P.M.

Present: Dean Fleming, Professor Day, and the Registrar.

The Committee interviewed Mr. Clifton Rexford Coughlin and Mr. Henry Joseph Griffiths.

It was decided that Mr. Coughlin's application should be forwarded with a strong recommendation and that the new application of Mr. Griffiths, when it arrived, should be forwarded with a note stating that he had applied unsuccessfully some years ago for a Colonial Veterinary Scholarship and was now applying for a post in Parasitology in which he had specialized for the last six years.

3rd April 1939

DOCKET ENDS:

COLONIAL

SERVICE

DOCKET STARTS:

WALTER, A. J. P.



Col. office

CANADIAN DELEGATION.
IMPERIAL CONFERENCE.

(1926)

OFFICES :
RITZ HOTEL.

Nov. 4, 1926.

Sir Arthur W. Currie,
Principal,
McGill University,
Montreal, Canada.

My dear Sir Arthur:

Your letter of October 20 with further reference to the case of Mr. A. J. P. Walter has been forwarded to me from Ottawa: *it was evidently taken for a personal letter.*

I should have made it clear that communications with the provincial government ordinarily go through the Department of the Secretary of State. That practice was followed in this case, and as the letter forwarding Mr. Walter's application of May 19 was sent from the Secretary of State's Department, we have no information as to the official of the Quebec Government to whom this communication was addressed. I have no doubt, however, that if the matter has not yet been cleared up and you desire information on this point, Mr. Walker, the Acting Under-Secretary of State for External Affairs in Ottawa, will be pleased to ascertain it for you.

Yours sincerely,

A. D. Trelton

October 20, 1926.

O.D. Skelton, Esq.,
Office of the Under-Secretary of State,
For External Affairs,
Ottawa.

Dear Mr. Skelton:-

I am very much obliged for your letter of the 5th inst. and for the trouble you have taken in looking into the delay which took place in the case of Mr. A.J.P. Walter. Might I trouble you with one more query? You informed me that your letter forwarding Mr. Walter's application to Quebec was sent on May 19th. It apparently did not reach Dr. Parmelee, the English Secretary of the Department of Education, until June 7th. It appears therefore that the principal delay occurred in the Office in Quebec which received the letter in the first place.

I should be extremely grateful if you would let me know to what official of the Quebec Government your communication was addressed.

Yours faithfully,

Principal.

October 11, 1926.

Dr. G.W. Parmelee,
Department of Public Instruction,
Quebec City.

Dear Dr. Parmelee:-

You will remember some time ago speaking to Colonel Bovey about the case of Mr. A.J.P. Walter, who made an application for a Colonial Office post and in whose case there was a great deal of delay. My recollection is that you told him of some error which had caused the difficulty. As far as I can find out the movement of the papers was as follows:-

Received by the Governor General's Office on May 14th
Received by the Department of External Affairs on May 17th
Sent to the Under Secretary of State on May 17th
Forwarded to Quebec, May 19th
Received back from Quebec from the Secretary of State, June 17th
Received by Department of External Affairs, June 19th
Forwarded to Governor General's Office, June 19th
Transmitted to Colonial Office, June 21st.

I presume that the account given by Ottawa is correct, but I should be extremely glad if you would refresh my memory concerning the delay at Quebec. I am sorry to trouble you after you so kindly brought the matter to our attention, but I am anxious to find out just where the responsibility lies. The result of the delay was unfortunate in that Mr. Walter did not receive the appointment which he might otherwise have obtained.

Yours faithfully,

Principal.

OFFICE OF
THE UNDER-SECRETARY OF STATE
FOR EXTERNAL AFFAIRS
CANADA.

62-F/26.

Ottawa, 5th October, 1926.

My dear Sir Arthur,

The Governor General's Secretary has sent us copy of some correspondence with you on the subject of the delay in forwarding the application of Mr. A.J.P. Walter for a Colonial Office post.

It is certainly most regrettable that delay occurred in the transmission of these documents, resulting, as you point out, in serious prejudice to an extremely promising candidate.

The documents on our file in the matter do not indicate the date at which the appointment was first advertised in London and it is possible that some delay occurred before Mr. Walter's application was initiated. However that may be, it should not have required nearly six weeks to carry on the correspondence and secure the personal interview and report called for by the Colonial Office Regulations. A certain amount of delay is involved in the fact that the formal interview which is required in such cases must be arranged by the Provincial authorities and that communications to the Provinces must pass through the Office of the Secretary of State. The time taken by this procedure, however, was not important. We are informed by the Governor General's Office that Mr. Walter's letter was received on May 14th. The papers were received in the Department of External Affairs on May 17th and were sent to the Under-Secretary of State the same day. I learn that they were forwarded to the Quebec authorities on May 19th. On June 7th we requested the Under-Secretary of State to enquire why no reply had been received, and a telegram was sent accordingly. The documents were received in the Secretary of State's Office on June 17th and reached our office on June 19th. They were forwarded on the same day to the Governor General's Secretary, who immediately transmitted them to the Colonial Office. You will

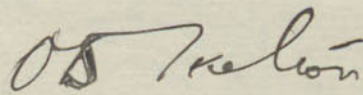
or rather on June 21,

observe

observe from this statement that the delay in the matter did not occur at Ottawa. I have no information as to why the Provincial authorities did not find it possible to secure a report of the official interview at an earlier date.

There is another point which is not quite clear. I note from Dr. Porter's letter reference to a statement from the Colonial Office that Mr. Walter's papers had not arrived on July 6th and that another candidate had of necessity been appointed. As the documents were forwarded from the Governor General's Office on the 21st June, they should under ordinary circumstances have reached the Colonial Office by June 30th at the latest. If this had been the case, apparently Mr. Walter's application would have been received in ample time for the decision.

Yours sincerely,



Sir Arthur W. Currie, G.C.M.G., K.C.B., LL.D.,
The Principal and Vice-Chancellor,
McGill University,
Montreal.



OTTAWA, 30th September, 1926.

Dear Sir Arthur Currie,

In Sladen's absence, your letter of the 28th September with regard to the case of Mr. A.J.P. Walter has come to me. I find from our file that Mr. Walter's original letter forwarding an application form for the post as Assistant Government Geologist in Tanganyika, dated 11th May, was received at Government House on the 14th. On the 15th May a copy of his letter with enclosures was sent to the Under-Secretary of State for External Affairs asking that arrangements might be made for a personal interview with Mr. Walter, by a responsible person who could vouch for his fitness. This is in accordance with the instructions we have received from the Private Secretary, Appointments. The application, together with letters from Dr. Mackay, of the Faculty of Applied Science, McGill University, and Mr. G.W. Parmelee, Director of Protestant Education,

was sent....

Sir Arthur W. Currie, G.C.M.G., K.C.B., LL.D.,

The Principal,

McGill University,

Montreal, P.Q.

was sent to this Office by the Department of External Affairs on the 19th June, and on the 21st of the same month, was forwarded to Major Furse at the Colonial Office.

I regret very much that the delay has caused such an unfortunate result, and I am glad to be able to assure you that the delay was not caused in this Office.

I am drawing the attention of the Department of External Affairs to the complaint, and shall lay your letter before Mr. Sladen on his return.

Yours faithfully,

James F. Crowe

Department of Public Instruction

Quebec, P. Q.

HON. CYRILLE F. DELAGE

SUPERINTENDENT

When replying please give
at the head of your letter
this number.

No. 117

Replies should be addressed
in "The Superintendent of
Public Instruction, Que-
bec, P. Q."

LIONEL BERGERON

FRENCH SECRETARY AND
DEPUTY MINISTER OF THE
DEPARTMENT.

G. W. PARMELEE

ENGLISH SECRETARY, DE-
PUTY MINISTER OF THE
DEPARTMENT, AND DI-
RECTOR OF PROTESTANT
EDUCATION.

October 14th, 1926

Sir Arthur Currie G.C.M.G., K.C.B., LL.D.,
McGill University,
Montreal, P.Q.

Re: Mr. A. J. P. Walter

Dear Sir Arthur:-

In reply to your letter of October 11th.,
I have to say that I remember quite well the incident in
connection with the application of Mr. A. J. P. Walter for
a post in South Africa to which you refer.

The record containing applications, testi-
monials etc. passed through my hands, but I find that I
have taken no note whatever of dates other than those which
concern my own connection with the case.

My records show that I received the Colon-
ial Office record on the 7th of June. On the following day
I left for Montreal, taking it with me in order to have the
desired personal interview with Mr. Walter.

I had some difficulty in locating him but
I learned that he was in Ottawa, and later that he had gone
to Nova Scotia. However, I interviewed Dr. Porter and Dean
MacKay from whom I got information which I sent forward
with the assurance that it could be entirely relied upon
in reference to all those matters upon which I had been
asked to express an opinion.

Department of Public Instruction Quebec, P. Q.

HON. CYRILLE F. DELAGE
SUPERINTENDENT

When replying please give
at the head of your letter
this number.

No.
Replies should be addressed
in "The Superintendent of
Public Instruction, Que-
bec, P. Q.

LIONEL BERGERON

FRENCH SECRETARY AND
DEPUTY MINISTER OF THE
DEPARTMENT.

G. W. PARMELEE

ENGLISH SECRETARY, DE-
PUTY MINISTER OF THE
DEPARTMENT, AND DI-
RECTOR OF PROTESTANT
EDUCATION.

sir Arthur Currie

Page 2

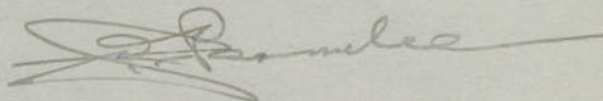
October 14th, 1926

Indeed, I asked Dean MacKay to put his recommen-
dation in writing and to send the letter to the Windsor
Hotel. This he did on Friday or Saturday the 11th or 12th
of June. I returned to Quebec on Saturday the 12th., and
the records left my hands on Monday the 14th.

I remember telling Colonel Bovey, or someone in
his office, that I was most anxious to get into touch with
Mr. Walter for fear delay would be prejudicial to his in-
terests, but I am sure that I did not attribute that delay
to any particular office or suggest any reasons for it.

I may say that short delays frequently occur be-
tween Quebec and Montreal that are quite incomprehensible.
Your last letter was dated October 11th., and enclosed in
an envelope which had the Montreal post mark "October 12,
12 p.m.," and was delivered this morning, the 14th.

Yours faithfully,



Director of Protestant Education

DOCKET ENDS:

WALTER, A. J. P.