1933. Venya

No. 3076. (Out.)

108 JECT CO 533 433

Terms of Service.

Previous

18078/32

Subsequent

les 3531/33. Aganda.

Part 2.

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ers given in 27005/9 /32 E.A.

from those given in the Kenya Ciroular, and alone the count Agent hountless received instructions from the Kenya Savernment? the Crown Agents may be informed that the new grades may be alopted immediately? any passage arrangements that may already have seen made sabuid however be allowed to stand.

savings for family passages should be calculated the position is not quiters o'clear.

The point areas on 27009/9 T.d.

The affect of the ruling on that paper was briefly that the f8Q (3) grade around remain the normal grade for first class of flash and the 255(grade) (M) should remain the normal grade for second class efficers but that owing to shortage of "0" and "M" grade berths other accommodation should be utilised. There was therefore no objection to the f80 and f55 grade being regarded as the normal grades for the purpose of calculating savings.

The position is lanva is however rather different as posts have been definitely placed in ather categories for passage purposes. Unless therefore the position is made clear by a further regulation it is possible that an officer now privileged to travel by the 285 grade will claim that

under

under the regulations (section by of Abrican) the is entitled, if he travels by a lower grade, to apply the whole savings calculated on that figure towards the tost of his family's passages.

Thismight be avoided by the issue of a local director to the effect that officers in category (a) (1) will be privileged to travel in Grade (6) 200 accommodation in British India Steamer but owing to shortage of accommodation in that grade will normally be allowed travel in the higher grade F. that in any case savings towards the cost of family passages will be bused on the cost (200) or a drade (6) passage; similarly that officers in category A(iii) and all will be privileged to travel in grade "M" (255) out will mine accommodation in this grade is limited, anormally be booked in grade "M" (257); savings being calculated on grade "M" (255)

. 7 The adoption of such a rule in negating the reasons for its necessity being explained briefly.

Another matter which requires looking into the whether any difficulty is likely to arise over the grant of second class passage privileges to Bursing Sisters. Hitherto all Burses in Bast Arrica have been granted first class passage privileges. I have so far been unable to ascertain whether there are any special reasons for this. First class passages are stipulated in the pamphlet regarding the appointment of Burses. The papers might be recirculated for this point to be looked up.

In Verming has seen 28. 2 3

1. General byine 10 of 10 10 10 is 2 Buty Time on when I behat of Loud Entre CS. Catte of memorandum their on a state that a level Service Board his been appointed ground obtains of reference States futher destated will feel when themed he feel is a second No action is called for at franch C.S.D. Show see It Pois he (I have not shough this to state it at larger 132 the be glob of the goods be reconsided to me There is def Session of Sessional Paper No. 6 Jan 4 The other web & Course Agents tacks a copy of a letter from love tomat stylet marker or ong unow tother it is desired that atenuth accommodates for effection bould be provided on the scale absorble win Inform CA theh then in gung should be directed the toloral Secretary of Kenya Coline Its boustie Ran to sole afferwards The Circular from Fenra weiting out the revised terms of service did not take into account the regrading of accommedation in the British India Steamers. Details of this re

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The rates are very little different from those given in the seaws Circular, and alone the count Agent hountless received instructions from the Renya Covernment? the Crown Agents may be informed that the new grades may be alopted immediately? any passage arrangements that may already have seen made should however of allowed to stand.

savings for family massages should be calculated the position is not quite so clear.

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The adoption of such a rule in negut might be suggested to the Governor, the reasons for its necessity being explained briefly.

Another matter which requires looking into the whether any difficulty is likely to arise over the grant of second class passage privileges to Nursing Sisters. Hitherto all Nurses in East Arrica have been granted first class passage privileges. I have so far been unable to assartain whether there are any special reasons for this. First class passages are stipulated in the papers might be recirculated for this point to be looked up.

Werning has seen 28. 23

Fry otom as regards Newway Solus

The circular will be found as the last enclosure to No. 3. So far as Rursing Sisters are concerned, the general effect is that they will travel second class instead of first, and will receive the same type of accommodation as is siven to the more senior of the lower grades of European Officer such as Inspectors of Police, Cverseers in the Public Works Bepartmen etc.

The general view in tois matter which has, so far as I am aware, always been observed, is that Mursing Sisters, although paid at rether low rates, should be treated in whi other respects as first-class officers on the ground; I suppose that it is bardly fair to call upon them to associate during the voyage with the lower grades of European Officers of the Foreman of Works and Junior Cherk type, and with some of the upofficial passengers who travel second clase. Personally I should have preferred to see this principle retained in Kenya and to have put the Muraing Sisters, for passage purposes into category 4(2), in which event they would have been given the glass of passage allotted to officers drawing welary between FACC and E84C, and I suspect that, unless this is done, we shall have complaints probably voiced through the Overseas Mursing association.

On the other hand, it is clear from para, 3 of the first enclosure to No. 3 that the Kenya Government has given specific consideration to Yursing Sisters and in these times it is difficult for the Secretary of State to or e.t to an . measure c: ecoromy.

It may be that the John Title Will is now considering the question of thee (1880, es. e ... proposes to recome d that turses should trave. second stass in future. If so, we need say nothing to Kenya. Ctherwise . should le discosed to but the point to Kenya and to say that if the Beverner adheres to the view that Nurses should travel see m class, the Secretary of State would be glad to be furnished with an estimate of the additional expendi ture which would be involved annually if the: were placed in the £4:0 - 2041 grace for passage purposes.

We might also observe that it is not clear to what extent the new instructions as remarcs passages would involve officers generally in the necessity of travelling by a lower grade than that to which they have been accustomed in the past, and that there seems no special reason why Murses should be required to make sucrifices in this respect if others do no:

R. King Pl. aft. on him suggested in you

To Ba of James

Trans. six copies of Report of the Lecal Asia of Paker constaled inconnection with the & 4. Gas honfidure Para 7 is y in break. In this courseling the love & intend from proceedings of 2 A 5000 temperare 14 16 expendition advisory Offe & pen 4's ofther Report contemplate that the how of thenga his pow to wound fike and with a few acceptans, are plant Some (dominat structual) takes been a set but es & remilment to the docate line somme Manya wat he muse locally and They will some a job to got enough good men wil not every overseas provileges. of Secularial Conceller No f 22 ? Il formor's comments may - I come of Server. in an acted but is the mean times . H Good Notice 50 0/ Fin Il Governor Byine wife (taliant) CS.D. Should 899 I cans a coher of Valeum Liport of the bird Some Sound 169. Poris Mis Should throng or stalls has agreed to adolt Boards wender whiting to ocalist saley 9 to obtain news of Enopean Carl Sevente Hoson when the leporting incid 11 General Ogine Sty / - _____ 6there ss. Sun In section (was p. 6.) dialune actu nost. branefunca-Enjures whether in view of luc 13 the necessity of the some of further boral regulation regularly passages as longer persons does not call for any comment a 6 4005/11/33EA their I start (an when) and me and define for all fint 12 Hovema Byine 364 9 June 33 Trans. copy of letter from the Enopen burl Sewanto As soon. inclosing a minorandum on recorder. of the Supday, Advisory Contras. 7- F. Local Emper Versia. ? he cost in is cased for or ? C.S. I show see mich 9. " Tatay

(10) Love Emper Levis Theforeman has equel to adopp the recommendations of the Civil Awie Board relating to their the trade the wind Lewants ! Association on the Mond's later a Report is general. This was meatinged a infame will til Borne u the Co a 18 July (See AVX+ No 12 an file of ? The may be protog , The me also mentioned at Curpenie n 18 July (Ger 2 de on Bogle/s) CAPara 33 P. L. G. Thi Felygadh - De hugher

1. Fresh 17 Kung Mr Hord 18.7 Mr La Shackburgh Rooms U.S. of S. Party. U.S. of S. Dear Trippedd T. Fityends by obs have take advantage Dun Avenage the contrator when prome & Dallin Lader to durin with him must of part consider with the Bred Europen Cual Punci Jufalli and m met he sweet in while you from worth to met Right You will remark that the 1900 Commette of which ye wer & Churan, recommend the adoption

of a Contidenting Pension Solum; and the Cirl Service Bound, in Chi Interio Report, endoud this recommended, engrety that " some Dours a seen forment soluti should be applied in the a an when mining infoliation, we have me really arms to sent Dominion James from an amount me first the material was collected, in autocopylite that is you did of modelin world In segment, in other to out Solito the actions before alfile. & Kongo. The all take time.

se become more weget the in the attending is . Provided had solver, and here you have a complete septem in surcoupt ofresting in the Railway. We are strongly individually

and little up the main decision which

but is of endido No 10.

Mr. Parkinson.
Mr. Tominson.
Sy C. Bottoniero.
Sb J. Shickburgh.
Perus. U.S. of S.
Parky. U.S. of S.
Secretary of State.

DRAFT.

to propor to Kong that they should after the Rahm solum for the Roca Europen Errora Sin forth.) Sett is Just Johns F and it graph be by county findly his netually answer to Aust the very the channe of the line Country who went who the quetie on the spot Our drawn with the Grame on the resume a

On downers with the Comment on the Land on the Assumed on the Assumed on the State of your could be and the grant of your fellows (and the grant fellows), bufor that the catelogue them), bufor that

Auto-

Note of conclusions reached at a discussion in Mr. Tomlinson's room on 14th July, 1933, regarding the Kenya Local European Civil Service

Present

Sir Joseph Byrne (Governor of Kenya.

Mr. Tomlinson

Mr. Prood

Mr. Jeffries

Mr. Freeston.

Position of officers recruited in Angland on agreement. (Kenya Secretariat Circular Now 48. 10th December, 1932)

al, Sir Joseph byrne agreed that a person who had completed 2 ordinary tours or 6 years service, whichever is less, should not be required to accept the model styll Service terms on re-engagement.

b. And person who has not completed 2 tours or 6 years service, whichever is less, will be required so accept the Local Civil Service terms on re-angagement.

The Local Civil Service terms will apply to all new entrants, engaged on agreement.

Hard Cases.

Sir Joseph Byrne agreed that any hard cases arising out of (b) should be reviewed by the Governor in Council.

Salary Scales.

Sir Joseph Byrne pointed out that the Kenya Civil Service Board had submitted an Interim Report recommending the salary scales for the Local European Civil Service, but that the scales recommended, are based on the assumption that a low reduction from salary will be under to cover contributions to a Centributory Penelons Scheme and obligations in respect of the Fidows and Orphans' Pension Scheme.

The Fidows and Orphans' Pension Scheme.

The thought that particulars of the Contributory Pensions Scheme would not beavailable for some time.

The relative merits of a Contributory Pensions Scheme and a Provident Fund were discussed, it peans pointed out that a model for a provident Fund was already available.

Sir Joseph agreed to discuss this question further on the afternoon of 28th July. In the meantime a letter is to be sent to Mr. Fitzgerald to ascertain mether, in all opinion, his Committee fould agree to the institution of a Provident Pund in place of the proposed Contributory Pensions Scheme.

KENYA.



GOVERNMENT HOUSE. NAIROBI. KENYA

2 6 JUN App 0. O. 'REG!

With reference to Kenya despatch No. 249 of the 22nd April, on the subject of ferms of Service, I have the honour to transmit the accompanying copy of a letter dated the 11th April from the European Civil Servants' Association of Kenys enclosing a memorandum on the subject of recommendations contained in the Report of the Expenditure Advisory Committee.

The Association has recently requested that you may be supplied with a copy of the enclosures for your information It is not proposed to comment on the memorandum as a whole but reference will be made to the views of the Association, where such a course seems desirable, when forwarding the views of the Government on the Committee's recommendations

I have the honour to be,

Bir.

Your most obedient, numble servant

for J. A. Brysmi. BRIGADIER-GENERAL.

9174/1933

SIR PHILIP CUMLIFFE-LISTER, P.C., G.B.E., M.C., M.P.,

The Hon. Colonial Secretary, Rairobi.

Sir.

He: Report of Expenditure Advisory Committee.

I have the honour to inform you that the General Council of the issociation has het under consideration the Report of the Expenditure Advisory Counciles and has adopted a Memoriantum, of which copies are enclosed.

- 2. Although my Council has not, on this matter, been directly referred to by Government, the hope is expressed that a statement of its views will not be unveloces or too late for consideration. By Council respectfully ventures to express the hope that the assurances given on soveral occasions by His Excellency and by past governors that the Armount tion would, whenever possible, be consulted on matters affecting the terms and conditions of the Service before decisions were reached, will not be overlooked.

 It is the carnest desire of my Council to coopera to with Government in the fullest possible manner in the development of an efficient and convents accretion.
- 3. With special reference to the dominants in the Demorandum on pare. 30 of the Report, details have been obtained of the terms of service in the Benise and other Companion operating in Renya. A schedule is attached showing a comparison of these terms with those at present is force in Government service. It should be observed that these Companion rescribe their staffs from the same class of public school men as that to which Government turns for its supply of Administrative Cakets, which in the import are taken as the pare of Government the second time of command a write are distinctly more favourable than the original service are distinctly more favourable than the cristing conditions of Government Service and that the terms proposed by the Expenditure devices of Committee fall short of the standard of rapidable commercial firms.

Logislative Council has been appointed to consider and report on the 1988 noting too in relation to the impenditure sixtiacry Council tests apport. By Council respectfully sake that copies of the conicaed Resoration may be placed before the Select Countities.

I have the honour to be,

Your Chedicht Servent

SI. EB ANA

PERSONAL PROPERTY.

REPORT OF COMMITTEE APPOINTED TO CONSIDER THE REPORT OF THE EXPENDITURE ADVISORY COMMIPTEE.

The Committee has considered in detail the Sections of the Expenditure Advisory Committee's Report which have a bearing on conditions of service in general, and submits the following

SECTION I - GENERAL.

Para. 57.

We ere unable in general to spree with the conclusions set to the new of the curtailment of privileges that has already taken place during the past the years.

Para. 39.

Para 59.

The last sentence of this paragraph is open to serious eriticism in that the terms and conditions proposed and elaborated in the succeeding sections of this chapter do not compare favourably with the terms of service with such organisations as Banks, and Oil and Shipping Companies, with which foverment service may fairly be considered to be comparable. It should be observed that the staff of these commercial firms are almost invariably stationed in places here living conditions are peasonably good and healthy whereas Government servants are liable to be stationed. Further, the terms which it is proposed to offer to new entrants are not, in our opinion, sufficiently attractive to secure the best type of recruit for the Kenya Service, and are likely to services where in an unfavourable position in relation to other services where the conditions are more generous. It is essential the future of Kenya that the terms of Government Service be the future of Kenya that the terms of Government Service be secured of officer available. On the principle that efficiency is secondly, the cost of such a service will prove to be a financially that metally intended in the processor.

In general grounds we deprecede at the present stage any interference with the principal terms of service for overseas recruits until the conditions of the unified Colonial Service, which it is the aim of the Secretary of State to establish, are known and are ready for application.

Para, 40.

Civil Service for Europeans only in respect of new entrants to the Service, vide our comments on paragraphs 78 - 81. No definition has been given of a local applicant, and it is not clear whether the term would be applied indiscriminately to any person who applies locally for a post, no matter from whence he comes, or only to residents in the Colony. Some steps should be taken by Government to protect the interests of waves provide growing up to Government to protect the interests of young people growing up the Colony who may be aspirants for Government Service from an influx of probable applicants from other parts of the world.

SECTION II - OVERSEAS SERVICE.

Para.41. of Revised Terms on Promotion. onsider that in general a reasonable prospect of promotion

promotion is a definite attraction and one that is taken into consideration by officers entering the Service. To rob them of this prespect, or materially to after the conditions of service on promotion, would penalise the most competent officers, and is regarded as being just as much a preach of faith as robbing them of actual increments of balar; for most efficers proportion is regarded more or loss as a normal increment.

Pards, 43 and 44 - Quarters.

We get the recommendation that the existing contractual privilege in respect of quarters be discontinued for new entrants to the service, and have already recorded our views as to the application of revised terms of service to officers on promotion. It is not clear, nowever, from the wording of this paragraph at what rate it is proposed to consolidate house allowance in salaries. It is proposed to make the existing salaries attached to the rosts concerned the consolidated salary, we should that the proposal is inequitable:

Submit that the proposal is inequitable:

Many officers, perticularly in outstations, are eccupying quarters of a very inferior type, the value of which does not reach even the figure mentioned, viz. Go of salaries. It is suggested, therefore, that are pental be levied only in respect of occupation of buildings that are definitely, on charge. The position of allows who have purchased their own levies but who were inable for various reasons to participate in the dovernment aided building Scheme, has also to considered.

Pane 17 - Leave Oversess.

We world draw attention to the fact that the application of the terms here laid down is in Secretariat Circular No. 6 1952 limited to a period of five years. The proposal in his paragraph is unlimited. We would draw that the misting that be maintained and that, on the expiration of the period, the position be re-examined in the light of experience of resultsens. We would arraw attention to the anonly created by joint Services such as the Postal and Chatoms Departments in which the officers serve in different Rest African Dependencies where differing conditions apoly.

Para. 52 - Local Leave. have no comment to offer.

Paras.54 - 57. - Jassages.

Whe would myge that no departure be made from the conditions laid down in the Scoretariat Circuist now in force.

We consider that an exception should be made to the proposed restriction in respect of officers who are married the time of their appointment and accepted as such. harried at

Rara 65 - Cadre System.

The long scale salary system as introduced on the West African model after very careful consideration, and we consider that the reasons which justified its introduction are as foreible new as ever they were, and wo can see no scuad reason for departure from it, provided that the efficiency bars are made efficient officers, thus opening the way to the accelerated promotion of efficient officers.

Para. 64 - Increments. We are at one with the Committee in its desire to increase the efficiency of the Service. We would, however, protest against the proposal to institute annual Efficiency Bars, and to vest in the head of a Department the powers recommended in this paragraph, the operation of which may be unfair, ineffective, and dangerous. In our view the proper method of dealing with this problem is to make the Efficiency Bars more effective.

> Para. 65 - Free Quarters. See the comments on paragraph 43.

Para. 66 - Age of Retirement. We have no comments to offer except to observe that there is in the Report no indication of the medical views on the subject, and to recommend that whilst leaving the normal age of retirement at 55 years, an option be given to retire at the age of 50 years on proportionate pension.

Paras. 68 - 76. - Pensions.

Again we would emphasise the extreme undesirability of Again we would emphasise the extreme those refrieves who are now in the pensionable service until the unified Colonial Service ferms and conditions are known.

We would urre the importance of inaugurating a contributory pension scheme, for the benefit of officers who are at present

non-pensionable, as early as possible.

SECTION III - LOCAL EUROPEAN SERVICE.

Paras. 78 41

We cannot agree that the proposal to give immediate actice of termination of contracts to all officers who have completed less than 10 years continuous service is either reasonable or just. We consider that as the service has now, through force of circumstances, been reduced to the smallest possible proportions compatible with keeping a reasonably efficient dovernment machine in being, and the presumption is that those who have weathered the storm have proved their worth, it is only equitable that those officers who are on agreement and who have completed their first tour of service should be admitted to the permanent and pensionable staff in accordance with the terms upon which they were engaged. The local Service conditions would then apply only to new entrants and those at present on temporary terms, and would, in fact, be a "Local Service". We would most strongly urge that the confirmation of appointments which have been recommended and are awaiting acceptance should be completed forthwith on the existing terms. In any event, we would request forthwith on the existing terms. In any event, we would request that officers on agreement should be allowed to terminate their existing contracts of service before they are placed in the position of having to leave the service or accept revised terms.
We cannot agree with the last sentence of paragraph 81.
If the officers to which this sentence refers must be regarded as

SECTION IV -- ALLOWANCES.

being in the temporary employment of the Crown, both in theory and in fact, why is not an officer brought out on the minimum salary of his scale when every fresh agreement is signed?

Para, 85 - Acting Allowances.

le consider that the existing regulations are equitable and should not be altered.

Fare. 94 -

Para. 94 - Travelling Allowances.

We have no comment to offer on these proposals.

Para. 99. - Mileage Allowances.

We are far from satisfied that taking into consideration the increased price of petrok and the increased cost of macessor-ies for American cars (on account of the adverse rate of exchange any reduction in the existing mileage allowance can be justified.

Respecially in respect of up-country districts (where the cost off petrol and accessories is up to 25% more than in Nairobi) and of areas where the roads are still in bad condition, a reduction appears to be unwarranted. We cannot understand the reason for proposing that after the first 3,000 miles in any calendar year. The rate should drop from 50 cents per mile to 40 cents. It is precisely at that stage that running costs increase by reason of heavier repair and replacement bills. The initial rate proposits so low as to provide no inducement for unnecessary running. The initial rate proposed It is urged therefore that, if for reasons of Government economy, the revised scale be adopted, there should be no reduction through out the year, and that a graduated allowance, wising up to the scale for the Northern Frontier and Tyrkana districts, be author ised for officers stationed in outlying districts.

Pares 101 - 104 - Medical Attendence

We would raise the strongest objection to the proposed abolition of free medical treatment for wives and families of officers. In the absence of provision for medical attendance and respital treatment at low cost, such as gar be found in every content of the cost. and hospital ineatment at low cost, such as can be found in contine smallest towns in creat Britain, we would urge it any of covernment as an employer to continue the existing provision in its staff and free service to families.

Wars. 105.

We have no objection to this diause who jest to the addition of the words "except when ordered by a Government medical Officer".

Para, 106 - Office House.

We take strong execution to the proposal to and hair hour per day to Government office hours, and would point out in both European and non-European officers with the utpost filling ness and loyalty, have always been ready to put in they hours overtime, and are now very frequently doing so when reasons of work demands; that an increase in office hours would not make any effective difference either to the output of work or to the number of officers required to perform the same amount of mork, that much of the most valuable work in districts is done out of office hours and regardless of a time schedule which is applicable more to the Mairobi offices with which the Committee is evidently more to the maircol offices with which the Committee is evidently more familiar; and as regards Nairobi that for the past 11 years the office hours of Civil Servants employed there have been hair an our forcer than those of officers in other parts of the Colony and Protectorate. The adoption of the proposal would cause a feeling of grave irritation and would certainly not be condicive to be promotion of efficient and loyal service.

(Sd.) O.S. Most mar

CONVENER.

COMPANISON OF SERVICE WITH KENYA GOVERNMENT, BANKS AND OIL COMPANIES.

ONC.

BANK

KENYA ADMINISTRATION.		BANK	OTL COMPANY
	PUBLIC SCHOOL	EDUCATION UP TO	AG8 OF 18/19
University: 4 to 5 years B.A. with honours (2). Cost about £1,000.	温剂	Bank on salary. Matriculation. Banker's Institute. Junior and Sentor Erass.	2 University or business Training.
AGE 24. Cadet: Kenya Administr Existing terms:	The second of th	Bank: Overseas Service.	Oil Company: Overseas Service.
Initial salary £400	£556°	£300 + £120 + £420	£425 + £35 = £460
Housing: value # F60 Levy: Pension contribution Nil		256	107 545
Net Salary - House Allce. FASE	£308	2466	2364
After 10 yrs. Service. £000 Housing. Levy.	\$ 1 9690 \$ 136	2800 % £760 + £36	4800 to £1000
Net salary after 10 yrs. £710	£528	Say £700	

Para. 94 - Travelling Allowances. We have no comment to offer on these proposals. Para. 99. - Mileage Allowances.

We are far from satisfied that, taking into consideration the increased price of petrol and the increased cost of accessor-ies for American cars (on account of the adverse rate of exchange any reduction in the existing mileage allowance can be justified. Respectfully in respect of up-country districts (where the cost of petrol and accessories is up to 25% more than in Nairobi) and of areas where the roads are still in bad condition, a reduction greers to be unwarranted. We camot understand the reason for proposing that after the first 3,000 miles in any calendar year, the rate should drop from 50 cents per mile to 40 cents. It is precisely at that stage that running costs increase by reason of newsor repair and replacement oills. The initial rate proposed is so low as to provide no inducement for ennecessary running. It is urged therefore that, if for reasons of Government economy, the revised scale be adopted, there should be no reduction throughout the year, and that a graduated allowance, rising up to the scale for the Northern Frontier and Turkana districts, be around ised for officers stationed in outlying districts.

Paras 101 - 104 - Metrel Attendance.

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Para. 105.

We have no objection to the clause inject to the eduction of the words "except when ordered by a Government Medical Officer".

Para 106 - Office Hours.

Me take strong exception to the proposal to add half so have per day to dovernment office hours, and would point at the both European and non-suropean officers with the utwost wilding has and loyalty, have always been ready to put in have hours of overtime, and are now very frequently doing so when pressure of work demands; that an increase in office hours would not make any effective difference either to the output of work on to attach number of officers required to perform the same amount of porks that much of the most valuable work in districts is done out of office hours and regardless of a time schedule which is applicable more to the Nairobi offices with which the Committee is evidently after familiar; and as regards Nairobi that for the past 11 years. the office hours of Civil Servants employed there have been Half an hour longer than those of officers in other parts of the Colony and Protectorate. The adoption of the proposal would cause a to the promotion of efficient and loyal service.

(Sd.) C.S. Mortimer

CONVENER.

Extract from a desputch from the flow, of Kenya 17 Conf. 44 dated 12th April, 35.

(b) Report of the Local European Civil

A Civil Service Board which I appointed in December Last has saturated an Interim Report, topics of which I transmit for your information.

Upon the advice of mouth ve founcil ?
have agreed to adopt the Moura's resonant particles
relating to sealer of paleny and to obtain the
please of the Maropean Chell Survents.
Adventation upon the interior Report to general.

It is intended that the Moard shall now proceed to consider the introduction of a Contributory Pensions Delices or Provident Fund and to make detailed precommendations, in secondance with its third term of reference, as to the points in the agreed Apales of malary on which officers recommends for the local divil persion should transfer.

When the final report of the heigh has been received and transmitted to you with my changestings. I shall defend the heighbouring deverments of the piece which will be taken

to implement its recommendations.

Report.





INTERIM REPORT OF THE

Price : Sh. 1/-

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INTERIM REPORT OF THE

INTERIM REPORT OF THE CIVIL SERVICE BOARD

YOUR EXCELLENCY.

The Civil-Service Board appointed by Your Excellency on the 20th December last-

" 1. To examine and to report upon the inclusion of Terms of the posts scheduled in the Report of the Local European Civil Service Committee in the light of the comments received and the decision of Executive Council that afficers with ax years or more service should retain Overseas Service rights;

- 2. To advise, assuming a 10 per cent reduction from sulary will have to be made to cover contributions to a Contributory Pensions Scheme and obligations in respect of the Widows' and Ormans' Pensions Scheme (or such modification thereof as the Board may recommend). whether the scales of salary set out in the Report of the Local European Civil Segrice Commuttee are ressonable. and; if not, what variations should be made; and
- 3. In the light of such advice, to make detailed recommendations as to points in the scales of salary on which officers recommended for a Local Civil Service should transfer:"

has the honour to submit the following Report.

The Board held nine meetings between the dates of the 5th January and the 16th February, 1988.

On the 20th January, Mr. C. J. J. T. Barton, O.B.E. proceeded on leave to England and his place on the Board was taken by Mr. C. W. Hayes-Sadlet/ ...

- For brevity of reference in this Report, the Report of the Terms of Service Committee, 1931, and that of the Local European Civil Service Committee will be referred to as the "Fitzgerald" Report and "Merrick" Report respectively.
- In view of its terms of reference the Board concluded that it was a special body set up to deal only with the matters referred to it and was not the Civil Service Board contemplated in the Fitzgerald and Merrick Reports. It is assumed that a Board of the latter kind will be constituted in due course and will have assigned to it appropriate powers and duties.

(a) the posts to be included in the Local Service

(b) scales of pay for such postes

In the circumstances, the Board feels that the best course is to submit an interim report dearing only with its first two terms of reference.

"LouisP Service so

Interim

Report

Subject to the following modifications, the Board endorses the recommendations of the Merrick Report as to the posts which should be included in a "Local" Service

Posts to be added. (1) Chief Cleric (Administration

(2) Fisheries Inspector (Administration)

(3) Assistant Establishment Officer (Secretarist and Legislative Council,

(4) Reporters (Secretariat and Legislative) Council).

(5) Deputy Inspector of Weights and Measures

(6) Assistant Garpe Wardens (Game)

NOTE !

(a) Posts 1-5 are of a blass which correspond with pasts already proposed for the "Local" Service; of these post No. 2 had not been created at the time of the Merrick Report; the omission of the remainder from that Report would seem to be an oversight.

(b) In regard to the post of Assistant Game Warden the Board is not convinced by the arguments advanced by the Game Warden and accepted by the Merrick Committee in support of its recommendation that these officers should be accorded "Overseas" status. The posts were listed as "Local" posts in the Fitzgerald Report and with this the Board agrees.

Posts to be deleted

(1) Superintendent (Prisons Department)

(2) Chief Registrar of Natives.

(8) Superintendent-Kabete Reformatory.

Norma

(a) As to post (1); Notwithstanding that the Fitzgerald Committee also recommended that this post was saitable for inclusion in the "Local" Service, the Board after very careful consideration and in the light of representations from the Commissioner of Prisons recommends that the post should be on "Overseas" terms.

As to post (2): This post is not listed in the Ritz gerald Report as a "Local" post. The duties are of seek s character and of such responsibility that the Board cos siders that the post should be on "Overseas!" terms.

As (to, post (3); The Board considers that this is a post which calls for special qualifications and training in e porrection of fuvenile offenders at Borstal or other remedial institutions and should therefore be classed as an "Overseas" post.

(b) The Merrick Committee omitted the post of Officer-in-Charge, Finger Print Bureau, from the schedule of "Local" posts, but it appeared to be in some doubt as to whether its action was justified. The Board considers that this post should be an "Overseas" one.

8. The Board is very conscious of the responsibility Review of the thrown upon it in being required, by its second term of refernce, to review the salary proposals of the Merrick Committee. This review, so far as the elerical staff is concerned, must include consideration also of the more general recommendations of the Fitzgerald Committee.

9. So far as the question is concerned of determining appropriate scales for the various grades, clerical and nonclerical, which it is proposed to place in the "Local" Service, it seemed to the Board that there were two methods of approach open. One was to assume that the service is at the moment in a state of reasonable equilibrium in regard to the emoluments attached to the various posts, and that all that was necessary was to agree on the adjustments which should be made in consideration of :-

(a) Loss of free pension privileges.

(b) Loss of free quarters.

(c) Loss of certain minor privileges.

Committee,

A simple mathematical calculation would then have determined the rate of pay, under the new conditions, for each grade The other method of approach was to revise the value of certains posts, in relation to others, in addition to taking into considers tion the loss of the privileges referred to above. The latter course obviously incurs the risk of creating apparent anomalies, but it is the course which appears to have been followed by the Merrick Committee, and the Board found itself in agreement with that Committee on this point.

- 10. On proceeding to consider the salary scales proposed by the Marrick Committee, the Board, in order to obtain as true a picture as possible of the then existing position, caused Columns I to 6 of Appendix I to be prepared. From these there emerged ?
 - (1) That apart from the loss of free pensions and free quarters, the clerical grades under the Merrick proposals suffer in cash salaries a heavy reduction, in the intermediate stages of service, as compared with present terms. Further, the scales proposed are inferior to those recommended by the Fitzgerald Committee.
 - (2) That, compared with the non-elerical grades (eide Appendix III of the Merrick Report), the elerical grades appear to have suffered disproportionate
- 11. While the Board is satisfied that the elerical grades are, under existing regulations, relatively on better terms than the non-clerical grades and can therefore bear a proportionately greater reduction in present total emolyments, the Board is equally satisfied that, under the salary scales proposed by the Merrick Committee, the clerical grades not only suffer disproportionately but at certain points are assigned pay which is definitely insdequate. The Board, in view of the resources of the Colony, fully realizes the restrictive effect which unduly high emoluments for posts in the "Local" Service may have on the number of such posts which may, as times goes on. become available for local European youths. On the other hand, the Board feels that it would be most unwise and might well prove disastrons to the establishment and maintenance of a Local Circl Service if a scheme for such a service were isunched on ferms which failed to offer an attractive and assured career to officers entering W.

12. After full consideration of the various aspects of the Scales of salary subject, the Board recommends the following scales for the and Clerical Service :-

Learners. (Male and Female)-

Grade II £60 to £84 per annum with no set incre-

Grade 1 .- £84 by £18 to £120.

Grade B. (Minimum age of entry 18 years)-

(Male) .- £150 by £15 to £210 by £30 to £240 by £20 To £360 by £20 to £420, with efficiency bars at .0882 bas 0199

(Females) -£150 by £15 to £210 by £17 to £300 by £15 to £360, with efficiency baps at £210 and

(Male). £440 by £20 to £520 by £10 to £600 (Female) - 2380 by £10 to £420.

Special Grade .-

(Meals) - 2620 by £10 to £660 (Female) - £440 by £10 to £500

Nors. Beference to Appendix I shows that in the matter of grading, the Board has departed from the meonmendations of the Fitzgerald and Merrick Committees. The Board considers that a simpler and more satisfactory archage ment would be to divide the service (apart from learners) into two grades only and abolish the over-lapping of grades in the matter of pay. At the same time, the Board realizes that there is much to be said in favour of the proposals of the Fitzgerald and Merrick Committees.

Under the Board's proposals, learners, on qualifying to pass out of the learner grade, would proceed as Grade B clerks to a maximum of £420 per annum subject to passing the prescribed bars and to their possessing such additional qualifications for advancement in the grade as the permanent Civil Service Board may lay down. The Board feels that if the best material is to be attracted, it is necessary to afford a competent officer a prospect of proceeding without stoppage. to at least a maximum of £420 per annum;

The Board agrees that promotion to Grade A should depend on vacancies occurring in the establishment and considers that for some time to come conditions will render it becomes by the provide for direct entry into this grade and in Grade B.

Comparison of scales,

18. Reference to Appendix I shows how, age for age, the foregoing scales compare with existing rates and with those recommended by the Fitzgerald and Merrick Committees assuming an officer proceeds normally by annual increments to the maximum open to him. Of the two latter, it will be observed that (as already stated) the Fitzgerald proposals are the more favourable, and that the Board's proposals are more favourable than either. Some explanation of the Board's reasons for this is perhaps desirable. The Board took as its starting point that at about the age of 80.52 an officer should given normal progress and advancement, be in feccipt of h salary on which he in a position productly to bear y and it has framed its proposals accordingly. Ender these proposals an officer has a prospect of being in receipt of £35 per measure st the age of 32 and the Board supposts that this is the least amount on which he can maintain a home on a level appropriate to his position, particularly when it is remembered that out of the sum mentioned he has to find a 10 per cent contribution to a Provident or Pension Fund, and also his house

The Board a recommendation in regard to noncicital posts are set out in Appendix II, superby side with the Morrist Bajart proposals and the present scales. It will proobserved their generally speaking, the Board has seen no reason to differ materially from the Morrisk Report proposals. In the great majority of cases only major alterations as variations lave been made, and this solety in order to conform with the Board's proposals in report 10 the partful major.

15. In the man at six-disposal the Bated has not been the lo guiter any material which world justify it in putting forwards my definite proposals inder this freed. On its appointment the Poord found that are justify had been made of the freew Agents be information in the subject. This injury and the supply feedpol are shown in Appendix H1. No communication has as yet being received from the Secretary of State, but it is obvious that the formulation of a untable scheme for local application will require long and careful deliberation. The Board suggests that it is a point for consideration whether

nonic Dominion of semi-Government scheme should not be applied to lote as an interior measure. The Board feets that it is essential to the establishment of a Local service of a satisfactory basis to bring some allower into effect without under delay.

16. Through not strictly within its terms of reference. Gaineral the Board has carefully studied the question of stricting local youths to the proposed. Local's Service. Under existing conditions and in view at the rates of pay proposed for Locariers, it appears to the Board that at the present time the only candidates that Government can hope to obtain ate those who are hving with their relatives in Nairobi and in the larger questree. The Board therefore recommends that it he need arises and circumstances permit, Government should consider the adoption of some such scheme as that at present obtaining under the Kenya and Uganda Railways' and Harboure! Administration under which you'the are lodged under approvision, a ledging allowance being provided in the case of those Lotariers whose paralts channot afford to make any coptribution towards their maintenance.

The Board recognize, however, that the present time is premature for any more definite recommendation in the regard to be advanced.

17. The Board's salary proposals are based on the general terms and conditions of service suggested by the Marrick Report, including concessions at leave, passage afforwance and free medical attendance. The Board, however, after full considuration, recommends a not unimportant departure from the Merrick Report sand also from the Estreerald Marorty an connexion with free medical attendance, and that is the extension of the privilege to the officer's family. The Board feels that in view of the stlary scales proposed, and of the absence in this Colony of health insurance schemes, cheap hospital facilities and cheap pursing facilities such as are prevalent in England, the expenses entailed by any unexpected and severe illness in his family might prove an excessive drain on an officer's resources, and recommends therefore that free maistal attendance he pranted to all officers and their families on the same terms and conditions as for the Oversons Service. The Board believes that in practice the extension of the privilege world not involve the Modical Department in any very considerable additional expenditure, and is consident that it would prove a very substantial attraction to prospective condidates.

18. The Board desires to express its appreciation of the very valuable assistance rendered to it by the Secretary, Mr. R. C. M. Wood.

> We have the honour to be. Sir.

Your Excellency's obedient servante,

F. PIZGERALD (Chairman)

A. DE V. WADE,

C. W. HAYES SADLER, (Members).

E. M. LEY

WOOD, Secretary.

16th February, 1933)

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The Part of the Pa	Present Scale	Merrick Proposals	Board's Proposals	Notes
SECULTURAL DEPARTMENT—(Contd.)	6384-18-390-18-480	360-20-480-20-640	(360-20-488-20-540	8
The Parameter	£30-18-390-18-480-	qiite	diffo	
	20-600	ditto	ditto	
Storekeper Flant Inspector	dho 200-18-390	ditto	ditto	-
Laboration (Veterifiary Laboratory)	C305-85-359-18-390-	098-02-0067	£300-30-480	-
Manhant Coal Street	200-10-390-18-420	£360-15-425	7300-20-420	Board considers (Pto- posed scale adequate
Machanic Veteritiary Resturth Lab	dieno	ditto	ditto	er!
Yard Forenatt.	ditto 7300-18-372	-085-81-082-51-002 7	023-02-488-02-0829	
Junior Laboratory Assistant	-005-81-040-18-300	15-45 150-16-200-15-290- 15-360	096-02- 096-02-51-051.7	*
Junior Stock Thepector Learner (C.g., Laboratory Assistant)	6120, 144	disto £60-12-84-18-120	As for Learner in Clerical Scale,	1
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Notes		The Conglissioner of Gillioms agrees.	3.5	1	Director of Educa-	tiop agrees.	
Beard's Proposals	099-02-00037 099-02-00037	1,36-20 - 20-5-40, An Carbon (190 Ser. year, 4,200 2nd year,	ing Officers at 240 -20-300	5800-20-489-20-720	736-20-80 7300-16-80-16-00 7300-16-80-16-00 7300-16-80-16-00 7300-16-80-16-00	7.240-15-340 21-38-30-30 21-38-30-420	012 ST-842-ST-051 Z
Merrick Propogals	049-02-086-02-0967 059-92-0087	085-51-0827	489-27-0057	1 2 38 ST TE	00+02-00-00-00-00-00-00-00-00-00-00-00-00-0		
Present Acab	-09-41-06231-0627 -06-41-0623 -08-02-0033	unt but sot ope? 008-02 -589-91-06c-91-00c?	\$50- OZ -005 7	L 400 400, 475-25-400 (and poppe)-30-700-	2 1 0 0 0 7 0 0 0 7 0 0 0 7 0 0 0 7 0 0 0 0 7 0	(Jesuph ope-01 ope7	L192 on scanner,
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APPENDIX II-Contd.

Post	Present Scale	Merrick Proposals	Board's Proposals	Notes
Posit AGRICULTURAL DEPARTMENT—(Const.) Laborstory Assistant Stock Inspector Storekeeper Plant Impector Librarian (Veterinary Laboratory) Assistant Grader and Inspector Mechanic—Cool Store Mechanic—Cool Store Mechanic—Veterinary Research (Lah. Yard Foremat Overseer Assistant Storekeeper Junior Backle Inspector Learner (e.g., Laboratory Assistant Junior Backle Inspector Learner (e.g., Laboratory Assistant)	(304-16-390-16-480 - 30-590 (300-18-390-18-480- - 300-18-390-18-390- (300-18-390-1	360-20-480-20-540 ditto ditto ditto ditto £300-20-480 £360-15-425 ditto f.200-15-290-48-350- 15-360 ditto ditto ditto f.50-12-64-18-120	1	Board considers pro- posed scale adequate
Service Servic	*	**	100	

AUDIT DEPARTMENT To consist of trained Overseas Officers and officers in the Clerkal Scales.

COAST AGENCY

*Assistant Government Coast Agent

£500-20-600

£500-25-450

£\$00-30-660

	Food		Present Scale	Merrick Proposals	Board's Proposals:	Notes
EDUCATI	ON DEPARTMENT COM	J. A.		- 1	1	1
	en) (#) Made la la	74.2	Varieta	£84-18-120	(8) As for Grade I. Cerical	47
(p) (#) Female	1	1	CN0-12-89-18-120	Staff : (d) As for Grade II.	Directly of Educ
	(a) Male (c) Female (c)		diller	ditto	Learnen Cletical	tion eighter.
Matrons (d)	BE-91	our in the	£ 220-18-300- £ 146-15(220	2 150-15-300 2 120-19-190	228-15-300 -2160-15-210	
Matrons (Leading Art		y 51 8	60, 17 300 filed	£60-12-64-18-120 £350-15-438	€60-12-84-18-120 €300-20-420	Board considers
OREST DEPA	RIMENT -	1	THE SECTION OF THE SE	1		- Alledone
Accountant Forester, G	rade A. El	- 1	425-18-480-20-600 300-18-390-18-469-	£360-20-480-20-640 ditto	£360-20 400-20-600 £360-20 400-20-540	at had
Forester, Gr	rade B	1	20-800	£ 150-10-200	£246-20-360	in Sha
	epener	- Marie	Milder .	Zee-18-120	Control Learning Scotol	明明
AME DEPAR	THENT-	1804	The Land		- 18	
Assistants	100 300 B 30	1	260, 360, 500-20-600	Ovethean posts	£400, 400,800-20-660	See Note in paragra 7 of Report.
UDICIAL DES	PARTMENT- 9		16 M		FALL	
Process Servishorthand		de	£240-16-300 £400-20-600	£200-15-290-15-350 £360-20-480-20-600	£240-20-360 £400-20-444-20-600	
EGAL DEPA	KTMENT-Only Oversel	Chert	al years	. W. Mi	M - 17 /45	1 1

PPENDIX III.

THE SHORETARIAT,
NAIROBI.
S/E. 37/1/5/18/1.
9th December, 1932.

Gentlemen.

I have the horour to state that proposals are under consideration in this colony for the inauguration of a Contributory Pensions Scheme, or Fund, for ecrtain Government employees and I should be grateful it you would kindly send any particulars that may be in your possession bearing upon this subject.

Perhaps you could transmit copies of the relative Regulations or Ordinances by Air Mail.

I should also be glad of your general opinion upon the possibility of combining a Contributory Pensions Scheme with the East African Widows and Orphane Scheme and whether you consider contribution to the latter is constituted from all Government servants. East African It is realized that the implications of this question are large and would be subject to further consideration, but if it is possible for you to reply to this paragraph by an early Air Mail it would be appreciated.

I have the honour to be, Gentlemen, Your obedient ser unt,

JUXON BARTON.

THE CROWN AGENTS FOR THE COLONIES: LONDON, S.W.

CROWN AGENTS FOR THE COLONIES.

4. MILLBANE,

WESTMINSTEE.

LONDON, S.W.1.

23rd December, 1982.

No. 530 0/Kenya 82,

Sir.

I have the honour to acknowledge the receipt of your letter 8/E 37/1/5/18/1 of the 9th December and to inform you that we know of no contributory pension scheme or fund in operation in any of the Colonies or Administrations for which we uct as agents.

2. In regard to the question raised in the 2nd paragraph, dy your letter thin in our opinion, raises points which must be considered by the Secretary of State to whom we have therefore, transmitted a copy of your letter.

I have the honour to be, Sir,

Your obedient servant,

P. S. BLOOMFIELD, for Crossn Agents.

THE COLONIAL SECRETARY,

KENYA

COLONY AND PROTECTORATE OF RENYA

No. S/E. 28/1/1/24. CIRCULAR No.

G → 6 A → − D ← 1 THE SECRETARIAT,
NAIROBI, KENYA,
28th January, 1933

TERMS OF SERVICE

Reference Secretariat Circular No. 48 of 1932

The following amendments to the above Circular are hereby notified:

PAROERTH 3 (g), Line 6.—Add "except those who fained the Colony's service before the list April. 1911, as referred to its paragraph 189 of the Code of Regulations, and who are certaing from the service at the emit of their present tion. Such others will be grained return leave calculated up to the 31st December 1932, on the existing basis."

PARAGRAPH 4, 11. PRESENT AGREEMENTS.—After the words "Colonial Service" in the sixth line add "on the 1st January 1933".

PASAGRAPH 5, LINE 1 — Delete and substitute "Officers defined in garsgraphs 600 and 601 (2) of the Code of Regulations."

SUPPREAGRAPH (4) - Defre.

PARAGRAPH 6.—Between the words "officers" and "will" in the first line add "save shoss defined in Paragraph 601 (a) and (b) of the Code of Regulations".

> H. M. M. MOORE, Colonial Secretary,

Tot

All Heads of Departments.

All Provincial Commissioners

(b) Report of the Local European Civil Service Committee.

The Conference had under consideration a memorandum by the Government of Kenya, Paper No. GC (33)13, Section B.

SIR STEWART SYNTS said that the Government of Tanganyika Territory was at present considering terms for a locally recruited service for all races, but the complete scheme would not be available in the near future.

THE CONFERENCE, having discussed the position as regards local service proposals in East Africa generally.

TOOK NOTE of the situation existing in Kenya and that details for the establishment of a local service were now under consideration by the divil Service Board whose final recommendations would be communicated to the individual Governments and to the Government's Conference with a view to encouraging the other East African Dependencies to recruit in Kenya.

33

PAPERS CIRCULATED IN COMMECTION WITH THE W.A. TOVS CONFOR.

G.C. (33) 13 Seet. B.

Elliant from Meno, ceremented by Government of Kenrya.

(B). LOCAL SERVICE.

In Kenya a special problem of what, for want of a better term, is at present designated a "Local Service"; has arisen. It will be that the Conference:

"Agreed generally with the views expressed by the Government of Ugenda in paper GC (32)48 Including the need for unified action; but considered that the time was not ripe to start any formal consultation for this purpose between the East African Territories."

The views of the Government of Uganda were that:-

"Conditions at present indicated that it is only in Kenya that the institution of a Local service need be considered. The adjoining territories should, however, consider how far economy can be effected in their own services...... by recruitment in Kenya preferably to England. The terms of such recruitment, while making some allowance for unfavourable conditions etc., should not be such as to compete unfairly with the terms offered by the Kenya Government for admission to its Local Service."

Copies of the Reports of the Terms of Service Committee of October 1931, of the Local European Civil Service Committee of August 1932 and of a Bemorandum examining the various proposals and containing the comments of the Heads of Departments etc. are attached.

The "Local Service" proposals are now under the consideration of a Civil Service Board which has been set up in Kenya and steps will be taken to communicate the final decisions taken to the individual Governments, and to the Governors' Conference, in order to encourage recruitment by the other Bast African Dependencies in Kenya both from strictly "local" and from "overseas" candidates who may be in Kenya.

Nairobi.

MOTE:

5.

6.

Copies of Enclosure 4 have already been circulated and further copies are not available.

33 /

PAPERS CIRCULATED IN COMMECTION WITH THE W.A. BOYS CONFOL.

G.C. (33) 13 Seet. B.

Elliast from Meno. circulation by Government of Kennya.

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Nairobi. 19vi.33

BOTE:

6.

Copies of Enclosure 4 have already been circulated and further copies are not available.



COLONY AND PROTECTORATE OF KENYA

REPORT

OF THE

LOCAL EUROPEAN CIVIL
SERVICE COMMITTEE

PRINTED BY THE OUTERWEST SHIPPER

REPORT OF THE LOCAL EUROPEAN CIVIL SERVICE COMMITTEE

OUR EXCELLENCY.

The Committee appointed by Your Excellency-

"To examine, to report upon, to schedule posts and Terms of to draft Regulations, having regard to the principles laid down by Executive Council at its meeting of the 7th January, 1932, for the inauguration of :-

(a) a Local European Service; and

(b) a Local Asiatic Service

applicable to Government Servants not employed by the Kenya and Uganda Railways and Harbours Services the honour to submit the following Report.

EUROPEAN SERVICE.

For facility of reference extracts from the Report of Prefators Terms of Service Committee with the relevant recomndations of the Executive Council; in which Your Excelsey has expressed concurrence, are attached at Appendix I. Appendix I.

8. Your Excellency, in response to subsequent inquiries, sed the Committee to be informed through its Chairman at they were not debarred from reviewing and, if considered grable, from submitting proposals for leave and passage inditions differing from those appearing in paragraphs 15 (n) ad fiii) of the Report of the Terms of Service Committee,

The Committee at the outset of ats deliberations Evidence cided to ask the Government Statistician to collect parulars of salaries and conditions accorded by local firms to aff in similar categories to those cited on pages 20-22 of the port of the Terms of Service Committee. The Committee ires to express its thanks to those firms who furnished data d to the Government Statistician for his co-operation in nding out the Committee's questionnaire and in supplying alyses and summaries of the replies received. The results nich were not ready till the middle of April have proved tinctly disappointing, in that many of the larger firms and stitutions failed to furnish the requisite data, and that the

General considerations governing the Report.

Appendix II.

- 5. In reaching the conclusions, detailed below and in the accompanying draft Regulations (Appendix II), the Committee desires to emphasize the difficulty at the present juncture of laying down terms of service which can be regarded as likely to prove stable over any extended period of years. The general tendency to retrenchment, both in the public services and in private enterprises, which continues as the inevitable concomitant of the prevailing world-wide depression has materially reduced market rates for labour. both skilled and unskilled. Although the increased purchasing power of money at the present time is an important factor and liable to persist as an influence in determining wages. the Committee feels that its proposals may only be applicable to a period of transition though they have followed the assumption of the parent Committee that on emergence to more settled conditions emoluments will be on a lower level than at the time many of the existing terms of service (including salary scales) were introduced. It may be necessary for the position to be reviewed as soon as conditions become stabilized so that appropriate changes or modifications can be introduced before the Local Service has developed to its full proportions.
- 6. The proposals put forward in regard to clerical staff are suggested as representing untable scales of salary, as far as can be judged at the present time, within which remuneration can be provided for the various duties involved as offering a reasonable exter in the lower branches of the Kenya Civil Service for local recruits who it is hoped will form more than a considerable proportion of new appointes. The conditions suggested moreover are not considered unsuitable if (as any rate as the inhequinon of the Service) it may prove necessary to full yearners in the Local Service from outside East Africa.

Major Cavendiah Bentinck, however, who was pinble to attend the meeting of the Committee of which these islanes were finally decided, is of the opinion that the scales of salary now recommended for the higher clerical grades are too high for the type of routine, work contemplated bearing in mind the change in world conditions, and wishes to lay special stress on the fact that in his opinion the "changes and modifications" dreshadowed in paragraph 5 above will probably have to be introduced almost unnedately.

- 7. In framing their recommendations the Committee were guided by the need for inaugurating a new service on reasonable lines rather than by the more about suffice pointy of attempting to attract existing personnel to transfer by the offer of more advantageous terms than circumstances warranted for the duties in question. The Committee recognizes that so long as financial stringency continues the recruitment of the Local Service may proceed but slowly and that in the meantime the interests of economy will reader it imperative for Government to place as many as possible of its existing personnel upon revised terms of service. The terms now miggested should in the opinion of the Committee be readily adaptable for this purpose in cases where this course may be desirable on general grounds.
- 8. The conclusions of the Committee an detail are contained in the accompanying draft Regulations which follow generally the provisions of the present Code of Regulations in so far as they can be considered applicable. The following observations are merely intended to explain coverning principles of the reasons for departing from any of the specific recommendations of the parent Committee. They also present the Committee's views on the question of Pensions and the Civil Service Board, which still require the consideration of Guvernment and in consequence no provisions under these heads have been included in the draft Regulations.

For the sake of convenience the sequence observed in the Report of the Terms of Service Committee has been adhered to:—

(i) Pay

	Terms of Service Report	Committee's Proposals	
(a) Learners (Male or Female)	∠60 to ∠84: £84 to £106	£60 by £12 to £84 by £18 to £120	

The Committee see no reason for two separate grades and prefer a single grade with definite increments, on the understanding that the £60 to £84 portion of the scale should be open to candidates roughly between the ages of sixteen and eighteen who have passed the Jumior Cambridge Examination or an equivalent standard, but that older candidates with higher educational qualifications such as the School-leaving Certificate or Matriculation Standard or such other tests as may be reogmized by the Civil Service Board should be

allowed to enter at 254 in the scale. The maximum is recommended for extension to £120 to provide for certain departments which demand a longer training than the usual clerical ranks and the Committee further suggests that the Civil Service Board should be empowered to make special provision in respect of cades in training for technical departments. A learner should not be admitted to either portion of the grade at a higher point than the justial pay suggested save in the most exceptional circumstations.

Heads of departments should have discretion to vary the number of learners employed provided that their sanctioned allocation for the learner establishment is not exceeded.

(b) Clerical Grades	Terms of Service Report	Committee Recommendations		
Grade C (Male or Female) (Missionum age 18 years)	Per annum £150 by £10 to £200	Per annum £150 by £10 to £240		
Grade B (Male)	£240 by £15 to £300 by £20 to £420	£200 by £15 to £290 by £15 to £350 by £15 to £425		
Grade B (Female)	£240 by £15 to £300 by £10 to £360	£200 by £15 to £290 by £15 to £350		
Grade A (Male)	6380 by 620 to 4680	6360 by £20 to £480 by £20 to £600		
Grade A (Fensale) Special Grade (Males)	£380 by £16 to £420 £500 by £20 to £660	None £500 by £25 to £680		
Special Grade (Females)	None	by £25 to £775 (*) £380 by £20 to £420		

(*) The extension from £650 to £725 is subject to the proviso below?

In explanation of these variations the Committee consider-it necessary that to prevent stagnation in the several grades longer scales should be adopted.

The above recommendations represent the unanimous rieses of members of the Committee present at its last meeting.

Since that date a sub-Committee has marriesed bends of departments with regard to appropriate scales of sahar for the non-elected posts recommended for inclusion in the Local Service, and on reviewing the scales put forward for these non-elected posts, side appendix III, a majority of the Committee are inclined to consider that the maximum for the Grade A Clerical Service should be reduced to 4540 per annum in accordance with the recommendations of the parent Committee. It is not recommended that female clerks should ordinarily progress beyond an ensest salary of 4350; but that exceptional cases would be more distingly included in a special grade rising to \$420 per annum than in Grade A.

The Special Grade (Males) should be strictly limited in mushers and should be confined to duties connoting specials responsibility or qualifications in addition to normal confidential or supervisory duties of a clerical nature, which would be adequately remunerated by the Grade A scale. The Special Grade (Males) has been extended to £725 but, it is suggested that normal requirements would be met by the har at £656, which should only be passed for posts of exceptional status or in instances of outstanding personal ment.

The Committee wishes to lay emphasis on the desirability as far as possible of selecting candidates for vacancies, more particularly in Grade A and upwards on a general roster rather than treating departmental personnel on a water-tight basis for purposes of advancement. It is suggested that for this purpose recommendations for filling such vacancies should be submitted for review by the Civil Service Board-before any substantive appointment is agreed to.

The Civil Service Board should also prescribe specific tests qualifying for admission to the learner staff and the other grades for the guidance of heads of departments.

Entry into Grades B and C should presuppose passing inthe necessary qualifying subjects as at present and subject to the existence of a vacancy a clerk in Grade C would be cligible for advancement once he had passed the higher test. He would enter the new grade at the minimum, unless he was already in receipt of higher salary; in which stend he would enter at the fext appropriate incremental step.

The Committee desire to point out that there are at appears III. present no fewer than fifty-three different scales of salary for poste suggested for inclusion in the Local Service and they did not feel competent on their own responsibility to fix appropriate scales for such a large number of different salary rates. The result of inquiries to heads of departments choiced its first that these posts could be graded within the scales suggested for the Clerkal Service. Appendix III contains the schedule of posts secommended for invitation in the Local Service, the scale of remuneration at present said an respect of each post and suggested scales for the same posts in the Local Service, which have been put forward after consultation

with heads of departments. These data are included in the hope that they have by of assistance and guidance when the salaries finally come to be decided, but the Committee feel that without careful shady of the duties appertuning to the various posts it is not possible for them to recommend that they should be accepted as final; they follow senseably the principles governing the Committee's recommendations for cherical posts and it is suggested that they should be very carefully reviewed by the Civil Survice Board. The Committee desire to acknowledge the assistance received from heads of departments in response to their representations.

The Committee, in examining the subscripts of posts were impressed by the number of apecial designations for passes the nature of which would appear to be approximately covered by the mould shrighly within. They maggest that there is roun for some for some for all respects in the intensits of simplicity and the Secvice in general, we mydrous challenging on warranted by the functions performed are apt to lead to meaning managing and the secvice.

(II) Leave.

The Committee (Captain Ward desenting, see reservation on special) consider the recommunistics of the parent Committee or adequate on the understanding that see separal heliday would be sauged.

The Committee desire to emphasize the considerations put forward by the didd Committee of Leave and Passages for European Spreads of disserunity to reparks the impostumes of an animal holiday which read as follows

To Insthe opinion of the Committee, only the most exception of cremmeteries should be allowed to interface with the grant to such European servant of Government of a substantial amount plotter, which a view to channing that around leadings are taken, the Committee recommends that beam of department should regularly prepare only in each year tentitive defaults of affinial leave to be taken by members of their start and should be control to remain a return cach year and the amount of leave taken leave during that seal and the amount of leave taken leave during that speak and the amount of leave taken and which offers have taken leave during that open of the year and taken leave during the copies of the year and giving reasons in each case where as these has not taken his 'manual leave' during the year. The Committee also recommends that in all caces above annual leave has not been taken, the causes should be investigated. The reasons will probably be either that there has been insufficient staff or that the head of that there has been insufficient staff or that the head of

the department concerned has not been able to make proper prangements. In either case the Committee holds that the position should be critical and that the Concernment should have knowledge of the facts brought to the force in this way.

Dearners would not be entitled to "vacation" leave, but would be limited to eighteen days local leave.

In the opinion of the Committee proportionate vacation, leave should be granted at the rate of seven days, for each completed drace months escaled an officer further being allowed to said the final period of focal leave due, to the vacation leaves for which he is eligible; for the purpose of evaluate leaves. The period of the governed, the period of the governed as to be melanded in the leave garned.

The Committee arge that for purposes of calculating leave in respect of the Local Service it will be enficient it stations are placed under two categories of "healthy" and "unfaithy" lollowing the present distribution for the Servac in general five wouther residence in an "unhealthy" station counting as an months in a "healthy" station, i.e. (youngli days assention leave would be earned by len instead of twelve months residential acrosses and seven days every two and-shalf instead of three months. It was agreed that the Director of Education must be granted lagrand to arrange the leave of his teaching and matron staff in conformity with the requirements of the various schools. Ruth staff it was understood would not be entitled to 'locat' leave in addition to light normal echool holidays.

(iii) Passages.

To view of the considerations advanced in the Note appended to the relative section on page 13 of the parents (ommittee in the Report, the Committee in Dishea dissentings atrongly recommend the grant of more generous a sistange on Go'grament's part both in the interests of the individual himbel and the attractiveness of the Local Service under prevailing conditions.

They suggest that a scheme on the following lines should prove both simple in operation and equitable in incidence. An office, to be considered to have earned it respect of each, year of resident service 25 per cent of the cost of a return passage to the port marrest to the destination where he leave is for be pent the cost being calculated in accordance with the accommodation and down under Category B in paragraph 11 (ii).

No allowance towards family passage would be made but an officer would be able to travel by a lower grade or class than that for which he is eligible and apply the savings towards the cost of his family passages or secumulate the money due for more than four years on the understanding that no balance beyond that needed for ocean passages or other approved journey would be paid over. No concession under this head should be granted normally for less than two years' n residential service. In illustration of this it may be stated that the effect of such an arrangement would be that at the end of forty-eight months (or forty months at an "unhealthy " station an officer would be eligible for the cost of a passage for himself and at the end of six years (or five years at an" unhealthy " station) for half the cost of an additional passage.

The Committee submit that such an afrangement would entail less accounting than the contributory proposal of the parent Committee, and, though involving somewhat Jarger expenditure, would be justifiable on Government's part in inaugurating a Local Service at the present juncture.

Service in the learner grade should not be counted towards earning any percentage of the cost of a passage,

Mr. O Shea dessents from the foregoing recommendations and adheres to the recommendations of the parent Committee.

(iv) Pensions.

The Committee desire to emphasize the imperative need. a their opinion, for some form of compulsory insurance as an integral part of any permanent Local Service, which may be inaugurated, with definite provision for State contributions to supplement an officer's premis. Regular deductions in respect of contributions would be effected from his monthly salary and credited with unterest at a reasonable rate. In this connexion the Committee unanimously favour the principle of contributory pensions and advocate the introduction

of a scheme or fund for this purpose at the earliest opportunity considered practicable. Through the courtesy of one of its members the Committee were enabled to study particulars of a scheme actually in operation for the employees of an existing enterprise through a well-known insurance company. They had also before them legislation governing certain of the pension funds adopted by the Government of the Union of South Africa as well as the Report of the 1929-1931 Royal Commission which outlined leading principles CMD, 3909/ for a suggested contributory pension scheme in respect of the Home Civil Service. The Committee incline to the view that for Government purposes a scheme on the last-mentioned lines would probably be preferable but they appreciate that a decision is impracticable until certain data and statistics have been collated and submitted for actuarial assessment.

They would arge most strongly that early information he obtained as to the requirements in this connexion, so that the necessary particulars may be compiled from the outset and contributory pensions brought into force with the least possible delay for the Local Civil Service.

In the meantime the only alternative available appears to be a provident fund, for which many precedents can be obtained such as that in active operation in respect of the Kenya and Uganda Railways and Harbours Services. Pending a decision as to the adoption of their recommendations the Committee have not considered it necessary to examine the details of any such scheme or to draft regulations, particularly as they only envisage it as a temporary arrangement which should be established on as simple lines as practicable with a view to ultimate absorption of the funds collected in whatever fund or scheme of contributory pensions may be accepted.

They suggest that the contribution be fixed at 15 per cent of the substantive salary and that Government and the officer should be called upon to contribute in equal proportions, i.e., 71 per cent. It was considered that an officer should have no claim on the Government contributions or interest thereon until he had completed five years as a contributor, unless his services were terminated on medical grounds or changes due to re-organization of staff.

The Committee examined the advisability of either allowing or compelling officers, during the interim period of the Provident Fund's continuance, to join the existing Widows' and Orphans" Scheme. On balance it was agreed that com-

pulsion provided the cole alternative, but that it would be best in view of the heavy liabilities establed by such duable subscriptions to make no additional imposition on others pending the full review of the previsions which it night prove possible to incorporate to cover similar purposes in any contributory pensions scheme or fend. In this connexion the Committee noted from Appendix V of the Report of the Royal Commission cited above that favourable terms for widows were included in the contributory superannuation scheme outlined in respect of the Home Civil Survice. It remained to be seen whether similar benefits could be justified activately under reasonable premis for the smaller membership which would comprise the Kenya Local Civil Struce.

The Committee's recommendation may be summarized as follows: As far as can' be forescen there should be no need for a provident fund to sup permanentry in concurrence, with a contributory pension scheme, or fund, but some-such arrangement would be essential for some years at the inception of the Local Service pending actionarial investigation and advice on the pension system, it being postulated that there should be no undue delay in collecting the necessary data and statistics for such an inquiry.

Should financial considerations permit, the Committee further venture to suggest that it would be a welcome gestion on the part of Government it in the case of personnel now under agreement, who might be offered fransfer to the Local Service, it were made clear that Government would be prepared to place to their credit in the provident fund the amount of the Government contributions, which would have accured, with or without interest as may be decided, had the fund been in operation at the time when they joined the Service for continuous comployment.

The Committee desire to make it clear that slicy are not in a position to assess the monetary effect of such a proposal, but they submit it as a suggestion which in their view merits serious and early consideration.

The Committee would point out in regard to this section that it would be necessary to consider procedure in respect of officers who may be transferred from the Local to the Overseas Service as regards their contributions to any scheme of computery incurance so long as any alternative scheme of persons remains in force for the Overseas Service.

(v) Quarters.

The Committee have embodied in the accompanying Begulations the principle of consolidated salaries, without the addition of free quariers or an allowance in lien. They consider, however, that exceptions must be made in the race cases, where an officer is required to occupy quarters at our adjoining particular institutions in view of the continuous nature of his duties: it seems to the Committee only quinting that in such instances no mat should be changed and the quarters should be regarded as a temperary addition to the officer's non-personable emeluments.

In the Committee's view, acceptance of the principle that an officer will be responsible for his own housing arrangements means as a ogrollary that in dentres, where private accommodation can be arranged, he should be free to suit his individual requirements and should not be forced to rent Government quarters, merely because such quarters happen to be analiceated or unoccupied. The question of the disposal of any surplus Government bouses in the event of the adoption of these proposals is a matter which may require consideration. The Committee appreciate that an officer will be at liberty to rent Government quarters should be so desire and that such a course may be inevitable in many outstations at present. Where competition with private accommodation arises rents should be fixed at ruling market prices whilst at other statious quarters should be leased to officers either on a rental basis to be assessed administratively on the value of the house or on the basis of a percentage deduction from salary not exceeding 15 per cent the smaller amount governing procedure in any individual case.

(vi) Medical Attendance and Examination.

The Committee recommend in accordance with the views expressed by the parent Committee free medical attention for the officer but not for his family.

It is desired to record that a majority of the present Committee support the recommendation of the minority of the parent Committee in the ascond paragraph on page 10 of their Report to the effect that where drugs are readily obtainable from other than Government sources, they should not be supplied from Government stores. This provision, hewever, has not been included in the accompanying Regulations.

The Committee support the opinion of the representative of the Medical Department and the 1929 Committee on Leave and Passage Regulations that regular medical examination

(vii) Travelling and Motor Allowances.

The Committee consider that travelling and motor allowances should be governed by the general regulations ruling at the time.

(viii) Acting Allowances.

he Committee are opposed to the grant of acting allowances in respect of posts in the Local Service.

(ix) Engagements and Terminations.

The Committee have assumed that the Local Service will be under the control of the Governor, advised by a Civil Service Board, on the lines recommended by the parent Committee, and recommend that, if necessary for this purpose, steps betaken to obtain the Secretary of State's sanction to waive the requirements of Colonial Regulations, paragraphs 17-22. The Governor would then be the final arbiter in all matters affecting the Local Civil Service, though an officer would retain his inherent right of appeal to the Secretary of State against any decision reached locally.

As the tour of service is not advocated for officers in the Local Service, the Committee is of opinion that engagements, whether temporary or permanent and whether in the capacity of learners or of probationary or substantive appointees, could be covered most suitably by letters of appointment, instead of agreements. These letters would vary according to the conditions governing a particular appointment, and should be countersigned in all cases by the appointee. Model forms are anguested to ensure uniformity of treatment.

It is suggested that persons engaged for specific periods or services might be engaged on agreements, subject generally to the regulations applicable to the Local Civil Service,

(x) Disciplinary Provisions.

Whilst agreeing that increases requiring investigation in the interests of discipline the method of such investigation must be left to the descretion of the Governor, the Committee are divided as to the desirability of prescribing the Civil San vice Board as the peoper body which should investigate serious cases involving intended dismissal. A majority thus membersi urge that only in the most exceptional excunistances should any other body be appointed for such a purpose.

Major Cavendish-Bentinck, Mr. Smith, a and Mr. Webster, however, were not prepared to subscribe to this proviso. In the cfromistances, the relative regulation, paragraph 88, has been drafted in general terms, without any restriction of the Governor's discretion.

(xi) Age of Retirement.

The appropriate age for normal retirement suggested is 55 years for males and 50 years for females, but the Committee appreciate that final decision on this point must remain for consideration with the provisions to govern whatever scheme of compulsory insurance may be adopted.

CIVIL SERVICE BOARD.

The Committee desire to invite special attention to the recommendations of the parent Committee in paragraph 18 of their Reports and to urge upon Government the importance of the early establishment of a Civil Service Board on the lines suggested. The Committee feel that the Civil Service Board would be the appropriate body for dealing with the question of transferring officers already employed to any new terms of service which may be introduced as contemplated in paragraph 19 of the parent Committee & Report.

The Chairman and Major Caventish Bentinek, whilst agreeing that a Civil Service Board should be set up with its functions limited as suggested by the parant Committee, are entirely opposed to the principle of anulting such a Board disciplinary or wide administrative powers. They desire to emphasize that His Excellency the Governor, he the liead of the Civil Service, should have absolute authority, though he would enaturally frave powers of delegation in also direction which he considered advisable.

The Committee considered it desirable to submit without further delay their recommendations as regards their first term of reference a lancal European Service. They propose to continue their inquiry in regard to a Local Aslatic Service as soon as circumstances permit, and would welcome any indication of Government's decisions on the various aspects covered in this Report, as a guide in dealing with similar problems under heading (b) of their terms of reference

le conclusion, the Committee desire to record their appres Asknowledge talion of the valuable assistance undered by their Secretary, Sameter

Mr. A. J. Field, Acting Establishment Officer, of the Secretarist, more particularly in connexion with the compilation of the secompanying Regulations.

We have the honour to be,

Sir.

Your Excellency's obedient servants

J. E. S. MERRICK, Chairman. W. H. SMITH.

W. H. SMITH.

F. J. CARLYLE JOHNSTONE.

H. J. WEBSTER.

C O GILBERT

THOS. J. O'SHEA

H. F. WARD.

F. CAVENDISH BENTINCK.

Members

A. J. FIELD.

Natrobi,

26th Amost, 1932

1 have signed this Report subject to the following

(if Leave. Page 7.

The recommendation by the Leave and Passages Committed of 1925 (para. II), page 50 as to, the period of service
as Kanya requisite to cash as months leave overseas was a
derived one. The Difficul Members recommended three and a
half bears, and the Unofficial Members four years. The
majorest of this Committee pow recommends six years, irrprecurs of previous contracts with Government or of the total
period of service completed. If any sincerely of the opinion
that any secuant of Government who has served for an
apprecurable period of the current terms of service double not
have the period of service in Kenya during which he can earn
ax months leave overseas extended for more than a vest
and said is respect of the Loval Service generally that length
of service calls for some scaling deep of this period below
as vests, on the limit of but not to the exact extent as in
provided for in the Terms of Service Committee's Report of
1931, vide page 7, paragraph II.

H. P. WARD

APPENDIX I.

Extracta from the Report of the Terms of Service Committee with relative recommendations of the Executive Council.

15st After much consideration, the Committee have come to the Conclusion that the following rates of pay and conditions of service for a European clerical and general Local Service would be ressonably adequate:—

(i) Pay.

Learners (Male or Female) —Non-incremental; pay-

Grade II : £60 to £84 per annum.

Grade I £84 to £100 per annum

Oracle C (Main or Female) - \$150 by £10 to £200 per annum (minimum age, 18 years).

Grads B (Females).—£240 by £15 to £300 by £10 to £360 per annum.

Grade B (Males - £240 by £15 to £300 by £20 to £360 by £20 to £420 per annum.

Grade A (Females) F300 by £10 to £420 per

Grade it (Malog - 8350 by \$20 to \$480 by \$20 to

Special Grade (Chief Clerks and Office Supersiendents). 2800 by £20 to £600 per annum.

In the elerical service, the Committee doubsuppass, that Grade B would be the appropriate grade for fully competent stemographers and typists, Grade A beingfaulted to posts of a more responsible character."

Executive Council Recommendations

That the general approval given to the proposed scales by Council should not debut the Local Service committee from submitting any variations which seemed to them desirable. Local: 18 days annually.

Vacation. 26 days per annual, sumulative to six months. Officers under 18 years of age not to be eligible for vacation leave.

Note —The Committee recommend that in respect of service at unhealthy stations, the same recasion leave afforances should be made on times similar to those proposed in the case of the Oversea Service."

Executive Council Recommendations :

That general approval be given to the Committee's recommendations.

(iii) Passages.

If an effect earning vacation leave elects to save towards the cost of a holiday out of the Colony in common with this leave, the Committee recommend that he should be assisted to the extent that Government should open a passage account on his behalf, into which the officer would pay 24 per cent of his salary (subject to a maintum of 5h. 10 and a maximum of 8h. 20 per melnem), into which Government would contribute an equal amount. In view of the extent of Government's contribution, it is not considered that interest should be allowed on balances.

Note.—The foregoing recommendation in regard to contribution towards passages is based on the view that, although the kind of work which officers of this grade perform is not very exacting, it is desirable, even for the socially been that they should periodically have a change out of the talony, not slingesture because of possible benefit to beauth, but also because of the experience and the broadening of rises which may be gained from travel about a Tip Committee feet that, thise some practical encouragement is given towards saving for passage souts, the facility for accumulating vacation here will largely fail in its object."

Executive Council Recommendations:
That general approval be given to the Committee's recommendations.

(IV) Pensions.

Pensions should definitely be on a contributory basis, and a Fensions Schetne on such lines should be introduced as vary as possible for the fully pennanent members of the Local Service. For members on less permanent terms a Froudent Fund Scheme should be established. There are many schemes of each kind in operation throughout the Empire, and the lines on which such schemes openete have become more at less standardized. Cases will arise of others nowing from one scheme to the other, but no difficulty should be expensioned in providing for such cases. The Committee, in lact, incline to the view that all officers in the Local Service should be under a Fraydent Fund Scheme until the rage of say, 25 years, so that they may be in a position up to that age to leave the service without too great a service of pension profits.

Executive Council Recommendations

That the introduction of a Contributory Pension and/or Provident Fund Scheme should be examined by the Local Service Committee.

(v) Quarters.

"If the Committee recommend that the same arrangements as have been proposed for officers of the Overseas Service in regard to quarters and to the occupation on a rental basis of Government-owned houses should be applied to the Local Service."

Executive Council Recommendations:

That general approval be given to the Committee's

(vi) Age of Bettrement and Medical Attendance.

The Committee recommend that the same principles should be observed for the Lord Service as for the Over-seas Service, vide paragraph 11, (iv) and (v).

Executive Council Recommendations

That the recommendations of the Committee be approved as regards the age of retirement; and in principle as regards the question of medical attendance, subject to the Report of the Colonial Services Committee; but that consideration of this question should await the return from leave of the Colonial Servicestary. It was realized that a question of salary consolidation would arise.

APPENDIX II

SUGGESTED REGULATIONS FOR THE KENYA LOGAL CIVIL SERVICE.

The following Regulations are based on those contained in the "Gode of Regulations" Third Edition, Part 1, for Runopean officers of the Government Service, "the Governor" being substituted for "the Secretary of State" as the controlling authority.

Necessity for report or reference to the Secretary of State is not contemplated except that an officer will again his inherent right of appeal to the Secretary of State against any local decision.

An officer engaged from overseas for the Local Civil Service will receive the same privileges on first appointment as are accorded by the general Code of Regulations to other officers as regards date of appointment, salary for the period of the voyage, atc.

These Regulations are subject to variation from time to time at the discretion of the Governor to suit the requirements of the Service and in any case of doubt as to their meaning the decision of the Governor shall be final.

PART I. EUROPEAN STAFF

CHAPTER I

APPOINTMENTS, TERMINATIONS AND TRANSFERS

- 1. Appointments will be in the following categories:-
- (a) In a temporary capacity (e.g., learners).
- (b) In the Established Service (including a period of probation)
- All appointments will be made by the Governor.

On first appointment an officer engaged within the Colony will be given a latter of temporary appointment as late down in Appendix I.

- 2. On the expiry of not less than six months' service in a temporary capacity, the head of department may recommend an officer for appointment on probation, in which case the officer will be given a letter of appointment as laid down in appendix II and his letter of temporary appointment will be cancelled.
- 8. On the expiry of a period of probation of not less than two years' service the head of department may recommend an officer for appointment to the Established Service or for reasons accepted by the Governor may require the officer to continue to serve in a probationary capacity.
- 4. On appointment to the Established Service an officer will be given a letter of appointment as laid down in Appendix III and any other letter of appointment on which he may be serving will be cancelled.
- 5. The Governor is not authorized to make any addition to the fixed establishment of any public department without the previous sauction of the Secretary of State, and reliefs should normally be provided from the fixed establishment. In exceptional circumstances requests for temporary additions to the establishment should be referred to the Cotonial Secretary.
- 6. The Colonial Secretary should be informed of the home addresses of all officers, to which communications intended for their relatives or friends may be sent.

An officer of the Established Service may be reagn except with the permission of the Governor which sall only be granted it reasonable notice is given and an assurance obtained that satisfactory arrangements to refund outstanding hisblities have been effected.

- Officers who resign their appointments at any time after returning to the Colory from overseas will be liable to refund such propertion of the cost of their outward passage as may be decided by the Gowenor.
- 9. An other serving on probation may at any time determine his ingrapement on giving three months, notice in writing or on paying to the Government one month's balary.
- 10. It will be within the power of the Governor 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 leave of absence with full pay for the period of vacation leave at the fall down.
- 11. Notice of determination 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 granted to him.
- 12. During the period of probation the Governor will further have full power to capod 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 regligence or default; and in that event the officer will not be satisfied to any privileges of leave or cases of the control of the
- 46 No officer will be admitted to the Established Service. Whose work is not thoroughly satisfactory and who does not succeed in passing such language examinations and other tests at may be prescribed.
- 14. Promotions will be made by selection as vacancies, oc.ur, and officers promoted to a higher post-will as a general rule commence at the minimum pay of that coil.
- 15. For the higher grade poets recommendations for filling such vacancies will be esamitted for review by the Civil Service Board before any substantive appointing of an example.

16. In cases where a head of department has cause to recomment that an officer should be passed over for promotion to any vacant post the fact should be noted in submitting the relative recommendation and full reasons should invariably be given in substantiation.

17. All applicants for employment should be required to fill up the prescribed form of application for Colonial Employment (B/i) (supplies of which can be obtained from the Servetariat), which should contain a complete record of any employment, which should contain a complete record of any employment, which the applicant may have followed, whether public or presents.

18. Heads of departments are required to satisfy themselves as to the record of previous service where a local firm or employer is concerned.

19. Will scarning shall be given to any employer of it is a desired to engage any of his amployees so that he can make steps to enforce any contractant countinents and further, it should be made clear to the happbornt, that he must eattle any matters arising got of his contract with its previous employers before any appointment by therefore can be made.

20. In cases where a local applicant for appaintment has had previous employment in a Colonial Service outside Kenya it is necessary to belian the sanction of the Service outside Kenya (by telegrams if necessary) below the person oppressed can be engaged even on a temporary basis.

- 41. In cases where the applicant's previous service has been in the Union of South Africa on in other Dominions, application will be made direct by the Colonial Secretary to the country concerned for a report on the applicant's prayions service.
- 22. In connexion with the appointment locally of an officer on other than a month to month basis at about be accertained whether the candidate has previously submitted an application to the Colonial Office of Crown Agents for the Colonial Service;

Heads of departments when submitting applications to the secretarial should family this information.

23. No person who has previously resigned or been dismissed from Government Service may be reappointed locally without the sanction of the Colonial Secretary.

- No candidate for employment who is in receipt of a pension from another Government should be engaged without the pensioning Government being consulted.
- 26. All candidates recommended for employment should undergo an examination by a medical officer approved by the Government, but such examination need but be insisted upon where the appointment is definitely only for a limited period.
- 26. Appointments on a temporary basis to posts for which provision exists in the Estimates may be made by heads of departments. When forwarding a recommendation for any such temporary appointment heads of departments should furnish a medical certificate of fitness (see Appendix 2, C.O.R.) and the usual vital statistics (see Appendix 3, C.O.R.) of the person to be appointed, together with information section to the proposed rate of pay, and a role as to the item in the Estimates from which the salary wall be peak.
- 27. Regular notafection should be exclunged between fovernment departments requiring capitidate of a school-leaving age and the Education Department, who will distribute the information as to vacancies, so that it may be available on application by the fivents of guardians of children about to leave local schools. It will also help to this end if just of openings labouch junior posts as may be included under she above category are published in the Official Gazette from time to time by the departments consequed.
- 26. A medical certificate as to the filmess of the person concerned is required in the case of an officer serving of probation who is recommended for appointment to the filmshished. Service.
- An other will not be placed on probation before the receipt of satisfactory reports from his referees.
- 40. Women who are appointed to the Established Service must understand that the swall be called upon to resign their appointments in the event of their marying any employment subsequent to marriage being on a temporary footing or on the issues of probationary appointment.
- 31. Any officer to leading the Service should, when practicable, be asked by the head of the department concerned

before he leaves the Service of the Colony whether he wishes to be furnished with a Certificate of Service or not. A copy of the form is shown in Appendix 8, C.O.R. and no other form of testimonial or commendatory letter shall be issued to him. The main purpose of such certificates is that they may he used as references covering the officer's period of service in the Covery when the time comes for him to seek employment elsewhere. Heads or departments who complete certificates should give in them information which they; were they in the position of a prospective employer, might fairly expect to obtain from the person who had previously employed the officer. It is not desired that certificates should be so worded as to suppress information which prospective employers are entitled to expect, but there find be officers whose failure in the Colonyawas due to circumstances which would not necessarily obtain elsewhere, or who, though not successful in the Colony's Service have, nevertheless, qualities that fit them for other kinds of employment in England of abroad. Due weight should be given to these factors by the officer who completes the Certificate of Service and it is important that ours should be taken to ensure that the certificate issued in any such case is carefully worded so as to give the officer credit for any good qualities which he may have shown to that it does not through a lack of precision or by the pare expression of a general adverse opinion, have the effect of prejudicing the holder's chances of obtaining subsequent employment of a kind for which he might in fact be qualified.

93. In the case of the death of an officer a report should be made by felegram as special measurings to the Colomai Secretary, stating the full name and title of the officer, to spether with particulars of the hour, date, place, cause of dechast, and the address, if known, of the decoused a nearest rollative. This report should be furnished by the head of the decoused, department, when the death occurs within his cognizance, or otherwise by the representative of the department in the locality, or of there is no such approximative; by the entire Administrative officer of the district for the time being. In other of the latter alternatives a copy of the report should be scatted to the head of the decoused, department, who should be scatted to the head of the decoused, department, who should be subtrain a suitable chimary notice to the Colomai Secretary is publication in the Official Gazette.

- 24. No candidate for employment who is in receipt of a pension from another Government should be engaged without the pensioning Government being consulted.
- 25. All candidates recommended for employment should undergo an examination by a medical officer approved by the Government, but such examination need not be insisted upon where the appointment is definitely only for a limited period.
- 26. Appointments on a temporary basis to posts for which provision exists in the Estimates may be made by heads of departments. When forwarding a feconmendation for any such temporary appointment heads of departments should termish a mechanicartificate of fitness (see Appendix 2, C.O.R.) and the usual vital statistics (see Appendix 2, C.O.R.) and the usual vital statistics (see Appendix 2, C.O.R.) the person to be appointed, together with information as to the proposed rate of pay, and a note as to the interior in the Estimates from which the salary wall he read:
- 27. Regular notafication should be exchanged between covernment departments requiring candidates of a school-leaving age and the Education Department, who will distribute the information as to vacancies, so that it may be available on application by the arents of guardians of children about to leave head school school in will also help to this end if lists of openings in such junies posts in may be included under the above category are published in the Official Gazette from time to time by the departments commenced.
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- An officer will not be placed on probation before the receipt of satisfactory reports from his refered.
- 60. Women who are appointed to the Established Service must understand that there will be called upon to resign their appointments in the event of their marrying any employment subsequent to marriage being on a temporary footing or in the terms of prolationary appointment.
- 31. Any officer on leaving the Service should, when practicable, be asked by the head of the department concerned

before he leaves the Service of the Colony whether he wishes to be furnished with a Certificate of Service or not. A copy of the form is shown in Appendix 8, C.O.R. and no other form of testimonial or commendatory letter shall be issued to him. The main purpose of such certificates is that they may be used as references covering the officer's period of service in the Colean when the time comes for him to seek employment elsewhere. Heads of departments who complete certificates should give in them information which they, were they in the position of a prospective employer, might fairly expect to obtain from the person who had previously employed the officer. It is not desired that certificates should be so worded as to suppress information which prospective employers are entitled to expect, but there first be officers whose failure in the Colony was due to circumstances which would not necessarily obtain chewhere, or who, though not successful in the Colony's Service have, nevertheless, qualities that fit thems for other kinds of employment in England or abroad. Due weight should be given to these factors by the officer who completes the Certificate of Service and it is important that care should be taken to ensure that the certificate issued in any such case is earefully worded so as to give the officer credit for any good qualities which he may have shown to that it does not, through a lack of precision or by the pare expression of a general adverse opinion, have the effect of prejudicing the holder's chances of obtaining subsequent temployment of a lond for which he might in fact be qualified

32. In the case of the death of an officer a report should be made by feligram or special measurage, to the Colonial Secretary, stating the full name and title of the officer to neither with particulars of the hour date, place cause of access, and the address if known, of the decembed a nearest relative. This report should be furnished by the head of the decembed a department, when the death occurs within his connicance, or otherwise by the representative of the department in the locality, or, if there is no such expresentative by the senior a diministrative officer of the district for the time being. In other of the latter alternatives a copy of the separat should be set to the head of the decembed, department, who should subting a satisfic chitairy pance to the Colonial Secretary the publication in the Official Gazette.

CHAPTER II

SALARIBS AND ALLOWANDES.

43. The insidence of pay of an officer while on leave who has been transferred from one department to another should be borne by the department in which he is serving at the time he proceeds on leave and will be at the rate drawn by him immediately prior to his departure.

44. An officer who desires an advance on first appointment or return from leave must make application, if in England, to the Crown Agents for the Colonies.

Recovery will generally be effected by instalments of onethird of the amount of the salary payable to an officer each month until the full amount has been recovered but in certain cases the number of instalments may be increased with the Governor's sanction.

- 45. The Grown Agents for the Colonies are authorized to make an selfitional advance of salary to an officer who applies for it and who does not receive outst allowance on first appointment up to the amount of 430.
- 46. An officer so leave in the Dominions of India may obtain an advance of one month's solary before sairing on return from leave on application to the anthority by whom his leave solary is paid.
- 47. In no circumstances will advances be made in South Africa to an officer of this Colony travelling to or from any country through the Union of South Africa unless he holds written permission for such an advance either from the Colonial Secretary, the Crown Agents or the authority referred to in the preceding Regulation.
- 48. An officer in the Colony who desires an advance of salary should make application to the Colonial Secretary through the head of his department stating his reasons for such request.
- 49. The Treasury officer at Mombasa is authorized to advance up to half a mouth's salary to an officer arriving in the Colony on first appointment or from leave, to be recovered from his salary psyable at the said of the same month.
- 50. An officer will be allowed to remit through the Crown Agents for the Colonies in equal monthly instalments a portion of his salary for the support of members of his

family. The sums thus remitted will not, as a mis, exceed half his salary in any one year, but in exceptional cases, the Governor may authorize remittances in excess of half salary. Duty pay or other allowances will not be included for the purpose of calculating the maximum amount of the remittances. Life insurance parints may be remitted by drafts on the Grown Agents.

- 51. All local supplications in respect of family remittations should be made to the Dreasurer who will make the nearways arrangements with the Cown Agents. Family resystences are not payable by the Crawn Agents during any period of an officer's leave in Hugland.
- 52. No acting allowance will be paid to an officer acting in my post in the Local Civil Service.
- 35. Additional remuneration for overtime or extrapeous services will only be granted with the approval of the Governor and then only in stoccpitonal circumstances and in respect of duties in addition to sind absolutely distinct from those contemplated in a particular effect withdrawing appointment. This Reputation is seen intended to vary the precedure in departments where the rates for overtime work accorded to certain staff have been prescribed with the concurrence of the Secretary of State.
- 54. Uniform allowances have been authorized for the following posts

Government House :

Chauffeur-Mechanic Customs Department

Inspector, Preventive Service.

Medical Department

Nursing Sisters.

Matrop. Mental Hospital.

Assistant Mutron, Mental Hospital.

Superintendent, Infectious Diseases Hospitals.

Police Department

Chief Inspectors.

Inspector of Weights and Measures

Assistant Inspectors.

Sergeant Instructor.
European Constables.

Prisons Department

Assistant Superintendents Chief Officers

Technical Instructors

Officers who, before the revision of salaries in 1926, drew the allowance plus local allowance will continue to be paid at the higher rate.

- 55/ An outfit allowance of Sh. 600 is payable to Sursing Sisters of the Medical Department.
- 56. Non-commissioned officers of the Police promoted to commissioned rank receive an outilit allowance of Sh. 400.
- 57. An officer, to whom an orbit allowance has been paid, will be required to refund it it be does not take up his appointment, or if he resigns, or leaves the Servick, for any reason other than mental or physical infirmity, before completing two years' residential services.
- 68. An increment is an increase of many of specified smannt which provided cortain conditions are satisfied, in granted at regular intervals juril a maximum a reaction. The conditions may be merely the in most cases? But the work and conduct of an officer shring the part year for other incremental period have been satisfusory. But there may be a further condition, viz., that an officer mud obtain an efficiency has extificate or some other specified qualification, or there may be some special condition imposed after due notice has been given by the Government, such as passing of a language test or other examination.
- on. When for any reason it is decided not to grant an increment on the date it is due, the following elternatives may be adopted
 - (a) The increment may be withheld
 - (b) The increment may be deferred
 - (c) The increment may be stopped
- An presented "withheld", means that an officer not having qualified for an increment on the due date cannot recover his increment on that date, and the increment must be withheld until the officer has fulfilled the necessary conditions of qualify therefor, For example, an officer on the scale 4500 by, 6th to 4500 ber smann, who is due to receive his first backment on the lat January 1931, but does not passed a present the unit of the lat January 1931, which would not permitted in draw palary at the first of 5505 per annual

until the let June, 1931. His second increment, haking his stary \$550 per annual would be due on the let January, 1932, and toguid be granted as from that date, subject to a certificate of satisfactory work and conduct and the passing of any examinations or tests laid down. The effect would thus revers to his original incremental date.

If the officer does not succeed an passing the necessary test before the 1st January, 1933, on anisequently possing the would ordinarile be granted one increment only. In an exceptional case, however, and such the approprial of the Governor, on qualifying by pight be given a northly increment of such increments as would brink his salary to that quint to his scale which he would have reached had his increments on the could have reached had his increments not been withheld.

An increment deferred, means that the head of depairment is usuable to game the increment when due, and delars consideration thereof profilem. It and when the increment is granted, it may be given with retrospective affect as from the date on which is was first due, or it may be treated as increment withheld. In either case, the officer would only sequently revert to his original incremental date.

An increment supplied means that an officer cannot be considered for the grant of his assertment until another year (an incremental surung period) has been served. For example, an officer on the scale £500 by £25 to £550 % due for his first increment on the last January, 1931, but the increment as supplied for disciplinary or other reasons. He would not qualify for an increment until the last January, 1932. Ordinarily on that date he would be given only one increment, but he might, in an exceptional case, and with the approval of the fovernor, be given a duble increment, so as to receive the same salary in 1932 as he would have received had he normally been granted his increment due in 1931.

- 60. Increments should not be withheld by heads of departments unless an officer has already been warned in writing that such a course is meditated.
- 61. The head of department must satisfy himself that be officer concerned has discharged his divisorsatisfactorily as every way before certifying fifts the has carned his increment. In 100 case may an increment be granted unless a ceptificate is attached to the pay sheet as which such increment is first inserted.

62. The rate of salary of an officer who is promoted or placed in a different scale of salary is governed by section 59 of the Golonial Regulations.

In case of doubt as to the interpretation of this Regulation in any particular instance reference should be made to the Preasurer.

63. In certain scales of adapt there are efficiency bers on reaching which an officer cannot receive further increments until be has been promoted to the higher part of the scale with the ametion of the Colonial Secretary.

An efficiency bar is not an automatic step in an officer's advancement, but rather a limitation thereto unless the acquisite standard of work, conduct and qualifications has been attained.

In submitting recommendations to the passing of an efficiency bar, heads of departments should satisfy themselves that the officer recommended is

(a) efficient and in possession of the require qualifications;

(b) zealous in all branches of his work;

(a credit to his department in all respects.

The stage at which an officer should be ragarded as having passed to the fligher again is when he receives the increment next beyond an efficiency bar point.

CHAPTER III.

DISCIPLINE.

73. Officers are required to discharge any duties upon which the Governor may think it desirable to employ them.

74. Officers whose remuneration is fixed on the assumption that their whole time is at the disposal of the Government are prohibited from engaging in trade or simploying themselves in any commercial or agricultural undertaking.

75. The chief consideration in deciding whether or no private employment may be undertaken by officers should be:—

(h) Are there in the Colony, or reasonably available, private individuals capable of undertaking the particular work concerned ?

(2) Is it in the general public interest that an officer should be allowed to take private employment in any particular case?

(3) Is the grant of the privilege in a particular case likely to lead to a claim for similar treatment from other officers who are equally qualified for the employment, but to whom it might not be desirable to accord the privilege?

76. All officiers, whether or not their whole time is at the disposal of the Government, are goodshited from directly as indirectly making or floding any local investment, speculating in the charge of, or being connected with any company, becupation or indereating, which might bring their private interests into the or apparent condition with their public duties, or in any way influence them in the discharge of their sequentiation an officer is required to another the case for the Governor's decision.

To The relaxation of the rules laid down in Regulation No. 76 above, has been authorized in particular cases, subject to the following safeguards:—

(i) Previous permission of the Governor in Council is necessary in all cases

(iii) Pull particulars of the transactions must be duciosed.

(iii) The Secretary of State will be included of the name of the applicant and the nature of the pecuniary interest, logisther with the Governor's decision.

This concession applies only to holdings in land and the position, area and purchase price must be stated.

Mining interests and interests of a commercial and speculative nature cannot be regarded as being within the scope of the concession.

- 76. Regulation 16 applies not only to officers themselves but to their wives, and officers will be held responsible for its observance by them. The practice of registering a mortgage, for example, in the mame of the wife of an officer without the Governor's permission is a direct violation of the regulation, and disciplinary action will be taken in any case which is brought to the Governor's notice.
- 79. No officer on leave of absence may accept any paid employment without previously obtaining the express another of the Secretary of State or, if his leave is spent in the Colony of the Governor.
- 80. No officer may undertake any private agency in any matter connected with the exercise of his public duties.
- 81. Without the express permission of the Secretary of State or of the Governor, an officer may not act as the editor of any newspaper, or take part directly de indirectly in the management thereof, nor contribute anonymously thereto; nor publish in any manner saything which may be properly regarded as of a political or administrative nature.

He may, however, publish signed articles upon subjects of a general interest.

- 82. No officer, whether on duty or on leave of absence, is to allow immedit to be interviewed on questions of public policy or on matter affecting the defence or military resources of any British possession.
- 63. Offices are entitled to their own views in customs of positive, but any public expression of these views as liable to violate the spirit, if not the actual letter, of Regulations 51 and 85.

Officers should accordingly confine themselves to according their voice at the hallot and in no case publicly to indicate their support of a particular candidate or policy either by agoing nomination papers or in any other manner, such as making speeches or joining in demonstrations in favour of any political person, party or propagadia.

of the country of the

This regulation applies not only to the officers themselves, but also to their families, and officers will be held responsible for its observative by their families. It is not intended to apply to cases of remuneration for special services rendered and paid for with the consent of Government. This regulation may be relaxed upon an officer's final departure from the service of the Colony, but only with the special permission of the Secretary of State previously obtained. Such relaxations are, however, intended to be exceptional.

85. Officers who subscribe or arganize subscriptions fowards a present to another officer without having received the previous permission of the Secretary of State are committing a breach of Regulation No. 84 and the Secretary of State will not grant such permission unless the circumstances are fully explained to him in a despatch in time for a reply to be sent by mail. It is also generally desirable that the amount of individual contributions should be limited to a fixed maximum.

Money which has been subscribed with a view to marking approbation of an officer a conduct may be devoted to some; public purpose and connected with the name of the person who has merited such a proof of general esteem.

S6. Presents from rulers, chiefs, or other members of the population in or neighbouring to the Colony, which cannot be refused without giving offence, will be handed over-to-Government.

When presents are exchanged between Government in cereofficers acting on beliaff of the Colonial Government in ceremonial intercourse with rulers, chiefs, or others, the presents received will be handed over to Government and any return presents will be given at Government expense.

- 87. Any officer who is absent from the Colony without leave will be held thereby to have vacated his office.
- 88. An officer of the Established Service may be dismissed by the Governor provided that in every case where the officer has not been convicted on a criminal charge the grounds of intended dismissal are definitely stated in writing and communicated to the officer in order that he may have

full opportunity of exculpating himself. If in the opinion of the Governor the officer (ails to exculpate himself an investigation shall be made into the charges in such manner as the Governor may direct.

If as a result of such investigation the Governor is of opinion that the allegation is proved he may inflict such punishment apon, the officer by way of dismissal or leaser punishment as may seem to him just.

This regulation is without prejudice to the undermentioned regulations providing for the summary punishment of officers by the Governor or the head of a department:—

The Departmental Offences Ordinance, No. 35 of 1928.

The King's African Rifles Ordinance, No. 31 of 1930.

The Prisons Ordinance, No. 37 of 1930.

The Police Ordinance, No. 64 of 1980.

- 39. Notwithstanding the above provisions, if the Governor considers that any such officer should be removed from the service on grounds of general inefficiency, he must call for a fall report from the heads of the departments in which the officer has served; and, if satisfied after considering that reports that it is necessary in the interests of the public sergic; he may remove the officer. In every such case the question of pension will be dealt with under the laws or regulations of the Colons.
- 90. If in any case the Governor considers that the case to experise the public service require that an officer should cease to experise the powers and functions of his office instantly, he may interdict the officer from the exercise of the powers and functions of his office provided that proceedings for his dismissal are being taken or are about to be taken; or that oriminal proceedings are being instituted against him. An officer who has been interdicted shall, unless and until he is suspended, be allowed to receive such proportion of the salary of his officer, not being less than one-half, as the Governor shall think fit. If the proceedings against any such officer, he will be entitled to the full amount of salary which he would have received if he had not been interdicted.
- 91. If an officer is convicted on a criminal charge the Governor may cause the proceedings of the criminal court on such charge to be considered in Executive Council, and if he is of opinion that the officer should be dismissed or

subjected to some lesser penalty on account of the offence for which he has been convicted the officer may thereupon be dismissed or otherwise punished.

- 92. An officer convicted on a criminal charge shall not receive any salary from the date of conviction, pending consideration of his case by the Governor.
- 98. An officer acquitted of a criminal charge shall not be dismissed on any charge upon which he has been acquitted, but nothing in this regulation shall prevent his being dismissed, or otherwise points of on any other charges arising out of his conduct in the matter, provided that they do not raise substantially the same issues as those in which he has been acquitted, and the Governor if he tunks fit may take the naist proceedings for the purpose.
- 04. An officer who is under suspension or interdiction may not leave the Colony during the interval before he is reinstated or dismissed without the leave of the Governor.
- 95. Serious pecuniary embarrasament is regarded as impairing the efficiency of an officer and rendering him less valuable than he would otherwise be.

Such embarrasment affects the respectability of the Service and the trintworthipose of the individual and may be held to be a bar to promotion or increment.

The mere fast, under whatever plea, of becoming a party to Secontino dation tills or promisory noises, whether for his own purpose or for another person will be regarded in the same light.

- 96. The Registrars of the Supreme Court and Magistrates will report to the Governor every case in which proceedings are taken against say officer in behavingtey, and every case in which an officer becomes a judgment-debtor, and will send copies of every such report to the Colonial Secretary and to the head of the department in which the officer is employed.
- Heads of departments will, enthin one month from the date of the receipt of the report referred to an the last preceding regulation, transmit their observations upon each individual case of indebtedness to the Governor and to the Colonial Secretary. Such observations should indicate also whether in the opinion of the head of the department any disciplinary action is called for against the officer concerned and if so, of what nature.

The removal of strops from documents with intent to defrand is a unimal offence and above respectable for the safe custody of clicial documents should take the necessary precaution to see that there is no possibility of removal of any stamps from such developer.

10. In cases where an officer scarce to dispose of any of his personal property or effects by pain to the Government his sanction of the Government and be first obtained to the immediate, and only in very special cases will substitute to the personal of the personal property or effects by substitute or deposit of any of their personal property or effects by substitution matter sources.

100. Any officer solving or distributing littery theory compose to native Youding himself habits to distribute.

101. The extent to which officed that to permitted by express their quanton of the particus of a friendly permitted by the extent of the particus of the particus of the particus of the particus which such expression may be thely be emberrate the British Government in its relations with the foreign powers.

Ovil servanti held their offices of the pleasure of the Crosses, and, whilst it is not desired at interfere with their interfere with their hearts (foreign each only result in science consequences for the individual, responsible.

CHAPTER IVE

LEAVE

12 111. All loves is subject to the baigencies of the Service.

An officer may not demand as a right to be granted beave.

Vil. Deere will be divided into two classes :-

(a) Local leave.

(b) Vacation leave.

Level leave shall be granted by the head of departments at the rate of sighteen days in every calculate every of restrictions covered to the first appearation to the first appearation to the first appearation before any allows have completed on immunity conductal service. Cantillows may be taken in propagation with a restriction of the past of the past

The very special no unmanance the flovened mean extend local least with full per coastle understanding that my such extendion was untail reclasion of one is tempt; in the special local provides in an online.

Ot Subject to the expension of the Service in calculations of the probabilists of the probability sprace in the brighty sprace. From portionals heavy rough to gradient at Daily solid service days for each completed these months unvice.

The life the race of officer powers in the unboundry station two and a half manner server will be received as three months service in a healthy sealing.

116. Vecation wash may be accommuted in to ask

127. No vention have will be granted for service of

118. Temporary service, is colleged without a break by probationary service, may be considered for vacables sure with the approved of the Collegial Secretary.

119. The belowing allalium are cosmiyed as unbealthy by Mr stations in the Seast, Nethbern Arenter and Durksen Provinces, and for districted Northy Control, and South Kantrondo.

In the Chamba Province : Ritto Voi and Teitae & In the Kikuyu Province : Fort Hail and Than

120. Deferred leave is vacation leave already carried and carried for ward on return to duty after taking any portion of vacation leave.

Tel. An officer proceeding on leave to Europe must proceedingly report his arrival to the Crown Agents and the Colonial Secretary, Nairobi, on the forms attached to his last pay certificate, subsequently notifying any change of address.

122. An officer proceeding on leave elsewhere will report to the Colonial Secretary, Narrob. If a communication to undifferent the address given fails to reach him promptly, he will be held responsible for any inconvenience that may be caused.

123: Application for a action leave will be made through the head of department to the Colonial Secretary on the form laid down in Appendix 9 of the Code of Regulations...

194 Special attention is drawn to the necessity for an officer not re-engaged through the Crown Agents to eater into the prescribed agreements in respect of passage prior to his departure.

P25. If an officer is proceeding on leaves overseas it is his duty to make his application for leave in sufficient time to enable or the passage. Applications for accommodation on ships satisfy between January and June should be submitted him months in-advance and in the case of satisfics between July and December at least as function on the control of the control of the december of the control of the december of the december of the december of the december of the date of departure is the estate.

with require a recommendation from a medical other, outmit caused by his own neglect or meconduct hat may be
granted full pay up to a maximum served of three months
absonce in any one period of theelve months of residential
garvee, half salary may be granted thereafter up to a maximum paylod of three months. The period during which an
officer is netually under treatment will be covered by a certificate recommendation train a medical officer but local sick
base necessary for the purpose of recomparation after this is
will require a recommendation from a medical officer, confirmed by the Director of Medical and Saritary Services. All
absonce from they whether overy to illness or convalences,
will be classed as local and leave.

127. When an officer is granted local mck leave, the residual officer who furnishes the certificate on which the sack leave's granted should state thereon the destination to which he recommends the invalid should proceed.

128. Should illuse be caused through the officer's own impropriety of conduct his full salary may be fortested for the whole period of absence from duty.

120. Vacation leave may be extended with full salary on the grounds of 'ill health for any period not exceeding six calendar mouths, and il uncessary for a further period of six months with half salary.

190. The period of any sick leave spent outside the Colony will ordinarily be deducted from any variation leave already earned.

13) Any extension of leave, however short, which may be granted by any other grounds than those of ill-health will be deducted from any period of vacation leave for which the officer may become childle after his return to duty.

DW Every officer at least a fortught before proceeding on leave to England, will present houself for examination to the medical officer at his station. If he is anable to do this he will make arrangements for the examination to take piece before he sails. At such examination he must be prepared to give full information, as to any atiments from which he may have suffered and medical treatment which he may have received during his tour of service. The friedreal officer will furnish the officer examined with a paper of advice sy-the proper form, which will contain directions as to the precautions he should take diring the toyage 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 the of the medical advisery to the Colonial Office. Immediately after the examination the medical officer terll hannelt post a corlifficate in the approved form direct to the Cologial Office 's that it will arrive in Ragland by the same steamer testile siffices examined. One copy of the certificate will be sonk to the Secretarist Officers after presenting themselves for medical examination around obtain from the medical officer a cordificate to the affect that they have been examined according to the Colonial Office instructions, without which they will to make to abrain their steamy sierets or passage indices from the Government Coast Street. All officers on being informed departmentary that their serve is sanctioned should be warned of this regulation.

142. As other proceeding to England from the Colony abould 'communicate, with the Government Coast Agent through his department as to the booking of passages, giving, whenever necessary, full particulars as to chase and grade of accommodation required; also children's ages (at time of proposed saling date) and sex, together with information as to whether return or single passages tickets are required for his wife and famility.

143. Passage tickets for all officers will be stipplied by the Government Coast Agens, who will arrange payment making any necessary recoveries from the officers outcomed.

144. Where any doubt exists as to whether it, will be possible to grant leave to an officer on the date contemplated, provisional bookings should be made and confirmed at the first opportunity, not less than twenty days prior to the date of sailing. Once a booking has been confirmed, cancellation should only take place on grounds of extreme urgency, and in the event of a late booking or cancellation being necessary the Greveroment Coast Agent should be notified by telegram which should be followed by a confirming letter.

145. In the event of a passage being cancelled to suit the conventione of an officer, Government will not be liable for any expense incurred thereby.

146. Return technic must be taken when an officer is returning for further service irrespective of the grade, class or route in which his homeward passage is made; the atturn portion in the first instance must be taken in that grade or class only to which an officer is entitled. Any adjustment which it is desired to basic is a matter for arrangement between the officer conserved and the Crown Agents whilst the officer is on leave in England.

The regulation does not apply to return tickets taken for the wife and/or family of an officer when the return portion is issued in accordance with the wishes of the officer concerned. The cost of return passage tickets for the wife and/or family of an officer must be paid for before the officer seaves the Colony.

147. Any extra expenditure on passages incurred by extension of leave or other cause, except on public grounds, will be at the charge of the officer concerned.

140. The accommodation for which officers will be considered enoble is on the following basis :-

(ii) Officers drawing over £450 per annum at the date of sailing; second class British India Line or H5 Upton Castle Line.

(ii) Officers drawing over £300 per annum and not more than £450 per annum: second class British India. Line of B6 Union Castle Line.

(iii) Officers drawing £300 per annum and under : thirdclass Union Castle Line or second class British India Line.

140. Officers will be expected to travel by British lines unless they have received permission to the contrary when the passage allowance will be based on British India Line rates except in cases under (iii), above when the allowance will be based on Union Cattle Line rates.

150. For each year of residential service except in the learner grade, an officer will be considered to have entred. 25 per cent of the cost of a nature passage to the per meares which his leave is to be spent by direct route and by the class to which he is slightle to travel up to the cost of a passage to London by the all-sea route, provided the is returning for further service.

151. No funds towards passages will be granted to an officer for loss than two years residential service.

152. No family passage allowance will be granted but an officer will be allowed to travel by a lower grade or class than that to which he is eligible and apply the axings towards the cost of family passages, and subject to medical fitness will be allowed to scenmulate passage anney for scruce beyond four years so as to provide towards the cost of family passages.

153. Passage privileges can in no case be converted into

Overnment or by the Crown Agents is respect of a passage, whether intended to cover the whole or part of a journey the amount so advanced is to be accounted for by the officer, who if called upon to do so, shall furnish supporting vouchers to the proper authority.

- a 155. Savings realized on a passage in either direction may not be utilized towards the cost of a passage in the other direction. It an officer proceeding to England is provided with a return passage voucher, the "savings" in respect of the journey in either direction will be regarded as the difference between half the cost of a return passage by the class by which he travels and half the cost of a return passage by the class by which he is entitled to travel.
- 156. In the event of a married officer dying in the Colony, single passages, with appropriate tradeport privileges within the Colony, may be granted to his widow and family by the class to which the deceased officer would have been entitled.

CHAPTER VI

MEDICAL.

166. Regular incideal examination of officers will take place at such periods of time as the Director of Medical and Sanisar Services may consider desirable.

167 Medical examination of local candidates for appointments will be carried out at the General Dispensary, Nairobi, between the hours of 9.30 a.m. and 11 a.m.

The medical certificate should include a statement that the candidate is not in need of dental treatment.

168. All officers other than those on temporary month-tomonth appointments are entitled to free medical attendance by the medical staff in respect of themselves, but not in respect of members of their families or their servants.

Operations upon an efficer will be performed free, provided that they are not necessitated by his own indiscretion.

- 169. The cost of any treatment which the Government medical service if disable to provide will be bonne by the officer concerned. In cases, however, where went treatment is necessary and expensive the grant of or gratio assistance may be considered. Expert radiological examinations of treatment would be included under this heading.
- 170. A charge will be made for medical appliances and medical comforts as distinguished from medicines, which latter will be supplied free of charge.
- 171. Prescriptions are made up at the Government Dispensary at any time during office hours. Prescriptions nauked 'unrent' by a medical officer will be dispensed at all hours.

Prescriptions should be accompanied by suitable bottles, as these are not usually supplied by the Medical Department.

Repeat prescriptions should be initialed by a medical

172. The form of medical certificate to be used in the case of officers reporting sick is shown in Appendix 10 of the Code of Regulations.

A certificate furnished by a private practitioner should be countersigned by a Government medical officer.

- 178. All officers in Nairbin, Mombass or Kijeumo requiring medical affected with arrange for an appointment with the medical officer is charge of the European Hospital between the hours of 9 a.m. and 11 a.m.
- 174. The medical officer will have absolute discretion to order a patient into hospital.
- 175. Hospital fees on the following scale will be chargeable for an officer lodged in a European hospital:—

er dieni;

Officers drawing safaries of £300 per sanum

Officers drawing salaries of £500 per annum

Officers drawing salaries of £700 per annun

Officers drawing salaries over £700

In the event of an officer failing to pay his hospital bill on discharge, an account will be submitted to the Treasury, and the sum deducted from the officer's salary.

- 176. If an officer falls ill so at to require medical attendance during the velyage home or during his leave at assume and remains all few awarek, he is required to report the fact to the Colonial Office, and at the same time forward a cartificate from his medical attendant, stating the nature of the illness, and if results it is reported by the colonial current of the illness, and if results it is reported by the colonial current on the colonial current of the current of
- 17. When an officer on leave is directed to present himself for examination by a consulting physician to the Colonial Office or any other medical authority in England or alsowhere, the fee will be paid by Government.

CHAPTER VII.

LOCAL TRANSPORT AND TRAVELLING.

- 187. Privileges in accordance with the various rules and scales which follow may be granted to an officer travelling in the Colony on duty, first appointment, seave and transfer.
- 188. In addition to these privileges, an officer on first appointment or vection leave may be granted transport for law wife and children accompanying him or following him to his station, the class of accommodition being the same as that granted to the officer himself, but the combined allowance of transport of loggage of an officer and his wafe and children mais not exceed the allowance state officer himself. But transport for an officer wafe and oblidren will only be greated provided an affect waste in the state officer himself. But transport for an officer waste and oblidren will only be greated provided an affect when he to the an officer we transferred.
- 189. An officer who is granted free transport on vacation leave will be allowed to break his journey, either forward or return, pt intermodules estations or ports. The journey must be completed before the expiration of the inched for which the ticket is available, and the journey must just be served or the inched for the contract more than once in the spine direction.
- 190. An officer transferred frem one station to another uriting the Colony will ordinarily be allowed free traceport at Government expense up to a maximum of two tons, subject for every case to a certificate that such larguage yentains no provisions on pershable groots.

Expanditure incurred under this Regulation is subjected challenge by the Treasurer and the scale is stable to indiffertion at any time. No claim in respect of luggage transported on local sension in excess of the scale laid down will be entertained.

- An officer on transfer will be allowed to include his a legging on a railway warrant up to the weight stated above.
- 1917. No transport privileges at Government expense will be granted to officers travelling on loss! leaves but in such cases they will be granted concessionary sickets at a single fare for the double journey for themselves, their wives said minor children living with and dependent on their parents, but most for survants.

The concession is granted once only in each calendar year, and the return ticker will be available for one mouth between any two stations or ports on the Kenya and Ugunda Railways and Harbours Services.

The holder of a ticket graphed finder this concession is entitled to breek his journey either forward or return, it intermediate stations or ports. The journey must be completed before the expiration of the period for which the ticket is whileable, and the route must not be travelled over more than once in the same direction.

An officer who desires to avail himself of this privilege on local lesse should present as the railway bodking other prior to the commencement of the journey a certificate from the head of his department, a spectmen form of which is shown as Appendix 19, Code of Regulations.

193: An officer granted local sick leave after a period of these, not caused by his own neglect or misconduct, may be granted free transport within the Bolory in accordance with the scale laid down in Regulation 194, and nativary and steamer-accommedation to and from the place at which such leave is to be spent, of the class by which he is entitled to travel. Family transport will only be granted on the specific recommendation of a medical officer that it is againful that the wife should accompany the other.

All expenses in connexion with the transport of an officer during illness to on sick teave will be met from the travelling vote of his own department.

The medical of tificate joins be attached to the railway warrant or to the relative voucher

193. An officer requiring dental treatment may likewise granted free transport within the Colony for himself, but not for his family, provided that he obtains a certificate signed by a dental surgeou to the effect that dental treatment was necessary and has book rendered.

194. Privileges in accordance with the fellowing scale may be granted to an officer travelling on the Kenya and Uganda Railways and Harbours Services

First appointment or leave : 500 lb.

Travelling on official duty or sick leave-(a) On journeys by rail only: 120 lb.

- (b) On journeys including also safaris, the authorized number of loads for safaris.
- (i) When the use of camp equipment is necessary to enable an officer travelling by rail and road to reach his destination, luggage to the amount authorized for wheeled transport, eide Regulation 196, may be granted.
- (ii) The amount carried free on each ticket by the Railway is additional to the allowance laid down in the preceding Regulations.
- tiii First class accommodation may be provided for all officers on lake steamers and certain coasting steamers.
- (iv) No servants' tickets will be allowed,

198. An officer travelling on duty who wishes to be accompanied by members of his family may be granted the same reduction on the faces for his family as is given by the Railway Administration on the faces of frovernment passengers.

This concession will only be available in regard to journeys accounted for by railway warrant.

The railway warrant must show separate provision for the officer's fare and that of his faunty, and before the warrant is issued the price of the family fare must be paid and a note made on the warrant that this layment has been made.

196. Privileges in accordance with the following scale may be granted to an officer travelling by road in the Colony

Porters. By wheeled including Headmen. transport.

First appointment or leave 35 . 1,440 lb.
On tour of official duty or sick leave 21 840 lb.

(a) The above allowances of porters are inclusive of all the camp equipment, tents and personal effects of the officer limited. It is severable, his porters and his horse or mule, if

any, also of his despatch box and office furniture.

(b) Extra porters may be allowed for golice escort, when required, at the rate of one porter to every three men or fraction thereof for equipment, posho, etc., and an extra porter of one tent for every agamen.

I tent, 7 ft. by 6 ft., with groundsheet, verandah and bathroom

l servant's tent.

I chair. 1 table

I camp bed, with mattress and mosquito net.

198. (a) Where an officer travelling on duty is obliged to stay at an hotel or club, the normal tariff for board and lodging will be refunded, if supported by vouchers, up to a maximum charge of Sh. 13 per night.

(b) When an officer is travelling by train on duty or is proceeding on or returning from overseas leave, expenses in respect of meals and/or bedding will be refunded, if supported by vouchers, up to a maximum charge of Sh. 5 per night.

199. Stock inspectors, other than those posted to the Northern Frontier Province, receive no travelling allowance when travelling within the districts in which they are stationed.

200. Travelling allowance is not admissible where a passage with food is provided at Government expense.

201. Advances for purchase of motor-cars

(a) In cases in which the performance of an officer's duties can best be facilitated by the use of a motor vehicle, Government is prepared to make an advance upon the recommendation of the head of the officer's department to the Treasurer towards the cost of the requisite vehicle. The officer will be required to pay ten per cent of the cost of the vehicle, and the amount of the Government advance must not exceed £300 in the case of a motor car, £150 in the case of a motor cycle and aidecar, or £100 in the case of a solo motor cycle. In the case of motor cars, the concession will apply ordinarily to an officer in receipt of a salary of £500 per annum or over. In no case will an advance of more than half of the annual salary of the officer be made, but he may be advanced in addition the amount required to pay for an insurance policy covering the period during which the advance is sutstanding. Applications for advances should be submitted on the form set out in Appendix 14, Code of Regulations.

(b) In making a recommendation to the Treasurer under the preceding sub-paragraph, heads of departments must certify in each case that the officer is required to undertake travelling in the course of his duties, and that such travelling can most advantageously be done by motor transport of the type and grade specified in the recommendation.

(e) No officer who is in possession of a mutor vehic purchased with Government assistance may debit against the relative travelling vote the cost of hiring any motor vehicle for his own transport without the previous consent of the head of his department.

(d) An officer who is granted an advance for the purchase of a motor cycle may, if he wishes, purchase instead a motor car, and although he will ordinarily be allowed to draw only the allowance allotted to motor. eyeles; he may be permitted to draw motor car allowance should he have occasion to perform a fourney for which a motor car is pecessary. The necessity must be clearly shown on the voucher on which the allowance is drawn.

(e) An officer in possession of a privately purchased motor vehicle may, when it is so recommended to the Treasurer by the head of the department concerned, draw the appropriate allowance when travelling on duty.

(f) A purchaser of a motor velucle under sub-paragraph (a) above shall enter into an agreement with the Treasurer in form of Appendix 15, Code of Begulations.

202. An officer who desires to purchase a motor vehicle in England and who is about to proceed on or is on leave in England may, after prior reference to the Treasurer through the head of his department, obtain an advance up to the sums mentioned in Regulation 201 above from the Crown Agents for the Colonies for the purpose of purchasing a motor vehicle manufactured in Great Britain or elsewhere within the Empire to be imported into Kenya, and subject to his entering into the agreement detailed in Appendix 16. Code of Regulations. Application for this advance must be submitted before an officer proceeds on leave, through the head of his department to the Tressurer, who, if sanction is given to the purchase will advise the Crown Agents.

203. An officer will be allowed to repay an advance thus granted in twenty-four equal and successive monthly instalments; payments will be continued during absence from the Colony if the advance has not been adjusted prior to the officer's departure.

Whenever an officer obtains an advance, whether in the Colony or in England, under the Government scheme, the first instalment in repayment will be recovered from the first completed month's salary after the vehicle has been delivered

- 204. Allowances to cover running expenses and depreciation will be given in respect of journeys on Government service. according to the rates prescribed in the next paragraph. The rates so prescribed are hable to variation at any time at the discretion of Government. 205. Until forther notice; the following allowances will
- be paid in respect of journeys undertaken on Government (a) For motor care 55 cents per mile.

(b) For motor cars in the Northern

Frontier and Turkana Provinces 70 cents per mile.

(o) For motor cycles with sidecar 25 cents per mile. (d) For motor cycles without sidecar 20 cents per mile.

- 200: Claims in respect of journeys which do not exceed five miles in distance, measured out and back to claimant's normal place of work, will be left to the discretion of heads of departments or Provincial Commissioners for adjustment, either by way of payment at the rates indicated in Regulation 205 for specified journeys, or by means of commuted allowances if circumstances so justify, subject to the proviso that the claimant has been authorized in the past by the Colonial Secretary to draw a commuted allowance
- 207. Allowances will not be payable in respect of journeys between an officer's house and his office.
- 208. No allowance or payments will be made for stores or labour used on the motor vehicles, renewals, breakdowns, depreciation or any other expenses or charges in connexion with the motor vehicle incurred by the officer, but in the case of an officer drawing the rate laid down in Regulation 205 special claims may be made for major damages, which are not covered by the requisite insurance policies, which arise directly from necessary journeys on duty and which are not due to negligence or to carelessness. Claims of this nature should be

investigated by the head of the officer's department. If he considers the claim reasonable he may refer it to the Treasurer. who has authority to make settlement from the relative travelling vote of the department or province concerned.

The mileage rates payable on all vehicles are based on the cost of running these vehicles fully loaded. No additional allowances will be payable for the conveyance of passengers.

- 209. An officer entitled to draw our allowance, who may be sent subscripently to a station where the holder of his office has been granted sanction by the head of the department to use a motor cycle on public business and not a motor car, will be allowed to draw the allowance provided for a motor ear. if he uses his car instead of a motor cycle, for so long as he continues to own that car-
- 210. Every other claiming allowance for the use of a State aided or privately owned motor vehicle shall furnish a certificate on the form appended in Appendix 17, Code of Regulations, in duplicate to the head of his department or Provincial Commissioner with vonchers, who will, if he allows the claim, endorse it to the Treasurer. Claims in this respect will be submitted monthly. In this connexion, sec Regula-
- 211. It is to be clearly understood that the use of a motor conveyance on Government service is intended to be an economy of time and money.
- The mileage traversed on Government service by an officer sentitled to an allowance will be limited by the same tioned provision for allowarice in the several votes, and heads of departments will be responsible for this affocation not being exceeded.
- Mis. Officers are expected to exercise every economy, and are warned that they must be prepared to defend the necessity of a journey for which allowance is estimed on its necessity being challenged by the head of the department or the Treasurer,

Several officers should arrange to travel together where this is feasible. Where a journey could be performed by train the railway should be used, unless travelling by motor cal would better serve the interests of Government.

213. An officer using a motor vehicle under the conditions of these Regulations may be granted free transport for one motor vehicle when travelling on duty, transfer or new nearest railway station to his post, provided that it is impractivable to use the rehicle for the journey in question.

Yes transport for a horse, mule or bicycle may be granted under similar conditions.

214. (a) The Crown Agents for the Colonies will purchase a British-made motor vehicle in England for an officer on duty in Kepya.

(b) Arrangements have been made for the Government Coast Agent to clear as will as forward all motor whiches consigned to Kenya officers by the Crown Agenss.

(c) Customs duty and landing charges will be paid by the Government Coast Agent, who will debut shows charges to the private account of the officer concerned.

(d) The above charges will be added to any sums already advanced to the officer for the initial cost of the machine, packing, insurance, shipping freight, etc. and recoveries of the total debit will be effected by the Treasury through salary vouchers in the usual manner.

215. If the need arises for highly a car for an official journey an officer may hire a car from certain firms and individuals on favourable terms. A register of firms or individuals who have spreased that willingness to accept the special terms is kept by the Central Tender Board.

Me. The clars of vehicle to be used, weight to be carried, the charge per nule, and waiting charges, will be an notified from time to time.

217. Bicycle allowance at the rate of Sh. I per month may be annotoned by the head of his department at his discretion for an officer who certifies that he has kept a limycle for the period for which the allowance is claimed, and that if was in good order and available for Deverument service. Such allowance will be chargeable to the departmental local travelling votes.

- The state of the

MIRORLIANEOUS

227. No free quarters or allowance in lieu will ordinarily be granted to officers of the Lieut Civil Service, except that in cases where, owing to special duties, an officer has to occupy Government quarters at or adjoining particular institutions, such quarters may be regarded as part of the officer a emoluments.

228. In out-stations where per quarters other than Covernment quarters are available, such bouses will be rented to an officer, either on a rental passe calculated adompistratively on the value of such house, as on-the basis of 15 per cent of the officer's salary, whichever is the less.

939. No officer will be competical to rent Government quarters except in places where no other quarters are available.

230. b) Arrangements have been made for storing the effects of an officer whileten vector, leave in a special building in the Public Works Department yard at Nairshi. The space available is not as a rule adequate for storing an efficer's farmitime.

(ii) Applications for this concession, giving full details of the space required, must be addressed to the Chief Storekeeper, Public Works Department, Natrobi, and no offects should be forwarded until maintenance has been received that space is Svaliable.

this An officer will make his own arrangements, for the transport of his effects, which quast be handed in to the Public Works Department between the hours of 9 a.m. and £30 p.m. on when these and 8 a.m. and £7.00 a.m. on gastardays.

221. Pre (chaving conditions must be somplied with :[are] first must be somety packed, preferably in stout
wonder haves, and labelled by the officer himself
with his name, designation and department.

(b) No package will be accepted without its identifying label.

(c) No keys will be accepted.

(d) The storekeeper may refuse to take over any stricle if in his opinion it is unsuitable for storage, on account of its contents, packing, or for any other reason.

- (e) in no circumstances will any explosive on inflammable article be accepted
- 10 Is most be clearly understood that, while every reasonable care will be taken of these stored effects. Governs tient will not hold itself responsible for any loss or damage.
- 282. The storekeeper may call upon an officer at any time to remove his effects after reasonable notice
- 283. The storekeepsg may refuse to hand over any package so deposited until he receives a full and sufficient discharge for the same on the counterfoil of the original receipt.

- 484. An officer of the Local Civil Service will be expected to comply with the remulations laid down from time to time governing the language and other examinations so far as any post which he holds muy be affected.
- 235. Police constables are also required to pass a departmental examination in law before being confirmed in their appointments

236. Any requirements under this head will be considered administratively in consultation with the Civil Service Board.

- 297. An officer of the Local Civil Service will be expected to comply with the regulations laid down from time to time governing the wearing of said service dress so far as any post which he holds may be affected.
- #38. Any officer in the Colony has the right to address the Secretary of State, if he thinks proper, in which case he must transmit such communication, unscaled and in trip through the head of his department and the Colonial Secretary to the Governor, requesting him to foward it in due course to the Secretary of State. Every letter, memorial, or course to the Secretary of State. Every letter, insporial, or other document which may be received by the Secretary of State from a Colony, otherwise than through the dovernor, will be referred back to the flowernor for his report, 249. Fresds of departments are requested invariably to note in their fetters forwarding summunications to flovernment their own opinions and recommendations.

 140. Departmental officers should communicate with the Colonial Secretary through the heads of their departments.

- 241. No officer is allowed to take extracts or copies of minutes and correspondence for his own purpose unless such correspondence is expressly addressed to the officer personally and is not marked "Confidential".
- 242. A Widows' and Orphans' Pension Scheme is in operation, the provisions of which are governed by Chapter 34 of the Laws of Kenya and the regulations made thereunder.
 - 48. Government office hours are as follows :-
 - At Nairobi Prom 8.30 a.m. to 4 p.m., with an interval of one bour ton Saturdays, from 8.30 a.m. to I p.m.
 - At all other Highland stations; From 9 a.m. to 4 p.m., with an interval of one hour. On Saturdays from 9 a.m. to 1 p.m.
 - At the Coast and Nyanza stations, office hours will be left to the discretion of the local authorities, on the understanding that offices are to be open for not less than four hours on Saturdays and six hours on week days.

These hours are subject to the exigencies of the Service.

244. The following are gazetted public holidays:

New Year's Day,

Good Priday

Easter Monday,

Empire Day

The Anniversary of the Birthday of His Majesty.

The first Monday in August

Christmas Day

Boxing Day

If any day gagested as a public holiday falls on a Sunday the day next following not being stealf a public holiday shall be kept as such.

245. Heads of departments are at liberty to give leave without loss of pay to Jewish members of their stall on the following days :---

New Year (two days).

Day of Atonement lone days

All officers on arrival in or departure from the lony must report themselves to the Government Coast &

APPENDIX I (REGULATIONS).

COLONY AND PROTECTORATE OF KENYA

LETTER OF TEMPORARY APPOINTMENT.
Department
A STATE OF THE PARTY OF THE PAR
Station
Date
To P
表。《人名·罗兰》 (1) 10 10 10 10 10 10 10 10 10 10 10 10 10
L. M
Managhana da
You are appointed as a
in this Department with effect from the
2. The salary attached to your post is at the rate of
andidated, i.e., inclusive of all allowances.
3. This appointment is purely temporary and can be
side or payment of equivalent salary in lieu of notice.
4. You will be liable to instant dismissel by the
4. You will be liable to instant dismissal in the event of incompetence, misconduct or insubordination.
You will be liable to instant dismissal in the event of incompetence, misconduct or insubordination. Your appointment does not extitle you to contill the continuous co
4. You will be liable to instant dismissal in the event dincompetence, misconduct or insubordination. 5. Your appointment does not entitle you to privileges of eave or passage or other concessions encoded by
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You will be liable to instant dismissal in the event of incompetence, misconduct or insubordination. Your appointment does not entitle you to privileges of eave or passage or other concessions enjoyed by members of the permanent staff of the Service.
You will be liable to instant dismissal in the event discompetence, misconduct or insubordination. 5. Your appointment does not entitle you to privileges of case or passage or other concessions enjoyed by members the permanent staff of the Service. Read of Department. 1 agree to accept the conditions specified above.
4. You will be liable to instant dismissal in the event of incompetence, misconduct or insubordination. 5. Your appointment does not entitle you to privileges of case or passage or other concessions enjoyed by members the permanent staff of the Service. Head of Department. 1 agree to accept the conditions specified above.
You will be liable to instant dismissal in the event discompetence, misconduct or insubordination. 5. Your appointment does not entitle you to privileges of eace or passage or other concessions enjoyed by members the permanent staff of the Service. Read of Department. 1 agree to accept the conditions specified above. Employee.
You will be liable to instant dismissal in the event discompetence, misconduct or insubordination. 5. Your appointment does not entitle you to privileges of eace or passage or other concessions enjoyed by members the permanent staff of the Service. Read of Department. 1 agree to accept the conditions specified above. Employee.
You will be liable to instant dismissal in the event of incompetence, misconduct or insubordination. 5. Your appointment does not entitle you to privileges of cave or passage or other concessions enjoyed by members the permanent staff of the Service. Head of Department. I agree to accept the conditions specified above. Employee. Date
You will be liable to instant dismissal in the event discompetence, misconduct or insubordination. 5. Your appointment does not entitle you to privileges of eace or passage or other concessions enjoyed by members the permanent staff of the Service. Read of Department. 1 agree to accept the conditions specified above. Employee.

APPENDIX II (REGULATIONS):

COLONY AND PROTECTORATE OF KENYAL LOCAL CLYH SERVICE.

Department	
Station	
_3867.65	Date 19 19
100 mg	No.
	30 7
Mr	The state of the s
STATE OF THE STATE	innights and
	as a marting the distribution
on probation in this Departme	nt with effect from the process
	to your probationary post is at
the rate of £	
State College and the College	pointment will be subject to the
	sent in force or which may be
promulgated from time to t	ame with the approval of the
Governor, as laid down in	the Regulations governing the
Local Civil Service	
A. On the supiry of a p	robationary period, you may be
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APPENDIX III (REGULATIONS).

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- 2. The salary attached to your post is at the rate of
- You must understand that you enter the service of this Colony and Protectorate subject to all Begulations affing them which are now in force or which may be promoting from time to time by the Government.
- 5. You are liable to be transferred at any time to another branch of the Colony and Protectorate service at the disof the Government.

Head of Department.

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REPORT OF THE LOCAL EUROPEAN CIVIL SERVICE COMMITTEE (ACARTICK REPORT).

Copies of the above peport have been circulated and attached is an examination of the various proposals affecting the establishment of a Local vivil Service, it contains the comments received.

- The main considerations appear to be:

 (a) Is it feasible to attempt to introduce a scheme for a Local Civil Service until the details of a provident fund, or a contributory pensions scheme, have been worked out since the rates of confribution, etc., must necessarily have a bearing on the basic rates of salary proposed:
- (b). How is the dese of serving officers to be dealt with.

 It is clear from the comments received that some of the posts tentatively scheduled for the Local Civil Service in the Metrick Report can only be filled by recruiting from Overseas for a long time to come, and it is therefore for consideration whether they should be included in any such scheme at all.
- In view of the foregoing and of the detail which examination involves, the advice of Executive Council is askedwhether the Civil Service Board referred to in both the Fitzgerald and derrick Reports should be set up at once and, if so, as a first duty it should be esked -
- I. To examine and to report upon the inclusion of the posts scheduled in the derrick Report for the Local Civil Dervice in the light of the comments received and the decision of Executive Council that Officers with six years or more service should retain Overseas Service rights.
- II. To advise whether it is feasible for Government to adopt the Herrick Report scales of selery, or such variations as they may recommend for such Local Service, pending a decision on the question of a provident fund or a contributory pension scheme.
- III. If the enswer to II is in the effirmative, to make detailed recommendations as to points in the scales of selary on which officers recommended for the Local Civil Service should transfer.
- IV. To review the interpretation of the Secretary of State's proviso "that officers recruited from outside the Colony should not be forced to secret conditions designed for local personnel, but as a personal arrangement should be treated in the same way as those holding posts assigned to the Overseas Service" and to advice whether this should include officers who, though not domiciled in kenys, wave satually been recruited in Kenys or officers who, though recruited locally, have their homes outside the Calony.

FOR GIRCULATION TO MEMBERS OF EXECUTIVE COUNCIL.

LOCAL EUROPEAN CIVIL SERVICE COMMITTEE (MERRICK COMMITTEE) REPORT.

The Report has been direculated. The comments of the Expenditure advisory Committee, of Heads of Departments, of the Transport Administration and of the European Civil Service Association are summarised below. It does not appear that the Committee consulted Local Government Authorities, accordingly the comments of these bodies have not been invited.

A. GENERAL.

(1) General comments by Heads of Departments sig. The Commissioner of Oustoms considers that the principle of appointment to Joint Service Departments of Members of a Local Civil Service must be agreed to by the Governments concerned before detailed discussion of the scheme as applied to the Customs Department is possible. A similar comment is made by the Officer Commanding the Northern Brigade.

The Commissioner for Local Government, Lamas and Settlement densiders the term "Docal" a mismomer for the service in view of the small number of locally bern officers at present employed in the posts scheduled for the "Igeal" Service and he considers it a matter for conjucture whether the terms proposed will be sufficiently attractive for posts which must, necessarily, be filled from allowed for many years to come.

The Chief Native Commissioner remarks that the powent Committee i.e. the Fitzgerald Committee, had recommended point ions of service which it believed would be tadequate to attract local candidates of sufficient educational attainments for the duties of specified poets, and it believed that local educational facilities combined with increased immigration were such as to make this possible. Further, he atakes, in times of universal depression such as the present it is difficult to judge how far that committee's expectations are likely to be realised, but there seems some reason to believe that in the year that committee's expectations are likely to be realised, but there seems some reason to believe that in the year that has elapsed mines the writing of their Report the rate of immigration has not advanced. In any case, he considers, it is at present at least doubtful whether the munity of locally educated and dates will be adequate to meet the demand and the probability is that for some time to aome the so-called local service will continue to be recruited from overness. This access to be true particularly of appointments to technical posts ache also for inclusion in the local assiste. Re concludes that if the supply of local candidates is likely for some time to be inasequate it follows that the immediate introduction of terms of service suitable only to local gandidates must be premature. Is it is admitted that for some time to come we must raly, in the main, on overseas gandidates to fill the "local divil Service" posts, then the question to be answered is "are the terms offered sufficiently attractive to induce reasonably well qualified man and women from overseas to offer themselves as candidates?". Again as to the scales of malery proposed, he remarks, the main consideration should be that emcluments should be much as to compete with those offered by private firms for similar duties and responsibilities and it does not appear from paragraph 4 of the Report that the Committee has yet been able to satisfy i

The General Manager, Kenya and Uganda Railways and Harbours remarks that in most Departments it will be found that the great majority of the staff must continue to be recruited from home, difficulties will at once arise when two individuals doing exactly the same work are employed under different conditions. He observes that the Committee considers the conditions suggested not unsuitable if it proves negastary to fill vacancies from outside East Africa, but he is of opinion that the terms are entirely inadequate to attract staff from overseas. The terms suggested could only apply to the Railway Administration in a comparatively small way, and chiefly in connection with the junior clerical grades, because most of the Railway staff are technically traines and for many years recruitment must be from outside gast Africa.

The Director of Agriculture considers it unwise to use the nominolature "Overseas" and "Local" and understands that offence is taken to these terms in civil Service circles as restoring the division to first and scoold chase officials which was abolished by the Secretary of State in 1920. The proper desire to facilitate local regruitment can be met by an instruction that every endeavour should be made to recruit

He notes that in the Schedule to the Report certain posts in the Treasury, Public Works, Post Office, Custome, Secretariat and Registration Departments are reserved for recruitment from overseas and he submits that it would give satisfaction to the service if it were indicated that an officer in the "Local" service might be promoted to the "Overegas" section provided he has the necessary qualifications and ability.

Me does not consider sufficient stress has been placed upon the importance of a satisfactory educational standary for entrants particularly in the case of clerks and similar efficers who, for advancement to the higher grades, must possess a good chestion. Indeed, in the absence of facilities for technical and commercial education, he does not as how local youths can acquire the qualifications reasonably necessary to perform clerical duties.

he dovernment Printer reiterates the statement he made to the Committee "that there are no possible opportunities for local recruitment of these posts (in the Government Press) at present, or likely to be for many years." He adds that the proposed emoluments are too low, and will not induce the right type of candidate from averseas especially when the adverse parison with emoluments in neighbouring territories is realised.

The Statistician remarks that there is no clear justification for changes and modifications being introduced in the near future and atill less "almost immediately"

He continues that the increased purchasing power of money in Kenya has definite limitations determined by the two main factors of (a) the geographical position of Nairobi and (b) Government pericy in relation to tariffs and railway freights. He states that the cost of all articles, except those of local produce, will remain from 80 to 100 per cent above English prices, and that the present increase over pre-war prices in Kenys is definitely between 50 and 80 per cent. He adds that he cannot visualiss any existing method by which local boys and girls can obtain the training available in England and South Africa. The locally trained girl is hopelessly incompetent and, if an efficient local service is to be built some training facilities must be afforded.

Local Civil Service is as yet incomplete owing to the absence of definite Pensions and Provident Fund proposals.

The Government Coast Agent considers the standard of education so low, and the field for local recruitment so small, that it would be unwise to fetter Government's discretion even to the extent of filling the posts enumerated in the Schedule. He remarks upon the low educational standard suggested by the Committee in paragraph 8 of the Report

The European Civil Service Association remarks on the lack of facilities to enable genuinely local recruits to obtain qualifications and considers that an examination of the posts scheduled makes it olear that a considerable time must clapse before the Colony can hope to provide the training necessary to produce efficient candidates to fill the posts. Many of the posts conducted region see chilstic technical many reasonable period it is a grave of visualised within any reasonable period it is a grave error to include the specialised pasts in a local service. The type required can scarcely be recruited from those who are un employed in depressed times.

Paras 1-7. The terms of reference to the Committee were "to Pages 1-3, examine, to report upon, to schedule posts and to draft
Regulations having regard to the principles laid down by
Executive Council at its Meeting of the 7th January, 1932, for the inauguration of a Local European Civil Service applicable to Civil Servants not employed by the Kenya and Uganda Railways and Harbours Service.

Para 5. Page 2. Para 6. Page 2.

The Committee found a difficulty in laying down at the present juncture terms of service which can be regarded as "likely to prove stable over any extended period of years". They consider that, "as far as can be judged at the present time", the scales of salery they suggest provide "a reasonable certer in the lower branches of the Kenya Civil Service for local recruits who it is hoped will form more than a considerable proportion of new appointees".

The Merrick Report was intended to effect some 862 posts, of which some 46 are estimated to be held by locally educated Buropeans. It is thus clear that the term "Local European Civil Service" is a misnomer at present.

Moreover, both the terms "Overseas" and "Local" as applied to Civil Servants, besides being incorrect in a large majority of cases - a fact realised in the Fitzgerald and Merrick Reports - are thought to imply a restoration of the division of the service into Pirst and Second Class Officials, a distinction which was removed by the Secretary of State in

Various other terms have been considered - Senior and Junior, First Division and Second Division, Covenanted and Uncovenanted. Executive and Suberdinate etc. All give rise to the same objection and imply a barrier which, if restored, is unlikely to persist in a Colony and in a service where it is, and should be, increasingly possible for junior officers oy merit to obtain promotion.

The fact is that certain conditions and terms of service are applicable to certain groups of posts and officers and certain other conditions and terms to other posts and officers; and because it does not seem necessary to invent a term descriptive of a very wide range of public service activities it is suggested the term "Local" should disappear.

(III) Numbers of posts likely to be affected by the Report.

a stated the Report is thought to affect some 662

Buropean posts, of which some 46 are held by locally educated Buropeans.

Of these 662 posts 350 are held on agreements and of the remaining 312 posts 250 Officers have been confirmed in their appointments. The balance of 62 officers are serving on a month to month basis.

Of the 350 Officers on agreements:

254 have less than 6 years service.

40 have between 6 and 7 years service.

15 have between 7 and 8 years service.

10 have between 8 and 9 years service.

4 have between 9 and 10 years service.

31 have more than 10 years service.

350

In this connection it is remarked that of the foregoing 350 Officers on agreements a large number have much
more service than many of the 250 Officers who have been
confirmed because their posts happen to be pensionable e.g.
23 European Police Constables with less than 5 years service
have been confirmed while 12 Stock Inspectors each with over
5 years service are still unconfirmed. Intendes of this
anomaly occur in every Department and not only in the
European staff but also between European and Aciatic staff.

The equity of the application of new terms of service in connection with the junior ranks was considered by Baccative Council, the Minute, No.391 of 1932, recording:-

"That: -

- (1) Of the present pasts for which modified terms of service have been recommended in the Report of the Local European Civil Service Committee, those holders who are at present serving on agreements or on a month to month basis should, unless they have had six or more years continuous service, or have completed two tours, whichever shall be greater, be warned that any offer of re-engagement which may be made to them upon the expiration of their present agreements may be on revised terms of service and that, in cases in which existing agreements expire before the new terms of service have been approved, they will, if they wish, be retained on a month to month basis until the new terms are ready for their examination.
- ((2) Individual cases which may be recommended for special consideration should be submitted to the Governor-in-Council."

In consequence the recommendation has been made to the Secretary of State:-

Confidential despatch No.125 of 30th September, 1932, to the Secretary of State. "That officers who had had six years or more satisfactory service on agreements should not, by reason of the fact that they happened to be serving on agreements be put in a less favourable

favourable category than others who have possibly been confirmed in their appointments after a shorter period of service. Generally speaking, however, it was considered that a six years test was a reasonable one, and as provision has been made for any special cases of hardship I consider that the interests of the officers will be adequately safeguarded. "

The Scoretary of State's telegraphic reply states;

Confidential Celegram No. 236 of the 14th November, 1932, from the Secretary of I accept the proposal ... concerning officers on agreement in posts assigned to the Local Service subject to the provise that officers recruited outside the Colony should not be forced to accept conditions designed for losal personnel, but as a personal arrangement should be treated in the same way as those holding posts assigned to the Overseas SE EVI GE " .

In view of the foregoing It appears that at present approximately 254 Officers on agreement may be affected by the Report.

(TV) Prospects of Local Recruitment. In the 1931 Census Assort of the 4,692 Buropeans aged 20 of below 19 did not specify their pracise age, 1,532 were returned as aged 4 or below, leaving 3,121 Europeans definitely of school-going ages of these 1,843 were receiving instruction, leaving 1,278 whe were sither not receiving instruction or allose parents fathed to state that they were.

in 1931 in the communicage group of 10 - 19 years there were 601 boys and 801 gibls. Settles for dain of 15 and 19, the suggested age margin for repruitment for lacing there were 33? boys and 200 girls.

Of the total youth of 627 persons of 10 11 19 years, 558 either were not at school, were not stated to be at school or and left school and only 60 35 mays and 34 girls were receiving instruction of any sout

In 1931 there were 9,404 European moles and 7,408 females in Kenya, Of these 1,529 males and 206 females were engaged in Dublic Administration and Defence, exclusive of Trensport Services but inclusive of Local Covernment services.

Of these: -

Females. were of or under the ere of 26 , 358 174 were between the ages, of 20 - 49 were between the ages 108 50 - 59 were aged 60 or over: 206

1,529

The total of 35 boys and 34 girls who were between 16 - 19 years old in 1931 who were receiving education in Kenya speaks for itself in estimating the supply, even

supposing all were suit le for, and all were willing to enter; Government service it will also be realised that for some years young person 6 - 19 would not be af great assistance in a Depar

Bara 8 (1). Page 3.

The question of a supply of junior recruits is not, however, only one of statistics. The Report lays down the minimum qualifications for condidates of roughly 16 to 18 years of age as the Junior Cambridge Examination, or an equivalent standard, and for alder candidates the School Leaving Cartificate or London introduction Examination or other recognisable tests. The first examination is generally taken at an earlier age than 16 to 18 in the United Kingdom and the second and third examinations, or their equivalents, at the age of 16 or thereabouts.

It is essential that there should be standard qualifications for entry if the public service is not to fail in to disrepute and it will be seen that the Report sets this as low as possible, indeed perhaps too low. Apert from the low advention age statistics which have been given, and which raise a separate set of problems, it is disquictaning to note that the following is the examination record of Biropean education in Kenya during the past five years:

A total of only 63 beys and 80 girls successful, during a period of 5 years, in attaining what can be called general intelligence qualifications.

Apart from the poor examination record of the post five years, in estimating the supply for a genuine local Buropean Givil Grvine the total of 69 boys and girls between 16 - 19 years of age now reasiving advection must be discounted by the following factors:

- (a) That a number now receiving education in Kenjawill complete their education elsewhere.
- (b) That of those now receiving education in Kenya a number will not reach the requisite standards for entry to the Civil Service.
- (c) That of those now receiving education in Kenya a number, who have reached the requisite standard, will seek employment other than dovernment Service.

- (d) That of the posts listed in Appendix III to the Merrick Report the very great majority can be definitely regarded as closed to girls.
- (e) That there are no facilities for European
 vocational training in Kenya or for
 evening or continuation classes with the
 result that the training of the European
 Junior Civil Servants in the rudiments
 of his, or her, post would be at the
 expense of Departmental efficiency.

progress and a supply of educated youth be obtainable, if only in small numbers, but the only conclusion which can now be drawn is that the prospects of obtaining locally educated repruits are poor in the extreme.

Accordingly it is submitted that neither now, nor in the readily ascertainable future, can a genuine local service materialise and that the very great majority of the posts reviewed in the Merrick Report must be definitely recruited either from persons resculted overseas, or from persons from overseas in Kenya who are suitable, and qualified, for the employment they seek.

⁽V). Comparison between the position of Europe un and Asiatic officers holding Junior appointments.

(V) Comparison between the position of Suropean and Asiatic officers holding junior appointments.

It should be noted that the Asiatic staff in the service are in a much more favourable position than the suropeans whom the Report proposes to include under revised terms, because of approximately 1150 Asian officers about 870 will remain on free pension conditions while on the suropean side of 662 officers only 250 have been confirmed in their appointments.

(VI) Conditions of Service in Local Businesses and Companies.

Page 1.

The Report remarks that the evidence received was disappointing because many of the larger firms and institutions failed to furnish the requisite data and the perticulars obtained show a divergence of practice in commercial circles. The comparison with present and proposed Government terms is important and an opportunity has been taken of examining the confidential data submitted for the Committee and of obtaining, verbally and confidentially, the data not furnished and to the Committee from the larger firms. This is summarised below and the summary covers instances of Turopean shops, agencies, lawyers firms, transport and transport commendity companies, and banks, both large and small. Generally

FIRM I.

speaking all the larger institutions are included !-

Accountant (m) - 20 years' service. £500-£600. Therements in good times. No housing, No medical expenses. No definite periods for leave. Passage period included in leave, Low First Class passage.

Typist (f) - 4 years' service. £180-£260. is acove.

No pension or provident fund. No cut in salaries.

FIRM II.

Clerk (m) - 5 years' service. At £120 in scale of £60-£120. Increment on quality of work. No housing. No medical expenses. Leave 4 months every 4 years. No passage given.

(m) - 17 years' service. At \$720 in scale of \$500-\$1000. Annual increment of \$60. Allowances \$60. No bousing. No medical expenses. Leave 6 months every 4 years. First Class passage.

(m) - 1 year's service. At £480 in scale £480-5720. As above.

Typist (f) - 5 years' service. At £240 in scale of £120-£300. As in first quoted instance in this firm.

No pension or provident fund. No cut in salaries.

PIRM IIT.

Head clerk (m) - 10 years' service. At £420 in scale £300-£420. Increment according to merit. Commission on Dusiness introduced. Allowances 955. No housing. No medical expenses. Leave 4 months every 4 years, 240 passage allowance.

clerk (a) - 2 years' service. It 5165 in scale 2 50-5165. Increment on merit, commission on business introduced, No allowance. No medical expenses, No housing. No leave. No passage.

Typist (1) - 2 years' service, as above.

No pension or provident fund. No out in salaries.

FIRM IV.

mechanics (m) 6 years' service. 6,32. No increments, allowances, medical expenses, sousing or passages. Leave given without pay, out at no stated periods:

No pension or provident find. No cut in walnties.

FIRM V.

Selegman (n) 4 years scholer, 750 on scale ston-ct-o to allowances, he sethers expension no bousing or puscess, local leave lives

No tension or provident fund. He out in delutive

FIRM VI-

thichanlos (T) 21 years survice, 2450 dn socis 240-2450 bonus then profits permit. No increments.
220 allowances, No bousing or ardical expenses, Leave a months in 4 years.
Becond class pesses

Typist (f) - 1 year's service. 2240 in scals 5246-2300-No housing, medical expenses, leave or passage.

No pension or provident fund. No cut in saleties

FIRM VII.

isst. Wanager (a) - I year's service. 2380 to scale 5380-5400. Annual increment, No allowances, housing, medical expenses, leave or passage.

Typist (f) -) years' service. gl80 in scale gl20 .250.

No pension or provident fund. No out in salaries.

PDO: VITE

Book-knoper (f) - 5 years' scratce. 2500 in scale 2500-1500.
No housing or wideal expenses. Icano 4
nonths after 1 years. Second Class passage.

Typist (f) - 3 years' service. £270 in scale £240-£270.

No pension or provident fund. No out in salarios.

FIRM IX.

TIRM IX.

- Addountant (n) 12 years' service. 2000 in scale 2450-2500. No housing. No medical expenses. Leave 6 months in 4 years. Half salary on leave. Second class passes.
- Accountant (m) 6 years' service. £520 in scale £450-£520.
- Typist (f) = 5 years' service. E300 in scale £300-£360.

No pension or provident fund. Ten per cent cut in salaries recently.

FIRM X.

- Pechanics (n) 2 years' service and under. I at £500, 4 at £480, 5 at £270. No housing, medical expenses, increments. Leave 6 months in 4 years, two-thirds salary on leave.
 Third class passage.
- Accountant (a) 12 years' service. 2500. As above. Second
- Cashier (w) 6 years' service. £480. As above.
- Clerk (f) 6 years' service. 1285. As above.
- provident wand recently suspended. No cut in salaries.

FIRM XI.

- togountant (a) 5 years' service. 2120 in scale 2500-2120a 250 house allowance. Leave 6 months in 5 years. Vedical attendance. First Class passage.
- Stenegrapher (f) = 3 years' service. 270 in scale 2270-
- No pension or provident fund. Ten per cent cut in salaries.

FIR' XIL.

- Accountant (a) 6 years' service. 2456. Ten per cent on net profits. No housing, medical attendance, leave or passages.
- Typist (f) 6 years' service. Blos. is shove.
- amployers Liscollity Insurance against socidents. Pifteen per cent out in salaries.

PIRM XIII-

- tocountant (a) 2 years. 12. Increment on merit. No housing. We medical expenses, Leave 5 months in 5 years. First class passage.
- Typist (f) 2 years, £270. As acove.
- No pension or provident fund. No cut in salaries.

FIR' XIV.

Clerks (m) - On being posted to Kenya £400 (£200 pensionaule). Increments stopped during last
two years owing to world conditions.
Bonus in good years. No housing, save for
senior staff, fedical attendance for
Tropical discess. Leave 5 months after
A years for those under 10 years or age,
ditto after 1 years for those over 40
years of age. Pirst Class passages.

Clerks (f) - 500 per annum. atherwise as above except leave is given after 3 years.

pensions at 50-60 wears of age. No cuts in salaries, but for two years there have been no increments.

FIRM XV.

Cashler (f) - 6500 per annum. Guaranteed bonus on profits. We bousing, no medical attention. Leave & months after 5 years. Second Class passage.

Clerks (m) - 5300-5420. Otherwise as above.

Clarks (f) - £360 per annum. Otherwise as above.

No pension or provident fund. No outs in salaries.

FIRM XVI.

Olerk (a) - On joining 2360-2420 per annum. Increments on merit. No housing, Medical attention for tropical diseases. Leave 5 conths every 3 years. First class passage for self and wife to country or headquarters of Company, extension of this privilege under consideration.

Clerks (f) - On joining (210-1500, Otherwise as above.

No pension or provident fund, but practice appears to be to give a lump sum gratuity on retineent which is usually at 60 years of age. No curs in salaries.

PIR" IVII:

clarks (a) - On being posted to Kenys £200-£300 per senum plus £120 local allowence. Increments £15 per annum. £56 per annum house allowence. Bonus in periods of prosperity. Fedical attention for tropical diseases. Leave 54 months after 4 years for those under 40 years of age, ditto after 5 years for those over 40 years of age. First Class passages.

Clarks (f) - 2300 per annum to competent woman. Otherwise much the same as the above.

No cuts in salaries.

PIR' XVIII-

Foreman (a) - 2 years' service. £480. No increment.

Bonus 220. No housing, Medical expenses in illnesses due to duty. Leave b months in 1 years. Second Class passage.

Linotype (1) - 18 years survice. 5480. As above.

Accountant (m) - 2 years' service. \$720 in 5660-\$720 scale.

provident Fund. No cuts in salaries.

FIR' XIC.

Clerks

(a) - On being posted to Kenya 5420 per annua. Increment of 545 after first 2 years, of 550 after next two years, of 550 after next two years, of 517 after next two years, of 6117 after next two years, len per centest of living allowance reducible in the senior stell.

Minished Quarters or 550 per annum house allowance, 590 after ten years survice.

Medical attendance, Leave 1 months after 5 years. Salary reduced while on leavee 1st Class passage.

clarks (f) - S) n. Leave after) years. 1st class

Pension. No cuts in salaries.

FIRM XX.

Accountant (m) - 5½ years' service. £1,028. innual increment normally. £40 allowance. Acting allowance. Furnished housing provided attential of 15% on salary. Fedical expenses, but not for operations on family. Leave 6 months in three years. First Class passages for self and family.

Asst. accountant (m) - 4 years' Service. 20) No Acting Allowance. Otherwise as above.

Engineer (m) - 51 years' service. 2634. Acting Allowance. Otherwise as acove.

test. (n) - 21 years' service. £560. No acting allowance. Otherwise as above.

Assistant (a) - 5 years' service. c634. No leting illowance. Otherwise as acove.

Assistant (m) -) months' survice. £2.50. No Acting Allowance. Otherwise as above.

Stenographer (f) - 5 years' service. 2382. No increment.

stenographer (f) - 9 months' service. £354. As above.

provident Fund. Graduated cut on salaries above 2240 per annum beginning at 5%.

It should, perhaps, oe added that, with one

exception, the business houses where verbal inquiries were made expressed grave doubts as to the employed hipy of locally educated recruits.

General deductions are difficult to make from the foregoing summaries, friefly it is thought the evidence shows

- (a) a cour is a merally 4 opers.
- (b) I pressed is given
- (a) Mousing of allowed is now dear given
- di Medicki expensión pre est impelia freza l'organia do better apera (1): Erdical discorre de a rese for tropical discorres, a estrada-
- (e) Prosperous times are shared to ey exployees either by way of benus or of increments.
- and, generally, are higher after a few years' service than in Government.
- (E) 1 typist can command £240 £360 per annum as
- It is submitted, as a general principle, that the British afstem of remmerating its civil services a little cetter than the comparative junior ranks in compare has justified itself in the United Kingdom and throughout the rupire.

B. PAY.

Para. 8 Page 5. The Committee point out that there are at present no less than 55 different scales of salary attached to the posts covered by its Report and state that the result of the inquiries to Heads of Departments shewed that the posts could be graded within the scales suggested for the Clerical Service. It should, however, be stated that various alterations in the scales proposed in the Report have since been received from Heads of Departments.

The Clerical service scales are:-(1) Learners, or equivalents.

Present Scale.

£120,£144 for second and subsequent years.

Report £60 to £84, £84 to £108 per annum. Merrick Reports 260 x 12 x281 by 18 to 2120 per annum. 5 years.

Kenya-Uganda Railway.

Fitzgerald

196 consolidated first year, 2108

second year. 2 years.

Southern Rhodesia.

There appear only to be learners in the Post and Telegraphs paid £60 x £30 x£180 in six-monthly increments. In Southern Rhodesia a male officer who has not matriculated is paid at the rate of £150 per annum and a female £135 per annum.

Northern Rhodesia.

260 per annum,

Dganda.

None.

Tanganvika. None: Kenya, Asiatic.

Up to 189.8 per annum for ungraded clerks, then 590 x 11.10.x 1120, Promotion efter

year.

Kenya-Uganda Railway. Asiatic, 290 x 29 x 2144. 7 years.

The Statistician considers the scale proposed not a living wage for young people residing away from their parents and suggests that Government must provide hostel accommodation and facilities for training.

The Suropean Civil Servants Association state it would be impossible for Learners who had no parents, or relatives in Nairobi, to live on the salaries proposed, they do not consider that an increased rate of pay for Learners would seet the case as adequately as the provision of hostel accommodation for youths and young girls who wire forced to live away from their homes. It is, the Association states, slear that Learners would be unable to afford the full cost of their board and lodging without assistance from parents or relatives, which may or may not be forthcoming, and the Association recommends that hestels should be subsidized by Government, but some contribution should be made by the Learners themselves. It he hostels the Association considers about the association affectives would be available to enable young people to improve their qualifications.

The fortherm Rhodesia rulesstate that vacancies for learners occur most frequently in the Posts and Telegraphs, though vacancies occur in other Departments it is considered that the employment of untrained clerks is uneconomic and permission to employ learners is rarely granted. Applicants must be between Ic and Ic years of age and must be living with their parents or guardians. Learners are, generally,

Para. 8 Page 5. The Committee point out that there are at present no less than 55 different scales of salary attached to the posts covered by its Report and state that the result of the inquiries to Heads of Departments showed that the posts could be graded within the scales suggested for the Clerical Service. It should, however, be stated that various alterations in the scales proposed in the Report have since been received from Heads of Departments.

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Kenya-Uganda Railway. 296 consolidated first year, 2108 second year. 2 years.

Southern Rhodesia.

There appear only to be learners in the Post and Telegraphs paid 550 x 230 x2180 in six-monthly increments. In Southern Rhodesia a male officer who has not matriculated is paid at the rate of 2150 per annum and a female 2135 per

annum. Northern Rhodesia.

260 per annum. Uganda. None.

Tanganvika. None.

Up to 289.8 per annum for ungraded clerks, then 290 x £1.10.x £120, Fromotion after Kenya Asiatic.

l year.

Kenya-Uganda Railway. Asiatic. 290 x 29 x 2144. 7 years.

The Statistician considers the scale proposed not a living wage for young people residing away from their parents and suggests that Government must provide hostel accommodation and facilities for training.

The Suropean Civil Servants Association state it would be impossible for learners who had no parents, or relatives in Nairobi, to live on the salaries proposed, they do not consider that an increased rate of pay for Learners would meet the case as adequately as the provision of hostel accommodation for youths and young girls who were forced to live away from their homes. It is, the Association states, slear that Learners would be unable to afford the full cost of their board and lodging without assistance from parents or relatives, which may or may not be forthcoming, and the Association recommends that hostels should be subsidized by government, but some contribution should be made by the Learners themselves. With the hostels the Association considers should be associated some organisation through which educational facilities would be available to enable young people to improve their qualifications.

The Northern Rhodesia rulesstate that vacancies for learners occur most frequently in the Posts and Telegraphs, though vacancies occur in other Departments it is considered that the employment of untrained clerks is unconomic and permission to employ learners is rerely granted. Applicants must be between 1e and 10 years of age and must be living with their parents or guardians. Learners are, generally,

eligible for promotion to the next grade as soon as they have passed a typewriting test and have obtained a certificate from their Head of Department, subject to the Chief Secretary's approval.

The considerations arising from the Merrick Report

ecommendations appear to be:a) Normal progress through the scale would take 5 years, is
it reasonable that so long a period should be taken in
learning, say, clerical work at the expense of Government?
It is admitted that certain technical training may require so long a period. It will be observed that in Southern Rhodesia

Learners are only found in the specialised work of the Posts and Telegraphs and that there the period of training is 2; years or thereabouts. It may be added also that in Southern Rhodesia a clerk who has not matriculated is expected to do so in 2 years.

age 4.

The Committee envisage entry into the learner scale at 16-18 years of age and consider the Junior Cambridge a sufficient qualification, the late age as compared with the low standard of the examination required has already been remarked upon.

the Committee also definitely contemplate older entry than 18 years at £84 in the scale and with it the higher qualification of the School Leaving certificate or the Lendon Matriculation. In Southern Rhodesia the rule is that no person under the age of 16 or over the age of 18½ years shall be eligible for engagement as a Learner.

shall be dilgible to digagoments year scale proposed should be kept, in order to meet what demand there is for longer periods of training in certain of the technical departments, but that for the Learners who are engaged on

1. Entry should be between the ages of 17 and 18; years at £84 in the scale, and be

- 2. Conditional on a good report from the school and having passed the School Leaving Certificate or the London Latriculation or a recognised equivalent and that
- Promotion to the next grade should be allowed when the Government Junior Shorthand, typing and language examina-tions have been passed, and that
- 4. Failure to pass those examinations within 3 years should antail discharge, and 5. No leave, (other than local leave) or passage should be

given to a Learner.

In this fashion it is submitted Government would

In this fashion it is submitted Government would avoid an unduly long period of clerical training at its expense, avoid burdening Departments with juveniles, ensure efficiency within j years at the most and offer the chance of accelerated promotion.

(b) At no stage in the £50 x Al20 scale can it be supposed that the learner can support himself and Government cannot be expected to pay a living-wage salary to a Learner out of charity, but j years, or even j years, is a long period for a parent, possibly in poor circumstences, to continue to support a child unless he happens to live in , or have relatives at, the place of employment.

Suggestions have been made that Government should provide and/or subsidise hostel accommodation, it is submitted that this domand can not reasonably be made of Government at any time. No easy solution presents itself and it seems that the advantage which a boy or girl with a home

in Nairobi has must romain.

It, however, facilities can be arranged at the schools, and by evening classes, there is no reason why an intelligent boy or girl, should remain more than, say, a year in the Learner grade. It should then be possible for him, or

her, to move into the next grade and, provide the initial salary of that grade gives a living wage, the problem solves itself.

If, however, it is found that the initial stage of the next grade does not give a reasonable living wage the obvious result will be that the best Learners will leave Government Service for work in commercial firms, where, as has been shown, a competent employee can at once obtain a decent wage with prospects. Generally, it seems doubtful whether a Learner is worth more than 334 per annum.

(11) Cycrical Grades.

Grado C, or equivalent. Present Scale, 2180 x 20 x 2240 x 18 x 200 per annum.

150 x 10 x 200 per annum. 6 years. Fitzgerald Report.

2150 x 10 x 240 per annum. 10 years. Merrick Report, Kraya-Uganda Raliway. Up to 2180, then 2180 x 15 x 2225 for

Clerks. 6 years. 120 x 12 x 180, then 135 x 15 x 220 for

Typists. 11 years.

Southern Rhodesia.

year). en 1200 first year, 2000 second year, 1200 third year, provided he has natriculated.

yours. 150 r 19 x 200 and it appears that a woman was hat matriculated enters at 2165 per annum. 1 or 5 years.

Northern Rhodosia. \$120 x 12 Clay por annum. 5 years.

Lounda.

No aquivalent.

Tanganyika No equivalent.

Konya Asiatio, £126 x 6 x £162, then £168 x 9 x£216.

14 years. Konya-Uganda 150 x 9 x 1177, then 186 x 112 x 1210, Railway. Asiatic. then 216 x 12 x 2240, 10 years.

The Statistician considers the 6-ade C salary scale too low for young people living away from their perents, he points out e.g. the wages of a compotent girl typist in Ingland is not less than 21th per annum. The difference in cost of living at say, 50 per cent, transposes this salary into £21b per annum.

The Suropean Civil Service Association take an officer aged 20 of average of no exceptional ability, entering G.ade C at £180 and who, progressing through the stages, reaches the maximum of £210 at 29 or 30 years of age. The Association then invites attention to the Postmaster General's note on Fage 65 of the Report, that he:

"wishes to emphasise his opinion that a man should reach a marrying scale of about £35 per month at the age of 20 to 30 years and that this should be brought about by a system of double increments if not otherwise arranged". A view which the Report states its Sub-Committee endorsed.

endorsed.

A salary of £20 a month is not, and is not likely to be, a marrying salary in the Colony Generally it is less than a conceint man can obtain in local firms and, taking £35 a month, or £420 per annum, as a marrying salary, it will be seen from examination of the proposed scales that on normal progress it will take 23 years to reach this selery by which time the officer will be between £0.45 years of ego. The margiage ageris generally carffor in the Colonics than in the United Ringdom and it is suggested that in a coung suropean Colony public policy demands that marriage should be encouraged. The 1931 Consus shows:-

Concus your Malos. Fomales, Fomales to Melus. 57 per cent. 66 per cent. 74 per cent. por cent. and No: of No:of . No:of Noof Married Females. merriod. Malcs. Fomalus Delos.

17 It has been shown that whereas in 1911 there were 57 females to 100 males they had inoutered to 79 per 100, males in 1911. Not only is the disperity between the sexas being decreased by natural increase, but also there appears to be an influx of female migrants. During the two years 1950 and 1931 for which detailed migration returns are available, the excess has been:—

1930, 1 193

1931.

whoreas the male Suropeans had decreased:

A large employer, and Government will probably romain the largest employer, and hovernment will probably romain the largest employer of Suropeans of all grades, cannot afford to disrogerd this problem. It is generally hold that early marriage in the damnistration and the Pulicis not conductive to efficiency and involversassing to Government, accordingly special rules exist in these cases which are not applied to any other branches of the service. The posts to which the Merrick Report relates are generally speaking, not posts which would be held in outstations. The solutions which present themselves are:

a)To follow the suggestion of double increments. Apart from the fact that an increment depends upon good work, examination of the scale suggested in the Report shows that by in passible interpretation of the suggestion could the result be arrived at within the scale. If \$220 per annum or thereabouts is regarded as marrying salery then it is not double increments

but almost double salary which would be required to ment

but almost double salary which would be required to meet the situation arising from the Grade C proposels.

Again, as the Europeen Civil Sorvice Association points out the principle of double increments is open to objection. The grant, even though in the hands of Government, would largely depend upon the recommendations of individual Heads of Departments, some of whom would be more and some loss, exacting them others. The Royal Commission 1929 -31 on the Civil Service remark:

86. The pro war practice of awarding in each year a timited number of special additional increments to specially describe second division clerks was

to specially deserving second division clerks was an attempt to overcome the defects of a scale system of payment. The arrangement was discontisystem of payment. The arrangement was discont nued after the war and we do not recommend its

restoration".

(b) To enable an officer to move out of the grade into the next grade if he has obtained, say:-

Consistently good reports from his Department, and has passed the examinations leid down for promotion to Grade B which, it is suggested, should be haid down by Government for conduct by the Civil Service

Board c.g.:(1) The Senior Shorthand and Typing Examination.
(1) A general Intelligence Test consisting of a whore written general movilode paper and a viva voce examination on, say, the Code of Registrations, Legislation specially affecting the Department in which the officer is serving, etc. This viva voce examination would serve as a personality test.

These suggestions are similar to the Northern Rhodesia regulations, which remark that a clerk in this grade is to all intents and purposes qualifying for a livelihood at the expense of Government.

(e) To increase the amount of the increments in the scale for

this Grado.

this Grade.

It is suggested that the good reasons which have been found to exist against double increments when they have been tried prohibit acceptance of the proposal. Difficulties which would be experienced in adopting solution (b) above are that the salary for Grade C overlaps, in the Merrick Report, with that for Grade B, and that the requisite financial provision may not be evaluable in the current year estimates. The innential result of securing special efficiency and at the saler time providing reasonable promotion would only be a few hundreds of £ per annum, this difficulty is not insupersale.

perable. Generally it seems that the solution of the set of problems which arise will be found in a combination of solutions (b) and (c) above.

Grade B, or equivelent.

-2180x20-2240x18-2300x18-2390 -13 year Present scale Fitzgerald Report(men) £240x15-£300x20-£360x20-£420-11 year

" (women) \$210x15-300x10-360 -t (mon) \$200x15-290x15-\$350x15-125 " (women) \$200x15-290x15-\$350 1 llycars Merrick Report

Konya-Uganda Railway -£250x18-340 for Shorthand typists -2240x15-£300, then £315x18 -£405 for clerks

S. Rhodesia

lycars

llycars

6ycars

Grade B, or equivalent continued

men) -2260x20-2300, plus 250 per unnum en for married men at 2300 on arde woman -230x10-2260 achtx15-24cx15-300 en for re S. Rhodesia

N. Rhodesia

Uganda Tanganyika Konya Asiatic

-1228x12-2300

Kenya-Uganda Railway -2216x12-2240, then .246x12-Asiatic 2258 and 2264, ...300, ...360 for 5 x

Asiatic special posts.

The existing retes of salary make no diff rectatation between the salaries of men and vorta, in the fitzgerald Report differentiation was advised and the brinciple is followed in the Morrick Report. The Royal Commission 1929-31 on the Civil Service as qually divided, although the principle of egual pay had a endersed by the House of Commons in 1921 despite the accept i unjuly business practice of differentiation. In Australia, come to the Irish Free State, the inited Sertes of America, and League of Nations, the London County Council and in many every country in surope the pay of men and vomen five Servents is equal for the same work. The arguments are it known and in Kenya the principle of differentiation. been endorsed by the Governor in Council.

The Report recommends that entry into brades and C should presuppose passing in the necessary multipling subjects, as at present, and, subject to the existence recanny, a clork in Grade C would enter Grade R at the minimum, unless he was already in receipt of a higher salary in which event he would enter at the next eproprise to incremental step. At the same time the Report lay emphasis on the desirability of selecting condidetes are vacancies on a general roster retner than treating De ... ments on a watertight basis for the purposes of advancment.

This, and the preceding recommendation, are contradictory and occasion a real problem which will be dealt with later.

In this connection the Director of Agriculture considers that the salary scales are not well devised and that it would be much more satisfactory were there a listinct salary advancement to mark promotion from grade to grade. This, it will be observed, the Merrick Report does not propose, whereas the Fitzgerald Report did so propose. Moroover promotion from Grade C to Grade F, under both Reports, and present practice, depends on the fortuitous circumstance of departmental vacancies.

The suggestion has been made above that the passing of certain examinations coupled with efficiency certificates should determine promotion into Grade C and from Grade C to Grade B. Taking into consideration the periods of 10 and 11 years respectively which the Merrick report envisages for Grades C and B and the fact that an officer may be as much as 38 - 43 years of age before reaching the maximum of Grade B, it is clear

l'age 5.

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that if Government Service is to have any attraction for the elerical, and similar, grades some method of progress to the deserving officer must be devised to prevent complete stemation is Grades C and B.

It will be realised that Grade B must be regarded as the basis Grade of the junior ranks of the Civil Servic and it is also true that whilt it is generally impossible and probably inadvisable; bo give alcher the view for elerical work in different perturbants the fact remains that the work of the Department, from the nature of the departmental functions, does very general and in calibre.

If this is complete, then it seems ofter that the mirector of Arrical tire's point must be brien and parabolic from Grade D leth Grade B be definite promotion and the the southirs should no restrict for 4 years. Take, fill course, special reconsideration of she Grade C scale and, it seems, an amalgamation of the Grade G and a scales.

tion to this bride is, as sugar sted above, by excuantion and an efficient field. There a men unters the Grede at the same point.

Grade A or equipolent.

Plusint Saul	e	. £240k181£300k18-£340x18~	Man.
Pittgerett f	Women)	29-2000 .#360x29-2403x20-2540 .£860x20-2420 .£360x20-24800 .£600 -10ne	
Renya-Vganda	Part Lang	- 420x2 -648 , the 100,000	- 1
S. Rhadesia	(ren,	- 400x2 /- C. The Man one	
	(righter) -	\$370x1 -6300	- 4
N. Rhodesia		-2300%18-2180	- 32
Dennda	(com)	-£300x18-£500	- 12
		~£360x18-£426	- 12
Tonganyika	%	-£300x18-£390x18-£480	- 1/2
Kenya Asiatic		-£360	
Kenya-Uganda i	Mailway	-£420 for special posts.	

The Report emphasises the desirability of selecting candidates for vacancies, particularly in this Grade, and the next, on a general roster rather than treating departmental personnel on a water-tight basis for purposes of advancement.

It appears that there was a difference of opinion on the Committee after investigation of the technical posts which appear in appendix III, and which the Committee desired, as far as possible, to assimilate to the Clevical Grades, which has resulted in a majority recommendation that the maximum should be reduced from £600 to £540 per annum.

Page 5. The Report, differing from the Estagerald Report, recommends that women alerks should not ordinarily progress beyond an annual salars of 2500 and that exceptional chaes of the met by allowing women entry into the Special Grade. It will, however, be realised that a natural result of this limit would be that, having damed experience and annultications in Government, a sometent women would be able to obtain a galary approximately (5350 per annual in o much

Phodesia.

it will however, be realised that a natural result of thislimit would be that, having graned experience and smallitacetions in Government, a competent nomes would be able to obtain a calary approximately (500 per annum in o much shorter that sistemers. This selly limit recommendation for women is set agreed by the Commissioner for Lead Tovernment Lands and Settlement, who remarks that the Committee gives no reason for its recommendation, that it is contrary to the recommendation of the Fitzgerald Committee and that it will you be to Government's interest to prevent itself from thiracting the services of specially qualified somen.

The Chief Wative Commissioner also disagrees with the abolition of Grade A for women, the ctual number of present trade A women is very small and it would be early pay.

Government to allow entry to women to provide a stimulus to ambition.

The Treasurer states it is not clear to him who the Repert makes no provision for posts for women in Grade As his buggests the reasons for making this charge should be blacerated.

The European Sivil Servants Association considers the deletion of Grade A female posts a hardship and remarks that there are several somen occupying these Grade A posts with a redit and that there should be opportunities for efficient women to obtain promotion.

It is submitted that there is a strong case for reinstating a grade a for women whose services merit, experience and qualifications warrant there admission.

Special Grade, or equivalent.

Present Soule - None.

Fitzgerald Report (men). -£500000-£660

(Women) - None

Merrick Report (men) -£500x25-£660x25-£725 - 10

(women) -£360x20-£420 & Kenya-Uganda Rei lway -£500x20-£600 6

8. Riodesia (men) -2500x25-2575x30-2605 5

(women) £310x15-2360 4

W. Rhodesia -£480x20-£600

Uganda -£600x30-£720 - 5

-2600x30-£720

The Report recommends that the Special Grade (men) abould be strictly limited in numbers and be confined to duties cannoting special responsibility or qualifications

Tanganyiks

in addition to the normal confidential or supervisory duties which would be adequately remunerated by Grade A Purther, that the bar next before the final stage in the scale should be a barrier save in regard to exceptional status or outstanding personal merit. Presumably the same remarks should be applied to women in the Special Grade. This Special Grade is evidently intended, as elsewhere, for Chief Clerks, Office Superintendents in large Deport ments and like posts to which promotion is by efficiency and no other consideration.

In connection with this Grade the Treasurer says he is inclined to doubt the justice of making so large a difference as £300 per annum between the highest saling which can be obtained by men and the highest saling which can be drawn by women. He continues, that because it is charly intended that few, if any, of the men employed in these posts should proceed to \$720 per annum he does not wish to press for any amendment.

The fact remains that \$120 per about is not a below which will attract, say, a women graduate as the most she can attain; neither, it is submitted, is it a solary which will suffice to retain a woman of merit already in the service.

It is again submitted that entry to the Grade should be open to exceptionally qualified men and women.

At this stage in this commentary certain general conclusions are submitted:

- 71. The term "Local Service" can in no Bense applied either to the existing personnel govered by which need now be taken into consideration. Consequently the lower rates of pay and terms which can justifiably be given to junior Civil Servants who have their homee in the country cannot yet be applied with justice.
 - The Report has the avowed object of establishing rates of pay and terms for a genuine Local Civil Service and, assuming that the setting up of such service is possible within any ascertainable time, there are grave doubte whether the salaries proposed at various points are sufficient to attract, and to retain, an entrant of the type usually recruited by British Civil Services, whether the recruits are obtained from home or in Kenya.
 - Assuming that there is no intention of reducing what may be termed, for want of a better description, the British standard of junior Givil Service sclaries and terms should, in the junior ranks at any rate, be equal to said a little better than, those given in businesses of repute it is unfortunate that the Report fell to be made during a period of unprecedent ed depression.

Accordingly it is submitted that the dominant factor is not that of present (1932) connomics, but first that of ensuring a healthy public service and second that of providing a reasonable career for the qualified youth of the Colony.

Facilities for obtaining qualifications scarcely exist in the Colony and their provision is a primary consideration if the ideal of a genuine Local Service

is to materialise in any form.

Generally, it will have been observed, that the scales proposed compare unfavourably with those given to aliation, despite the wide difference in standards and cost of the standards and cost of the standards.

C. LEAVE.

The Report, one Member dissenting, considers the recommendations of the Fitzgerald Report adequate on this head.

That Report recommended.

Local Leave. 18 days per annum.

Vacation Leave. 28 days per annum, and so by inference a 6 years tour, cumulative to 6 months. Also an appropriate allowance in respect of service at unhealthy stations, the object in view being to enable the vacation leave to be earned in a shorter time and not longer vacation leave in the same time. In accordance with this principle the Kerrick Report recommends 5 months in an "unhealthy" station should count as 6 months in a "healthy" station. In this connection the Director of Medical and Sanitary Services suggests that stations might be divided into three estagories.

The Commissioner of Local Government, Lands and Settlement considers that the privilege leave conditions abould be im-proved and that this could conveniently be done by providing that the period occupied by the voyages will be counted as leave.

The General Langer comments that while he has some sympathy with the suggestion that the length of service should be controlled by the time in which it is possible to earn the cost of a passage the most economical method of arrenging relief can only be enforced if tours are of a fixed period strictly enforced so that the minimum relief can be provided Any variation or relexation of a fixed tour is bound to lead to additional expense.

The Director of Agriculture remarks that vacation leave should not be taken locally unless a medical certificate is obtained. There is evidence in his Department that, even among those who were born in Kenya, fitness and efficiency suffers if. leave is taken in the Colony.

The Tressurer, despite the different conclusion expressed in paragraph 74 of the scheme for the unification of the Colonial Administrative Service, agrees that the passage period should be included in the leave sarned and remarks that conditions are different between an "Overseas" and a "Local" Service.

The European Civil Servants' Association instance the difference between the present and proposed terms by: Present 30 months tour.

Healthy Stations.

150 days 56 days, voyage period 206 days

Proposed 48 months tour Healthy Stations

112 days

18 days, local leave.

Unhealthy Stations. 180 days

56 days, voyage period 236 days

Unhealthy Stations 136 days

18 days local leave.

days

That is, taking into consideration the longer tour, the new proposals are less than one half the present terms. The Association considers overseas leave should be granted at

96

the rate of one month for each year of service, exclusive of the time spent on the voyage. Moreover that in unhealthy districts the tour should be shortened instead of the leave allomence being increased; this is, of course the intentian of the Herrick Committee.

The Expenditure Advisory Committee agrees with the Report

It is noteworthy that in the various reports Wijth have been made upon this subject 10 pt in a given of fall of all exidence on which the suring soot to be tions have year the subject to one on which it is independed. There is no part of local modified opinion. Seither the Fifth and the many of the results of local modified opinion. Seither the Fifth and the many of the subject to the possibility that men all the largest of the subject to the subject t

and the low reports attach constarted to the remaining the control of the remaining the remai

time than it querers a see for the second sect of the second sect of the second second

Since the Report was written, and the comments fereived, certify representations have been made to the Secretary of State effecting the entire service in the matter of teve no. it is five statished; his decision should apply to the Service a smooth. It has been about the the Local Service of the Merrack deport is a misname:

D. PASSAGES

Page 7.

passage recommodation should be according to the two categories of officers advocated by the 1989 Committee on Leave and Passage Regulation. The Marrick Report adopts the second category. Category E. 191 f. Marrick Report 2011.

- (i) Officers arewing over 6450 per annua Sacond Class British India, or B.5 Union Castle Line.
- (ii) Officers drawing over £300 per annum and not more then £450 per annum - Second Class British India Line or B. 6 Union Ceatle Line.
- (iii) Officers drawing #500 per annum and under Third Class Union Castle Line of Second Class British India Line:

Thereas the Fiscer Id Committee recommended that the "Local Service Officer about the emisted in his passage to the extent that Covernment should epen a passage account into which the officer would pay 2 per cent of his salary (cubject to a minimum of Sh.10/- and a maximum of Sh.20/- per mensem) and into which Covernment would pay on equal amount.

The Merrick Report recommends that the "Local" Service Officer should be considered to have parned 25 per cent of the cost of a return pessegs in respect of each year or resident service, the maximum being the cost of a pessage to London, and that no firmness a service should be given unless the officer has given an undertaking to return for further service. In this connection it may be rose red that the usual rule is a pass set to the place of ungegenera.

The Murrick Report considers no sweistenes should be civen towards femily passeges, but would allow an officer, as now, to travel by a lower grade of cocommodation than that to which he le entitled and to put the savings towards family passeges. In this feeding it will be seen that to the one of four years an officer could earn a passege for himself and it the end of eight years an additional passege is stationed at a "Hostithy" station.

The Commissioner for Local Government, Londs end Settlement does not agree the bessist not traded femily place ges should be denied.

The Director of Ladical and Sanitary Services considers a full passage should be devided by 5 years' service and that no assistance should be granted towards family nose gos by performing foncer periods of service. He maintaine that the cost to sovernment of the rervices of an officer should not very in accordance with his marrian or unmarriad state.

to the Tregeral Apport

The European Civil Servente Association say that a large number of married men with femilies will find it impossible to save their femily placegraphy the end of a four year tear and will fine it measure to save en extra two years to early the ellow has the Association says, will result in a fee of efficiency, as an alternative contributory scheme is suggested.

The Expenditure Advisory Committee re of optdien thet it should be made elser fact processed privileges should only be given to the port hereat to the place where the leive is to be apont, the maximum weing that advocated by the Berrick report.

Purther, as regards family passage allow mass, the Expenciture Advisory Committee consider that existing consessions should be maintained, but suggest that an offsect, who is not transforced from elsewhere, chould not be allowed, in normal circumstances, to bring his wife to kenys during his first tour of service and if he does he should be regarded as "merried off the atrength" and not eligible for any passage prayileges.

In Northern Rhodesia it appears that free passages are not grented to officers who are not returning for further service and that the family llowence is £60 and £50 respectively for senior and junior civil Servents, in Konya it is £40 and £30.

Recently the question of phesage privileges has been under consider tion by Government, the metter is complicated by Empire egreements, by the Conference Lines updarstending, by the extent of the accommodation evenlable in East Coast steemers and by the demends of the general East Coast published other Best African Governments for the chapper accommodation.

Generally, it is suggested that the herrick Report recommendations should be followed, but that the grant of a family passage ellowance is justifiable on grounds of general policy.

B. PWIONS.

page 13. The witzgerald Report advised that pensions should be definitely on a contributory basis for the local Service and stated that a Pension Scheme on such lines should be introduced as early as possible for the "fully persenent members of the Local Service". For numbers "on less persenent terms" a provident Fund Scheme should be established. The "itzgerald Countities inclined to the view that all officers in the local Service should be under a provident Pund Scheme until the age of say, 25 years, so that they may be in a position, up to that age, to leave the service without too great a sacrifice of pension rights.

Page 8. The Merrick Report emphasises the imperative need for some form of compulsory insurance as an integral part of the inauguration of any permanent focal Service, with definite provision for State contributions to supplement an officer's premia. The principle of contributory pensions is unanimously favoured for introduction at the carliest possible moment, to be financed by regular deductions in respect of contributions from salary plus interest at a reasonable rate.

Page 236 et seq. The depression of the 1929-1931 Royal Commission on the civil service. The general provisions are set out at grant langth in the Royal Commission's Report and a brief analysis is:

wembership.

Confined to whole time Civil Servants over 18 years and under 50. Medical examination on admission.

Contributions.

Scheme A. 5 per cent of salary.
Scheme B. id in every complete Sh.2/Scheme C. Id in every complete Sh.2/6
of wages in excess of El.

including acting allowances, value of quarters, etc.

Schemes 1 and 3 to begin when a Civil servant has completed 2 years continuous service running from not earlier than the age of 18.

Calculations of benefits.

ill bonefits to be calculated upon the last a years average ambluments of contributory service.

In all cases where provision is made for the return of contributions with interest, this is to be at compound interest at 3 per cent with yearly rests.

Commutation or allocation of pension.

Commutation not to be allowed. On retirement :-

- (a) Part of the pension may be allocated for payment of a pension to the wife should she survive the pensioner; or
- (b) A joint pension for the life of the pensioner and his wife with reversion to the survivor of a reduced

amount.

Special provisions.

(a) Unhealthy climates, 2 years contributory service to count as three.

(Note. Tast Africa would count as unhealthy in the Royal Commission's Report.)

- (b) Regarding "approved" employment.
- (c) Regarding reciprocity with Local Government Services.
- (d) Regarding injury on duty.

Points to be dealt with in Rules.

payment of pensions to lunatics; ditto to bankrupts; identity of pensioners; rule against assignment of pensione; death certificates;

Scheme A above covers what is called the "aslaried" Class and it appears from paragraph 735 of the Reys! Commission's Report that Scheme a would apply to first Screants whose salary would pass £250 per annum. As Royal Commission was symmely in favour of the contilebutory system and was greatly impressed by the modern industrial tending to set up superannuation schemes. Some of the Royal Commission's Scheme 1 are 1

On reaching the age limit, after completion of not less then 10 years contributory service.

Annual pension calculated at the rate 1/80 of pensionable amoluments for each was ofcontributory service subject to a maximum of 1/80 together with an additional allowance of 1/80 for each year of contributory service subject to a maximum of 120/80.

Note. This additional allowance is a lump sum gratuity, vide paragraph 518 of the Report.

Health in Service.

- (a) During first 5 years contributory service.
- (b) After completion of not less then 5 years contributory service.

Return of Contributions with

One year's pensionable emoluments with an additional I/12 of such emoluments for each further year of contributory service, subject to a maximum of 2 years pensionable enoluments after completion of not less than 17 years contributory service.

Death after retirement.

The excess, if any, of the sum which would have been payable had the employee died on the last day of contributory service over the sum received

voluntary retirement.

Marriage all defines, for

to tipenant of grounds of fill acaity or abolition of orling

(a) buring first 5 years contributory service.

deturn of contribution with

received since retirement by way of possion and any Additional allowance

Return of contribut us

interest.

Return of vice the comparabution paid, without

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- (a) purhar first 20 years of Return of contribute a with contributory arrive and interest.

 of 50
- (b) afth cospletion of not less than 10 years contributory service and effect attaining the age of 50; or

t common and additional allowance, as on retirement on reading the me limit after completion of mot less than 10 years contributory service.

(c) frar completion of not less than 20 mars contributory service.

pending investigation of a contributor, system, the reprick Report advises the temporary inauguration of a provident fund.

The Merrick Report suggests a 15 per cent central oution, equal proportions being paid by Gow maint and the Officer. It will be noted that in what is called Scheme 1 by the 1929-1951 Royal Commission, contribution is per cent on the part of the officer.

It will be agreed that the compulsory insurance which the grant of a free or contributory pension councies is an assential part of any civil servece conditions.

The inequalities and difficulties of the present state of affairs are many, instances are :-

- (a) of the estimated 662 posts covered by the ferrick Report some 250 posts and/or individuals have attained free pension status;
- (b) there are many individuals also holding posts covered by the Report who have longer service than those who have achieved free pensionacle status.
- (c) The pensionability of Civil Servents in junior posts in Kenya compares unravourably with the position in other Past African countries.
- (d) Thether or not contribution to the Tidows' and Grobens Pension Scheme should be compulsory and it so waeth? the salary proposed can, when this and other contributions are considered, be accounted a living wage.
- (e) The transfer of officers at present unpensionable to a contributory Scheme. This the Merrick Report suggests could be met by Government placing the amount of the contributions it would have made during the whole of the officer's arriver, had the scheme over in operation, with or without interest, to the credit of the officer.
 - (f) The advantageous position of the serving islatic civil Servant when compared with that of the serving Turopean in junior posts.
 - g) The cost to Government of the Scheme and of meeting the cases of transferred officers.
 - (h) Thether a contributory Pension Fund should for part of the Colony's revenue.

The Statistician states that the present arrangement for the vidows and Urphans' pension Scheme causes much dissatisfaction throughout the Service, he sees no reason why the proposed contributory scheme and the vidows' and Orphans' pension Scheme should not be combined and considers a comprehensive scheme could be applied on an insurance basis, his Depart and could collect data for an actuary.

In this connection It will have been seen that the 1929-11 Royal Commission's Scheme does compine to a large extent a provident fund a pension end a widows', out not an orphans', scheme.

The treasurer thinks it important that a local Civil Service should start with a system in force by which a compulsory contribution is made to some pensions or provident fund even if, at the cutsut, it is nothing more than a lump sum on a cumulative basis which is expressed as the ultimate penaftt. Such a provident fund scheme is easily devised and it would, in his opinion, be a mistake to start the Local Civil Service without insisting on the contributory principle, it would also, however, in his view be a mistake to defer the insuguration of a local Civil Service until such details as this had been settled.

The Treasures also refers to the very difficult question of compulsory contributions to the Tidows' and Orphans' Ponsion Scheme. On this matter the Secretary of State may be expected to have definite views, because, up to a point, the opration of the Tidows' and Orphans'

Pensions Scheme in Rast Africa (Italics inserted) depends upon the number of contributors being as large as possible. This, the Treasurer states, is another case in which it is virtually impossible to reach a firm conclusion before the new gervice is constituted unless under delay is to take place before it is inaugurated."

Again the Tressurer is unable to comment on the Report's suggestion that Government should, as a "welcome gesture", place what would have been Government's contributions to a contributory scheme to the credit of officers now in the service. Some 662 posts are concerned, the amount might be considerable and its provision depend upon the financial position of the Colony.

The Curopean Civil Servents' Association prefers the principle of a contributory Punsion Scheme to a Provident Pund.

From the foregoing the following conclusions are adduced :-

(1) The Werrick Report advocates a contributory pension Scheme and states that the collection of data and the actuarial investigation will take time. As a temporary and interim measure a provident fund is suggested.

It is a matter for consideration whether it would be practicable to introduce both a provident fund and a

contributory punsion schame at almost the same time with the avowed intention of adopting the latter.

Noreover, a reference to the summary of the Royal commission's Scheme, which the Metrick Report enderses in general terms, shows that it compines some of the features of a provident fund.

- (2) Then the total effect of the Werrick Report reductions in emoluments is considered it will be seen that the contributions to the Tast African Vidows' and Orphane' Pensions Scheme must be reviewed. This Scheme however, applies to Bast Africa, its finance is actuarial, there is a continuing collection upon the Government's concerned who use an officer's compulsory and voluntary contributions as Revenue. These contributions are paid by all turopeen males who are on the permanent staff, or on agreement, of over the age of 18.
- (3) The transfer of the serving officer from an expectant free pension to a contributory scheme presents grave financial difficulties.
- (4) Officers are serving in posts gezetted as pensionable with the reasonable expectancy, unfulfilled in many cases for years, that they will become pensionable.
- (5) It is virtually impossible to introduce new terms of service for officers with less than b years service, for future entrants and for a genuine Local Service until the superannuation scheme is ready; and
- (6) Only the preliminary calculations can be made in this country.

F. QUARTERS.

Pages 9 & 13.

The recommendations which have been made for the "Local" Service relate to those for the Overseas" Service.

The Fitzgerald Committee recommended that the "Lecal" and the "Overseas" Services should be similarly treated and was strongly of opinion that the privilege of free quarters should be abolished and that when an afficer occupies Government Quarters he should pay a rent based on a percentage of his salery, or on the cost of the house as may be determined administratively. In outstations officers should be required to occupy Government Quarters, and pay appropriate ment the refor when such are available.

Ornerally, the Pitzgerold Report favoured canno lidetion of privileges in the empluments of the office, but the Report definitely disregarded the framing of resommendations in respect of adjustments which, on the abolition, or modification, of privileges, wy be accessary in the emoluments of privileges a ready in the "Oversees" Service. The Report reserva time many rectors must be taken into account before equitable " adjustment can be made" and states that the destion of an unting emoluments by the grant of donablidated allowchees payable while on resident to be the pension able, he are while on resident to be the the pension able, he are which will require attention. The Report hat says that it was no means follows that consolidated no pensionals allowances will have to extend to any thing approaching the full present value of the privileges close abolition or had; satisfies a matter of principle is now accommended. The question raises and the matter of principle. The castation raises

The Merrick Report states the crimoiple of communication salaries for the Local Service without the addition of free questers or an allowance in line, is embodied in its recommendations. The Report, however is embodied in the mechanical and in the negative moves of the says that exceptions must be made a rise cases, where an efficer is required to occupy sucreers adjoining particular institutions. Police, Arganic, Thysatical particular institutions agricultural and Veteriany Officers are instances of officers required to live close to their work and the cases seem likely to be fairly common.

The Report adds that auceptance of the grinciple that an officer will be responsible for his own housing arrangements means that, in centres where private accommodation can be arranged, he should be free to suit his individual requirements and should not be forced to rent Government Quarters, merely because such quarters happen to be unallocated or unaccupieds this may give rise to the disposal of any surplus Government quarters, and land. The next difficulty is rate fixation, this the Report recommends should be at ruling market prices.

The Commissioner of Prisons considers that Assistant Superintendents of Prisons Should be granted free quarters because these officers usually cocupy quarters in, or adjoining, first class prisons.

The Trensurer feels considerable doubt of the wisdom of the Committee's suggestion that exception to, the principle of consolidated salaries should be admitted even in rare instances.

The Expenditure Advisory Committee remark that as regards future entrants, whether on first appointment or transfer to Kenya, housing should be consolidated in salary and that officers should be called upon to pay

rent in respect of Government Quarters based on a salary percentage. Fixtures should be provided, but he other furnishing from Government stocks. Moreover, that the pension legislation should be amended so that for the estegories specified no addition should be conseded to salary in respect of House Allowance.

From this results; -

Gold : Pitagerald Report: -

- 1. Existing "Overseas" Service.
 The status quo.
- 2. Future "Cyarsens" Stevils.

 Abolition of housing and house billowences, rent so
 be paid with apparently a consolisation of this and
 other privileges into a non-pensionable allowance to
 be drawn during resistance.
 - 3. Existing Woodl Service.
 - Notice words service.

(b) Merrick Asport

- Gosar Indian to a party a stated to have been ned in the to a secontions being
 - 5. Pictor "Loral" Service.

of Expensions Advisory Committee

- A faitting "Overseed Bervios" The affitual quo: 8 Sutury "Overseed" Servios
- 8 Nature "Oversees" Services, allowances, Consolidation of housing one house allowances, Consolidation into allowances of rents, amendment of pendiona logislation to exclude hydrocallowance.
- 2 Exulting "Local" Service.
- As in 8, above
- (4). Executive Council Minute, No. 391 of 1932 which preserves the terms of officers on agreement who have 6 years service and thus, by inference, please them in a better position than future entrants into the "Oversens" as rvice.
- (e). Rent fixation at the current market rate which fluctuates and is generally higher than the house allowance paid. (In this connection it should be noted that the 10% figure is an actuarial one calculated for pension purposss).
- (f). The probability that down meent might find that it hid aurplus houses and land to maintain and to dispose of, with a certainty of lead, and possibly of considerable loss.
 - The probability of an increase in the empluments of officers now in the service who may be transferred to the revised terms of service. In this sonnection the position of officers who have built their own nesses, whether or not with Government savances, should be borne in mind.

Page 10.

The Fitzgerald Committee, as regards both the "Overseas" and "Local" Service, were "reluctantly compelled to reject a proposal that the privilege of free medical attendance should be withdrawn. The evidence they received of exploitation of the privilege led them to recommend revision and they recommended.

(a) Modical attendance and reduced hospitel rates to the officer.

(b) Payment for drugs and dressings by the officer.

(c) No medical attendance of reduced hospital rates to wives and children.

A minority held that where drugs, etc. are readily obtainable they should not be supplied from Government stores.

The Merrick committee follows the Fitzgerald Committee

The Commissioner for Local Government, Lands and Sottlements disagrees with the withdrawal of free medical attention and reduced hospital charges for wives and families but he agrees that when drugs can be procured from shops they should not be supplied by Government.

The European Civil Servants Association State

that in the obsence of health insprence and chesp hospital fecilities the outcome of the withdrawal of free medical attention would be the neglect of symtoms of illness.

The Expenditure Advisory Committee endorse the Fitzgerald Report and add that any face payable to a Government Medical Officer in respect of attendance on Officers wives and families should be cridited to the Colony's rovenue.

Summarised the existing Regulations are:-

(a) All officers, other than these on month to month agreements, are entitled to free medical attendaenco.

(b) Operations free for the officer unless due to his indiscretion, but operations on the wives and femilios, and attendance at accouchements, may be

charged. (c) Wives and families of officers appointed before the lat Soptember, 1926 - free medical attendance for those up to 21 years of age and dependent on the officer. Wives and families of officers appointed after the let Soptember, 1926 - as above, if salary does not exceed 1860 per annum.

Hospital fees for officers wives and children officers salary 2300 and under Sh. 1.00 per day.

8.00

" over 2700 10.00 "
It is understood that officials are increasingly evailing themselves of the services of privete practitioners, especially in the case of their femilies. At the same time it is generally recognised that an employer has a vital interest in the well-being, as well as the individual health, of the employee.

Other points in this connection are the practice in some commercial houses of giving medical ettendance for tropical diseases only the payment of private practice fees by Medical Officers into General Revenue, and the possibility of reduced privileges to officials enabling a reduction in Medical Staff and Stores.

Pego 1

Code of Regulations 275-282.

105

-54

As a besis for a decision the following is suggested:-

(a) Proc modical attendence for the Officer.
(b) Pres operations for the officer, if not due to

(c) Free medical attendance, but not free operations to the wife and children of an officer who is in receipt of resalary less than 3500 per annum. Accordingnents may be charged for.

(d) Payment for drugs and drossings by the officer and for his wife and children in all cases.

(c) Laymont of full hospital fpcs for wives and calldren by officers drawing over .500 per

H. TRAVELLING AND MOTOR HILLIAGE ALLOWANDES.

the time should apply.

I. ACTING ALLOWANCE.

The Merrick Report opposes the great of acting allowances in respect of posts in the Local Service.

The general question is under consideration by General at the present time.

J. SHEAD TRUTTE AND TRUTTE TOUS

The Committee recommend that the Secretary of State's senction be obtained to wrive the requirements of Colonial Regulations Mos.17-22 relating to the appointment of officers and reporting vacancies etc. to the Secretary of State.

would retain his right of appeal to the Secretary of State.

The Committee else recommend that Letters of Appointment should be substituted for Agreements (See Appointment should be substituted for Agreements (See Appointment See III to the Report) and this the Suropeen Civil Servants Association consider inadequate and that the main terms and conditions should be set out, the sample letters show only salaries. Letters of Appointment are given by the Secretary of State and these include descriptive terms of service.

Page 12.

Pago 12.

Pego 12.

K. AGE OF RETIREMENT.

Page 13.

Page 13

The present rule is 50 years of age, or 20 years East African Service, whichever comes earlies, for officers appointed prior to the introduction of the Pensions Ordinance and 50 years of age for officers appointed after the lat April, 1927.

Page 9.

The FitzGerald Report recommended

- (a) 55 years, or after 30 years service, whichever comes, earlier, subject to the right of Government to retire an officer who has reached the age of 50 years.
- (b) the bruinarily weren should be required to resign on parriage. This is the rule in Southern and
 - fel Otherwise the retiring and lor women should be 50 / wars. In this semanting the Director of Education semanted that a somen stead have the option of returning at 50 years of age or after 25 years service mindrever is earlier.

The legrick Report enforces in recommendations of the previous haptro, but done one a final decision must remain for confideration with life trovisions of a continuous renown.

provision provided to a margin log of the Colonial Administrative in the Colonial Administrative in the Colonial and the Colonial Colonial

- (a) that the normal are of retirement should be fixed at 55 at which are infrigure would metire automotive ally execut in the chreumstances detailed below.
- remains in the sensor several excometances, as officer remains in the sensor several the age of 60, 20 whould be no be at least to remain affect the age of 60.
 - (c) That officers between the age of 50 and 35 might, in special direumstances, retire on penetran with the rougent of the Secretary of State.
 - (d) That, in very special circumstances, officers between the age of 50 and 55 might be compulsorily retired with the approval of the Secretary of State, but without resort to the inefficiency clause of the Colonial Regulations.

Subject to the fixing of the minimum ratiring age in respect of women at 50 years.

E. CIVIL SERVICE BOARD AND DISCIPLIFIARY PROVISIONS

Pages 12,132 and 14: The FitzGereld Report recommended that a Civil Service Board should be set up :-

- (a) To regulate admission to the "Local" Service.
- (b) To determine the standard of education required for the various grades.

- necessary

 (c) To determine the qualifications/for promotion from one grade to another.
- (a) To bring about co-operation between the Education Department and other Departments as to course of training for candidates.
- (a) To have as wide executive powers as possible :
- (f) To be Government's principal saviser on all matters of policy relating to the "Local" Service.

The herror Report arges the importance of the early astablishment of a Civil Service Board on the lines suggested above, and the majority (the Chairman, the had ter, by Chief Ascountant, Public Works Department, and lajor Devendien Centingle dissenting) that the Seard smould be the proper body to investigate serious descendified sortline proper body to investigate serious descendified sortline proper dismissal.

Board would be the appropriate body for dealing with the question of transferring officers already employed to any new terms of styles.

entirely opposed to the principle of granting the Civil Service Board disciplinary or wide administrative powers. They emphasise that the Covernor should have absolute authority, though he would insturally have govern of delegation.

In common upon the Merrick Report, the Attorney Control states that the proposals regarding discipling would deprive officers of the right of full legal investigation under Colonial Regulation 42 but provided that dissipline is enforced by the covernor and not by the proposed Civil Service Board he has no objection.

The Chief Mative Commissioner dealer if Government would be justified in off-leading its repossibilities regarding the bransfer of officers to new terms by a Good Oivil Service Board and would substitute Executive Council.

The Treasurer agrees with the minority of the Herrick Committee regarding the disciplinary powers of the Board and antirely endorses the view that the Board should not have wide disciplinary or administrative powers by considers the Board the best machinery for dealing with the transfer of officers to new terms.

The Buropean Civil Servantz Association consider the Board should be given wide powers including that of investigating serious uses involving dismissel and that the Association should have substantial representation on the Beard. Moreover, that the questions affecting the transfer of officars to new committee should not be hurried through an account of present financial difficulties. The Association ask to be consulted in the composition of the Board.

Difficulties have been encountered regarding the terms of reference to a Civil Service Board whenever the proposal has been mooted. It is submitted, and indeed it is the make it

(16)

(18)

(a). That the authority in Staff matters is in the Governor. (b). That the powers of Heads of Departments in Stoff matters, under the Governor, should not be undermined.

That the individual officers rights, and Wabilities under the terms of his engagement, Colonial Regulations, the Regulations and orders of Dovernment are matters for Government and the Secretary of State.

and that the terms of reference to a Civil Service Board should be: "

- 1. To advise Government upon the applications for entry, the promotion and the transfer of officers within the Colony to posts normally filled by local recruitment.
- 2. To arrange for the setting of before, the control and the marking of Civil Service examine tions, other than the Labruage and Law Examinations, within the Calony.
- 3. To advise Government upon such matters as it may specifically refer for the opinion of the Board.

It will be observed that the foregoing does not include executive powers, these it is submitted must remain with Government; nor the actting of standards for entry or promotion, these it is submitted are for Government to lay down in the intercals of mainteining a standard; nor advising upon appointments made by the Secretary of State, nor upon disciplinary and personal matters, unless a specific reference is made by Gevernment.

The following composition is suggested for the Boardi

The Head of a Joint Service Department (Chairman). The Attorney General or the Solicitor General.
The Principal Assistant Colonial Secretary. A Buropean Unofficial resident in Mairobi. A Representative of the European Civil Service Associa tion.

Alternate in Asiatic matters a Representative of the Asiatio Civil Service Association.) The Establishment Officer (Secretary).

It is further suggested that meeting should be month-ly and that whatever allowances are given to Members of Central Committees should only be drawn by the Unofficial Member.

REGULATIONS.

These are shown in Pages 19 - 55 of the Report. They are based on existing Regulations, but in them "Governor" is substituted for the "Secretary of State". Numerous Pages 19-55. comments have been received, these are not, however, reproduced pending decisions on main issues.

O. SCHEDULE OF POSTS.

Numerous posts, other than those of Clerks, are Pages 59-69. shown in Appendix III to the Report. The scales of salary suggested fall within the run of the proposed clerical scales. It will be noticed that in many cases the existing scales are increased on account of the consolidating principles of the Report. It is therefore possible that

the proposed new scales must be revised in the light of the approved decisions on the main issues.

The comments which have been received are: -

The Chief Native Commissioner. "I do not know whether there are facilities for training such officers as Stock Inspectors, Stock Instructors, Plant Inspectors, Dispensers, Sanitary Inspectors, but surely "locally trained and certificated Education Officers" are non-existent. If the supply of local candidates is likely for some time to be inadequate it would seem to fellow that the immediate introduction of terms of service suitable only to local candidates must be premeture".

The Chief Registrar of Natives considers his post should be regarded as an "Overseas" appointment. In the past, he says, the duties of the post warranted the appointment of a Senter District Commissioner. Re points out that the present soals is £600 x 30 x £720 and the proposed £500 x 25 x £550.

The Postmater General compares existing and proposed scales m

Librarian (Agricultural) and Postal Clerks and Telegraphists Primary Education Officer (Temale) and Postanistaces and Supervisor, Dispenser, Wirdmaster, Chief Clastractor and Postal Clerks and Telegraphists; Junior Camputch and Postal Clerks and Considers them likely to lead to anomalies.

The Game Warden agrees for the reasons given on page 62 of the Amport that Assistant Game Wardens should not be recruited locally, a recommendation which seems open to some doubt.

The Surveyor General resommends the scale for Draughtsmen should be \$290 x 15 x 2350 x 2360 x 20 x 2480 x 20 x 2540 instead of £480 x 20 x £540 in the Report and the same for a Junior Computer.

The Commissioner for Lboal Government, Lands and Settlement states he did not agree to the scale 2500 x 25 x 2650 for Office Assistants. He expressed the opinion that posts having the present maxima of £720 or £725 should not be included in the "Lboal Service, but that if was decided to include such posts, the maximum of the scale for both Office (Land) Assistants and Registrars of Titles should be the same at

The Private Secretary considers that the highly confidential post of Chief Clerk should not be filled by local recruitment For the Chauffeur-Mechanic he considers the proposed scale of 2360 x 20 x £480 plus quarters too genrous and that the recruitment of a man from well-known English motor works who can do major, as well as running, repairs is a saving.

The Superintendent of Gardens, he considers, could be lecally recruited and he suggests £260 x 18 x £350 x 16 x £400, plus quarters, a more suitable scale than the proposed

£360 x 20 x £480.

In the case of the Caretakar and Housekeeper he suggests that the Governor must be given an infettered choice and thet a fixed remineration of not less than 2000 rather the who scale 2150 1/15 4,2300 should be sixed.

The Director of Education comments upon the difficulties which arise from difference in the Education Officer Scales proposed by the Advisory Committee to the Score tapy of State, and the proposale in the Pitzgerald and the Merrick Reports and direct marine marine with the man states he was Noted and that he eightrees they the post should by the thirty the precess of alegaty restuited him with some this ring to the work to be you of an expert, there ers over 1,000,000 finger print records and the Reign Bureau is the fourth largestrin the world, o The Begastrar Generale, states he aid not derec that the scale for the Appountant in his Department should be \$400 x 20 x \$480 x 20 x \$600, the scale proposed to him was £500 x 25 x £600 x £25 x £725 and he did not consider this surtable. He sees no raceon why the Accountent's worls in his Department should be the lowest, in 1931 264,141 was received and £71,634 paid out and funds to the value of 272,708 were handled. The Accountant has various technical duties to perform in commetten with not agree the post should withinks Local Coul Service, and if it is, he considers the scale should be 2500 x 25 x 2850.

The Staff Officer Defence Force, does not consider that the Limourer and Buskerry Instructor ere posts which can be filled locally bushuse the former must have been through killtery workshops or an arsenal and the latter must be up-to-date.

The Gevernment Printer states that there are no possible opportunities for local recomitment for the posts connected at likely to be for some years. Moreover, he considers the proposed emoluments are too low and will not induce the right type of candidate to apply especially when it is realised that the comparison with neighbouring sest african forritories is so adverse.

The Conservator of Corests states that in his selflecounting Department the Accountants scale should be 2300 x 20 x 180 x 20 x 2000 instead of 2300 x 20 x 180 x 20 x 2540.

The Director of Medical end Senttary Services states that if the negetiations for transferring the Juropean Hespital Netrobi breardown it may be found desired to reconsider the Seleries proposed for Sursing Sators.

then and the Reporters.

The Thesaurer considers the Chief Clerk et Government bouck should have a 25 increment and doubts if questors should be free, that the close of the Agricultural Department accountent's scale at 2725 should be considered when the coession arises, he similarly remarks upon the scale for the Frinary Education Officer (g). He also says that he doubts whether in practice a maximum of 2500 is enough for a Shorthand Writer in the Judicial Department and that he would like to examine the alternate proposals of the Director of Public Works who considers the scale proposed for Public Works Department approntices high.

The Government Coast Agent, considers his Assistant cannot be recruited locally, he must have a knowledge of the Merchant Shipping Act, passage and freight work, Marine Insurance and claims, customs regulations etc. and is best recruited from the Crown Agents staff.

The European Civil Servants Association states the Inclusion in the logal service of different whose training is specialised is promature and an error. It is obvious that a considerable time must alapse before the Colony can provide the necessary training. The present time of world depression renders recruitment easy but it is not a suitable time, unless recruitment is to be from those

who have fallen out of employment.

No. 26.



GOVERNMENT HOUSE.

KENYA.

25 February, 1988.

Sir,

With reference to paragraph c of

Mr. Confidential despates no. 15 per line, of of

Rebrushy, 1982, this rule, the destroy of

the impertration of a facility, is gravice or

Garonecke and Assaviry, it has been a facility of

tragged that arises because of the best of

tragged that arises because of the best of

Service are concerns.

2. I want mount of course my comments when the Report of recoved

I have the honour no be,

Your most que den humple bervent

BERGADISH-GENERAL.

THE RIGHT HONOURABLE

MAJOR SIR PHILIP CUMIFFE-LISTER, P.C., Q.B.E., M.C., M.P., SECRETARY OF STATE FOR THE COLONIES,

LOND ON S.W



COLONY AND PROTECTORATE OF KENYA

REPORT

OF, THE

LOCAL ASIATIC CIVIL SERVICE COMMITTEE

REPORT OF THE LOCAL ASIATIC CIVIL SERVICE COMMITTEE

YOUR EXPELLENCY,

- 1. The Committee appointed by Your Excellency-
- To examine, to/report upon, to schedule posts and to draft Regulations, having regard to the principles laid down by Executive Council at its meeting of the 7th January, 1932, for the inauguration of:—
 - (a) a Local European Service; and
 - (b) a Local Asiatic Service

applicable to Government Servants not employed by the Kenya and Uganda Railways and Harbours Services on the 26th August, 1932, submitted a Report on (a) a Local European Service.

- 2. Before preceding to report on "(b) a Local Asiative rice the personnel of the Committee was modified in accordance with Your Excellency's orders of 23rd September, 1982, by the substitution of Mr, E, B. Biss as Chairman for Mr. J. E. S. Merrick who has left-the Colony, by the addition of Mr. Nariman D. Mehas of the Julius Department, and Mr. R. B. Patel of the Poline Department, as representing the view of the Asiatic Civil Servants in 1990 by the Government of Kenya, and by the appointment of Colone E, Mr. Ley in the place of Major F. Cavendish Bentings who was no lenger able to serve. Mr C. H. Bloomfield, representing the Kenya and Uganda Ralways and Hardours Services attended the last meeting of the Committee.
- 3. For facility of references the original Committee appointed on 16th July, 1981, is referred to as "the Fitzgerald Committee," that which reported on 26th of Angust, 1982, as the "Merrick Committee," and this Committee, now modified, as the "present Committee." The present Committee has the honour to submit the following report
- 4. (a) The Fitzgerald Committee recommended the division of the European members of the Civil Service of Kenya into Ago groups to be known respectively as the "Overseas

Service and the Local Service. They did not deal with the Asiatic members of the Civil Service, and only made alight reference to them on pages 3, 4 and 18 of their Report.

(b) In paragraph 27 of their Report they recommended that an enquiry signifiar to their own, should be accessful without delay into the "terms and conditions on which Asian Civil Servants are not produced."

- 5. The Metions of the Executions of the Executions of the Execution of the
- to It has remained for the passent commistion to consider and report as to him for an their opinion be accepted paraciples and proposed Region and can be applied to the Asiatic Civil Service, to suggest a service and to schedule posts which can has included in our Asiatic Service.
- 7. It was supsidered the Indian prembers dissenting that there was no beed for the constitution of an Aliair (regress). Service, but it was recognized that Governour, would, of course, be free to recruit from any source Asiatic options on special rates of pay for special work if such action proved to be necessary. The Committee therefore recommends that the Service alicald be ralled. The Amate Civil Service of Kanya without the introduction of the word. Local into its title. The probable necessity for the continued recruitment from India for some time of a certain number of members of this Service was railized. For such acquits some provision will have to be made an respect of passages.

Appendix L

- 8. The Committee offers for the consideral of Government the draft Regulations for the proposed Aviatic Civil Service which are contained in Appendix I of this Report. These have not been considered in detail by the whole Committee but indicate the lines upon which it is expected that the recommendations of the present Committee can be brought into practice. They follow the form of the present Regulations as for as possible.
- It has been thought desirable so include helow Tables
 B and C for Asiatics as worked out by the Fitzgershi Committee for Europeans on pages 3 and 4 of their Report.

TABLE A

SHOWING THE ESTIMATED COST TO KENEA OF ASIATIC PENSIONABLE OFFICERS AT A VIDES OF CRY POINTS

		. (I et	A liow-	Passage for Officer and Family	Alten	anmum	Charges	Personal ingrease presented emoltime juther th	i by
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NOIE all perminable posts are by officer struck

be above figures do not include the Milerary Vote Northern Brigary, and the establishment of the Kenya and Ugane's Railways and Harbours Services.

TABLE

SHOWING PROVISION MADE IN ANNUAL ESTIMATES FOR PAYMENT OF PENSIONS AND GRATUITIES DURING THE PERIOD 1906-32

ASTATIC STAFF

Year	Annual Pensions	Year	Annual Pensions
1906-7	63 53	1925	14,839
1914–15 1919–20	\$37 1,484	1927	18,805
1920-21 1921 mare	4,085	1900	21,521
1926	7,524 11,495	1932	23,816

- 10. So-far he the Asiatic day in conference the problem may be broadly stanmanded.

 A. Pansonable Objects.
 - (f) Saprese

 (ii) Other employed, and publicates probable exists

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- There data is a supplied we the first was preceding Assistantly certain of species, may be an example to their oil the supplied of the supplint supplied of the supplied of the supplied of the supplied of th
- 12. The passent Committee is not concerted with the transfer of affaces at present serving on jointh factors for on agreements the amounting to confirmation in the permanent service from their present positions to the new service. It recommends that such cases be field with by the proposed Cayl Service Board.
- 13. The only branch of Government Service in which Indian women are employed on any large scale is the Education Department. Qualified women are not easy to find, it is therefore not the case at present that market rates would justify lower scales for Iolian warrest than those for men. The Committee is, however, of the opinion that a female efforce on marriage aboutd forfeit any right to person or gostsitz beyond what has been earned at the date of marriage. They should any ordinarily be retained at the Service of the fifty years of age.
- M. The present Committee had the advantage of considering statements made by several of its members who were suiter employers of Asiatics or who had consulted such employers on the subject of the remaneration paid for various classes of work done.

15. The following recommendations represent the conclusions arrived at alter this possideration. They are not out to order observed by the Fitzgerald and the Merrick Controlls.

(4) Pay.

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1. Angeletin 255 by £6 to £72

1. Angeletin 250 by £6 to £132

1. Angeletin 250 by £6 to £132

1. Angeletin 250 by £12 to £372 by £18 to £372 by £18 to £372 by £18 to £372 by £18 to £406

NOTE (1.—The phasage of the bar at (1...); the Special Cirabs, and promotion from one Strade to another should be Adde sprietly a matter of efficiency after the required qualities that there be no obtained, and should be recignized as marking movement to positions entailing increased responsibility. The two Asiatic manufacts of the Committee wished the frades to be regarded as were long shalles with bars.

Norm (2).—Descriers should oreinarily be of the standard required by matriculation into recognized universities. Such learners 'diolad commence at £60. Those who have passed the Junior Combridge Local Examination, or an equivalent standard, or such other test as may be recognized by the CVA Service Botte's night be admitted by £49 per arrunn.

Note: (3). The Special Grade should be strictly limited in numbers and should be confined to place the duties of which entail unusual qualifications and responsibilities in addition normal combination and supervisory duties of a clerical number. Mr. Smith, which has seen recorded that the Special Grade should be on fixed pay of 4406 per annum.

(b) Non-Clerical Posts.

The Schedule of non-clerical posts which appears as Appeadix Appendix II to this Report contains the recommendations of a Sub-Committee appointed to draw it up after consultation with the Hands of Departments which employ such Asiasic officers. The result of this Sub-Committee's anapiries edicated the fact that nearly all these parts could be graded within a vector of the Cervice of the Schedule shows the scale of minuneration at present paid in respect of each post and suggested scales for the same posts in the new Asiatic Service. These data are inclined in the hope that they may be of assignous and guidance when the

sularies finally come to be decided, but the Committee feel that without careful study of the duties appertaining to the various posts it is not possible for them to recommend that they should be accepted as final; they follow generally the principles governing the Committee's recommendations for elevical posts and it is regigested that, they should be very carefully reviewed by the Cavil Service Beard. The Committee desire to acknowledge the assistance received from heads of departments in terpion-solo their representations.

(c) Agreeing with the Merrick Report the present Comingtog wishes to his emphasis on the desirability as far as possible of selecting candidates for vicanicies, more particularly in Grade A and unwards, on a general roster rather than treating departmental personnel on a water-tight basis, for purposes of advangement.

(ii) Leav

It is recommended that twenty-four days' leave should be granted annually, of which seventeen might be accumulated 'Mesers. Mehts and Patel requested that their opinion that these figures ought to be at least thirty-one and twenty-one respectively should be recorded. The yearly leave should therefore be divisible into seven days 'local' and seventeen days' vacation 'leave, officers being allowed to add local to vacation leave in any years in which they proceed on sacation leave. It should be possible for vacation leave to be taken annually, but it should not be allowed to accumulate to a period longer than four mounts.

(III) Passages.

A majority of the Committee recommends that no allownote in respect of passages about be gradied to members appointed locally to the Assain: Civil Setuice, the transfer frame India to many parts of Kenya being regarded as benefiting rather than derigatory to health, so making overseas journed for health purposes seen decoursy their in the case of Europeans. Three members used for Government assistance towards passages on the lines had down for Europeans by the Merrick Committee. Meany, Mehta and Patch have made a reservation on this matter at the end of the Report.

(iv) Pensions and Provident Fund.

A majority of the Committee is in favour of the contribution to the Provident Foud being fixed at 10 per centum of the substantive salary, Government and the officer each contributing one-half of this amount, the 5-per centum. With this exception, the Commissee decided to adopt for members of the Asiatic Civil Service the recommendations already put forward for members of the proposed Local European Civil Service (see pages 8, 9 and 10 of the Merrick Committee's Report). The minority opinion was that 15 per centum would be more suitable than 10 per centum.

(v) Quarters.

The Committee is unanimous in recommending for adoption in the case of Asiatic officers the same principle as was laid down for Europeans in the Merrick Committee's Report (page 11), namely that of consolidated salance without the addition of free quarters or an allowance in lieu: They also consider, however, that exceptions must be made in the rare cases where an efficer is required to occupy quarters at or adjoining particular institutions in view of the continuous mature of his duties; it seems to the Committee only equitable that in such instances no rent should be charged and the quarters should be regarded as a temporary addition to the officer is non-pensionable emoluments.

In the Committee's view, acceptance of the-principle that an officer will be responsible for his own housing arrangements means as a compllary that in centres where private accommodation can be arranged be should be free to suit his individual requirements and should not be forced to rent Government quarters merely because such quarters happen to be unallocated or unoccuried. The question of the disposal of any surplus Government houses in the event of the adoption of these proposals is a matter which may require consideration. The Committee appractate that an officer will be at liberty to rent Gossrument quarters should be so degree and that such a course may be inevitable in many outstations at present Where competition with private scoommodation arises rents should be fixed at ruling market prices whilst at other station quarters should be leased to officers either on a rental basi to be assessed administratively on the value of the house or on the basis of a percentage deduction from salary not exceeding 15 per cent, the smaller amount governing procedure in any individual case.

(vi) Medical Attendance.

- (a) The Committee recommends free medical attendance for officers, but not for their families.
- (b) The Committee is opposed to the free provision of drugs and dressings for officers except at outstations where

in the opinion of the Director of Medical and Santary Services, they are not readily obtainable from sources other than Government stores. In such cases it is felt that any advantage that might be derived from selling drops and dessings to officers, would be more than counterbalanced by the disadvantages connected with accounting for sales.

(vii) Travelling and Motor Allowances.

The Committee consider that travelling and motor allowances should be governed by the general regulations ruling at the time.

(viii) Acting Allowances.

The Committee are opposed to the grant of acting allowances in respect of posts in the Asiatic Service.

(ix) Engagements and Terminations.

The Committee have assumed that the Anatic Service will be under the control of the Governor, savued by a Civil Service Board, on the lines recommended by the Fitzgerald Committee. The Governor would then be the final arbiter in all matters affecting the Civil Service, though an officer would retain his inherent right of appeal to the Becretary of State against any sections reached locally.

As the four of service is not advocated for officers in the Service, the Committee is of opinion that engagements, whether temporary or permanent and whether in the especity of learners or of probationary or substantive appointees, could be covered most enitably by letters of appointment, instead of agreements. These letters would vary according to the conditions governing a particular appointment, and should be countersigned in all cases by the appointment, and should be suggested to ensure uniformity of treatment.

It is suggested that persons engaged for specific periods or services might be engaged on agreements, subject generally to the regulations applicable to the Civil Service.

(x) Disciplinary Provisions.

Whilst agreeing that in cases requiring investigation in the interests of discipline the method of such investigation must be left to the discretion of the Governor, the Committee were divided as to the desirability of prescribing the Civil Service Board as the proper body which should investigate serious cases involving intended dismissal. A majority urge that only in the most exceptional circumstances should any other body be appointed for such a purpose. Mr. Smith and Mr. Webster, however, were not prepared to authoritie to this proviso. In the circumstances, the relative regulation has been drafted in general terms without any restriction of the Governor's discretion.

(xi) Age or Retirement,

The Committee recommends that officers should be able to call upon officers to retire and that Covernment should be able to call upon officers to retire at the age of fifty years. Officers should in any case retire not later than the age of fifty-five years. This recommendation was based on the view that Asiathes generally age rather more quickly than Europeans.

- 16. The present Committee deares again to draw attention to the importance, already emphasized by the two earlier Committees, of the early establishment of a Civil Service Board.
- In conclusion, the Committee wishes to place on record its appreciation of the valuable assistance residered by its Secretary, Mr. A. J. Pield.

We have the honour to be.

Your Excellency's obedient servants

EVAN E. BISS, Chairman, THOS, J. O'SHEA. W. H. SMITH.

T. J. CABLYLE-JOHNSTONE C. O. GILBERT.

Members

*NARIMAN MEHTA

E. M. LEY. H. J. WEBSTER.

H. J. WEBSTER H. F. WARD.

H. F. WAR

Nairobi.

16th November, 1932,

*We have signed this report subject to the following reservation:-

Passage Regulations Paragraph (in).

From our personal experience we feel that the climate of this Colony is deleterious to Asians and it has not yet been established by medical statistics or other scientific evidence that such is not the use. We therefore, are of the opinion that free passage allowance of the percent per argum should be suite to all mambers of the Service, as it is necessary they should periodically here a shange but of the Colone to recoup their freeling and at the same, time problem their riems and gain experience by travel abroad. This principle has also place accepted by the Marrick Committee. The tout of the officer a passage would be very automatice. The tout of the officer is passage would be a great frantisial strain to the officer concerned.

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CHAPTER I (XVI).

ADPOINTMEMPS. THEMESCHIONS AND TRANSPERS.

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809. Omit " hi the case . ponfirmalion.

6.10 Substitute Holders of posts are edifficient to the permanent and are distilled for the permanent of the

It is Substituted. Promote a from one grade to a special post in a higher go de will be servere dependent on the grade by the dead of life a ment of a complicate of efficiency after any prescribed analysis have been expended to a bound be recognized as therefore in movement to a lightion, entailing increased recognized to the servere substitute.

A recommendation for the passing of an efficiency our, supported by a certificate (in displacted in the form often by Appendix 55, should be submitted by the Head of a Department to the Colonial Security, through the Treasurer, for approval.

612 Substitute: C. All promotions are dispetitled to a preside provident being available in the analysis structure.

CHAPTER IL (XVII).

SADARING AND ALLOWANCES.

684. Substitute: An officer proceeding on vacation.

leave with advise the Head of his Department of the manner in which he desires his leave salary to be paid. In the case of officers on leave overseas salary should be paid up to and including the day prior to sailing.

635. Substitute Af an officer proceeds on heave to linds he should make application for a form on which to draw his salary through the Colony's agents in Bombay, to whom a long of his heave and Last Pay Certificate must be produced if required.

114. W 649, Omit.

650. Omit (ng Shurthand Allowances)

651. Subjecting Colonial Secretary for Secretary of State Carter places: (Decal control.)

662 to 655, Omit (no House Allowances)

CHAPTER SE (III)

DISCLOUNK

Note.—Chapter HI of the Third Edition of the Renya Code of Regulations runs from Regulation No. 185 to 131 and a applicable to Asiatics under Regulation 841. The Regulations of the Code are recommended to stand except in an inal these are affected here.

342. Onst " of the Secretary of State or "

144. For 'Secretary of State' substitute the Gov-

145. Ettio

150. Ditto

151. Substitute: An officer of the Established Service may be distincted by the Governor provided that in every case where the officer has not been convicted on a criminal charge the grounds of optically distributed are definitely stated by writing and armanumented to the officer in order that he optimize and optically optically of the optimizer of the factorizer the officer in order that he optimizer of the factorizer the officer fails to excliptive houseful are invastigation shall be made into the charges in such maximum as the Georgeoner may direct.

If as a result of such investigation the Governor is of opinion that the allegation is proved, the may diffict such punishment upon the officer by way of dismissal or lesser punishment as may seem to him just."

This regulation is without prejudice to the undermentioned regulations providing for the summary punishment of officers by the Governor or the Head of a Department:—

The Departmental Offences Ordinance, No. 35 of 1928:

The King's African Rifles Ordinance, No. 81 of 1930;

The Prison Ordinance, No. 37 of 1930;

The Police Ordinance, No. 64 of 1930.

153, Omit.

157 Omit all words after " punished ". .

'HB1 and 169. Omit.

CHAPTER IV XVIII

LHAVE

667. Substitute: Unless otherwise stated all leave

668. Substitute: An officer rise be granted swentyfour days leave for every completed you of services. These are disjuiche into seven days [local said seventien days "vacation" is ayou. Vacation Joseph may be taken annually or may be accumulated subject to a maximum of four months. Local batte may be although the object for a maximum of four months.

660. Omit (unoscemary).

670. After "absence" in line 2 insert "to India or outside the Colony"; after "Bombay" insert "or other authorized places."

671. Omit (unnecessary).

672. Substitute: "Ne vacation leave will be granted for service in the Learner Grade."

673 to 676. Omit (unnecessary);

670. Substitute: "Any vacation leave remaining unexpired on an officer's return to duty will be carried forward."

- 680. Substitute: Assofticer may be allowed a short extension of leave to enable him to arrive at Mombass by a stemme their than the expiration of his leave at the required extension is shorter than the period of leave which he would have to defer by sulfing by the stearest next before the expiration of his leave. Any such period will be deducted from the leave for which he may become eligible in respect of his future service."
- usil. "In the case of an officer detained in quantumber on return home leave his period of detention will be regarded as additional leave."
- 652. "Enli may may be graved for such portion of the leave as represents the vication feave earned together with the local deep for the parrent year if not already taken."

183 to 688. Omic.

- 898. Substitute: "Sick leave may be granted to an officer up to a institution period of three months in any one period of twelve months in any one period of twelve months."
- 689. Seven days local leave may be granted in any calendar year but cannot be accumulated. On first appointment such leave should not be granted until an officer has completed the months service. Only the most exceptional circumstances will be allowed to interfere with the grant of local leave.

690, Omit (unnecessary).

691. Substitute "Vacation ' for privilege.

CHAPTER V IXIX AND XX

LOCAL TRANSPORT AND TRANSLAMO.

716. Omit (unnecessary).

717. Owit (unnecessary)

720. Substitute: "An officer proceeding on vacation leave will be granted free transport by rail to any one station in the Colony for himself, his wife and children, by the class of accommodation to which the officer himself is curtified to travel provided he takes not less than seventeen days

vacation leave. He will be granted a similar concession on his return to duty. Ne allowance for incidental expenses on luggage will be granted."

729. Omit " or from leave or proceeding on leave."

726. Omit " Departure or return from leave."

727. Onit (unuccessary).

PASSAGES.

740 to 767. Omit (unnecessary).

CHAPTER VI (XXI)

EXAMINATION?

775 to 777. To be reconsidered by the Civil Service Board.

CHAPTER VII XXII

Pressions, Providence Punds, Oraquirus,
788 to 907. To be drawn up by the Civil Service Board
after consultation with the Secretary of State.

CHAPTER VIII (XXIII)

MISCHLLANBOUS.

- 817. Substitute: "No free quarters or allowance in lieu will ordinarily the granted to officers of the Asiatic Civil Service except that in cases where, owing to special duties an officer has to obsupy Government quarters at or adjoining particular institutions, such quarters may be regarded temporarily as part of the officer's emoluments."
- 818. Substitute: In out-stations where no quarters are available, such quarters, will be rented to officers either on a basis calculated administratively on the value of the houses, or as 15 per cent of the officers salarses, whichever is less."
- 819. Substitute: "No officer will be compelled to rent Government quarters except in places where no other quarters are available."

821 Omit.

\$23. All officers other than those on temporary appointments are entitled to free medical attendance by the medical staff in respect of themselves, but not in respect of members of their families or of their servants. Operations upon officers will be perfusined free, provided that they are not necessitated by their own indiscretion. The cost of any treatment which the Government Medical Service is unable to provide will be borne by the officer concerned.

825. The cost of all medical appliances, medical comforts drugs and dressings will be charged to the officer conerned except that in autetations where, in the quinjon of the Director of Medical and Sanitary Services, they are not readily obtainable from ether than Government stores, drags and dressing may be supplied free of charge to officers, but not to members of their families."

Ruo, 891, 898, 834, 835, 826, 841. Omit (Offinecessary),

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23 March, 1933.

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anyings to be applied to the cast of

feetly passages should in future be

11 10 obsound.

palculated I notice that although officers

in ontegory a.il) are to be provided with

in F. accommodation, costing £85 for

on the agat of grade "C" ague modation via 180% and that similarly to the page of officers is ostegories will select sevings are in future to be calcolated on lowey grade or accommodation than that by. willow they are potually privileged to travel la this connection I would mention that when the the section of the She Brigish India ateanors was re-graded it become incomery ow that to abortage of a roung totton in what ned mitherto been the nurmal first and secadag, to give the Grown agents for e Colonies authority to make use of auditation stails those graded. It rus not recrist; wassery hovever to ance any restorations in the egleting arrang ments are survinged in the east of officers entitled to diret class passages are based Panage 83 tas \$80 coul p. th on the obst of five berths and in the

case of officers entities to second blank

normal grades by which officers are privileged to travel.

3 IL as appears to be the case in Kenya posts have been definitely passed in other sategories for passage purposes not wish Kily it is possible that officers may claim that under the regulations (section 15 of Accordant arricen 973/they are entitled to apply the whole amount of the savings effected by thein travelling by a lower grade of accommodation than that to which they are privileged to travel towards the cost of their families' passages. In order to obviate auch claims it seems t me that it abould be made glear by issue of a local regulation, that office in hategory will will be regarded as privileged to travel in Grade "G" addonmodation, but dwing to shortage of accommodation in that grade, will, themselves, be permitted to travel in

accommodation

the higher grade "p" at Government expense,
but that in any case, savings towards the
cost of family passages will be calculated
on the cost of a grade "G" passage, vis.280;
and that officers in categories A/III and
b/I will normally be privileged to travel
by Grade M assommodation, costing 255
for a single batth, but will themselves
be allowed to travel in grade L absommodation
at Government expense, savings in their
cases being calculated on the cost of a
grade M. berth, vis.255.

4. I shall address you fronten on the species of the accommendation of the accommendation of the secondary o

accommodation

the higher grade "p"/at Government expense,
but that in any case, savings towards the
cost of family passages will be calculated
on the cost of a grade "G" passage, viz. 280;
and that officers in categories A/III and
s/I will normally be privileged to travel
by Grade N assommedation, costing 255
for a single barth, not will themselves
be allowed to travel in grade L assommedation
at/ Government expense, savings in their
cases being calculated on the cost of a
grade N. berth, viz.255.

4. I shall return you frother on the quarter of the accommendation to the provide for European Novem. Sistem I the Marin I shall be again to the new your otherwise on the points and in this despite.

38/6/38 Kenny Mr. Freeston Wo 23 March 1933 Mr. Parhinson. Gentleman Mr. Tominson. Sir C. Bottomies. Sta J. Shuchburgh 13 200 00 Permit U.S. L. S Party U. n 5 Sections of Street DRAFT. of the 11 A defourer the for the and the second had to app of Many of waters officer. Serving wise the Kenya Government will steams hip decommod a from on the scale Stewn in The letter of the 2191 during from the Government Coast agent CL Montana

for the the and a - Vi ain FLOOD



ALL COMMUNICATIONS TO BE ADDRESSED TO THE CROWN AGENTS FOR THE COLOMIES THE FOLLOWING REFERENCE AND THE BATE OF THIS LETTER BEING GUOTED

M/S.A.

FELEGRAMS CROWN LONDON PELEPHONE 7730 VICTORIA



4. MILLBANK. WESTMINSTER, LONDON, S.W.1.

11th February 1933.

Sir.

In reference to Oslonial Office

21,1.33.

letter No.18078/32 of the 31st. January, I have the honour to attach a copy of a letter dated 21st. January, which we have received from the Government Coast Agent, Mombasa. I have to enquire whether it is desired that we should provide steamship accommodation for officers of the Kenya Government on the scale shewn in the Coast Agent's letter, and, if so, from what date the new procedure should come into force.

I have the honour to be,

Sir,

Your obedient servant,

for CROWN AGENTS.

COPY OF LETTER FROM THE GOVERNMENT COAST AGENT, MOMBALA, KENYA. TO GROWN AGENTS.

AIR MAIL,

No. E.24/1 33/301.

F.C. Box No.40, MOMBASA,

21. January, 1-33.

len esen,

PASSAJE RATES.

2. The Chasses and or as British . I.we steamers, referred to in purs. . The slove ground "B" and "C" and Second C.a. on sit we substitute by the following:-

Officials in Category A.i., the man and officials in Category A.i., the man and officials of the control of the

Officials in Category A(ii) to remeasure "H" accommodation.

Officials in Gategory A(111) to reverse of Grade "L" accommodation.

Officials in-Category B(i) to rateive . Grade "L" accommodation.

Officials in Category B(ii) to receive (- Grade "M" secommodation.

Officials in Category B(iii) to receive Grade "B" accommodation.

In the case of A(i), savings towards the cost of family passages will be calculated on £80 as hithurto; Category A(ii) and B(i) and B(ii), savings to be calculated on £75.

1

COPY OF LETTER FROM THE GOVERNMENT COAST AGENT, MOMBASA, KENYA, TO CROWN AGENTS.

AIR MAIL.

No. K.24/1/38/301.

GOVERNMENT COAST AGENCY, P.O. Box No.40,

21st January, 1938.

Gentlemen.

PASSAGE RATES.

Vide Secretariat Circular Wo. 45 of 10, 12.32.

There the honour to invite your antion to heavy Secretariat Circular No.48 of 10th December 1932, and in amplification of that portion decling with grades of passages, pertinually that of it would take the directed to eavise you may the following process.

The Classes and Grader in the British Link Wine steamers, referred to in para. 2 of the above Circular see "B" and "C" and Second Class should be substituted by the following:-

Officials in Category A(i) to receive (10)

Officials in Category A(ii) to receive 475

Officials in Category A(111) to receive 35

Officials in Category B(i) to receive Grade "L" accommodation.

Officials in Category B(11) to receive 456

Officials in Gategory B(111) to receive (45)

In the case of A(i), savings towards the cost of family passages will be calculated on £80 as hitherto; Categories A(iii), savings will be calculated on £75;

Categories A(iii) and B(i) and B(ii), savings to be calculated on £55.

Line.

- Artisans, Education Department, hitherto entitled to Third Class privileges only, should, institute, be granted B(iii) when travelling by British India Line steamer, but when possible, arrangements should be made for such personnel to travel by Union Castle Albe steamer.
- 5. When Officers re sllqwed o make their qwn passage arrangements, the following schedules will apply:-
 - (1) officers for shom return tickets would normally be issued:
 - Casegory A(1): Officials to be advanced an amount not exceeding £64.
 - Setegory A(11): Officials to be advanced an amount not exceeding £58.8.0.
 - Category A(iii): Officials to be advanced an amount not exceeding for
 - Category B(1): Officials to be advenced an amount not exceeding £44.
 - Category B(ii): Officials to be advanced an amount not exceeding and
 - Category B(111): Officiale to be styarced an amount not exceeding £28,16.0.
 - (2) Officers for whom only single tickets would normally be taken out, or who are demiciled and spend their leave outside Surope, i.e. Australia, New Icaland:
 - Category A(1): Officials to be advanced an amount not exceeding \$50.
 - Category A(11): Officials to be advanced an amount not exceeding £73.
 - Category A(111) Officials to be advanced an amount not exceeding £55.

Category B(1);

Officials to be advanced an amount not exceeding £55.

Category B(ii):

Officials to be advanced an amount not exceeding £55.

Category B(111):

Officials to be advanced an amount not exceeding £36.

I have the honour to be,

Gentlemen,

Your obedient Servant,

(Signed) J. Doherty.

GOVERNMENT COAST AGENT.



THE SECRETARIAT, NAIROBI.

KENYA

WHEN REPLYING No.S. D.L. CO.11/32.

RECEIVED - 4FER 1933 OOL. OFFICE 6th January, 1955.

The Colonial Secretary of the Colony and Protectorate of Kenya presents his compliments to the Under Secretary of State for the Colonies and has the honour to transmit for information twelve copies of the following documents :-

Sessional Paper No. 1 - Copies of correspondence with the Secretary of State concerning Terms of Service, and of Secretariat Circular No. 48 of the 10th December, 1932.

304/33 Schedule of Additional Provision No. 2 of 1932.

Return of Land Grants, etc., 1;4.32. to 30.6.32. and 1.7.32. to 30.8.32.

Report of Select Committee on :-

The Widows' and Orbhans' Pensions (Amendment) Bill

The Non. -European Officers' Pensions Bill.

The King's African Rifles Bill.

The Mining (Amendment) (No. 2) Bill.

The Game (Amendment) Bill.

Second Supplementary Estimates, 1935

COLONY AND PROTECTORATE OF TENYAL

LEGISL T. COUNCIL!

SESSIONAL PAPER - No. 1 of 1932.

Convents :-

Despatch No. 18 of the 5th February, 1958, from the Governor to the Secsetary of State

- Desmalor of the lote August, 1982, from the Secretary of Search to the Governor.
- Desputch to 125 of the 50th September 1125 from the Governor to the Secretary of the
- 4. Interia Recommendation No. 5 of the 2014 December, 1952, of the expendator Advisor Domaittee
 - Air Math Despatch No. 155 of the No. 100 Corcher, 1932, from the Governor to the Walntery of State.
 - 6. Interia Recommendation No. 4 of the Article Committee.
 - 7. Interim Recommendation by 9 of \$15 Subm. September 1932, of the Submidders firsty Committee.
 - Telegram No. 250 of the lath Nevember, 1953, from the Secretary of State to the Governor.
 - 9. Secretariat Circular No. 48 of the 10th December,

COPIES OF DESPATCHES RE TERMS OF SERVICE.

KENYA. No. 18. [CONFIDENTIAL.]

GOVERNMENT HOUSE, NAMEON. 5th February, 1932.

40min

With reference to my despatch No. 614 of the 23rd of October last, for sweding three copies of the Report of the Terms of Service Committee, I have the honour bounted that I have now had an opportunity of considering this Hepset in Executive Council and to submit the Colowing comments and recommendations.

- 2. The relative papers enclosed with this despatch are :-
 - (i) Six further copies of the Committee's Report.
 - (ii) Copy of the Legislative Council separe on the Report
 - (nil) Collation of the Comments of Heads of Departments on the
 - (iv) Copy of Executive Council Minnie dated 7th Januarys
 - (v) Copy of a letter from the Euretter of Medical and Sandary Services dated 9th November, 1931, classifying the various dations in the Colony for the purposes of leave.
 - (vi) Exhauts from the Report of Informat Conference of East African Transmiss field in Nairobi in October, 1931.
- (vii) Extracts from the Report of a Uganda Committee, and I invite your especial attention to enclosures (iii) and (iv).
- 8. Generally I am considert that the time has arrived when certain modifications of the present terms of service on the lines suggested in this Report could be introduced for future enfoants to the Service without detriment and with a waving in expenditure. At the same time, in view of the ruling fontained in Lord Passifiel's deepatch No. 16 of the 6th January 1900, I cannot see how in equity any change in terms of service on less advantageous times could be extended to existing staff and so effect immediate economies.
- In companion with the possibility of assumilating the conditions in Fast Mrica for future entrants into what is termed the Overeets Service in the Report, I may state that copies of the Report were forwarded to the Government of Uganda and the Tanganyika Territory in October last. No reply has been received from the Government of Uganda, but the Government of Tanganyika has stated that, in view of the salary cut, and other contailments of privileges which have researly been imposed, it is considered that the terms of leave, pension, etc., of the afficers of that Government should remain for the present.
- 4. I have received from the Government of Uganda two reports of a Committee appointed to consider and advise on the means to be adopted to loop the Protectastic's annually recurrent expenditure within anticipated to these reports, relative extracts from which are attached to attain recommendations which are pertinent to the Kenya Report of Uganda Pergoon to take on the proposals of the Committee, but it would are that such recommendations amplify the contention that it may be smalled to introduce regulations which could be assimilated by all the East Arisean Perfections.

5. I agree with the statement in paragraph 9 of the Report that it is not necessary for possible) to offer to prospective members of the Local Service such terms as must be offered to persons engaged from overseas, and that the creation of a service distinct and separate from the Overseas Service is most desirable. The following extract from the Tressurers Conference Report on this subject judicates that needess Uganda nor Tanganyika are likely to be affected by the introduction of such a scheme;

"26. Local Civil Service.—The Treasurers of Tangauyike and Uganda consider at improbable that a Local Civil Service for State person can for the present prove facilities in those territories, but they would support the idea if the occasion were to cross, and add if a Local Civil Service is instituted in Kenya there is reason to suppose that autable vacancies ought be found to can't in Tanganyika and Uganda which would open further fields of employment to resident

At the same time I decided, with the advice of my Pakintive Council, to take similar action with regard to the Adam Service, recruitment for which is almost entirely confined to local candidates, and I have therefore approved the appointment of a further Communities with the following terms of reference:

To examine, to report upon, to schedule posts and to draft equistions, having regard to the principles had down by Executive Council at its meeting of the 7th of January, 1982, for the manguration of :—

(a) A Local European Service; and

(b) A Local Asiatic Service,

applicable to Government servants not employed by the Kanya and Uganda Bailwaya and Harbours Services."

Its report will be transmitted to you with my comments in due course.

7. Dealing now with the recommendations for luture entrants to the "Overseas" Service, Leteric first of all to invite your attention to the recommendation contained in paragraph 31 ftl of the Report, which recommends a variation of the fours of service as an officer becomes obser and more senior, while as the same time, nide the Note on page 7 of the Report, it is intended that service at an unbeaking station should earn leave in a shorter period than service at a bealthy station. This is a departure from the present procedure by which the fours in all areas are the same.

I consider the new proposal sound in principle. In conformity with this proposal the stations in the Colony liave been classified by the Director of Medical and Sanitary Services into three categories. A copy of his letter showing the proposed classification is enclosed, and, subject to further examination in matters of detail, I agree with his recommendations as to the amount of leave which should be granted in respect of each month's resident service at any particular station, as well as to the limits of time prescribed by him in general for service in the less healthy localities. It is, however, evident that under this arrangement the calculation of a tour of service must be based on the amount of leave careed by an officer, and in these circumstances I am definitely of the opinion that \$M_{*} and "return" be calculated on the same basis of leave careed in \$1959, day. I therefore recommend that an officer's tour of service should be regarded as complete when he has exceed 150 days leave. It will be noted that in the proposals now submitted, the existing differentiation between "vacation" and "return" leave has been removed, and that it is suggested that the period of the voyages should not be an additional concession but should form part of ordinary leave careed.

You will observe that the recommendations in so far as the lengthening of the tour of service is concerned are not such as to create any wide divergence from those which at present apply is the neighbouring territories, since the great majority of the stations in those territories would, I understand, be classified under Categories B and C if applied to the service of this Colony. Furthermore, the existence in this Colony of a number of healthy stations classified under Category A makes it possible to transfer officers from the less healthy stations to a more healthy climate for a portion of their tour, an arrangement which is not so easy to make in the other East African territories.

In this connexion, I invite attention to the note on page 19 of the Report.

No doubt the question of the application of the proposed new leave regulations to future entrants and its effect on recruitment will receive your consideration.

The recommendation for a variation in the loars of service follows the principle recently approved in the case of officers appointed to the service of the Federated Malay States, vide Mr. Amery's despatch, Straits Settlements, Federated Malay States, No. 192 of the 22nd May, 1929, which the Committee had before them when considering their Report.

As I have stated, I am satisfied that the principle is a sound one, and that not only the question of the length of time that an officer has been in a tropical climate, but also the nature of his duties should be taken into account in defining the length of a tour of service. It must obviously be conceded that a newly appointed officer is not called upon to exercise the responsibility that rests upon a more sensor officer, except on transfer to higher office, in which event it would only be equitable to place him in the category to which his total period in the Colonial Service entitles him.

I-need only add that this question of an extension of the tour of service here under consideration for a number of years, vide the Report of the Committee on Leave and Passage. Regulations for European Servants of Government, dated the 18th July, 1920, which was forwarded for the consideration of your predecessor under cover of Kenya despatch No. 598 of the 18th September, 1920, and which Lord Passfield was unable to approve for the reasons stated in his despatch No. 990 of the 17th December, 1930.

6. I regret that copies of the Report of the Colonial Office Committee appointed to consider a scheme of unification of the Colonial Services referred to in Lord Passfield's despatch, were not available for consideration when the drafting of the last Committee's Report was in progress, and I have concurred in the advice of my Executive Council that questions regarding Quarters, Medical Attendance and Pensions should be approved in principle only, and that further consideration of these matters should be deferred until the revised Colonial Office proposals have been received. In the meantime it follows that a comprehensive review of the principle of consolidation of salaries, as far as the Overseas Service is concerned, must be similarly postponed.

9. I support the further recommendation of the Committee contained in pragraph II (iii) in so far as the regrading of passage accommodation is concerned. In this connexion the recent informal Conference of Treasurers was unanimous in recommending the regrading of passage accommodation in a manner closely allied to the present proposale, in so far as future entrants to the Service are concerned. I enclose extracts from their Report, but would state that in the opinion of my Executive Council, in which I concur, the Committee's proposals appeared to give wider discretion in the event of a paucity of accommodation of any particular grade.

10. It will be observed that I have concurred with the advice of Executive Council that the age of retirement should be considered to be-

> "Fifty-five years or after thirty years' service, whichever comes the earlier, subject to the right of Government to retire an officer who has reached the uge of fifty years."

In this connexion I would invite your attention to my predecesor's despatch Confidential No. 63 of the 6th May, 1930, in which the principles followed by this Government in regard to compulsory retriements are fully set out. It will be seen that the Committee's recommendations follow broadly the existing practice in this Colony, though this has not received statutory authorization. Unjess neighbouring Governments are prepared to adopt this amendment, I suggest that the practice be allowed to continue without varying the existing two, which is offect coincides with the recommendation in prograph 12 of this despatch as regards women officers.

He had a further paragraph to which I desire to invite your attention in the Hepott is paragraph No. 19, which deals with the important question of the transfer of officers at present serving on agreement to the new terms. While I realize that it would be within the terms of their employment to affect them a transfer to the new terms culter after due notice of the termination of their present agreement or afternatively on their against a new agreement. I consider that there are many officers at present agrang who would have reason for dissatinfaction if the new terms were applied to their? In this connexion I have concurred with the advise of my Excentive Council in recommending that this question, as also the proposal for the creation of a Civil Service Board, should be dealt with after the Committee on the Loral Services has authoritied in recommendations.

12. A point of especial interest in the Report is paragraph 20, the proposed differentiation between the salaries paid to male and female employee, I am satisfied that this differentian should be made in this Colony, and have concurred with the advice of my Executive Council in approving this principle.

You will also observe, paragraph 21 of the Report, that I have cohourred with my advisor, that the expiring rule requiring female officers ordinarily a retire on narriage about he retained, and that the retiring age for women should otherwise be fifty years of age.

- 18. I shall address you separately in regard to the recommendation in the Executive Council Minute-contained in paragraph J.3 that efficient signing a new agreement should be given to understand that the terms of their appointment may be revised during the course of their service under such agreement. This matter is at present under consideration by my legal advisors.
- 14. It will be appreciated that I am at present able to submit definite recommendations only in regard to sub-paragraphs (B, (ii) and (ii) of paragraph II of the Report regarding the Overseas Service, and, if you appear I suggest that my recommendations should be approved with effect from such date as you may decide.

I have the honour to be,

Bir.

Your most obedient, humble servant,

J. BYRNE, Brigadier-General Gonernor.

THE RIGHT HONOURABLE

MAJOR SIR PHILLIP CURLIPPR LISTER, P.C., G.B.R., M.C., M.P., SECRETARY OF STATE POR THE COLORES.

CONTRACTOR CONC. MA

DOWNING STREET, LONDON, S.W.1.

KENYA.

Downing States, 16th August, 1932.

SI

I have the hunour to refer to your confidential Despatch No. 18 of the 5th Pebruary, furnishing your comments and recommendations in respect of the Report of the Terms of Service Committee dated October, 1931.

2. I am prepared to accept the principle that vanctions of service in Renya must be dictated by local circumstances, and I agree that it is proper to differentiate between the "local" and the "overseas" services. I see no gasest to suppose that, with minor adjustments, the proposals in long-despated needs Typic should not be acceptable. But, while the present is in some ways a convenient time to take stock of the situation and to draw up schemes for application when recruitment reviews, the fact that recention in practically at a charleful makes it unnecessary to attempt to reach a decision before the questions at issue have been fully explored. In this convexion, it is describe to guard against the formulators of conditions in a period of smallerist depresents which in the future may prove to be a source of discontain.

a. In the circumstance. T propose, before expressing a final frequency on the recommendation now before me, to await the expression of your views on the Colonial Administrative Service Scheme. When this has been received and collated with the replice from other Governors it will be possible to see to what extent and in what form the scheme can be adopted as a working standard not only for the Administrative Service but for all branches of the Colonial Service normally staffed by persons not ordinarily resident in the Colony concerned, and to consider what adaptation the Kenya proposals may require to bring them into conformity with that standard.

I have the honour to be.

Your most obedient, humble servant,

R. W. HAMILTON,

for the Secretary of State

N. CHANGE

BRIGADIES GENERAL NIS deserre V BYRES, K.C.M.G., K.B.E., C.B.,

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BPC., BCC.,

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11. A further paragraph to which I desire to invite your attention in the Beport is paragraph No. 19, which deals with the important questions of the transfer of officers at present serving on agreement to the new terms. While I realize that it would be within the terms of their employment to offer from a transfer to the new terms either after due notice of the termination of their present agreement, or afternatively or their signing a new agreement. I consider that there are many efficers at present serving who would have reason for dissatinfaction if the new terms were applied to their? In this connexion I have concurred with the advice of my Executive Council on recommending that this question, as also the proposal for the creation of a Civil Service Board, should be dealt with after the Committee on the Local Services has authoritied. The recommendations.

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- 14. It will be appreciated that I am at present able to submit definite recommendations only in regard to sub-paragraphs (0, (ii) and tire of puragraph II of the Report regarding the Overseas Service, and, if you agree, I suggest that my recommendations should be approved with effect from such date as you may decide.

I have the honour to be,

Your most obedient, humble servant,

J. BYRNE,
Brigadier-General
Governor.

THE RIGHT HONOURABLE

MAJOR SIR PHILLIP CURLIPPE LISTER, P.C., G.B.E., M.C., M.P., SECRETARY OF STATE FOR THE COLORUM, DOWNING STREET, LONDON, S.W.L. KENYA.

Downing States, 16th August, 1932.

80

I have the honour to refer to your confidential Despatch No. 18 of the fair Pebruary, furnishing your comments and recommendations in respect of the Report on the Terms of Service Committee dated October, 1931.

4. I am prejures to accept the principle that canditions of service in Kenya must be dictated by local circumstances, and I agree that it is proper to differentiate between the "local" and the "oversean" services. I nee to season to suppose that, with unince adjustments, the proposals in your despector moder reply should not be acceptable. But while the present is in some ways a convenient time to take stock of the situation and to draw up schemes for application after recruitment revives, the fact that recentment is practically at a standard inside it unaccessary to attempt to reach a decision before the questions at issue have been fully explored. In this consexion, it is desirable to guard against the formulation of conditions in a period of magicial depression which in the future may prove to be a source of discontent.

as, In the circumstances, I propose, before expressing a final independs on the resummendation now before me, to await the expression of your views on the Colonial Administrative Service Scheme. When this has been resayed and collated with the replies from other Governors it will be possible to see to what extent and in what form the scheme can be adopted as a working standard not only for the Administrative Service but for all branches of the Colonial Service normally staffed by persons not ordinarily resident in the Colony concerned, and to consider what adaptation the Kenya proposals may require to bring them into conformity with that standard.

I have the bonour to be.

Sir,

Your most obedient, humble servant, R. W. HAMILTON,

for the Secretary of State

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BRIGADIER GENERAL NIE JOSEPH V. BYRKE, K.C.M.G., K.B.E., C.B.,

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BYC., MYC., MYC.

I have the honour to refer to your immediated departs of the 16th Angust, 1812, from which I note that, while you are prepared to accept the joined to the conditions of service in Kenya times be distinctly by local encounciances, and that it is proper to differentiate between the focal and the overseas erroice, you propose, before expressing a final judgment on the recommendations forwarded to you, to swart the expression of my views on the Colonial Administrative Servini Scheme.

A He recovered the general feature in the Colony, and of the Song descent for controvers your from so Service in Kenya of which you are well aware. I cannot have expressed by the source of your despatch. It will be observed from paragraph 14 of my numbers in despatch No. 16 of the 5th February, 1824, that I was only estimating definition recommendations in regard to suff-paragraph (if 27 and 6) and paragraph 15 of the Report regarding the Overseas Service. I has therefore impedition, in these recommendations did not furnishmentally souther with the service in the proposed ander the Colonia Administrative Service Service 15% prefitted in interpretaging the long-dealy which this ensued to him which the fact that there purely with the purposes which being considered on their glactics and that the last decision on those boths were being considered on their glactics and that the last decision on those boths are the fact that their purposes where being considered on their glactics and that the last decision on those boths are the fact that their purposes.

3. If, however, I interpret the third measurable of your despatch correctly, it would appear that are alternature in the Kenya terms of service, at least for everyone and site, can be considered until replies received from all the other despatance on the Colorial Administrative Service Schome have been collected and a standard schome chapted for the administrative service of a whole. This may well mean among the proposention of any decision on Kenya terms of service.

I note that you are prepared to accept the primarie that conditions of afficient in Ecnys must be dictated by for all circumstances, and, with the archest respect. I must submit, with all the archest of the first may opinion-imperative to obtain a definite settlement on such of the proposals under the Tanas of Service Committee Report, 1931, as can be reasonably deal, with without prejudicing the Colon's adherence to the Colonial Administrative Service Scheme.

5. In justification of this opinion I enclose for your information a copy of taletim Recommendation No. 5, dated 21st September 1992, from the Expenditure Advisory Committee, in the third paragraph of which the Committee surgests that the present holders of all your which had been proposed by the focus Report of the Local European Civil Service. Committee for inclusion in the Local Service, should be given three months, rotice of this present contracts and search that on the tapping of that period they would be often in the contracts and search which we consider a search proposed to the contracts and search resident in such revised conditions as the Service Country of the Service Country of the period they would be often in the starting of the Service Country of the period they would be often in the search of the search proposed that the search of the search

the Local Rumpan Civil Regards committee and apprentise two printed to Local Rumpan Civil Regards committee and apprentise two printed copies of the Report. The Report has been referred to Hauls of Departments in thing conjugate, Their observations are now coming in and when they they are never coming in and when they they are reserved in observations are now coming in and when they are committee that the recommendations of the Expenditure Advisory Committee and visites to the poets exactly in that Report 1997.

in margine per distriction Recombined as in So. 6 of the Expenditure Advacery Committee was considered at a special meeting of Expensive Council on the 98th September, and I emisse for your information a copy of the Executive Council minute recording the decision ultimately arrived at

8. It will be observed that Executive Council were not prepared to accept in full the recommendations of the Expenditure Advisory Committee, and, indeed, they reaffirmed the principle already anunciated in paragraph 11 of my confidential despatch. No. 18 of the 5th February, 1962, that to take the

dustic step of offering officers a transfer to new terms of service after giving them three months notice of termination of their present agreements would not be justifiable. I observe from the terms of his confidential despatch of the 21st June, 1933, that a similar view was held by the Duke of Deventhre, who wrote teste paragraph 7 of that despatch :—

As regards officials at present sevens on agreement, I unstrongly of opinion that the existing agreements should be allowed
to run their course, and that are endeavour should be adult to decree
an immediate economy by terminating the agreements with the prescribed notice and offering re-engagement at a geduced rate of pay.
That it would be africtly legal to do so I do not deny 'but I think
that the Government would by itself open to justifiable criticism if it
need the power of determining agreements merely for the sake of
effecting reductions of salary.

The principal reasons actuating the Executive Council in arriving at to decision were that owing to the faiture to obtain any decision in Kenya on the question of terms of service and to the undertaking given not to add to the pensionable establishment until those terms were settled, officers have been required to serve in Kenye on agreements for longer periods than in other Colonies. In this connexion, I would invite attention to Mr. Moore's despatch No. 850 of the 27th June, 1991, in copy to Lord Described a circular despatch No. 2 of the 7th April 1931. For this reason, it was considered that officers who had had six years or more satisfactory service on agreements should not, by reason of the fact that they suppened to be serving on agreements, be put in a less favourable category than others who have possibly been confirmed in their appointments after a shorter period of pervice. Generally speaking however, it was considered that a six years, test was a reasonable one, and as provision has been made for any special cases of hardship to be examined on their merits by Executive Council, I consider that the interests of officers will be adequately safeguarded.

10. In normal circumstances I would have preferred to delay giving the warmings now proposed until I had been able to forward my recommendations on the Report of the Local European Civil Service Committee and obtained your approval to them. I have however, already stated that I hope to forward my recommendations to you on this subject at a very early date, and in the meantime, if concenties are to become effective during 1965, it is impressive that officers should be given as long notice as possible that altered terms of service are going to be introduced.

II. It will be observed that the present proposals doubted with the section of the non-pensionable staff which it is considered neighblin called upon to serve or local series of service. I have, however, also become administration from the Expanditure Advisory Countries to the affect that the present tours of service should be accessed, not only too future substants as proposed by Mr. Pitagesial's Committee, but also for misubers of the expansing service. These recommendations I hope to be in a position in forward to you at givery early date. I have delayed forwarding them at the numbers of the step in some formal present the service of the terms of the last paragraph of your despots, in most representations and present desirable that any proposals for executing tours, whicher for serving officers or for Issure extension, should conform as closely as possible to the terms of the Octomis Administrative Service Scheme.

11. I should be giad to receive by telegram your approval to the course proposed in the Executive Connect minute forwarded with this defpatch.

I have the bonour to be.

Your most obedient, humble servant.

J. BYRNE,
Brigadict-General

THE RIGHT HONOURABLE MAJOR

SER PHILIP CUNLIPPE-LISTER, P.C., G.B.E., M.C., M.P., SECRETARY OF STATE FOR THE COLORIES.

DOWNING STREET, LONDON, S.W.1.

[CONFIDENTIAL.] No. E.C. 1676.

THE SECRETARIAN. NAIBOBL, KASYA 21st September, 1932

THE HON'BLE THE COLONIAL SHORETARY.

INTERIM RECOMMENDATION NO. 6

APPLICATION OF REPORT OF LOCAL ECROPEAN CIVIL SERVICE COMMITTEE.

I have the honour to inform you that my Committee are anxious in the interests of economy to ensure the extinct possible application of any modified conditions of service which it may be decided to introduce as the result of the recent Report of the Local European Civil Service Committee.

From a schedule prepared by the Acting Establishment Offices in appears that of the 602 posts which are suggested for scheduling under such modified Terms of Service, the present holders of sixty posts are serving in a inclined ferms of capacity while some 625 others are serving on agreement but have completed under ten para continuous service

8. My Committee suggest that it would not be unreasonable to warn others in the above two categories forthwith that it is proposed to terminate their present constructs on three muntles notice, and that on the expery of that period they may be offered re-ongacement but only on such revised conditions as divernment may consider advisable. ditions as Government may cons

4. My Committee trusts that the recommendation will receive early and favourable consideration of that, if possible, notice can be effective as from the list October next

5 They further suggest that similar action should be considered in respect of such of the Asian staff as ure empaged on agreement and dave

ompleted less than ten years service.

6. Finally my Committee desire to invite attention to the desirability of officer who cheet or are called upon to serve under any revised local service conditions being granted preferential resolution in the event of a key upon dicial salaries continuing to be impressed after the lat of January next.

A. rendered They

I have the honour to be,

J. E. S. MERRICK, Secretary, Reponditure Advisory Committee ...

BY AIR MAIL (No: 183.) 13 V

CONFIDENTIAL TOTAL STATE OF ST

20th October, 1932

I have the honour to rafer to paragraph 11 of my confidential despute No. 125 of the 30th September, 1932, in which I informed you that I hope to be in a position to forward to you at a very early dute the recommendations which I had received from the Expenditure Advisory Committee to the effect that present tours of service should be secrement, both for future entrants and ulso for members of the expring service

Day with a survey of the survey of

2 I forward as enclosures to this despetch comes of Interim Recommendations Nos. 4 and 9 of the Expenditure Advisory Committee, dated the 5th and 30th September respectively; 8 copy of a priore circulated to Executave County on the subject of these meanmendations, and a copy of a purple of Executive Council, dated the 14th October, 1932, recording the advice tendered to me by Executive Council in mapped of shom

3. You will observe that in Intertag Recommendation No. 4 of the 8th September, the Expenditure Advisory Committee confined itself to the proposal that the present tours of service about be extended to four years and three years respectively, without mislifying the present conditions governing the rate of leave earned. It was pointed out in Executive council, when this proposal was discussed in a preliminary way, that its adoption would result in very long periods of leave being due to officers when they had completed their extended tours and that, despite the difficulties pointed out by the Committee in the second paragraph of their letter of reducing the rate of leave at present granted, the Guyernment would welcome any recommendations the Committee had to make on this point in the light of the general principles fall down in the Colonial Administrative Service Scheme of Unification

4. The Committee accordingly reconsidered their recommendations in the lurbs of this intilitation and have recorded their views in Interim Recomnundation No. 9 of the 30th September, 1988, on which the advice tendered to me by the Executive Council in the minute enclosed with this despatch

b. So fac as future entrants are concerned. I have nothing to add to what I have already stated in the fourth paragraph of my confidential despatch No. 125 of the 50th September, 1998, as to the argenty and unportance of a deplace being taken on the question of revising the leave-conditions in this Colony without further delay.

6. The proposals of the Expenditure Advisory Committee, in so far as they differ from those of the Tarms of Service Committee, in so far as they differ from those of the Tarms of Service Commit minute—with the object of beinging their recommendations as closely as possible into conformity with the general principles had down in the Colonial Administrative Service Scheme, in the boss that such modifications would assess, you in arriving at an diamediate decision.

T. It will be observed that the principal difference between the Expendi-ning Advisory Computers a proposals and those of the Terms of Service Com-mittee's Report is that the period of the voyage, in conformity with the prin-ciple laid down in the Colonial Administrative Service Scheme, may be counted as additional to full-pay leave carned. The total period of absence from the Colony is substantially the same under bolk schemes. The principal departure from the Colonial Administrative Service Scheme is that, in the se of officers required to do a four years' tour, the ratio of leave to mont as of officers required the four days laid down in the Scheme. This is un-of service falls below the four days laid down in the Scheme. This is un-teridable if the principle adjuctated locally that an officer should not be more than approximately six months absent from the Colony on leave at any one time is to be maintained. The differentiation made between healthy and unhealthy stations in the terms of Service Committee's Report is retained, ten months in an unhealthy station counting as twelve months in a healthy station, the leave-earning rate being varied proportionately with the number of months actually spent in each. Subject to the shove, the proposals appear to be generally in conformity with the Colonial Administrative Scheme, and I trust therefore that you may see your way to accepting them for future entrants at a very early date.

8. The question as to whether the above proposals, or such modification of them as you may see ht to approve for future entrains, should be compulsories applied to officers at present in the Bervice new falls to be considered. any advised that the legal position is that the length of toors and rate of ave are, in the case of officers serving on agreements, governed by those greements, and that during their currency it is not competent for the Government to call upon any officer serving on agreement to serve for a longer period than thirty-six months, or to very the rate of leave which he can earn by such service. In the case of officers serving on the permanent and pensionable staff the same considerations do not apply, and it is, I am. advised, legally competent for the Government to introduce less favourable leave conditions for serving officers, subject always to the general considerations laid down in Lord Passfield's despatch No. 16 of the 6th January, 1930, that the alteration of regulations to an officer's disadvantage could only be justified by reason of a change in the conditions wace the date when the regulation was made.

In conformity with that raining, the first point in my judgment for decision is whether the conditions of the Cokeny have altered since the date of inauguration of the present leave regulations to such an extent as to justify the introduction of less favourable forms.

10. It is, I think, undeniable that, with the progress which has been made in recent years in housing accommodation and in means of transport, the general living conditions of all officers, except those stationed in some of the more outlying districts of Turkans and the Northern Frantier Province, are radically different from those prevailing in the earlier pioneering days, and that with the improvement of medical facilities and the gradual disappears ance of one-man stations, the strain, both physical and psychological, to which officers are now subjected is less severe than it used to be. It is, indeed owing to a recognition of these changes that the persistent efforts to alter the terms of service, culminating in the Terms of Service Committee's Report of 1931, owe their origin. To this extent therefore I am inclined to agree that a case can be made out for altering leave conditions for the Service as whole, provided adequate notice is given to those affected.

11. If this point be conceded, the further question arises as to whether the present financial position of the Colony is such as to warrant the immediate introduction of revised conditions in the manner proposed by the Expanditure Advisory Committee, and, if so, whether et is equilable or administratively desirable to apply regulations to members of the permanent and pensionable staff which, by reason of their agreements, it is not possible to enforce in the agreement officers. It will be observed that on this point Executive were divided, and I must frankly admit my own personal reluctance rfere with the leave conditions of existing members of the Service t on the most cogent financial grounds. Further, while I must accept he advice of the Expenditure Advisory Committee that, in their view, immediate action is called for, I cannot but regret that their recommendations were not accompanied by a fuller statement of the savings to be obtained in 1963 and the next four years by the immediate adoption of their proposals. I would, personally, have preferred, both on general grounds of equity and for oractical administrative reasons, that if revised leave conditions are to be uplied to serving officers, the change-over should have taken effect from the ning of an officer's next tour of service. This would have avoided any possible hardship involved in calling upon officers who have already had then

sours extended under the moratorium again to extend their tours and upest, possibly, domestic commitments already made; and it would have the additional advantage of eliminating any differentiation in treatment between agreement and permanent and pensionable officers, and of reducing to a minimum the individual anomalies which must inevitably arise in the introduction of new leave conditions. The majority of Executive Conneil, however, sonsidered that if the principle of modifying leave conditions to present pensionable members of the Service were accepted, the considerations in favour of postporning any such modification to the next four were not sufficiently weighty to outweigh the economies which would be effected, particularly in the Passage Note in 1933, by the introduction of the new conditions in January next.

12. In view of the difficulty of settling the details of departmental expenditure votes for 1933 until your decision on this matter is known, I should be glad if it could be conveyed to me by telegram as early as possible.

13. Time did not permit consideration by Executive Council of the length of tours for Assitic Civil Servants, but I am of opinion that any variation in the tours of Europeans should be accompanied by a variation of the form the fines of the economendation of the Expenditure Advisory Committee, viz. five year tours carring two-and a half days leave per month; more especially as it is the case that, to all intents and purposes, the Asiatic staff is fectuated in Kenya.

I have the bonour to be,

Your most phedient, humble servant

J. BYRNE, Brigadier-General

Governor.

THE RIGHT HONODRABLE MAJOR

SIN PRILIP CONTINUE LISTER, P.C., G.B.R., M.C., M.P.

SECRETARY OF STATE FOR THE COLONIES,
DOWNING STREET, LORDON, S.W.1.

[CONFIDENTIAL]

THE SECRETARIAT,
NAIBOBI, KENYA.
Sth September, 1932

THE HON HE THE COLONIAL SECRETARY, NATROBL.

Str.

INTERIM RECOMMENDATION NO. 4. EXTENSION OF NORMAL TOURS.

I am directed by my Committee to invite the attention of Government to the recommendations of the Terms of Service Committee in regard to leave privileges as affecting members of the European Service.

2. My Committee trust that these proposals will be brought into effect at an early date so as to allow of their application, at any este, to any new entrants. My Committee, however, consider that at the same time, early modification of the terms accorded to officers now in the Service is highly desirable in the interests of economy. My Committee are given to sinderstand that such variation requires the prior approval of the Secretary of State and that a proposal to reduce the rate of leave at present granted would be likely to require prolonged consideration as affecting the uniformity at present obtaining with other East African Administrations.

A Normal tour to be extended to four yours in respect of the first agint years resident service and thereafter to be extended to three years, subject to appropriate allowances in respect of residence in "unhealthy sceas

b. This recommendation, which of course only partially sievers the suggestions of the Terms of Service Committee, comes within the meaning periods envisaged in paragraph 11 of the Scheme of Unification for the Colonial Administrative Service, and is is loped in the discumstances will receive favous-ble computeration both from the Kenya Government and the Secretary of State.

5. My Condition further propose that aming one maintendance of unfortuned a competited the Asian Decretes who it is suggested should be required moments to amplicate two founded May years, but with subsequent soldinging there are founded from years, such

the of four year cach.

a. In submitting this interior proposal the dependence is a case that offices being on afreement found continue to be tree of such a presents, but they argest that it is within the proposal cover the proposal cover must be vary the previous of any architecture, affects and an future so as to conferm with the provious of any architecture, affects and an future so as to conferm with the provious of any architecture.

7. My Committee express the hope that stope have recommendations will be taken in the listed, and that the Oriver and shaden in the listed and that the Oriver and shaden in the state of the comment of

I have the honour to be,

Your eledient servant

Your obedient pervants

Secretary.

Espenditure Advisory Committee

CONFIDENTIAL]

THE SECHETABLAT.

30th September, 1932

THE HOS'SEE THE COLUMN BECKETARY, NAMED BY

IN PERIM RECOMMEMBATION NO. 9

EXPONSION OF NORMAL TOURS

In compation of Interna Beaumentalists No. 4: in quantificated in its latter for E.C. 35/4 of the 8th Structure late, my Compating Structure operatored the toxon period tolers, in their apparent in a preserve on the longer four suggested by their set I say instructed to subgite the following proposals which have received the measurement approval of the mambers of my Committee 1.

Lo. European Officers.—Both present personnel and future antrants who are or may be eligible for Overseas privileges other than such officers as any

be pinced on any revised conditions which may be approved in respect of the projected. Taxal European Giril Servise.

- (i) In the case of four year tours full pay igash, a, the pale of three days for each month of residential service, with the addition of full pay in respect of the periods of voyages in accordance with the previsions of existing Regulations.
- (ii) In the case of three year tours full pay leave at the rate of four days.

 The each mouth of residential service with the addition of 10th pay in nespect of the periods of anywher in acherdance with the provisions of a string Regulations.

It will be noted that the period of absence under the shore recommondations will be fainted to a maximum of two bendied days under cash category funless an officer's readouted service exceeds the tenth laid deep in each case, and is approximately of equal length to the period under existing flegulations after a tour of thirty norths.

If will further be appreciated that the above proposal involves the disappearance of the rotum towns of non. As veryage periods now another and the joined of matrix proposed may be as much destinant, they make the district of the above and the advocated by the Texter of Service Committee, my Committee we not ground for allowing officers to take the limit period of focal lesses due in computation with washion leave feet page 7 of the Espect of the Ferna of Service Committee).

My Committee contemplates two tours of four years well, in the wave of future entrants and for present personnel on reconstitution suggest that entage the completion of time years continuous earlier may be a feederable criterion-to eight years fundamini estime, e.e., the tear in which at furquese other completes nine years estationess service should be confined to three years.

As stated in my lotter under pateronce the tours supposted about to univer in disprepriate allowance in respect of residence in unbeatities areas as contemplated by the Terms of Service Councies of his months say counting as twelve months service.

(b) Arian Officer. On review my Committee are prejured to support a tour of five years poperally for all present personnel of the Asian Service, who are slightly for Deriskas privileges, leave to be calculated at the rate of two and a half days full pay leave for every month of residential service with the addition of full pay prespected rayage periods in accordance with existing the guiations.

The terms of service for future entrants are under actorance to a specific committee but I am to also that has Committee bare in mind for the future an Asian Service respected locally as that Commons provingers.

I have the honder to be ...

Pour obedient servant

J H S MERRICE

Talke little at delicity this mittee

TELEGRAM FROM THE COLONIAL OFFICE. TO HIS EXCELLENCY THE GOVERNOR, NAIROBL

Despatched 14th November, 1932. Received and typed 15th November.

No. 236.—Consideratial.—Reference your confidential despatches. Not. 125 of the 39th September and 136 of the 29th Optober.—Exception Techns of Service.—The consideration underlying my despatch of the 16th August. Confidential, was that after sindy of replice of Governors on Unification Scheme it might be possible to say down standard terms not necessarily for immediate adoption; but as a model to which any permanent change in existing conditions in any Colory would be related. Since terms finally laid down may differ from those in original Unification Scheme, and since recruitment in virtually suspended, it, seemed professible to wait. At that time there was no question of applying new terms to officers already in the Service and immediate finatesial effect of any change would have been negligible. I have now reviewed the whole question in the light of your latest representations and of the hassonal attantion, and have decided as follows:—

1. Lieure - I accept the proposal in your despited of the 30th September concerning officers on agreements in posts assigned to the Docal Service subject to the provise that efficers recruited outside the Colony should not he forced to accept conditions designed for local personnel but as a personal arrangement should be treated in the same way as those hading posts assigned to the Overseas Service. As regards the Overseas Service, I agree that some permanent revision of conditions may be justified, but I am not prepared to commit myself to the form which it should take without full consideration of relevant factors, including the effect upon recruitment, which cannot be judged under the present abnormal conditions. I have set up a small Committee here to deal with the question of sours of service and leave for the Colonial Service generally and shall wish to await their Report. But as an emergency measure I am willing to agree to the terms proposed in the enclosures to your desputch of the 20th October being introduced for five years from the lat January, 1933. Period of five years is selected as covering a complete cycle maximum tote and leave, but arrangement will be without prejudice to such ultimate permanent settlement as may be effected in connexion with mification of otherwise at the end of that time, or earlier if circumstances mently it. As regards application of terms to officers already in the Service, Lagree with your views expressed in paragraph 11 of your despatch of the 20th October that, in applying revised leave conditions to serving officers it would be preferable that the change over should have taken effect from the beginning of an officer's next tour of service. I am not clear to what estent you associate sourself with the views of those who consider that immediate application of the new minditions to serving officers pecessary on financial grounds, and I note that no estimate of savings expected in 1933 and future years is available. I downed wish to run equipter to any views which you may hold but in my opinion econoger maps be the determining factor. and unless you object I consider that strictly as an emergency measure the new arrangements should apply to existing staff for the period of five years from the let of January next on the lines recommended by the majority of Rzeduigs Council. Fibriols, however, that consideration about the given to cases of officers to whom in view of domestic rounnitments full application of the new conditions would cause genuine hardship and that the new tour should be segarded as a maximum rather than as a fixed period. Moreover, I consider officers should be medically examined before being required to serve over thirty-six months, and find statistic record of results of these examinations should be kept. As regards officers on agreement, I am advised they cannot be comled to serve longer than thirty-ax months under the existing terements. at that it is competent for Government to finist any condition of re-engage they must take leave under the new regulations instead of those appended to agreement. Moreover, it would be reasonable that re-engagement terms affould take account of any advantage which an officer has gained over those of similar standing on the permanent staff by his insisting on limitation of tour to thirty-six months.

 Passages, I agree to grading proposed in paragraph 9 of your consdential despatch of the 6th February.

3. Pensions.—I accept for future entrants into the Overseas Service proposals as to retiring age made in paragraph 10 of the same despatch. I. am also prepared, if you so recommend, to agree to pension fraction for new entrante being altered to six-hundredth as proposed in Unification Scheme.

Lessume I shall receive separate proposal in due course regarding Asiatacs.
(See paragraph 15 of your despatch of the 20th October.)

There is no objection to your publishing my despatch of the 16th August and this telegram, together. If you so desire, with your despatches to which they refer.

Secretary of State

CIRCULAR No. 48

(i - 42.

THE SELBSTARIAT

NAIBOBI KENYA

A = 5, . D = 1

TERMS OF SERVICE

With the approval of the Secretary of State, the following alterations in the terms of service will be introduced as from the 1st January, 1933, as an emergency measure for a period of five years. The period of five years has been selected by the Secretary of State as covering a complete cycle maximum tour and leave, but the arrangement is without prejudice to such ultimate permanent settlement as may be effected in connexion with the Colonial Administrative Unification Scheme or otherwise at the end of that time or earlier if circumstances justify it.

EUROPEANS

2 Future Entrants to the Service

Tour of

- (a) The tour of residential service will be from thirty to forty-eightmonths.
- (b) Five months service in a station classed as unhealthy will be treated as six months' service in a hamilthy station.
- (e) The normal tour in a station classed as healthy will be forty-eight months for the first two tours. Subsequent normal tours in a station classed as healthy will be thirty-six months.
- (d) When an officer completes more than nine years' continuous colonial Service at the end of thirty-six months in any tour, his normal tour will be desired to be completed on the expiration of his thirty sixth month of residential service.

The case of an officer transferred from other Colonial Service will be treated as follows:

- (c) If at the end of therevolve months in a tour the officer has completed less than nine years continuous Colonial Service. Instour of service will be deemed to be completed on the expiration of his forty-eighth month of residential service.
- (f) In the event of the officer having completed more than nine year-continuous tolonial Service at the end of thirty six months in any tour, such tour will be deemed to be completed on the expiration of his thirty-sixth month of residential service.

All leave, other than local leave, will in future be known as vacation leave. Leave the old distinction between vacation leave and return leave being abohabad.

The basis of calculation of vacation leave will be

- (g) Three days for each completed month of residential service where the normal tour is forty-eight months.
- (h) Four days for each completed month of residential service where the normal tour is thirty-six months.

For passage purposes, the Service has been divided into two categories A and B—eide Schedules attached.

The accommodation for officers holding the posts shown in Categories A and B will be as follows —

(i) Officers drawing £840 per annum or over—Grade M.-British India Line or B 3 Union Castle Line.

(ii) Officers drawing £400 per annum and under £840 per annum—Grade
(h) C British India Line or B 4 Union Castle Line."

(iii) Officers drawing less than £400 per annum—Second-class British

Category B.

- (i) Officers drawing over £450 per annum—Second-class British India Line or B 5 Union Castle Line.
- (ii) Officers drawing over £300 per annum and not more than £450 per annum—Second-class British India Line or B 6 Union Castle Line.
- (iii) Officers descring 4300 per annum and under—Third-class Union Castle Line or Second-class British India Line.

Family passage allowances will be continued at existing rates, i.a. £40 for officers graded in Category A (i) and (ii), £20 for officers graded in Categories A (iii), B (i) and (ii), £20 for officers graded in Category B (iii),

- 3. Existing Pensionable or Probationary Officers.
- (a) As in Paragraph 2 (a) above.
- (b) As in Paragraph 2 (b) above.
- (c) If at the end of thirty-six months in a tour an officer has completed less than nine years' continuous Colonial Service. Lis normal tour of service will be deemed as the completed on the expussion of fortyeight months' residential service; except that any officer who has completed twenty months of more in his present tour on the Sixt Occamber, 1982, will be deemed to have completed a normal tour on the expuration of the thirty-sixth month of residential service, irrespective of his tonal length of service.
- (d) As in Paragraph 9 (d) above
- (e) The terms of the worstorium on leave as laid down in Secretariat. Circulars 19 and 34 of 1932 will be sancelled in so far as the carrying forward of leave for the moratorium period is concerned, and an officer will be allowed to take the whole of the leave for which he is obligible in respect of his service.
- (D) In all cases the vacation leave of officers will be calculated on the existing bacis, shown in paragraph 182 of the Code of Regulations, in respect of service up to the dist December, 1982; any fraction of a month remaining at that date will be added to subsequent service for the purpose of the calculation of leave, which will be computed at the rules specified in paragraphs 2 (g) or (h) above.
- (a) In the case of officers who are returning to the Colony for further service, return leave will be granted in respect of service calculated up to the 31st December, 1932, on the existing basis, shown in paragraph 183 of the Code of Regulations.

No return leave will be granted to officers who are not returning for a further tour of service.

- (h) For future tours, the basis of calculation of leave will be as stated in paragraphs 2 (g) and (h) above.
- (6) To meet the special case of officers who, as explained in paragraph 3 to above, are only being required to serve for thirty-ax months during their present tour of service, any vacation leave carned in respect of service after 1st January 1933, will, for this period only, he calculated at the rate of four days for each completed months of residential service.

As in Paragraph 2 above,

In cases where officers have completed twenty months' residential service by the 31st December, 1932, the passage regulations enumerated in paragraph 2 will be applied in respect of their return journey to Kenya for a further tour of service.

Note.—The officers referred to in paragraph 3 of Secretariat Circular No. 96 of 1928 will continue to enjoy first class passage privileges as personal to themselves, the grades of passage being governed by the terms of this Circular.

4. Officers Serping on Agreements.

I Now Agreements.

- (a) The fature engagement of officers as agreement will be for a tour of Tour of from thirty to forty-eight months, services
- (b) Five months' service in a station caused as onbealthy will be treated as six months' service by a benthy station.
- (c) The hormal tour in a station classed as healthy will be forty-eight months for the first two tours. Subsequent tours in a station classed as healthy will be thirty six number.
- (d) If at the end of thirty-six muniths in a tour the officer has completed less than nine years, continuous Colonial. Service his normal tour of service will be deemed to be completed on the expiration of deriveshipt months registering service.
- (e) When an officer completes more than aine years' continuous Colomal Service at the end of thirty-six months in any tour has normal tour will be deemed to be completed on the expansion of his thirty-sixth months of residential service.

The basis of calculation of leave will be as stated in paragraphs 2 (g) Leave and (h) above.

11. Present Lyrorments.

Notice is hereby given to all officers serving on accounts that on the termination of their present agreements say offer of future employment will include the terms set out above, subject to the further previous that may officers who are serving on agreement in gonts which have been activated in the Report of the Duropean Civil Service Committee and who have less than arx years continuous Colonial Service may be required to give under different conditions from those enumerated believe.

In accordance with existing agreements the tour of an officer serving on agreement cannot be extended beyond thirty-six months residential service.

This period includes the period of the moratorium, and subject to the exigencian of this service will normally be insisted upon.

The term of the monatorium on leave as laid down in Secretariat Leave. Circulars 19 and 31 of 1932 will be cancelled in so far as the carrying forward of leave for the beneforium period is conserned and an officer, will be allowed to take the whole of this leave for which he is eligible in respect of his service.

All leave earned in respect of service previous to the last January, 1983, will be granted as the rate hald down in the terms of the officer's agreement.

Where an officer wishes to renew his agreement the offer of re-engagement will be conditioned upon all service in his present tour subsequent to the lat Janhary, 1933, qualifying for issue at the rate of our days vacating, leave or and completed month of readential service in accordance with the basis laid down to arragraph 2 (th) of this Circular.

As in paragraph 2 above

In case where officers have completed twenty months residential service by the 31st of December, 1934, the passage regulations in pergraph 2 will be applied in respect of their return fourney to Kenya for a further four

ABIATIOS.

- 5. Officers defined in paragraphs 601 and 601 (c) of the Code is Regula. Tour of tions.
 - (a) The tour of residential service will be from forty-eight to sixty months.
 - (b) If at the end of forty each tabaths in a lour ar officer has completed less than eleven years continuous Colonial Service his four of service will be deemed to be completed up the expiration of sixty months.

1

Leav

2

Category B.

- (i) Officers drawing over £450 per annum-Second-ciaes British India Line or B 5 Union Castle Line.
- (ii) Officers drawing over £300 per annum and not more than £450 per cond-class British India Line or B 6 Union Castle Line.
- (iii) Officers drawing £300 per annum and under—Third-class Union Castle Line or Second class British India Line.

Family passage allowances will be continued at existing rates, i.e. £40 for officers graded in Osterbry A (i) and (ii), £80 for officers graded in Categories A (iii), B (i) and (iii), £20 for officers graded in Category B (iii),

- 8. Existing Pensionable of Probationary Officers.
- (a) As in Paragraph 2 (a) above.
- (b) As in Paragraph 2 (b) above.
- lov If at the end of thirty six months in a tour an officer has completed less than nine years' continuous Colonial Service, less partial tour of service will be deemed to be completed on the expiration of fortyeight months' residential service; except that any officer who has completed twenty months or more in his present tour on the 31st December, 1992, will be deemed to have completed a normal tour on the expiration of the thirty-sixth month of residential service, rrespective of his total length of service.
- (d) As in Paragraph 9 (d) above
- (e) The terms of the muratorium on leave as laid down in Secretariat Chrotare 19 and 84 of 1932 will be cancelled in so far as the carrying forward of leave for the moratorium period is concerned, and an officer will he allowed to take the whole of the leave for which he is eligible in respect of his service.
- ip In all cases the vacation leave of officers will be calculated on the existing basis, shown in paragraph 182 of the Gode of Regulations, in respect of service up to the dist December, 1982; any fraction of a month remaining at that date will be added to subsequent service for the purpose of the calculation of leave, which will be computed at the rates specified in paragraphs 2 (g) or (h) above
- (a) In the case of officers who are returning to the Colony for further service, retarn leave will be granted in respect of service calculated up to the 31st December, 1932, on the existing basis, shown in paragraph 183 of the Code of Regulations.

No return leave will be grapted to officers who are not returning for a further tour of service.

- (h) For future tours, the basis of calculation of feave will be as stated in paragraphs 2 (q) and (k) above.
- To meet the special case of officers who, as explained in paragraph 3-te) above, are only being required to serve for thirty-six months during their present tour of service, any vacation leave carned in respect of service after 1st Junuary, 1933, will, for this period only, be calculated at the rate of four days for each completed month of residential service.

As in Paragraph 2 above,

In cases where officers have completed twenty months' residential service by the 31st December, 1932, the passage regulations enumerated in paragraph 2 will be applied in respect of their return journey to Kenya for a further lour of service.

Note.—The officers referred to in paragraph 3 of Secretariat Circular No. 26 of 1928 will continue to enjoy first class passage privileges as personal to themselves, the grades of passage being governed by the terms of this Circular

Officers Serping on Agreements

1 - New Agreements.

- at The fature engagement of officers an agreement will be for a tour of Tour or from thirty to forty-eight months service.
- (b) Five months' service in a station classed as unbealthy will be treated . as six months' service in a healthy station.
- (c) The normal tour in a station chassed as healthy will be forty-eight months for the first two tours. Subsequent tours in a station classed as healthy will be thirty-six menths.
- (d) If at the end of thirty-six months in a sour the officer has completed less than nine years' continuous Colonial Service his normal tour of service will be deemed to be completed on the expiration of forty-eight months' residential service.
- (e) When an officer completes more than aine years' continuous Colomal Service at the end of thirty-six months in any tour his normal tour will be deemed to be completed on the expiration of his thirty-sixth month of residential service.

The basis of calculation of leave will be as stated in paragraphs 2 (g) Leave and (h) above.

11.-Present Lurerments

b Notice is hereby given to all officers serving on agreement that on the termination of their present agreemants any offer of future amplifyment will include the terms set out above, subject to the further provise that any officers who are serving on agreement in posts which have been scheduled in the Report of the Ducal European Civil Service Committee and who have less than ux years' continuous Colonial Service may be required to serve under different conditions from those enumerated below

In accordance with existing agreements the tour of an officer serving on Tour of agreement cannot be extended beyond thirty-six months residential service. This period includes the period of the moratorium, and subject to the exigen-

cies of the service will normally be insisted upon The terms of the moratorium on leave as laid down in Secretariat Leave. Circulars 19 and 36 of 1932 will be cancelled in so far as the carrying forward of leave for the intratorium period is concerned and an officer will be allowed to take the whole of the leave for which he is eligible in respect of his service

All leave earned in respect of service previous to the lat January, 1983. will be granted at the rate hald down in the terms of the officer's agreement.

Where an officer wishes to renew his agreement the offer of re-engagement will be conditional upon all service in his present tour subsequent to the lat January, 1983, qualifying for leave at the rate of four days vacation leave for each completed month of residential services in accordance with the basis laid down to mragraph & (h) of this Circular

As in phragraph 2 above.

In cases where officers have completed twenty months' residential service by the 31st of December, 1932, the passage regulations in paragraph 2 with be applied in respect of their return journey to Kenya for a further tour of

ABIATIOS.

- 5. Officers defined in paragraphs 601 and 601 (c) of the Code at Regula. Tour of
 - (a) The tour of residential service will be from forty-eight to sixty
 - (b) If at the end of forty eight taonthe in a tour an efficer has completed less than eleven years nontinuous Colonial Service his tour of service erned to be completed on the expiration of taxty months

residential service: except that when an officer has completed thirty-three months or more in his present four by the 31st December, 1932, such present tour will be limited to one of forty-eight months are spective of his total length of service.

- (d) In the event of an officer having completed more than eleven years continuous Colonia, Service at the end of forty-eight months in any tour such tour will be deemed to be completed on the expansion of his forty-eighth month of residential service.
- (d) The terms of the more crims on tenve as had down in Secretariat Circulars 19 and 34 of 1952 will be cancelled in so far as the carrying forward of tenve for the measurement period is concerned and an officer will be alreaded to take the which of the leave for which has a climbule in suspect of his service.
- (e) The have of cheers will be calculated up to the flat December, 1932, on the crusing basis shown in section 273 of the Code of Regulations, and thereafter at the rate of two and a half days for each completed mouth of residential section.

Officers defined in paragraphs 601 (a) and (b) of the Cope of Regulations.

The leave of the above officers with be calculated up to the Sist December, 1932, as the rate of three days on half pay for each completes month of residential service and thereafter at the monthly rate of two and a half days an antile conditions.

6 Ceneral. All offices will be medically examined before being required to serve over thirty-six months, in the case of Priorpens, and fortyeight months in the case of Assatus and a statistical record of these examinations will be kept by the Medical Department.

The leave of all officers which has already been approved will be recal-

H. M. M. MOGRE.

Colonial Secretary

All Heads of Departments.

All Provincial Commissioners.

SCHEDULE.

5-2,	Department
Governm	ent House

Administration

Private Secretary.
Aide-de-Camp.
Provincial Commissioner, 1 and II
Class.
His Britainic Massay's Consul for
Bost hear. Abyeathis
Youtilet Agent; Maji
District Officer
Labour Officer

Chief Native Commissioner-

Office Assistant.

Principal Assistant

Secretary.

Native Affairs Department

Settlement, Lands and

Commissioner for Local Government,
Listeds and Settlement.

Principal Assistanty

Municipal and Town Planning

Engineer.

Local Government Inspector.

Agricultural

Secretary. Director of Agriculture Assistant to Director of Agriculture Agricultural Economist, Deputy Director (Plant Industry) Senior Coffee Officer Agricultural Officer Senior Entomologist Entomologist. Senior Mycologist. M yeologist Senior Agricultural Chemist Soil Chemist. Senior Plant Breeder Plant Breeder: Chief Grader and Inspector, Deputy Director (Animal Industry) and Chief Veterinary Officer. Senior Veterinary Officer Veterinary Officer. Chief Veterinary Research Officer Assistant Chief Veterinary Research

Andit .

Government Court Agency Customic 1

Education

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Officer
Veterinary Research Officer
Livestook Officer
Anditer,
Deputy Anditor
Senior Assistant Additor
Sovernment Coast Agent
Commissioner of Customs
Deputy Commissioner of Customs
Deputy Commissioner of Customs
Collector of Customs
Assistant
Accountant and Statistical Officer
Director of Education
Chief Lispecter of Schools
Supervisor of Secundaria Leaveston
Inspector of Schools
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	Senior Assistant Conservator of
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1 -42 h	Assistant Conservator of Forests.
Game	Warden.
eduno	Seajor Assistant
Tree Proce	
Judicial	Chief Justice.
	Puisne Judge.
	Resident Magistrate.
4	Registrar, Supreme Court.
to be a second of the second o	A _497
Legal	Attorney General
Mark Age	Solicitor General,
The same of the sa	Crown Connsel
Medical	Director of Medical and Sanitary
	Services.
	Deputy Director of Medical Service.
	Deputy Director of Sanitary Service.
the state of the s	Senior Medical Officer. Senior Health Officer.
	Chief Sanitary Inspector.
	Medical Officer
3 12	Matron.
	Nursing Sister.
	Senior Sanitary Inspector.
V. 20 5	Deputy Director of Laboratory Ser-
	Wides.
	1st Assistant Bacteriologist. Assistant Bacteriologist.
· · · · · · · · · · · · · · · · · · ·	Government Analyst.
	Bio-Chemist,
	Entemologist.
Military	Official Common tile V - a
	Officer Commanding, Northern Brigade.
7	Officer Commanding Battalion.
A A A A A A A A A A A A A A A A A A A	Adjutant and Quatermaster.
-	Staff Officer, G.
	Staff Officer, P.
The stied fine a	Staff Officer, Q.
275/401-46	Captain. Subaltern
100 mm	dimension.
Police	Commissioner of Police.
1 134	Assistant Commissioner
1 電影子。 生漢學	Superintendent.
27.77.53000	Assistant Superintendent.
Post and Telegraphs	Postmister General:
502 S. E. HALL	Deputy Postmaster General
	Assistant Postmaster General.
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	Chief Telegraph Engineer
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CATEGORY A-Contd.

Department. Office. Public Works Department Director of Public Works. Superintending Engineer.
Hydraulic Engineer.
Assistant to Hydraulic Engineer. Assistant to say a Surveyor Surveyor Assistant Quantity Surveyor Chief Accountant Deputy Chief Accountant.

Chief Storekeeper Chief Storek Senior Assistant Engineer Assistant Engineer Transport Officer Hydrographic Surveyor Registrar General Registrar General. Assistant to Registrar General, Secretariat and Legislative Colonial Secretary. Principal Assistant Columbal Secre Senior Assistant Colonial Secretary Secretary. Establishment Officer. Clerk to Legislative Council. Statistical Department Chief Registrar of Natives. Officer-in-Charge, Finger Print Bureau Survey and Registration Surveyor General. Assistant Surveyor General District Surveyor Staff Surveyor. Chief Computer and Examiner of Diagrams. Computer. Principal Registrar of Titles. Registrar of Titles. Treasurer Deputy Treasurer. Principal Assistant Treasurer, Senior Assistant Treasurer Assistant Treasurer CATEGOBY B. All Departments Office Superintendents Chief Clerks. Accounts Clerks. Clerks, A. B. and C. Storekeepers and Assistant Storekeepers.

Chauffeur-Mechanic. Superintendent, Government House Gardens, Caretaker and Housekeeper

Superintendent of Conservancy, Nyanza Province. Superintendent of Conservancy, Rift Valley Province.

Superintendent. Technical Instructor. Clerk and Storekeeper.

CATBGORY B-Contd.

CATHGORY B-Contd.			
Department.			Office.
Agriculture			Plant Inspector. Laboratory Assistant. Manager of Insectaries. Grader and Inspector. Assistant Grader and Inspector. Superintendent, Maize and Conditioning Plant and Cool Stores. Mechanic.
		-	Stock Inspector. Laboratory Superintendent. Yard Foreman. Overseer. Librarian.
			Instructor in Stock.
Audit	196-7	-100	Examiner of Accounts
Government Coast Age	ncy		Assistant Government Coast Agent.
Customs			Assistant Accountent Operator, Statistical Department Inspector, Preventive Service Examining Officer Cadet
Education		y	A countant. Education Officer (male) (whose maximum is £600 per annum or least).
		**	Education Officer (female) (whose salary commences at less than 4530 per annum). Carctaker. Matron Staff. Leading artizan.
Forest			Forester, Accountant
(rame			Assistant.
Judicial			Shorthand Writers. European Process Server.
Medical Departmens	og to tolet i month	- 19	Assistant Surgeons. Accountant. Dispenser. Male Nursing Orderly. Wardmaster. Chief Instructor. Superintendent, Mental Hospital. Matron, Mental Hospital. Matron, Mental Hospital. Warder, Mental Hospital. Warder, Mental Hospital. Sanitary Inspector. Superintendent, Infectious Diseases Hospital. Laboratory Superintendent. Laboratory Assistant. Malaria Overseer.
Military (EDF)	100	140	Musketry Instructor.
Military	Silvin .		Bandmaster. Regimental Sergeant Major. Mechanist Sergeant Major. Staff Sergeant Machanist. Company Opartermater Sergeant

CATHGORY B Contd

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21 200	Departs	men, .	
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men . c	Chief Inspector.	
	Inspector.	Ber.
	Assistant Inspector.	
The state of the s	Sergeant Instructor.	
1.7. (1)	European Constables.	
	Deputy Inspector Weights Measures.	and

7 6	Measures.
and Telegraphs	Postmuster.
	Junior Postmaster
· /2	Postal Clerk and Telegraphist.
	Female Clerk and Telegraphist,
. / 77	Supervisor (Female) Telephones.
· · · · · · · · · · · · · · · · · · ·	Postmistress.
	Accountant
the same of the same of the same	Accountant,
The same and the s	Senior Wireless Telegraph Enginee
- Carried and the same of the	Operator.
the state of the same of the same of the same of	Electrical Mechanician.
	Electrician.
	Sub-Engineer.
	Telegraph Inspector
nting and Stationers	1

146.	Fress Engineer.
160	European Reader
	European Copyholder.
4.5	Tanotype Operator,
. /1	Assistant Linetype Operator.
Lat A	Monotype Operator
1.	Fureman, Composing Section
Li.	Foreman, Machine Section
6.455	The state of the s

	Superintendent of Prisons,	2
4	Assistant Superintendent of Chief Officer	Prisons
	Carpentry and Masonry Inst	fuctor

Draughtsman.
Assistant Accountant
Stock Verifier
Senior Storekeeper.
Senior Overseer.
Overseer,
Surveyor.
Foreman.
Inspector, Water Supply
European Supervisor.
hiln Seasoning Operafor
Drill Foreman.

	The wife		Drill Forem
egistra	ar General		Accountant
certar	right and Laminter	Sant T	49,448

	Assistant	Establishment	Officer
1-20	Reporter.		

second reflectment	344	Assistant Registrar of Native
vey and Registration	944	Porest Surveyor.
		Draughteman.
	THE STATE	Surveyor Recards Officer.

GOVERNMENT HOUSE NAIRORI

KENYA January, 1933.

SIT,

With reference to paragraph confidential despatch No. 125 of the 30th September last, I have the honour to transmit a further six copies of the Report of the Local European Civil Service Committee.

This Report was circulates to Heads of Departments, to the Transport Administration and to the European Chvil Servents! Association; the comments received were examine in the accompanying memorandum, or winch I erclose bix copies, and submitted to my Executive Council.

I have rendurred with the following minute or Executive Council: -

* Council discussed the proposed formation tof a Local European Civil Service. The Postmaster General gave as his opinion that *for some time to come there would not be a sufficient number of local candidates to "fill all the posts scheduled in the Reports "of the Merrick Committee and that posts For the same kind would be filled partly Thy persons on local terms and partly persons on aversess terms of services

The relative merits of a Provident Fund a Contributory Pensions Scheme were "discussed and the feeling of Council was that the latter was to be preferred and that the Local European Civil Service should be

finitiated on that basis.
Finally Council advised that a Civil "Bervice Board be appointed to consider the Report of the Fitzgerald and Merrial Committees Fand the Memorandum submitted to Council. "and that as its first duty it be saled; To to examine and to report upon the inclusion of the posts scheduled in the Merrick Report for the Local Civil-" Service in the light of the coments received and the decision of Executive Council that officers with mix years to service should retain overseas Service rights.

No. 10

No4 - 18048/32 Report.

Minorandum.

HE RIGHT HONOURAH

* II. To advise, assuming a low reduction

" from salary will have to be made to W cover contributions to a Contributory

" Pensions Scheme and obligations in " respect of the Widows' and Dyphans'

" Pensions Scheme, (or such modification

* thereof as the Board may recommend) " whether the Merrick Report scales of

" salary are reasonable, and, if not, what

" variations should be made. III. In the light of such advice, to make

* detailed recommendations as to points

in the scales of salary on which officers * recommended for the Local Civil Service

8 should transfer. "

I have appointed individually a Civil Service Board composed of: -

Mr. T. Fitzgereld, O. B. E., Postmaster General, (Chairman

Mr. C.J. J. T. Barton, O. B.R., Acting Principal Assistant Colonial Secretary,

Mr.A. de V.Wade, O.B.E., Chief Native Commissioner,

Lieutenant Colonel E.M. Ley

with the Establishment Officer of the Secretariat as Secretary

with the terms of reference as laid down by my Executive Council. Mr. Wade, who is a member of the Board, is also President of the European Civil Servants' Association, and as Mr. Barton proceeded on leave on the 21st January, Mr. C. W. Hayes-Sadler, who has assumed the duties of Acting Principal Assistant Colonial Secretary has been appointed a member of the Board during Mr. Barton absence. At later date I propose to define the general terms reference to the Board.

E shall address you further upon this subject when I have received the report of the Board upon the present terms of reference.

> I have the honour to be. Si/r

Your most obedient, humble servan

BRIGADIER-GENERAL. OYBRNOR



COLONY AND PROTECTORATE OF KENYA

REPORT

OF THE

LOCAL EUROPEAN CIVIL
SERVICE COMMITTEE

PRINTED BY THE SUPERMENT PRINTED

REPORT OF THE LOCAL EUROPEAN "CIVIL SERVICE COMMITTEE

YOUR EXPRILENCY.

The Committee appointed by Your Excellency-

To examine, to report upon, to schedule posts and Terms of to draft Regulations, having regard to the principles laid reference, down by Executive Council at its meeting of the 7th January, 1932, for the manguration of -

(a) a Local European Service and

(b) a Local Asiatic Service

applicable to Government Servants not employed by the Kenya and Uganda Railways and Harbours Services" has the honour to submit the following Report-

EUROPEAN SERVICE.

2. For facility of reference extracts from the Report of the Terms of Service Committee with the selevant recommendations of the Executive Council, in which Your Excellency has expressed concurrence, are attached at Appendix I. Appendix I.

Your Excellency, in response to subsequent inquiries. caused the Committee to be informed through its Chairman that they were not debarred from reviewing and, if considered designable, from submitting proposals for leave and passage conditions differing from those appearing in pursuraphs 15 (n) and (iii) of the Report of the Terms of Service Committee.

4. The Committee at the outset of its deliberations pridence from decided to ask the Government Statisticing to collect particulars of whares and conditions accorded byflocal firms to staff in similar gategories to those cited on pages 20-22 of the Report of the Terms of Service Committee. The Committee delines to express its thanks to those firms who furnished date and to the Government Statistician for his con-operation in ending out the Committee's questionnaire was in appropria analyses and summingion of the replies continued. The results which were not ceasy till the middle of April have proved distinctly disappointing, in that many of the larger fame and institutions failed to turnish the requisite dark, and that the

General considerations governing the Report.

Appendix If

- 5. In reaching the conclusions, detailed below and in the accompanying draft Regulations (Appendix II), the Committee desires to curphasize the difficulty of the present juncture of laying down terms of service which can be regarded as likely to praye stable of er any extended period of years. The general tendency to retrenchment, both in the public services and in private enterprises, which continues as The anevitable concountant of the prevailing world-wide depression has materially reduced market rates for labour, both skilled and unskilled. Although the increased purchasing power of money at the present time is an important factor and liable to persist as an influence in determining wages, the Committee feels that its proposals may only be applicable to a period of transition though they have followed the assumption of the parent Committee that on emergence to more settled conditions emoluments will be on a lower level than at the time many of the existing terms of service (including salary scales) were introduced. It may be necessary for the position to be reviewed as soon as conditions become stabilized so that appropriate changes or modifications can be introduced before the Local Service has developed to its full proportions.
- 6. The proposals put forward in regard to cierical staff are suggested as representing suitable scales of salary, as are suggested as the pudged at the present time, within which remineration can be provided for the various duties involved as offering a reasonable careet in the lower branches of the Kenya-Civil Service for local recruits who it is hoped will form more than a considerable proportion of new appointees. The conditions suggested moreover are not considered unsuitable if fat any rate at the inception of the Service) it may prove the suggested for the conditions of the service in the Local Service from optside light Africa.

Major Cavendish-Bentinck, however, who was unable to attend the meeting of the Committee at which these salaries were finally decided is of the opinion that the scales of salary now recommended for the higher elected grades are too high for the type of routine work contemplated bearing in mind the change in world conditions, and wishes to day, special stress on the fact that in his opinion the "changes and modifications." foreshadowed in, paragraph 5 above will probably have to be introduced almost immediately.

7. In framing their recommendations the Committee were guided by the need for inaugurating a new service on reasonable lines rather thair by the more short-aughted policy of attempting to attract existing personnel to transfer by

the offer of more advantageous terms than circumstances warranted for the duties in question. The Committee recognizes that so long as financial stringency continues the recruitment of the Local Service may proceed but slowly and that in the meantime the interests of economy will render it imperative for floweriment to place as many as possible of its existing personnel upon resized terms of service. The terms now suggested should in the opinion of the Committee be readily adaptable for this purpose in cases where this gausse may be desirable on general grounds.

Specific recti

8 The conclusions of the Committee in detail are constanted in the accompanying draft disgulations which follow generally the provisions of the present Code of Regulations in so far as they can be considered applicable. The following observations are merely intended to explain governing principles by the reasons for departing from any of the specific recommendations of the parent Committee. They also present the Committee is views on the question of Pensions and the Civil Bervice Board, which still require the consideration of Government and in consequence no provisions under these heads have been included in the draft Regulations.

For the sake of convenience the sequence observed in the Report of the Terms of Service Committee has been adhered to:—

(1) Pay,

Terms of Service Report Committee's Proposats

(a) Learners (Male or £60 to £84. £84. to £60 by £12 to £64 b)

Female) £108. £120

The Committee see no reason for two separate grades and prefer a single grade with definite increments, on the understanding that the £60 to £84 portion of the scale should be open to candidates roughly between the ages of sixteen and eighteen who have passed the Junior Cambridge Examination or an equivalent standard, but that older candidates with higher educational qualifications such as the School-leaving Certificate or Matriculation Standard or such other tests as may be recognized by the Civil Service Board should be

Civil Service Board should be empowered to make special provision in respect of cadets in training for technical departments. A learner should not be admitted to either nortion of the grade at a higher point than the initial pay suggested save in the most exceptional circumstances.

Heads of departments should have discretion to vary the number of leatners employed provided that their sanctioned allocation for the learner establishment is not exceeded.

(8) Clerical thudes	Terries at Santice Report	Committee Recommendations
Grade C (Male of Femile) (Midimum age 48 years)	£150 by £10 to £200	£150 by £10 to £240
Grade B (Male)	£240 by £15 to £300 by £20 to £300 by	6200 by £15 to £250 by £15 to £425
Grade A (Male)	£240 by £15 to £300 by £40 to £360	£200 by £15 to £290 by £15, to £350
Grade A (Female)	_bg £20 to £540- _bg £20 to £540- £380 by £30 to £420+	L360 by £20 to £600 None
Special Grade (Males)	\$300 byr £20 to £600	Z500 by £25 to £650 by £25 to £725 (*)
. (Females)	Nape	£360 by £20 to £420

(*) The extension from £650 to £725 is subject to the proviso below

In explanation of these variations the Committee comsider it necessary that to prevent stagnation in the several grades longer scales should be adopted

The above recommendations represent the unanimous views of members of the Committee present at its last meeting.

Since that date a sub-Committee has interviewed heads of departments with regard to appropriate scales of salary for the non-clerical posts recommended for inclinion in the Local Service, and on reviewing the scales put forward for these non-clerical posts, eide Appendix III, a majority of the Committee are inclined to consider that the maximum for the Grade A Clerical Service should be reduced to £540 per annum in accordance with the recommendations of the parent Committee.

It is not recommended that female clerks should ordinarily progress beyond an annual salary of £350, but that exceptional cases would be more fittingly included in a special grade rising to £420 per annum than in Grade A.

The Special Grade (Males) should be strictly limited in numbers and should be confined to duties connoting special responsibility or qualifications in addition to normal confidential or supervisory duties of a clerical nature, which would be adequately remenerated by the Grade A scale. The Special Grade (Males) has been extended to 2725 but it is suggested that normal requirements would be met by the bar at £650. which should only be passed for posts of exceptional status or in instances of outstanding personal merit.

The Committee wishes to by emphasis on the desirability se for as possible of selecting candidates for vacabiles, more particularly in Grade A and upwards on a general roster rather than treating departmental personnel on a water-tight basis for purposes of advancement. Their suggested that for this purpose recommendations for filling such vacancies should be submitted for review by the Civil Service Board before any substantive appointment is agreed to.

The Civil Service Board should also prescribe specific lests qualifying for admission to the learner staff and the other grades for the guidance of heads of departments.

Entry into Grades B and C should presuppose passing in the necessary qualifying subjects as at present and subject to the existence of a vacancy a clerk in Grade C would be eligible for advancement once he had passed the higher test. He would enter the new grade at the minimum, unless he was already in receipt of higher salary, in which event he would enter at the next appropriate incremental step.

The Committee desire to point out that there are at appendix III present no fewer than fifty-three different scales of salary for posts suggested for inclusion in the Local Service and they did not feel competent on their own responsibility to the appropriate scales for such a large number of different salary rates. The result of inquiries to heads of departments elicited the fact that these posts bould be graded within the scales suggested for the Clerical Service. Appendix III contains the schedule of police recommended, for inclusion in the Local Service, the scale of remuneration at present part, in respect of each post and suggested scales for the same posts in the Local Service which have been put forward after consultation

with heads of departments. These distalers instuded in the hope that they may be of assistance and suitables which the hope that they may be of assistance and suitables which the constitute feel that without careful study of the disties apperforming to the various posts it is not possible for them to recommend that they should be accepted as final; they follow generally the principles governing the Committee's recommendations' for circuit prete and it is suggested that the should be very circuity recrewed by the Civil Service Bosto. The Committee destreads a should be assisted as recreated from heads of observations in response to their circuit excitations.

East one from it examining the schedule of peel were repartised by the number of special designation for peer adversarial to the superplicated several by the second grading. They suggest that there is room to several relative expect in the interests of simple its addition. Service in the relation mathematical peer to the superplication of the service in the relation of the service in the service of the service in the service of the

/ily Leave

The Committee appair Want dissection, he reservation no gage 14t consider their communication of the parent Communication as adequate on the imperstanding that an according to the property of the property o

The Committee desire to emphasize the considerations put forward by the 1920 Committee on Leave and Passages for European Servants of Government as regards the importance of an annual holiday-which read as follows

7. In the opinion of the Committee, anly the most exceptional circumstances should be allowed to interfere with the grant to each European servant of Government of a substantial annual holiday. With wivew to ensuring that annual holidays are taken, the Committee perommends that heads of department should regularly prepare early in each year tentative schedules of annual leave to be taken by members of their staff and should be required to render a return each year showing which officers have taken leave during that year and the amount of leave taken, and which officers have not taken leave dilring the course of the year and giving reasons in each case where an officer has not taken his;" annual leave " during the Year. The Committee also recommends that in all cases where against leave has not been taken, the causes should be presignied. The reasons will probably be leither that there has been insufficient giaff or that lie head at

the department concerned has not been able to initial proper arrangements. In either case the Committee holds that the position should be recified and that the Government should have knowledge of the facts brought to its notice in this way.

Learners would not be entitled to "vacation" leave but would be numbed to entitle and days local leaves.

In the opinion of the Committee proportionals was fine is leave should be greated at the rate of seven dages for each completed three norths service an officer further flour, allowed loradd the final period of local leave due, to the vacultum leave for which have guide for the purposes of over-was issue. The nemiod of the covere is to be included in the late actual.

The controller age that for purpose of sub-disting leave in respect of the least Service it will be sufficient if stability are placed utilities two categories of healthy and "unhealthy" following the present distribution for the Samuer in general, five months residence in an "unhealthy "station counting as six months in a "healthy station; i.e., twenty-eight days vacation leave would be estrictly to instead of twelve months" residential service, and seeph days every two-and-a-half instead of three months. It was agreed that the Director of Education must be granted latitude to arrange the leave of his teaching and matron staff in conformity with the requirements of the various schools. Such staff it what understood would not be entitled to local "leave in addition to the normal school holidays.

(iii) Passages.

In view of the considerations advanced in the Note appended to the relative section on page 13 of the parent Committee a Report, the Committee (Mr. O.Shoa dissenting) strongly recommend the grant of more generous missistance or Government's part both in the interests of the individual language and the situactiveness of the Local Service inside prevasting conditions.

They suggest that a scheme on the following lines should prove both simple in operation and equitable in incidences An effice to be considered to have earned in respect of each yeak of readent service 25 per cent of the cost of a return passage to the port masses to the destination where his leave as to be destination where his leave as to be appeared by the port masses to the destination where his leave as to be a possible to the cost of a possible being calculated, in accordance with the above a model Category B in possible 11.0 (i).

No allowance towards family passage would be made but any afficer would be able to travel by a lower grade or class that that for which he is elimine and apply the savings towards the cost of his family passages or accumulate the money due for more than four years on the understanding that no balance beyond that needed for ocean passages or other approved journey would be paid over. No congresion under this head should be granted normally for less than two years nesidential service. In illustration of this it may be statedly that the effect of such an arrangement would be that at the end of forty-eight months for forty months at an "unhealthy station an officer would be eligible for the cost of a passage for himself and at the and of six years or five years at an 'unbestthy station' for half the cost of an additional Bassage

The Committee submit that such an arrangement would entail less accounting than the contributory proposal of the parent Committee, and, though involving somewhat larger expenditure, appid be justifiable on Government's part in inaugurating a Local Service at the present juncture

Service in the learner grade should not be counted towards earning any percentage of the cost of a passage .

Mr. O Shes dissents from the foregoing recommendations and adheres to the recommendations of the parent Committee.

(ly) Pensioni.

The Committee desire to emphasize the imperative need. in their opinion, for some form of compulsory insurance as an integral part of any permanent Local Service, which may be inaugurated, with definite provision for State contributions to supplement an officer's premia. Regular dedictions in respect of contributions would be affected from his monthly slary and emilited with interest structure peaconable rate. In his connexion the Combustice sensitionedly favour the prinof contemporar penalties and advocate the introduction

of a scheme or fund for this purpose at the earliest opportunity considered practicable. Through the courtesy of one of its members the Committee were emabled to study particulars of a scheme actually in operation for the employees of an existing enterprise through a well-known insurance company. They had also before them legislation governing certain of the pension funds adopted by the Government of the Cuion of South Africa as well as the Report of the a 1929-1931 Royal Construssion which outlined leading principles CMD. 3909 / for a suggested contributory pension scheme in respect of the Home Civil Service. The Commutee incline testhe view that for Government purposes a scheme on the hist-mentioned lines would probably be preferable but they appreciate that a decision is impracticable sutil certain data and statistics have been collated and submitted for actuarial assessment.

They would write most strongly that early information be obtained as to the requirements in this connexion, so that the necessary particulars may be compiled from the outset and contributory pensions brought into force with the least possible delay for the Local Civil Service.

In the meantime the only alternative available appears to be a provident fund, for which many precedents can be obtained such as that in active operation in respect of the Kenya and Uganda Railways and Harbours Services. Pending a decision as to the adoption of their recommendations the Committee have not considered it necessary to examine the details of any such scheme or to draft regulations, particularly as they only envisage it as a temporary arrange ment which should be established on as simple lines as practicable with a view to ultimate absorption of the funds collected in whatever fund it scheme of contributory pensions may be accepted,

They suggest that the contribution be fixed at 15 per cent of the substantive salary, and that Government and the officer should he called union to contribute in equal proportions, i.e., 75 mer cent. It was considered that an officer should have no claum on the Government contributions or Interest thereon until he had completed five years; as a 'con-· y tribitor, unless his services were tempinated on medical grasuds or changes due to re-organization of staff.

The Committee examined the advisability of either allowing or compelling officers, during the interim period of the Provident Fund's continuance, to join the existing Widows and Ornhans Scheme. On balance it was agreed that com-

pulsion provided the only alternative, but that it would be best in view of the heavy liabilities entailed by such double subscriptions to make no additional imposition on officers pending the full review of the provisions which it might prove possible to incorporate to cover similar purposes in any cone? I ributory pensions scheme or fund. In this connexion the Committee noted from Appendix V of the Report of the Royal Commission cited above that favourable terms for widows were included in the contributory superannuation scheme outlined in respect of the Home Civil Service. It remained to be seen whether similar benefits could be justified actuarially under reasonable premis for the smaller membership which would comprise the Serva Local Civil Service.

The Committee's recommendation may be summarized as follows: As far as can be foreseen there should be no need for a provident fund to run permanently in concurrence with a contributory pension scheme or fund, but some such arrangement would be essential for some years at the inception of the Local Bervice pending actuarial investigation and advice on the pension system, it being postulated that there should be no undue delay in collecting the necessary data and statistics for such an inquiry.

Should financial considerations permit, the Committee further venture to suggest that it would be a welcome gesture on the part of Government if in the case of personnel now under agreement, who might be offered transfer to the Local Service, it were made clear that Government would be prepared to place to their credit in the grossient fund the amount of the Government contributions, which would have accrued, with or without interest as may be decided, had the fund been in operation at the time when they joined the Service for continuous employment.

The Committee desire to make it clear that they are not in a position to assess the monetary effect of such a proposal, but they submit it as a suggestion which in their view merits serious and early consideration.

The Committee would point out in regard to this section that it would be necessary to consider procedure in respect of officers who may be transferred from the Local to the Overseas Service as regards their contributions to any scheme of compulsory insurance so long as any alternative scheme of pensions remains in force for the Overseas Service.

(v) Quarters.

The Committee have embodied in the accompanying Regulations the principle of consolidated salaries, without the addition of free quarters or an allowance in heu. They consider, however, that exceptions must be made in the rare cases, where an officer is required to occupy quarters at or adjoining particular institutions in view of the continuous nature of his duties; it seems to the Committee only equitable that in such instances no rent should be charged and the quarters should be regarded as a temporary addition to the officer's non-pensionable emoluments.

In the Committee's view, acceptance of the principle that an officer will be responsible for his own housing arrangements means as a corollary that in centres, where private accommodation can be arranged, he should be free to suit his individual requirements and should not be forced to rent Government quarters, merely because such quarters happen to be unallocated or unoccupied. The question of the disposal of any surplus Government houses in the event of the adoption of these proposals is a matter which may require consideration. The Committee appreciate that an officer will be at liberty to rent Government quarters should be so desire and that such a course may be inevitable in many outstations - at present. Where competition with private accommodation arises rents should be fixed at ruling market prices whilst at other stations quarters should be leased to officers either on a rental basis to be assessed administratively on the value of the house or on the basis of a percentage deduction from salary not exceeding 15 per cent the smaller amount governing procedure in any individual case.

(vi) Medical Attendance and Examination.

The Committee recommend in accordance with the views expressed by the parent Committee free medical attention for the officer but not for his family.

It is desired to record that a majority of the present Committee support the recommendation of the minority of the parent Committee in the second paragraph on page 10 of their Report to the effect that where drugs are readily obtainable from other than Government sources, they should not be supplied from Government stores. This provision, however, has not been included in the accompanying Regulations.

The Committee support the opinion of the representative of the Medical Department and the 1929 Committee on Leave and Passage Regulations that regular medical examination

distractions.

of European servants of Government should take place at such periods of time as the Director of Medical and Sanitary Services may consider desirable

(vii) Teavelling and Motor Allowances.

The Creemittee consider that travelling and motor allowances should be governed by the general regulations ruling at the time.

(viii) Acting Allowances.

The Committee are opposed to the grant of acting allowances in respect of posts in the Local Service

(ix) Engagements and Terminati

The Committee have assumed that the Local Service will be under the control of the Governor, advised by a Civil Service Board, on the lines recommended by the parent Committee, and recommend that, if necessary for this purpose, steps be taken to obtain the Secretary of State's sanction to warm the requirements of Colonial Regulations, paragraphs 17-22. The Governor would then be the final arbiter in all infatters affect ing the Local Civil Service, though an officer would retain his inherent right of appeal to the Secretary of State against any decision reached locally.

As the tour of service is not advocated for officers in the Local Service, the Committee is of opinion that engagements, whether temporary or permanent and whether in the capacity of learners or of probationary of substantive appointees, could be covered most suitably by letters of appointment, instead of agreements. These letters would vary according to the conditions governing a particular appointment, and should be countersamed in all cases by the appointed. Model forms are suggested to emure uniformity of treatme

It is suggested that persons engaged for specific periods or services might be engaged on agreements, subject goverally to the regulations applicable to the Local Civil Service

(x) Disciplinary Provisions.

Whilst agreeing that in cases requiring investigation in the interests of discipline the method of such investigation must be left to the discretion of the Governor, the Committee. were divided as to the desirability of prescribing the Civil Ser-II, vice Board as the proper body which should investigate serious ases tovolving prended dismissail A majority (five members) se that soils in the most-exceptional communications should any other body be appointed for such a purpose

The Chairman, Major Cavendish-Bentinck, Mr. Smith, and Mr. Webster, however, were not prepared to subscribe to this provise. In the circumstances, the relative regulation, paragraph 88, has been drafted in general terms, without any restriction of the Governor's discretion.

(xi) Age of Retirement.

The appropriate age for normal retirement suggested is 55 years for males and 50 years for females, but the Committee appreciate that final decision on this point must remain for consideration with the provisions to govern whatever scheme of compulsory insurance may be adopted

CIVIL SERVICE BOARD.

The Committee desire to invite special attention to the recommendations of the parent Committee in paragraph 18 of their Report, and to urge upon Government the importance of the early establishment of a Civil Service Board on the lines/suggested. The Committee feel that the Civil Service. Board would be the appropriate body for dealing with the question of transferring officers already employed to any new terms of service which may be introduced as contemplated in paragraph 19 of the parent Committee's Report.

The Chairman and Major Cavendish-Bentinck, whilst agreeing that a Civil Service Board should be set up with its fanctions imuted as suggested by the parent Committee, are entirely opposed to the principle of granting such a Board disciplinary or wide administrative powers. They desire to emphasize that His Excellency the Governor, at the head of the Uvil Service, should have absolute authority, though he tworld miturally have powers of delegation in any direction which be considered advisable

The Committee organized in desirable to suburn without Somehador further delay their recommendations as regards their first term of reference -a Local European Service. They propose to continue their inquiry in regard to a Dual Amatic Service as soon as circumstances permit, and would welcome any indication of Dovernment's decisions on the various a covered in this Report, as a guide in dealing with similar problem's under heading (b) of their terms of reference.

The combision, the Committee desire to record their appre- Acknowledge ciation of the valuable assistance rendered by their Secretary, Services

Mr. A. J. Freid, Acting Establishme selfmore, of the Secreturist, more particularly in conservor with the compilation of the accompanyone Regulations.

We have the honour to be,

Your Excellency's obedient servants,

Je, E. S. MERRICK, Chairman

W. H. SMITH.

E E. BISS.

F J CARLYLE-JOHNSTONE.

H. J. WEBSTER

C. O. GILBERT.

THOS J. O'SHEA

B. F. WARD. F. CAVENDISH-BENTINGK.

Members.

As J. FIELD.

Secretary

Nairobi.

26th August, 1932

*I have signed this Report subject to the following

(i) Leave.-Page 7.

The recommendation by the Lerve and Prinagel Committee of 1920 (para, 10, page 6) as in the period of service in Lenius requires to construct leave overseas was a divided off. The Official Mambers recommended three and a high years, and the Unofficial Mambers fore years. The apporting of this Contactive new recomments on years, free-specture of partials controlled with Committee for the total period of service completed. I are encoured for an approach be period on the content across of service should not have the period of the content across of service should not have the period of service in Kenya of service should not have the period of service in Kenya furning which he can care as months bears overseas extended for more than a vear, and that un respect of the Local Sprince controlled that length of service halls for some example down of this period below the service which is the exact extends the control of service balls for some example down of this period below the service which the exact extends the control of service balls for some example down of this period below the service that he period the control of the form of service Committees altered the control of the form of service Committees altered to the control of the control of the form of service Committees altered to the control of the control

H. F. WARD.

APPREDIX L

Extracts from the Report of the Terms of Service Committee with rejective recommendations of the Executive Council.

15. After much consideration, the Committee have come to the conclusion that the following rates of pay and conditions of service for a European elected and general Local Service would be reasonably adequate —

th Pay

Learners (Male of Female) Non-incremental; pages of depend on age and qualifications.

Grade II : £60 to £84 per annum.

Grade by £84 to £108 per amum.

Grade C. (Maje or Female) ... 150 by \$10 to \$200.

Grads B (Females) - £240 by £15 to £300 by £10 to £300 per annum.

Grade B (Males).—£240 by £15 to £300 by £27 to £360 by £20 to £420 per annum.

Grade (Females) - £380 by £10 to £420 per

Grade A (Males).—£380 by £20 to £480 by £20 to £540 per annum.

Special Grade (Chief Clerks and Office Superitendents) - £500 by £20 to £660 per annum.

In the clerical service, the Committee contemplate that Grade II would be the appropriate grade for fully competent stenographers and typints, Grade A being limited to posts of a more responsible character.

Executive Council Recommendations

That the general approval given to the proposed scales by Council should not debar the Local Service Committee from subtracting say variations which seemed to them desirable.

(ii) Leave.

" Loon! 18 days annually.

Facation 7 28 days per annum, camulative to six months. Officers under 48 years of aga not to be eligible for vacation leave.

Note.—The Committee recommend that in respect of service at 'unfacility' stations, the same vacation leave allowances should be made on lines similar to those proposed in the case of the Drerscas Service."

Executive Council Recommendations

That general approval be given to the Committee's receins mendations.

(hii) Passages.

If an officer earning tacation leave elects to save towards the cost of a holiday out of the Loiony II connection with this leave, the Committee recommend that he should be usuated to the extent that Government should open a passage secong on his behalf, into which the officer would pay the per cent of his aslary (subject to a minimum of the 10 per mensem), into which Government would contribute an equal amount. In view of the extent of Government's contribution, it is not considered that interest should be allowed on balance.

Note.—The foregoing recommendation in regard to contribution towards passages a based on the tree that, although the kind of work which officers of the grade perform is not very exacting, it is desirable, even for the locally been, that they should periodically have a charge out of the Colony, not altogether because of possible benefit to health, but also because of the experience and the broadening of view schein may be gained from travel abroad. The Committee feet that, unless some practical encouragement is given towards saving for passage costs, the facility for accumulating vacation leave will largely fail in its object.

Executive Council Recommendations :

That general approval be given to the Committee's recommendations

17

(iv) Pensions.

Pensions should definitely be on a contributory basis, and a Pensions Scheme on such lines should be introduced as early as possible for the July permanent members of the Local Service. Por members on less permanent terms a Provident Fund Scheme should be established. There are many schemes of each kind in operation throughout the Empirel and the tipes on which such schemes operate have become more or less standardized. Cases will arise of officers moving from one scheme to the other, but no difficulty should be expenseseed in providing for such cases. The Committee, in fact, incline to the yiew that all folliers in the Lacal Service should be under a Provident Fund Scheme until the age of, say, 25 years, so that they may be in a position up to that age to leave the sargice without too great a secrifice of pension rights.

Executive Council Recommendations

That the introduction of a Contributory Pension and/or Provident Fund ticheme should be examined by the Local Service Committee.

(v) Quarters.

"The Committee recommend that the same arrangements as have been proposed for officers of the Overseas Service in regard to quarters and to the occupation on a rehad basis of Government-owned houses should be applied to the Local Service."

Executive Council Recommendations

That general approval be given to the Committee's recommendations.

(vi) Age of Retirement and Medical Attendance.

"The Committee recommend that the same principles abould be observed for the Local Service as for the Overseas Service, vide paragraph 11, (iv) and (v)."

Executive Council Recommendations :

That the recommendations of the Committee be approved as regards the age of retirement; and in principle as regards the question of medical attendance, subject to the Report of the Colonial Services Committee, but that consideration of this question should await the return from leave of the Colonial Secretary. It was realized that a question of salary consolidation would arise.

APPENDIX II.

SUGGESTED REGULATIONS FOR THE KENYA

The following Regulations are based on those contained in the "Code of Regulations" Third Edition, Part I, for European officers of the Government Service. The Horsenor being substituted for "the Secretary of State" at the controlling authority.

Necessity for report or reference to the Secretary of State is not contemplated except that an officer will obtain his inherent right of appeal to the Secretary of State against any local decision:

An officer engaged from overseas for the Local flest Service will receive the same privileges on first appointment as are accorded by the general Gode of Regulations to other officers as regards date of appointment is lary for the period of the various set.

These Regulations are subject to variation from time to time at the discretion of the Governor to suit the requirements of the Service and in any case of doubt, as to their meaning the decision of the Governor shall be final.

CHAPTER I

APPOINTMENTS, TERMINATIONS AND TRANSPERS.

- 1. Appointments will be in the following categories
- (a) In a temporary capacity (e.g., legeneral,
- (b) In the Established Service (unfinding a period of probation)

All appointments will be made by the Governor.

On first appointment an officer engaged within the Colony will be given a letter of temporary appointment as laid down in Appendix I.

2. On the expiry of not less than air months' service in a temporary expectly the hand of department may recommend an other for appointment on probability in a hand case the officer will be given a letter of appointment as laid down in appendix if and his letter of temporary appointment will be convention.

32. (the expury of a period of probation of not less than two years service the head of department may recommend an officer for appointment to the Established Service or for reasons accepted by the Governor may require the officer to continue to serve in a probationary capsoid.

4. On appointment to the Established Service an officer will be given a letter of appointment as laid down in Appendix III and any other letter of appointment on which he may be serving will be agreefled.

The Governor is not authorized to make any addition to the fixed establishment of any public department without the previous sanction of the Secretary of State, and reliefs about normally he provided from the fixed establishment. In acceptional orreumstances requests for temporary additions to the establishment should be referred to the Coloma Secretary.

 The Colonial Secretary should be informed of the home addresses of all officers, to which communications intended for their relatives or friends may be sent.

- 7. An efficer of the Established Service may be temps, except with the permission of the Governor schich will only be granted if reasonable notice is given and an assurance obtained that satisfactors arrangements to refund outstanding liabilities, bave, been effected.
- of a country who reagn their appointments at any time after returning to the Colony from overseas will be liable to refund such proportion of the cost of their outward passage as may be decided by the Governor.
- 9. An officer errorg out probation may at any time determine his engagement on giving three months' notice in writing or to roying to the Government one month's salary.
- 40. It will be within the power of the Governor 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 leave of absence with full pay for the period of vacation leave at the rate laid down.
- 11. Notice of determination without assignment of a reason may also be given to an officer while of leave of absence, in which event he will be allowed to complete the leave of absence granted to him.
- 19. During the period of probation the Governor will further have full power 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 inefficienty is due to his own negligence or default; and in that event the officer will not be entitled to any privileges of leave or passages.
- 18. No officer will be admitted to the Established Service whose work is not thoroughly satisfactory and who does not succeed in passing such language examinations and other tests as may be prescribed.
- 14. Promotions will be made by selection as meaning occur, and officers promoted to a higher post will as a general rule commence at the minimum pay of that post.
- 15. For the higher grade boals recommendations for filling such vacancies will be summitted for vertex by the Civil Service Board before any substantive appointment is confident.

- 16. In cases where a head of desartment has same to recommend that an offices should be pieced over for promotion to my vacant post the fact should be noted in subgritting the relative recommendation and full reseams should invariably be given in substantiation.
- 17. All applicates for employment should be vequired to the upper properties of application for Colonial Employment (P/I), (applies of which can be obtained from the Secretariat), which should contain a complete record of any employment which should contain a complete record of any employment which the applicant may have followed, whether public or private.
- 18. Heads of departments are required to satisfy thannelves as to the record of precious service where a local firm or employer is concerned.
- 19. Full warning shall be given to any employer if it is deared to engage may of his employees so that he can take steps to enforce any contractual commitments and, further, it should be made clear to the applicant that he must settle any matters arising out of the contract with his previous employers before any appointment by Government can be made.
- 20 A In cases where a local applicant for appointment has had previous employment in a Colonial Service outside Kenya it is necessary to obtain the sanction of the Secretary of State (by telegram: if necessary) before the person concerned can be engaged even on a temporary basis.
- 21. In cases where the applicant's previous service has been in the Almon of South Africa on in other Dominions, application will be made direct by the Colonial Secretary to the country concerned for a report on the applicant's prayious service.
- 2) In connexion with the appaintment locally of an officer on other than a month to month basis it should be accretained whether the candidate has previously submitted in application to the Colonial Office or Crown Agents for the Colonial Service.

Fleads of departments when submitting applications to the Secretarist about furnish this information.

33. No person who has previously resigned or been dismissed from Government Service may be reappointed locally without the sanction of the Colonial Secretary.

- 24. No candidate for employment who is in receipt of a pension from another Government should be engaged without the pensioning Government being consulted.
- 25. All candidates reconsistended for employment should undergo so, examination by a medical officer approved by the Government, but such examination need not be insisted upon where the appointment is definitely only for a limited period.
- 26. Appointments on a temperary basis to poste for which provision exhibiting the Estimates may be made by heads of departments. When forwarding a recommendation for any such temperary appointment heads of departments should furnish a medical certificate of finess (see Appendix 2.6.O.R.) and the issual visio statistics (see Appendix 3. C.O.R.) of the person to be appointed, together with information as to the proposed rate tof pay, and a note as to the item in the Estimates from which the salary will be paid.
- 27. Regular notafication should be exchanged between secondary many against the Education Department, who will distribute the information as to vacancies, so that it may be available on application by the parents or guardians of children about to leave local schools. It will also help to this end if lists of openings in such junior posts as may be included under the above category are published in the Official Gazette from time to june by the departments concerned.
- 28. A medical certificate as to the fitness of the person concerned is required in the case of an officer serving on probation who is recommended for appointment to the Established Service.
- 20 An officer will not be places on probation before the require of estisfactory reports from his reference.
- 20. Women who are appointed to the Established Service must noderstand that they will be called upon to resign their appointments in the event of their marrying, any employment to marriage being on a temporary footing or on the terms of probationary appointment.
- St. Any officer on leaving the Bervice should, when practicable be asked by the head of the department concerned

before he leaves the Service of the Colony whether he wishes to be furnished with a Certificate of Service or not. A copy of the form is shown in Appendix 8, C.O.R. and no other form of testimonial or commendatory letter shall be issued to him. The main purpose of such certificates is that they may be used as references covering the officer's period of service in the Colony when the time comes for him to seek employment elsewhere. Heads of departments who complete certificates should give in them information which they, were they in the position of a prospective employer, might fairly expect to obtain from the person who had previously employed the officer. It is not desired that certificates should be so worded as to suppress information which prospective employers are entitled to expect, but there may be officers whose failure in the Colony was due to circumstances which would not necessarriy obtain elsewhere, or who, though not successful in the Colony's Service have, nevertheless, qualities that fit them for other kinds of employment in England or abroad. Due weight should be given to these factors by the officer who completes the Certificate of Service and it is important that care should be taken to ensure that the certificate issued in any such case is carefully worded so as to give the officer credit for any good qualities which he may have shown, so that it does not through a lack of precision or by the bare expression of a general adverse opinion; have the effect of prejudicing the holder's chances of obtaining subsequent employment of a kind for which he might in fact be qualified.

32. In the case of the death of an officer a report should be made by telegram on special messenger to the Colonial Secretary, stating the fell name and title of the officer to gether with particulars of the hour, date, place, cause of decease, and the address, if known, of the deceased a nearest relative. This report should be furnished by the head of the deceased's department, when the death occurs within his continuous or otherwise by the representative of the department in the locality, or, if there is no such representative, by the senior Adagmstrative officer of the district for the time being. In either of the latter alternatives a copy of the report should be sent to the head of the deceased's department, who should submit a suitable obituary notice to the Colonial Secretary for publication in the Official Gagotte.

In addition to the above report the following reports should be furnished to the Colonial Secretary as soon as practicable after the funeral has taken place:—

- (a) By the medical officer through the Director of Medical and Sanitary Services:
 - A report of a professional character giving full details of the cause and circumstances of death.
 - (ii) A report suitable for communication to the relative of the decreased omitting any defails of a revoiting or painful nature.

(iii) A Death Beport

- (b) By the officer responsible for reporting the death in the first place a report of a personal and sympathetic nature. Relatives especially value any reference to the deceased officer's good qualities or work and the esteem in which he was held. Reference to any last wishes of the deceased and the funeral arangements can be made in this letter, or in the medical officer's report. The report should be sent to the head of the department, who can either embody the information given in a personal letter to the nearest relative, or forward the report as it stands, if he is unable to amplify the report from his own individual knowledge. Care should be taken to address the letter personally and couch it in sympathetic terms. If it is addressed direct to the relatives of the deceased a copy in triplicate should be sent to the Colonial Secretary for transmission to the Secretary of State.
- (c) By the Principal Registrar of Births and Deaths: a Death Certificate.

A copy of the obituary notice should also be forwarded for transmission to the Secretary of State.

- The following are the scales of salary for the European clerical staff:—
 - (a) Learners: £60 x £12 x £84 x £18 to £120.
- Note.—The £60 to £84 portion of the scale is open to candidates between the age of 16 to 18 years who have passed the Junior Cambridge Examination or an equivalent standard. Older candidates with higher educational qualifications such as School Leaving Certificate or Mariculation Standard or such other tests as may be recognized by the Civil Service Board, may be allowed to enter at £84 in the scale.

(b) Clerical grades :-

Per annum.

Grade C (male or female) ... £15 (minimum age 18 years)

£150 x £10 to £240.

Grade B (male)

£200 x £15 to £290 x £15 to £350 x £15 to £425.

Grade B (female) ... £200

£200 x £15 to £290 x £15 to £350.

Grade A (male)

£360 x £20 to £480 x £20 to

Grade A (female) .../ Special Grade (males) None. £500 x £25 to £650 x £25 to

Special Grade Genales)

E860 x £20 to 420.

* The expension from £050 to £725 will be confined to cause of special

SALARIES AND ALLOWANCES

43. The incidence of pay of an officer while on leave who has been transferred from one department to another should be borne by the department in which he is serving at the time he proceeds on leave and will be at the rate drawn by him immediately prior to his departure.

44. An officer who desires an advance on first appointpient or retorn from leave must make application. If in England, to the Crown Agents for the Colonies.

Recovery will generally be effected by instabnents of one third of the amount of the salary payable to an officer each month until the full amount has been recovered but in certain cases the number of instalments may be increased with the Governor a sanction

The Crown Agents for the Colonies are authorized to make an additional advance of salary to an officer who applies for it and who does not receive outfit allowance on first appointment up to the amount of £30

An officer on leave in the Dominions or India may obtain an advance of one month's salary before sailing on return from leave on application to the authority by whom his leave salery is paid.

47. In no circumstances will advances be made in South Africa to an officer of this Colony travelling to or from any country through the Union of South Africa unless he holds written permission for such an advance either from the Colonial Secretary, the Crown Agents or the authority referred to in the preceding Regulation

48. An officer in the Colony who desires an advance of salary should make application to the Colonial Secretary through the head of his department stating his reasons for such request

49. The Treasury officer at Mombasa/is authorized to advance up to half a month's salary to an officer arriving in the Colony on first appointment or from leave, to be recovered from his salary payable at the end of the same month.

50. All officer will be allowed to remit through the Crown Agents for the Colonies in equal monthly instalments pursion of his sulary-for the support of mer

family. The sums thus remitted will not, as a rule, exceed half his salary in any one year, but in exceptional cases, the Governor may authorize remittances in excess of half salary. Duty pay or other allowances will not be included for the purpose of calculating the maximum amount of the remittances. Life insurance premia may be remitted by drafts on the Crown Agents.

51. All local applications in respect of family remittances should be made to the Treasurer who will make the necessary arrangements with the Crown Agents. Family renuttunees are not payable by the Crown Agenta during any period of an officer's leave in England.

52. No acting allowance will be paid to an officer acting in any post in the Local Civil Service

Additional recogneration for overtime or extrancous services will only be granted with the approval of the Governo and then only in exceptional circumstances and in respect of duties in addition to and absolutely distinct from those con templated in a particular officer's substantive appointment. This Regulation is not intended to vary the procedure in departments where the rates for overtime work accorded to certain staff have been prescribed with the concurrence of the Secretary of State:

54. Uniform allowances have been authorized for the following posts :--

Government House

Chauffeur-Mechanic

Customs Department

Inspector, Preventive Service.

Examining Officers.

Medical Department

Nursing Sisters. Matron, Mental Hospital

Assistant Matson, Mental Hospital.

Superintendent, Infectious Diseases Hospitals.

Police Department:

Chief Inspectors.

Inspectors Inspector of Weights and Measures.

Assistant Inspectors.

Sergeant Instructor

European Constable

Chief Officern

Technical Instructors
Others who, before the revision of salaries in 1926,
drew the allowards plus foul allowance will contions to be read of the higher rate.

56. An outfit allowance of 50, 600 is payable to Nursing Sisters of the Medical Department.

56. Non-commissioned officers of the Police promoted tocommissioned rank receive an butfit allowance of Sh. 400

37. An officer, to whom an onets allowance has been paid, will be required to refund it, if he does not take up his appointment or if he resigns or leaves the Service, for any reason other than mental or physical infrinity, before com-

pleting two years cresidential service.

58. An increment is an increase of salary of specified amount which, provided certain conditions are satisfied, is grouted at requise potentials until a maximum is reached. The sorbdillans may be merely (as in most cases) that the work and conduct of an officer during the past year for other incremental period) have been satisfactory. But these may be further condition, viz., that an officer must obtain an efficiency bar certificate or some other specified qualification, of there may be some special condition supposed after the notice has been given by the Government, such as passing of a language test or other amunitation.

50. When for any reason it is decided not to grant an increment on the date it is due, the following alternatives may be adopted

(a) The increment may be withheld

- (b) The increment may be deterred.

"(e) The ingrement may be stopped

An increment "withheld," means that an officer not having qualified for an increment on the due date cannot receive his forcement on that date, and the increment must be withheld until the officer has fulfilled the necessary conditions to qualify therefor. For example, as officer on the scale 4500 by 425 to 4555 per annual, who is due to receive his first processory test outil the 1st June, 1931, but does not passed to be a superior of the processory test outil the 1st June, 1931, would not be permitted to draw salary at the rate of \$525 per annual

until the lat June. 1931. His second increment, making his surface of same would be due on the lat January, 1932, and would be granted, as from that date, subject to a certificate of satisfactory work and conduct and the passing of any examinations of tests laid down. The officer would have treet to his ariginal incremental size.

If the officer does not succeed in passing the necessarytest before the 4st January, 1932, on subsequently passing he would ordinarily be granted one increment only. In an exceptional case, fluwever, and with the approval of the floverhor, on qualifying he might be given a double increment or such increments as would bring his salary to that point in his scale which he would have reached had his increments not been withheld.

An increment "deferred" means that the head of departning is usable to grant the increment when due, and defers considerings hereof pro true. If and when the morement is granted to may be given with retrospective effect as from the date on which it was first due, or it may be treated a increment withheld. In either case, the officer would subspectify revert to his original incremental date.

An increment stopped "means that are officer cannot be considered for the grant of an increment until another year (an incremental earning period) has been served. For example, an officer on the sent £500 by £25 to £650 is due for his first increment on the Ist January, 1931, but the increment is stopped for disciplinary, or other reasons. He would not qualify for an increment until the 1st January, 1932. Ordinarily on that date he would be given only one increment, but he might, it an exceptional case, and with the spignoral of the Governor be given a double increment, so as to receive the same salary in 1932 as he would have received had he normally been granted his increment due in 1937.

60. Increments should not be withheld by heads of departments unless an officer has already been warned in writing that such a course is meditated.

61. The head of department must satisfy himself that the officer concerned has discharged his sluber satisfactorily in every way before servishing that he has samely his increment. In no case may an increment be granted unless a certificate is attached to the pay sheet in which such increment is first-inerted.

62. The rate of salary of an officer who is promoted or placed on a different scale of salary is governed by section 59 of the Colonial Regulations.

In case of doubt as to the interpretation of this Regulation in any particular instance reference should be made to the Treasurer.

63. In certain scales of salary there are efficiency bars on reaching which an officer cannot receive further incrementauntil he has been premoted to the higher part of the scale with the sanction of the Colonial Secretary.

An efficiency has is not an automatic step in an efficer's advancement, but lather a limitation thereto unless the requisite standard of work, conduct and qualifications has been attained.

In submitting recommendations for the passing of an efficiency bar, heads of departments should satisfy themselves that the officer recommended is

(a) efficient and in possession of the requisite qualifica-

(b) zealous in all branches of his work;

(c) a credit to his department in all respects.

The stage at which an officer should be regarded as having passed to the higher scale is when he receives the increment next beyond an efficiency bar point.

and produced decimal and trade and the control of

CHAPTER III.

DISCIPLINE.

- 73. Officers are required to discharge any, duties upon which the Governor may think it desirable to employ them.
- 74. Officers whose remuneration is fixed on the assumption that their whole time is at the disposal of the Government are prohibited from engaging in trade, or employing themselves in any commercial or agricultural undertaking.
- 76. The chief consideration in deciding whether or no private employment may be undertaken by officers should be :--
 - (1) Are there in the Colony, or reasonably available, private individuals capable of undertaking the particular work congerned?
 - (2) Is it in the general public interest that an officer should be allowed to take private employment in any particular case?
 - (3) Is the grant of the privilege in a particular case, likely to lead to a claim for similar treatment from other officers who are equally qualified for the employment, but to whom it might not be desirable to accord the privilege?
- 76. All officers, whether or not their whole time is at the disposal of the Government, are prohibited from directly or indirectly making or holding any local investment, speculating in the sharee of, or being connected with any company, occupation or undertaking which might bring their private or in any way influence them in the discharge of their duties. In all cases of doubt as to the application of this regulation an officer is required to submit the case for the Governor's decision.
- 77. The relaxation of the rules laid down in Regulation No. 76 above, has been authorized in particular cases, subject to the following safeguards:—
 - Previous permission of the Governor in Council is necessary in all cases.
 - (ii) Full particulars of the transactions must be disclosed.
 - (iii) The Secretary of State will be notified of the name of the applicant and the nature of the pecuniary interest, together with the Governor's decision.

all amount

This concession applies only to holdings in land and the position, area and purchase price must be stated.

Mining interests and interests of a commercial and speculative nature cannot be regarded as being within the scope of the concession.

- 78. Regulation 76 applies not only to officers themselves but to their wives, and officers will be held responsible for its observance by them. The practice of regularing a mortingage, for example, in the cause of the wife of an officer without the Governor's permission is a direct rightion of the regulation, and disciplinary action will be taken in any case which is thought to the Governor's notice.
- 80. No officer may undertake any private agency in any matter connected with the exercise of his public duties,

81. Without the express permission of the Beardary of State or of the Governor, an officer may no act at the editor of any newspaper, or take part directly or adjunctly in the management thereof, nor contribute anonymently thereto; nor publish in any manner anything which may be properly regarded as of a political or administrative mature.

He may, however, publish signed articles upon subjects of a general interest.

- 62. No officer, whether on duty or on leave of absence, is to allow himself to be interviewed on questions of public policy or on natter affecting the defence or military resources of any British possession.
- 83. Officers are entitled to their own views in matters of politics, but any public expression of these views is liable to violate the spirit, if not the actual letter, of Regulations Si and 62.
- Officers should accordingly confine themselves to recording their votes at the ballot and in no case publicly to indicate their support of a particular candidate or policy, either by signing nomination papers or in any other manner, such as making speeches or joining in demonstrations in favour of any political sperson, party or propaganda.

84. Officers are prohibited from receiving valuable presents (other than the ordinary prits of personal fuends) whether in the shape of money goods, free passages or other personal benefits, and from gavage such presents.

This regulation applies not only to the officers themsolves, but also to their families, and officers will be held nesponsible for its observance by their families. It is not intended to apply to cases of reaumeration for special services rendered and paid for with the consent of decurrenced. This regulation may be relixed upon an officer's final departure from the service of the Colony, but only with the appeal permission of the Secretary of State previously obtained.

85. Officers who subscribe of equation subscriptions towards a present to another officer valloud having received the previous permissions of the Sections of State are committing a breach of Regulation No. 84 and the Sections of State will not grant such permission unless the croumstances are fully explained to him in a despatch in time for a reply to be sent by mail. It is also generally desirable that the amount of individual contributions about the limited to a fixed maximum.

Money which has been subscribed with a view to marking approbation of an officer's conduct may be devoted to some public purpose and connected with the name of the person-who has marked such a proof general esteem.

86. Presents from rulers, chiefs, or other members of the population in or neighbouring to the Colony, which cannot be refused without giving offence, will be handed over to covernment.

When presents are exchanged between Governors or other officers acting on behalf of the Colonial Government in cere-alamial intercourse with rolers, chiefs, or others, the presents received will be handed over to Government and any return presents will be given at Government expense.

- # 67. Any officer who is absent from the Colony without leave will be held thereby to have vacated his office.
- 88. An officer of the Established Service may be dismissed by the Governor provided that in every case where the officer has not been converted of a triminal design the grounds of intended dismissal are definitely stated in verting and communicated to the officer in order that he may laye

full opportunity of exculpating himself. If in the opposition of the Governor the officer fails to exculpate himself and investigation shall be made into the charges in such manufact as the Governor may direct.

If as a result of back provided he dovernor he of opinion that the allegation a provide he may inflict purple punishment upon the officer by way of dismissal or leaver, punishment as may seem to time just.

This regulation is without prefudice to the undermentioned regulations providing for the summary punishment of officers by the Governor or the head of a department:—

The Departmental Offences Ordinance, No. 35 of 1928.

The King's African Rifles Ordinance, No. 31 of 1930.

The Prisons Ordinance, No. 37 of 1930.

The Police Ordinance, No. 64 of 1930.

- 89. Notwithstanding the above provisions if the Governor canaders that any made officer should be subjected from the service on grounds of general mediciency, he must call for a full report from the heads of the departments in which the officer has served and, it, satisfied after considering that report that it is necessary as the interests of the public agrice, he may reserve the officer. In every such case the question of pennium will be dealt with under the laws or regulations of the Colory.
- 90. If in any case the Gaserner considers that the interests of the public service require that an officer should come to exercise the powers and functions of his office instantly, but may interded the officer from the exercise of the powers and stactions of his office provided that proceedings for his dismissal are being taken or are about to be laten, or that eliminal proceedings are being instituted against him. An officer who has been interdicted shall, unless and until he is stapended, be allowed to receive such proportion of the salary of his office, not being less that ope-half, as the Governor shall think fit. If the proceedings against against a discovering the office, he will be entitled to the full amount of salary which he would have received it his last not been interdicted.
- 91. If an officer is convicted on a criminal charge the Governor may cause the proceedings of the criminal court on such charge to be considered in Executive Council, and if he is of opinion that the officer should be dismissed or

subjected to some lesser penalty on account of the offence for which he has been consisted the officer may thereupon be distributed or otherwise punished.

- 92. An officer consisted on a criminal charge shall not receive and salary come the date of conviction, pendios consideration of his case by the Governor.
- 63 an afficer as mitted of a criminal charge shall not be dismissed on any charge upon-which he has been acquired, but nothing in this regulation shall prevent his being dismissed or otherwise purished on any other charges virsing out of the conduct in the matter, provided that they do not raise publicantially the same range in those on which he has been acquitted, and the Governor if he thinks fit may take the usual proceedings for the purpose.
- .94. An officer who se under suspension of interdiction and not leave the Colony during the interest sector has a constanted or distributed, without the leave of the Garages.
- 95. Serious permiary embarcament is translating paring the efficiency of an officer and rendering him too valuable than he would otherwise her
- Special and the trustworthmess of the individual and may be held by he a bar to promution or increment.
- The more fact, under whatever plea, of becoming a party to accommodation bills or promissiony motes, whether for the own purpose or for spother person will be regarded in the same light.
- 96. The Registrate of the Supreme Court and Magistrates will report to the Governor every case in which proceedings are based assists any officer in bankruptcy, and every case in which are officer becomes a indiment scheer, and will send online of every such report to the Commission will send on the bead of the department in which the officer is stimulated.
- 97. Heads of departments will, within one month from his date of the receipt of the report referred to in the list practice regulation, tenannit their observations inport and individual case of indebtedness to the Governor and to the Colonial Secretary. Such observations alroud indicate alrow whether in the opinion of the head of the department and descriptionary action is called for against the officer concerned and a second what nature.

The removal of stamps from documents with intent to defraud is a crumbal offence and officers responsible for the safe custody of official documents about take the uncessary presention to see that there is no ressibility of removal of any stamps from such documents.

99. In cases where an officer wishes to dispose of any of his personal property or effects by sale to the Government, the sanction of the Governor must be first obtained to the transaction, and only in very special cases will sanction be accorded. Officers are not permitted to dispose of any of their personal property or effects by sale to natives in native reserves.

100. Any other selling or distributing lottery tickets or coupons to natives renders himself hable to dismissal.

101. The extent to which officers may be permitted to express their opinion of the actions of a friendly foreign Government must necessarily be governed by the extent to which such expression may be likely to embarrass the British Government in its relations with the foreign power.

Civil servants hold their offices at the pleasure of the Crown, and, whilst it is not desired to intenter with their liberty of free speech, any lack of descretion, likely to embarrass Government may result in serious consequences for the individual responsible.

CHAPTER IV.

DEAVE.

Til. All leave is subject to the exigencies of the Service.

An officet may not demand as a right to be granted leave.

112. Leave will be divided into two classes :-

(a) Local leave.

(b) Vacation leave.

Local leave shall be granted by the head of department at the rate of eighteen days in every calendar year of residential service but cannot be accumulated. On first appointment such leave should not be granted before an officer has completed six months' residential service. Local leave may be taken in conjunction with vacation leave. Only the most exceptional circumstances will be allowed to interefere with the grant of local leave.

113. In very special circumstances the Governor may extend local leave with full pay on the understanding that any such extention will entail reduction of equal length in the vacation leave granted to an officer.

114. Subject to the exigencies of the Service an officer serving in a probationary capacity or in the Established Service may be graphed twenty-eight days' vacation leave for each year's residential service in a healthy station. Proportionate leave may be granted at the rate of seven days for each completed three months' service.

115. In the case of officers serving in an unhealthy station two and a half months' service will be reckoned as three months' service in a healthy station.

116. Vacation leave may be accumulated up to six months.

117. No vacation leave will be granted for service in the learner grade.

118. Temporary service, if followed without a break by probationary service, may be counted for vacation leave with the approval of the Colonial Secretary.

119. The following stations are classified as unhealthy all stations in the Coast, Northern Frontier and Turkans Provinces, and the districts of North, Central, and South Kavirondo.

In the Ukamba Province : Kitui, Voi and Teita. In the Kikuyu Province : Fort Hall and Thika. 120. Deferred leave is vacation leave already earned and carried forward on return to duty after taking any portion of vacation leave.

121. An officer proceeding on leave to Europe must immediately report his arrival to the Crown Agents and the Colonial Secretary, Nairobi, on the forms attached to his last pay certificate, subsequently notifying any change of address.

An officer proceeding on leave elsewhere will report to the Colonial Secretary, Nairobi. If a communication to an officer at the address given fails to reach him promptly be will be held responsible for any inconvenience that may be caused.

the head of department to the Colonial Becretary on the form ...

a faid down in Appendix 0 of the Colo of Regulations.

4.124. Special attention is drawn to the necessity for an officeranot re-engaged through the Crown Agents to enter into the prescribed agreements in respect of passage prior to his departure.

125. If an officer is proceeding off leave overseas it is his duty to make his application for leave in sufficient time to enable arrangements to be made for his passage. Applications for accommodation on ships saling between January and June should be submitted nine months in advance and in the case of sailings between July and Dechiber at least six months' notice should be given to the Government Coast Agent. Provisional booking can always be arranged if the date of departure is uncertain.

126. When an officer is absent from duty owing to illness not caused by his own neglect or misconduct lie may be granted full pay up to a maximum period of three months absence in any one period of twelve months of residential service; half salary may be granted thereafter up to a maximum period of three menths. The period during which an officer is actually hader treatment will be covered by a certificate from a Government medical officer but local sick leave necessary for the purpose of recuperation after illness will require a recommendation from a medical officer, confirmed by the Director of Medical and Sanitary Services. All absence from duty, whether going to illness or convalencence, will be classed as local sick leave.

127. When an officer is granted local sick leave, the tnedical officer who furnishes the certificate on which the sick leave is granted should state thereon the destination to which he recommends the invalid about proceed.

128: Should illness be caused through the officer's own impropriety of conduct his full salary may be forfeited for the whole period of absence from duty.

139. Vacation leave may be extended with full ealary on the grounds of ill health for any period not exceeding as calendar months, and if necessary for a further period of six months with half salary.

130. The period of any sick leave spent outside the Colony will ordinarily be deducted from any vacation flave already earned.

131. Any extension of leave, however about, which may be granted on any other grounds than those of ill-health will be deducted from any period of vacation leave for which the officer may become chighly after his return to duty.

132. Every officer at least a fortnight before proceeding on leave to England, will present himself for examination to the medical officer at his station. If he is unable to do this he will make arrangements for the examination to take place before he sails. At such examination he must be prepared to give full information as to any aitments from which he may have suffered and medical treatment which he may have received during his tope of service. The medical officer will furnish the officer examined with a paper of advice in the proper form, which will contain directions as to the precautions he abould 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, se that it will arrive in England by the same steamer as the officer examined. One copy of the certificate will be sent to the Secretariat. Officers after presenting themselves for medical examination should obtain from the medical officer a certificate to the effect that they have been examined according to the Colonial Office instructions, without which they will be unable to obtain their steamer tickets, or passage money from the Government Coast Agent. All officers on being informed departmentally that their leave is sanctioned should be warned of this regulation.

CHAPTER V

PASSAOBS

- 142. An officer proceeding to England from the Colony should communicate with the Government Coast Agent through his department as to the booking of passages, giving, whenever necessary, full particulars as to class and grade of accommodation required; also children's ages (at time of proposed sailing date) and sex, together with information as to whether return or single passage tickets are required for his wife and family.
- 143. Passage tickets for all officers will be supplied by the Government Coast Agent, who will arrange payment making any necessary recoveries from the officers concerned.
- 144. Where any doubt exists as to whether it will be possible to grant leave to an officer on the date contemplated, provisional bookings should be made and confirmed at the first opportunity, not less than twenty days prior to the date of sailing. Once a booking has been confirmed, cancellation, should only take place on grounds of extreme urgency, and in the event of a late booking or cancellation, being necessary the Government Coast Agent should be notified by telegram which should be followed by a confirming letter.
- 145. In the event of a passage being cancelled to suit the convenience of an officer, Government will not be liable for any expense incurred thereby.
- 146. Return tickets must be taken when an officer is returning for further service irrespective of the grade, class or route in which the homeward passage is made; the return portion in the first instance must be taken in that grade or class only to which an officer is entitled. Any adjustment which it is desired to make is a matter for arrangement between the officer concerned and the Crowa Agents whilst the officer is on feave in England.

This regulation does not apply to return tackets taken for the wife and/or furnily of an officer when the return portion is usual in accordance with the wishes of the officer concerned. The cost of return passage fackets for the wife and/or family of an effect must be paid for before the officer leaves the Colors.

"161. Any extra expenditure on passages incurred by extension of leave or other cause, except on public mounds, will be at the charge of the officer concerned."

- 148. The accommodation for which offices will be considered eligible is on the following basis:—
 - (i) Officers drawing over £450 per armum at the date of sailing: second class British India Inne or B5, Union Castle Line.
 - (ii) Officers drawing over £300 per annier and not more than £450 per annum; second class British India Line or B6 Union Castle Line.
 - (iii) Officers drawing £300 per annum and under; third class Union Castle Line of second class British India Line.
- 149. Officers will be expected to travel by British lines unless they have received permission to the contrary when the passage allowance will be based on British India Line rates except in cases under (iii) above when the allowance will be bused on Union Castle Line rates.
- 150. For each year of residential service except in the learner grade, an officer will be considered to have earned 25 per cent of the cost of a return passage to the port nearest which his leave is to be spent by direct route and by the class to which he is eligible to travel up to the cost of a passage to London by the all-sea route, provided he is returning for further service.
- 151. No funds towards passages will be granted to an officer for less than two years' residential service.
- 102. No family passage allowance will be granted but an officer will be allowed to travel by a lower grade or class than that to which he is eligible and apply the savings towards the cost of family passages, and subject to modical functional forces will be allowed to accumulate passage mostry for service beyond four years so as to provide towards the cost of family passages.
 - 153. Passage privileges can in no case be converted into
- 154. When a cash advance is made to an officer by Government of by the Crown Agents in respect of a passage, whether intended to cover the whole or part of a journey the amount so advanced is to be accounted for by the officer, who if called upon to do so, shall furnish supporting vouchers to the proper authority.

165. Swinge realized on a passage in esther direction may not be utilized however the cost of expansive in the other direction. If an officer proceeding to Englished is previded with a reterm passage vottcher; the savings "an respect of the founday in either direction will be regarded as the difference between half, the cost of a neturn passage by the class by which he reverse and half the cost of a return passage by the class by which he is cittiled to enough.

186. In the evant of a married officer dying in the Colony, usigly passed of with appropriate transport privileges within the Colony, may be greated to his willow and family by the class to faith the decreased officer would have been entitled.

CHAPTER VI

MEDICAL

- 166. Regular medical examination of officers will take place at such periods of time as the Director of Medical and Sanitary Services may consider desirable.
- 167. Medical examination of local candidates for appointments will be carried out at the General Dispensary, Nairobi, between the hours of 9.30 a.m. and 11 a.m.

The medical certificate should include a statement that the candidate is not in need of dental treatment.

168. All officers other than those on temporary month-to-month appointments are entitled to free medical attendance by the medical staff in respect of themselves, but not in respect of members of their families of their segrants.

Operations upon an officer will be performed free, provided that they are not necessitated by his dayn indiscretion.

- 169. The cost of any freshment which the Government turbing agrees is unable to provide will be berne by the officer-emiserated. In cases, however, whereaster the transition of the considered. Expert radiological caramizations or treatment would be included under this heading.
- 130 A charge will be made for medical appliances and medical compute as distinguished from medicines, which latter will be supplied free of charge.
- 171. Prescriptions are made up at the Government Dispensary at any time during office fours. Prescriptions marked "organs," by a medical officer will be discensed at all boars.

Prescriptions should be accompanied by suitable bottles, as these are not usually supplied by the Medical Department,

Repeat prescriptions should be initialed by a medical officer.

172. The form of medical certificate to be used in the case of officers reporting sick is shown in Appendix 10 of the Code of Regulations.

A certificate furnished by a private practitioner should be countersized by a Government medical officer.

173. All officers in Nairobi, Mombase or Kisumu requiring medical attention will arrange for an appointment with the medical officer in charge of the European Hospital between the hours of 9 a.m. and 11 a.m.

174. The medical officer will have absolute discretion to order a patient into hospital.

175. Hospital fees on the following scale will be chargeable for an officer lodged in a European hospital:—

Per diem.

Sh

Officers drawing safaries of £300 per annum and under

Officers drawing salaries of £500 per ansum and under

Officers drawing salaries of £700 per annum

Officers drawing salaries over £700

In the event of an officer failing to pay his hospital bill on discharge, an account will be submitted to the Transfry, and the sum deducted from the officer's watery.

176. 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 is required to report the fact to the Colonial Office, and at the same time forward a certificate from his medical attendant, stating the nature of the illness, and, if possible, its probable duration.

177. When an officer on leave is directed to present himself for examination by a consulting physician to the Colonial-Office or any other medical authority in England or elsewhere, the fee will be paid by Government.

CHAPTER VII.

LOCAL TRANSPORT AND TRAVELLING.

187. Privileges in accordance with the various rules and scales which follow may be granted to an officer travelling in the Colony on duty, first appointment, leave and transfer.

188. In addition to these privileges, an officer on first appointment or vacation leave may be granted transport for his wife and children accompanying him or following him to his attation, the class of accommodation being the same as that granted to the officer himself, but the combined allowance of transport of luggage of an officer and his wife, and children must not uxceed the allowance of the officer himself. Such transport for an officer's wife and children will only be granted provided an officer takes not less than 26 days' vacation leave at any one time, and once only for each time an officer is transferred.

189. An officer who is granted free transport on vacation leave will be allowed to break his journey, either forward or return, at intermediate stations or bots. The journey must be completed before the expiration of the period for which the ticket is available, and the route must not be travelled over more than once in the same direction.

100. An officer transferred from one station to another rutin the Colony will ordinarily be allowed free transport at the comment expense up to a maximum of two tons, subject in a very case to a certificate that such luggage contains no provisions or perchable goods.

Expenditure incurred under this Regulation is subject to challenge by the Tressurer, and the scale is liable to modification at any time. No claim in respect of luggage transported on local transfer in excess of the scale laid down will be entertained.

An officer us fransfer will be allowed to include his luggage on a railway warrant up to the weight stated above.

191. No transport privileges at Government expense will be granted to officers travelling on local save, but in such cases they prill be granted concessionary tickets at a single fare for the double journey for themselves, their wives and minor children living with and dependent on their parents, but not for servants.

The conce sion is granted once only in each calendar year, and the return ticker will be available for one month between any two stations or ports on the Kenya and Uganda Railwaya and Harbours-Services.

The holder of a ticket granted under this concession is entitled to break his journey, either forward or return, as intermediate stations or ports. The journey must be completed before the expiration of the period for which the ticket is available, and the route must not be travelled over more than once in the same direction.

An officer who desires to avail himself of this privilege on local leave should present at the railway booking dince unto to the commencement of the journey a certificate from the head of his department, a specimen form of which is shown as Appendix 13, Code of Regulations.

192. An officer granted local sick leave after a period of illness, not caused by his own neglect or misconduct, may be granted free transport within the Colony in accordance with the scale haid down in Regulation 194, and ratiway and steamer accommodation to and from the place at which such leave is to be spent, of the class by which he is entitled to travel. Family transport will only be granted on the specific recommendation of a medical officer that it is essential that the wife should accompany the officer.

All expenses in connexion with the transport of an officer during illness or on sick leave will be met from the travelling vote of his own department.

The medical certificate must be attached to the railway warrant or to the relative voucher.

193. An officer requiring denial treatment may likewise be gracted free transport within the Colony for himself, but not for the family, provided that he obtains a certificate aigned by a denial surgoon to the effect that denial treatment was necessary and has been rendered.

194. Privileges in accordance with the following scale may be granted to an afficer teavelling on the Kenya and Uganda Raffways and Harbohra Services:—

First appointment or leave : 560 lb.

Travelling on official duty or sick leave -

(a) On journeys by rail only : 120 lb.

- (b) On journeys including also safaris, the authorized number of loads for safaris.
- (i) When the use of camp equipment is necessary to enable an officer traveling by rail and road to reach his destination, luggage, to the amount authorized for wheeled transport, vide Regulation 196, may be granted.
- (ii) The amount carried free on each ticket by the Railway is additional to she allowance laid down in the preceding Regulations.
- (iii) First class accommodation may be provided for all officers on take steamers and certain coasting steamers.
- (iv) No servants' tickets will be allowed.

195. Au officer travelling on duty who wishes to be accompanied by members of his family may be granted the same reduction on the fares for his family as is given by the Bailway Administration on the fares of Government passengers.

.This concession will only be available in regard to journeys accounted for by railway warrant.

The railway warrant must above separate provision for the officer's fare and that of his family, and before the warrant is issued the price of the family fare must be paid and a note made on the warrant that this payment has been made.

196. Privileges in accordance with the following scale may be granted to an officer travelling by road in the Colony:-

Pirst appointment or leave 35 1,440 lb.

(a) The above allowinces of porters are inclusive of all the camp equipment, tenta and porseral effects of the officer.

any, also of his despatch box and office furtifies.

(b) Extra porters may be allowed for police ascort, when required, at the rate of one porter to every first heart or fraction thereof for equipment, posho, etc., and an extra pages for one tent for avery six men.

self, his servants, his parters and life horse or mule, if

197. Camp equipment on the following scale may be granted to an efficer travelling as duty in the colony

1 tent, 7 ft. by 6 ft., with groundaheat, ferandah and

servant's tentist 1 -

1 chair.

T write bed, with mattress and musquito net.

ing to Where an officer travelling as duty a obliged to stay at an botal or but, the agreed term for beard and looking, will be gaineded. If supported by venchers, up to a maximum charms of the do nor might

The Whou an officer is travelling by that on duty or in proceeding on or exturing from restone trave, expense to respect of posals and/or hedding with be related of supported by youthers, up to a maximum charge of file 5 per night.

199. Stock inspectors, other than these period to the Northern Frontier Province, receive no travelling allowance, when travelling within the districts in which they are stationed,

200. Travelling allowance is not admissible where a passage with food is provided at Guvernment expense.

2017. Advances for purchase of another care to

to) In cases in which the performance of an officer's duties can best be facultated by the sure of a motive reliable. Government is prepared to make an advance upon the recommendation of the heads of the officer's department to the Treasurer, towards the cost of the required to pay ten per cont of the cost of the vehicle and the amount of the Georgianest advance must not exceed 48/10 in the case of a motor car's £100 in the case of a motor cycle and adecas, or £100 in the case of a sole motor-gyole. In the case of motor cars, the concession will apply ordinarily to an officer in receipt of a solar place of the concession will apply ordinarily to an officer in receipt of a solar place of the concession will apply ordinarily to an officer in receipt of a solar polar covering the period output which the advance is outstanding. Applications for advances should be administed on the fermi set out a Appendix 14 Code of Loguniators.

(b) In making a recommendation to the Treasurer under the preceding sub-paragraphs feadle of departments must certify in each case that the officer is required to undertake travelling in the course of his duties, and that such travelling can make advantageously by lown by motor transports of the type, and grade specified in the recommendation.

(c) No officer who is in possession of a misor vehicle purchased with Gyermment assistance has delikagainst the relative travelling note the doesn't being any motor vehicle for his own transport without the prevails consent of the head of his department.

(d) An officer who is granted an advance for the purchase of a motor eyele may, if he wishes, purchase instead a motor ear and although he will ordinarily be allowed to draw only the allowance allotted to motor cycles. he may be permitted to draw motor har allowance should be have occasion to perform a journey for which a motor one is necessary. The necessity must be clearly shown on the voucher or which the allowance is drawn.

(e) An officer in possession of a previous purchased inflow validle may, when it is no recommended to the Tressurer by the head of the department concerned, draw the appropriate allowance when travelling on daty

(f) A purchaser of a rather vehicle inder sub-paragraph (a) shows whall anter into an agreement with the Treasurer to form of Appendix 15, Code of Ragulations.

An officer who desires to purchase a motor rehicle in England and who is about to proceed on or is on layer in England may, after prior reference to the Treasurer through the bead of his department, obtain an advance up to the amis mentioned in Regulation 201 above from the Crown Agents for the Columbs for the purpose of purchasing a motor vehicle manufactured in Great Britain or cise where within the Empire of in imported into Kenva, and subject to his entering into the agreement fietalled in Appendix 16, Code of Regulations. Application for the advance must be submitted before an officer proceeds of leave through the head of his department to the Treasurer, who, if sanction is given to the purchase, all advise the Crown Agents.

203. An officer will be allowed to repay an advance thus granted in eventy-four equal and successive monthly installments; payments will be continued during absence from the Colony if the advance has not been adjusted prior to the officer of departure.

Whenever an officer obtains an advance, whether in the Colony or in England, under the Government scheme, the first instalment in repsyment will be recovered from the first completed month's sulary after the vehicle has been delivered.

204. Allowances to cover maning expenses and depreciation will be given in respect of journeys on Government service, according to the rates prescribed in the next paragraph. The rates no prescribed are liable to variation at any time at the discretion of Government.

205. Until further notice, the following allowances will be paid in respect of journeys undertaken on Government service be-

(b) For motor cars in the Northern

(d) For motor cycles without sidecar 20 cents per mile.

206. Channs in respect of journeys which do not exceed for miles in distance, measured not and back to claimant's normal place of work, will be left to the discretion of heads of departments or Provincial Commissioners for adjustment, either by way of payment at the rates indicated in Regulation 200 for specified journeys, or by means of commuted allowances if sircumistances to justify, subject to the provincibat the claimant has been authorized in the past by the Oploinal Sectedary to draw a commuted allowance.

107. Allerance will not be myable in respect of journeys between an officer's house and his office.

205. No allowance or payments will be made for stores about used to the motor vehicles, renewals, breakdowns, depreciation or vary other expenses or charges in connection with the motor vehicle incurred by the officer, but in the case of an officer staving the rate had down in Regulation 205 apocial claims may be made for major damages, which are not covered by the requisite insurance policies, which arise directly from necessary journeys on duty and which are not due to arrefuse the confidences. Claims of this nature should be

- 5

investigated by the head of the officer's department. If he considers the claim reasonable he may refer it to the Treasurer, who has authority to make settlement from the relative travelling vote of the department or province concerned.

The mileage rates payable on all vehicles are based on the cost of running these vehicles fully loaded. No additional allowances will be payable for the conveyance of passengers.

209. An officer entitled to draw car allowance, who may be sent subsequently to a station where the holder of his office has been granted sanction by the head of the department to use a motor cycle off public business and not a motor car, will be allowed to draw the allowance provided for a motor cap, if he uses-his car instead of a motor cycle, for so long as he continues to own that car.

216. Every officer claiming allowance for the use of a State aided or privately owned motor vehicle shall furnish a certificate on the form appended in Appendix 17. Code of Regulations, in duplicate, to the head of his department or Provincial Commissioner with vouchers, who will, if he allows the claim, endorse it to the Treasurer. Claims in this respect will be ambinited monthly. In this connexion, see Regulation 212.

211. It is to be clearly understood that the use of a motor conveyance on Government service is intended to be an economy of time and money.

The mileage traversed on Government service by an officer entitled to an allowance will be limited by the sanctioned provision for allowance in the several votes, and heads of departments will be responsible for this allocation not being exceeded?

2D). Officers are expected to exercise every economy, and are wassed that they must be prepared to defend the necessity of a journey for which allowance is claimed on its necessity being challenged by the head of the department or the Treasurer.

Several officers should arrange to travel together where this is feasible. Where a journey could be performed by train the railway should be used, unless travelling by motor car would better serve the interests of Government.

213. An officer using a motor vehicle under the conditions of these Regulations may be granted free transport for one motor vehicle when travelling on duty, transfer or new

appointment, provided that the head of his department is satisfied that it is in the interests of Government that the vehicle should be taken. The justification must be clearly shown on the voucher. In the case of an officer, whose duties can best be facilitated by the use of a motor vehicle, purchas ing such vehicle at a place other than his own station. Government will, once in each four of service, defray the nost of transport of a vehicle of the type and grade authorized, from the place of purchase, if this is within the Colony, or from Mombasa if the velicie is purchased outside the Colony, to the nearest railway station to he post, provided that it is im practicable to use the velifele for the journey in question.

Free transport for a horse, mule or bievele may be granted nder amilia conditions.

214 (a) The Crown Agents for the Colonies will purchase British made motor vehicle in England for an officer on duty in Kenyu.

(b) Arrangements have been made for the Government Coast Agest to clear as well as forward all motor vehicles consigned Id Kenya officers by the Crown Agents.

(c) Custom daily and landing charges will be paid by the Government Coast Agent who will debit those charges to the private account of the officer concerned

ild! The shore charges will be added to any sums already advanced to the officer to the initial cost of the machine, packing rusumuse, shipping frieght, etc., and resoveries of the total desirt will be effected by the Treasury through salary vouchers in the named manner.

alls. If the need armes for hiring a car for an official journey as officer may the a car from leastain firms and individuals on favorable semis. A register of firms of the dividuals who have expressed their willingness to secept the special terms is kept by the Central Tender Board,

The class of vehicle to he used, weight ho be carried, the charge per mile; and waiting charges, will be as notified from tune to time

6 217. Buyele allowance at the rate of Sh. 7 per month may be sanctioned by the bead of his department at his discretion for an officer who certifies that he has kept to bicycle for the period for which the allowance is claimed, and that it was an good order and available for Generoment on vice. Such allowance will be chargeable to the detectmental local travelling votes

CHAPTER VIII.

MIRCELLANBOUR."

227 No free quarters on allowance in lieu will ordinarily be arented to officers of the Local Civil Service; except that un cases where, owing to special duties, an officer has to occupy Government quarters at or adjoining particular institutions, such quarters may be regarded as part of the officer's emoluments.

2.8. In out stations where no quarters other than loverument quarters are available, such houses will be rented to an officer, either on a rental hasis calculated administratively on the value of such house, or on the basis of 15 per cent of the officer's salary, whichever is the less.

225 No officer will be compelled to rent Government quarters except in places where no other quarters are available.

230. in Arrangements have been made for storing the effects of an officer whilst on vacation leave in a special building in the Public Works Department yard at Nairobi. The space available is but as a rule adequate for storing an officer's furniture.

(ii) Applications for this concession, giving full details of the space required, must be addressed to the Chief Storekeeper Public Works Department, Nairobi, and no effects should be forwarded until intification has been received that space is available

(m) Are officer will make his own arrangements for the transport of his effects, which must be handed in to the Public Works Department between the hours of 9 a.m. and 3.30 p.m. on week days, and we he and 11.30 a.m. on Saturdays.

231 The following conditions must be complied with ;-

ta) Effects must be sconguly packed, preferably in stoni weizless boxes, and labelled by the officer himself with his signe, designation and department

(b) No package will be accepted without us identifying

(c) No keep will be hocepted

(d) The storskreper may refuse to take over any article if in his opinion it is unsuitable for storage, an account of its contents, packing, or for any other research

appointment, provided that the head of his department is satisfied that it is in the interests of Government that the vehicle should be taken. The justification must be clearly shown on the vuncher. In the case of an officer, whose duties can best be facilitated by the lise of a motor vehicle, purchasing such relicle as a pace other thin his own sixton, Government will, once in each lower of service, defray the cost of transport of a whitefel of the type and grade authorized from the place to purchase it thus as within the Coton; or from Montainen of the whitele is purchased outside the Coton; or from Montainen of the whitele is purchased outside the Coton; or from Montainen railway station to has post, provided that it is impracticable to use the weighter for the pourney in question.

Free transport Life a horse, unile or bicycle may be granted under sunday or hilloge.

At (a) The Crown Agents for the Colonies will purchase a Bottett in Se succes schools in England for an officer op dark in Kery 1.

hab Arms ements have been made for the Government Coast Agent to clear to well as torward all motor vehicles coast ned to Kenya officers by the Crown Agents

(of the chards y and hinding charges will be paid by the Construment Coast Agent, who will debut those charges to the garate account of the officer concerned.

(d) The chart pharges will be added to any muns already advenced to the office the things cost of the machine, no king many continuous cost of the machine, no king dated will be effected by the Transmy through salary woulders in the hand parmer.

ALX If the pred arries for hiring a car for an official journey and officer man live a car from certain firms and individuals on favorable seguis. A reguler of firms or individuals who have expressed their sublinguess to secret the special terms is kept by the Central Touder Branch.

gif. The chas of vehicle to be used, weight to be carried the charge per mile and welting charges, will be as notified from time to time.

217. Breve is allowance at the rate of \$h. 7 per utunth may be sanctioned by the head of this department at his discretion for an officer who certifies that he has kept a process for the period for which the allowance is claimed, and that it was in good order and available for the department support the process of the period or the departmental local traveling votes.

CHAPTER VIII.

MIRCELLANEOUS.

227. No face quarters or allowance in dec will ordinarily be gravited to officers of the Lorist Civil Service, escept that in cases where, owing to special duties, an officer has to occupy Government quarters at or adjoining particular institutions, such quarters may be regarded as part of the officer's sensitiments.

208. In out-stations where no quarters other than Government quarters are available, such houses will be sunted to an officer, either on a rental basis calculated administratively on the value of such house, or on the basis of 15 per cent of the officer's salary, whichever is the less.

239. No officer will be compelled to sent Government quarters except in places where no other quarters are available.

230, 30 Arrangements have been linkle for storing the effects of an efficie whilst on vacation force in a special building in the Public Works Department yard at Nairobi. The spice available is not as a rule adequate for storing an offiger's formitore.

(ii) Applications for this concession, giving tall desuits of the spines required, most be addressed to the Chief Storlooper, Fublic Works Department, Nairobi, and no effects should be forwarded until indiffication has been received that spines is available.

this Arcuticer will make his own arrangements for the transport of his effects, which must be handed in to the Public Works Department between the hours of it are and 1.50 p.m. on week days, and 9 arm, and 11.50 p.m. on Settindays.

usi. The following conditions must be complied with

ta) Effects must be somethy packed, preferably in stout weather burse and labelled by the officer himself, with his course designation and department

(b) No package will be accapted without its identifying label

(c) No kees will be accepted.

(d) The ctorskeeper may refuse to take over any article if the opinion it is unsuitable for storage, on account of the rupleties, pecking, of for any other reason.

- to In no circumstances will any explosive on inflammable article be accepted.
- 10 It must be clearly understood that, while every thereas, sales ears will be taken of these stored affects. Government will not hold itself resistingly for any loss or damage.
- 232. The storeke per may call upon an efficient and time to remove his effects after reasonable retries.
- 223rr The storekeeper may refuse to hand over any package so deposited until he receives a full and sufficient ducharge for the same on the counterful of the original receipt.

Examinations

- 238 An officer of the Local Civil hervice will be expected to comply with the regulations had down more irros to time governing the language and other examinations so far as any post which he holds may be affected.
- 235. Delice constables are also required to pass a departmental examination in law before being confirmed in their appointments.

Confidential Reports

230. Any requirements under this head will be considered administratively in consultation with the Civil Service Board.

Pield service

- 5. 237. An officer of the Local Civil Service will be expected to comply with the regulations hid down from time to time governing the wearing of field service dress so far as any post which he holds may be affected.
- 239. Any officer in the Colony has the right to address the Saxrelard of State. If his thinks proper, in which case he must transmit seem communication, unsessied and in triplicate, through the head of his department and the Colonial Secretary to the Governor requesting him to forward it in the colonia to the Secretary of State. Every letter, membrand, or other dominant which may be received by the Secretary of State from E Colony, otherwise than furnigh the Governor, will be referred back to the Covernor for his region.
- 230. Heads of departments are respected invariably to note in their letters forwarding communications to Government their ewn opinions and recommendations.
- 240. Departmental affiners should confirminate with the Colonial Secretary through the heads of their departments.

- 241. No officer is alloyed to take exclusive or copies of minutes and correspondence for his own purpose unless such driving a little of the officer personally and in not marked "Confidential".
- 242. A Willows and Orphane Tension Scheme is is operation, the previsions of which are governed by Chapter M of the Laws of Kenya and the regulations made increment.
 - 243. Hererament office hours are as follows
 - At Namobi From 8 30 a.m. to 4 p.m., with an interest of one from 5 an Saturdays, from 8 30 a.m. to 1 p.m.
 - At all other Highland stations: From 0 a.m. to 4 p.m., with an unterval of one hour. On Saturdays from 9 a.m. to 1 p.m.
 - At the Cossi and Nyanza stations then hoory will be left to the discretion of the local authorities, on the understanding that offices are to be open for not less than tour hours off Saturdays and six hauts on week days.

These hours are subject to the exigencies of the Service.

- 244. The following are gazetted public holidays
 - New Year a Day.
 - Good Friday
 - Easter Monday.
 - Empire Day
 - The Anniversary of the Birthday of His Majesty.
 - The first Monday in August.
 - Christmas Day
 - Boxing Day.
- If any day gazetied as a public boliday falls on a Sunday, the day next following not being itself a public holiday shall be kept as such.
- 233 Heads of departments are at liberty to give howe without loss of pay to Jewish members of shair staff on the following days.
 - New Year (two days).
 - Day of Atonement (one day).
- All officers on arrival in or departure from the Colony must report thefficeives to the Government Co. Agent.

APPENDIX I (REGULATIONS)

COLONY AND PROTECTORATE OF KENYA

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APPENDIX II (REGULATIONS).

COLONY AND PROTECTORATE OF KENYA.
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APPENDIX III (REGULATIONS).

COLONY AND PROTECTORATE OF KENYA.

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LETTER OF	APPOINTMENT	TO THE	ESTABLE	awen.	Sanvior

- #	Department
	Station
elle -	Date
	No.
To:	THE RESERVE OF THE PARTY OF THE
Me	The state of the s
Yoka	te bereby appointed as a

2. The salary attached to your post is at the rate of B. Janahan B. Lander

3. You must understand that you enter the service of this Colony and Protectorate subject to all Regulations affect. ing them which are note in force or which may be promulgated from time to time by the Government.

4. You are liable to be transferred at any time to another branch of the Colony and Protectorate service at the discretion of the Government.

Head of Department

agree to accept the conditions specified above.

Employee.

Date Copses to : Employee, Hon. Colonial Secretary and Hon. Preasurer.

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REPORT OF THE LOCAL LUNDPEAN CIVIL SERVICE COM TITTEE (ALERICK REPORT).

- . Copies of the above Report have been circulated and attached is an examination of the various proposals affecting the establishment of a Local Civil Service, it contains the comments received.
- 2. The main considerations appear to be :(a) Is it feasible to a tempt to introduce a scheme for a Local Civil Service until the details of a provident fund, or a contributory rensions scheme, have been worked out since the rates of contribution, etc., must necessarily have a bearing on the basic rates of salary proposed?
- (b). How is the case of serving officers to be dealt with It is clear from the comments received that some of the posts tentstively scheduled for the Local Civil Service in the Merrick Report can only be filled by recruiting from Overseas for a long time the come, and it is therefore for consideration whether they should be included in any such scheme at all.
- In view of the foregoing and at the detail which examination involves, the advice of Executive council is askedwhether the Civil Service Board refer at to in both the Fitzgerald and Merrick Reports should be set up at once and, if so, as a first duty it should be asked.
- I. To examine and to report upon the inclusion of the posts scheduled in the Jerrick Report for the Local Civil Service in the light of the comments received and the decision of Executive Council that Officers with six years or more service should retain Overseas Service rights.
- II. To advise whether it is feasible for Government to adopt the Merrick Report scales of salary, or such variations as they may recommend for such Local Service, pending a decision on the question of a provident fund or a contributory pension scheme!
- III. If the answer to II is in the affirmative, to make detailed recommendations as to points in the scales of salary on which officers recommended for the Local Civil Service should transfer.
- IV. To review the interpretation of the Secretary of State's provide "that officers recrnited from outside the Colony should not be lorded to accept conditions designed for local personnel, but as a personal arrangement should be treated in the same way as those holding posts assigned to the Eversees Service" and to advise whether this should include officers who, though not domiciled in Kenys, have actually been recruited in Kenys or officers who, though recruited locally, have their homes outside the Colony.

LOCAL EUROPEAN CIVIL SERVICE COMMITTEE (MERRICK COMMITTEE) REPORT.

The Report has been diroulated. The comments of the Expenditure Advisory Committee, of Heads of Departments, of the Transport Administration and of the European Civil Service Association are summarised below. It does not appear that the Committee consulted Local Government Authorities, accordingly the comments of those bodies have not been invited.

A. GENERAL.

(I) General common to by Heads of Departments etc. The

Commissioner of Customs considers that the principle of
appointment to Joint Service Departments of Members of a
Local Civil Bervice must be agreed to by the Governments
concerned before detailed discussion of the scheme as
applied to the Customs Department is possible. A similar
comment is made by the Officer Commanding the Northern
Brigade.

The Commissioner for Local Government, Lands and Settlement considers the term "Local" a mishomer for the service in view of the small number of locally born officers at present employed in the posts scheduled for the "Local" Service and he considers it a matter for conjucture whether the terms proposed will be sufficiently attractive for posts which made, necessarily, be filled from Home for many years to come.

The Chief Native Commissioner remarks that the parent Committee i.e. the Fitzgerald Committee, had recommended conditions of service which it believed would be adequate to attract lecul candidates of sufficient educational to attract local candidates of sufficient educational attainments for the duties of specified posts, and it believed that local squestional facilities combined with increased immigration were such as to make this possible. Burther, he states, in times of universal depression such as the present it is difficult to judge how far that committee's expectations are likely to be realised, but there seems some reason to believe that in the year that has clapsed since the writing of their Report the rate of immigration has not advanced. In any case, he considers, it is at present at least doubtful whether the supply of locally educated candidates will be adequate to meet the locally educated candidates will be adequate to meet the demand and the probability is that for some time to come the so-called logal service will continue to be recruited from overseas. This seems to be true particularly of appointments to technical posts scheduled for inclusion in the local service. He concludes that if the supply of local cardidates is likely for some time to be inadequate it follows that the immediate introduction of terms of service suitable only to local candidates must be premature. If it is admitted that for some time to comwe must rely, in the main, on overseas candidates to fill the "Local Civil Service" posts, then the question to be answered is fare the terms offered sufficiently attractive answered is "Are the terms offered sufficiently attractive to induce reasonably well qualified men and women from overseas to offer themselves as candidates?". Again as to the scales of salary proposed, he remarks, the mais consideration should be that emoluments should be mich as to compete with those offered by private firms for nimilar duties and responsibilities and it does not appear from paragraph 4 of the Report that the Committee has yet been able to satisfy itself on this important point.

The General Manager, Kenya and Uganda Railways and Harbours remarks that in most Departments it will be found that the great majority of the staff must continue to be recruited from home, difficulties will at once arise when two individuals doing exactly the same work are employed under different conditions. He observes that the Committee considers the conditions suggested not unsuitable if it proves necessary to fill vacancies from outside East Africa, but he is of opinion that the terms are entirely inadequate to attract staff from overseas. The terms suggested could only apply to the Railway Administration in a comparatively small way, and chiefly in connection with the junior clerical grades, because most of the Railway staff are technically trained and for many years recruitment must be from outside East Africa.

The Director of Agriculture considers it unwise to use the nomenclature "Overseas" and "Local" and understands that offence is taken to these terms in Civil Service circles as restoring the division to first and second class officials which was abolished by the Secretary of State in 1920. The proper desire to facilitate local recruitment can be met by an instruction that every endeavour should be made to recruit locally.

He notes that in the Schedule to the Report certain posts in the Treasury, Public Works, Post Office, Customs, Secretariat and Registration Departments are reserved for recruitment from overseas and he submits that it would give satisfaction to the service if it were indicated that an efficer in the "Local" service might be promoted to the "Overseas" section provided he has the necessary qualifications

and ability.

He does not consider sufficient stress has been placed upon the importance of a satisfactory educational standard for entrants particularly in the case of clerks and similar efficers who, for advancement to the higher grades, must possess a good sducation. Indeed, in the absence of facilities for technical and commercial education, he does not see how local youths can acquire the qualifications reasonably necessary to perform elerical duties.

The Covernment Printer reiterates the statement he made to the Committee "that there are no possible opportunities for local recruitment of these posts (in the Government Press) at present, or likely to be for many years. "He adds that the proposed emoluments are too low, and will not induce the right type of candidate from overseas especially when the adverse comparison with emoluments in neighbouring territories is realised.

The Statistician remarks that there is no clear justification for changes and modifications being introduced in the near future and still less "almost immediately".

He continues that the increased purchasing power of money in Kenya has definite limitations determined by the two main factors of (a) the geographical position of Nairobi and (b) Government policy in relation to tariffs and railway freights. He states that the cost of all articles, except those of local produce, will remain from 80 to 100 per cent above English prices, and that the present increase over pre-war prices in Kenya is definitely between 50 and 60 per cent. He adds that he cannot visualise any existing method by which local boys and girls can obtain the training available in England and South Africa. The locally trained girl is hopelessly incompetent and, if an efficient local service is to be built up, some training facilities must be afforded.

Local Civil Service is as yet incomplete owing to the absence of definite Pensions and Provident Fund proposals.

The Government Coast Agent considers the standard of education so low, and the field for local regulation to small, that it would be unwise to fetter Government's discretion even to the extent of filling the posts enumerated in the Schedule. He remarks upon the low educational standard suggested by the committee in the Schedule. Committee in paragraph & of the Report.

The Buropean Civil Service Association remarks on the lack of facilities to enable genuinely local reorgits to obtain qualifications and considers that an examination of the posts scheduled makes it ulear that a considerable time must clapse scheduled makes it ulear that a considerable time must elapse before the Colony can hove to provide the training necessary to produce efficient candidates to fill the posts. Many of the Bosts some duled regulations to fill the posts. Many of the Bosts some duled regulations to fill the posts which the produce of the provide the specialised posts in a local service. The type required can scarcely be recordised from those who are untiple required can scarcely be recorded to the provide the provided the specialised posts in a local service. The type required can scarcely be recorded to the provided the pr

Parat 1-7. The terms of Service.

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Executive Council at the Metang of the 7th January, 1932,
The inauguration of a Local European Civil Service. applicable to Civil Servants not employed by the Keny and Uganda Bailways and Harbourg Service.

Para 5 Page 2

Page 2.

The Committee found a difficulty in laying down at the present juncture terms of service which can be regarded as present juncture terms of service which can be regarded as which to prove stable ever any extended period of years. They consider that, has far as can be judged at the predent time the scales of salery they suggest provide a recommodation of the kenya civil Service for career in the lower branches of the Kenya Civil Service for local recruits who it is hoped will form more thin a consider-

The Merrick Repart was intended to affect some 662 pouts, of which some 46 are entimeted to be held by locally educated Europeane. It is thus clear that the term "Local European Civil Service " is a misnamer at present.

Moreover, both the terms "Overseas" and "Lood" as applied to Civil Servants, besides pring incorrect in a large majority of cases a fact realised in the Fitzgernld and Servick Reports are thought to imply a restoration of the division of the service into First and Second Chase Officials division of the service into First and Second Chase Officials a distinction which was removed by the Secretary of State in

Various other terms have been considered - Senfor and Junior, First Division and Second Division. Exvenanted and Unfovenanted: Executive and Subordinate etc. All give rise to the same objection and imply a barrier which, if restored, to the same objection and imply a barrier which, if restored is unlikely to persist in a Colony and in a service where it is unlikely to persist in a Colony and in a service where it, and should be increasingly possible for junior officers or merit to obtain promotion.

The fact is that certain conditions and terms of service are applicable to certain groups of posts and officers and certain other conditions and terms to other posts and officers; and because it does not seem necessary to invent officers; and because it does not seem necessary to invent descriptive of a very wide range of public service a term descriptivanties it is

(III) Sumbers of posts likely to be affected by the Report. As stated the Report is thought to affect some obe

Buropean posts, of which some 46 are held by locally educated

Europeans.

Of these 662 posts 350 are held on agreements and of the remaining 312 posts 250 Officers have been confirmed in their appointments. The orlance of 62 officers are serving on a month to month basis.

of the 350 Officers on agreements: -

254 have less than 6 years service.

40 have between 6 and 7 years service.

15 have between 7 and 8 years service.

10 have between 8 and 9 years service.

4 have between 9 and 10 years service

31 have more than 10 years service,

350

In this connection it is remarked that of the foregoing 350 Officers on agreements a large number have much more service than many of the 250 Officers who have been confirmed because their posts happen to be pensionable e.g. 23 European Police Constables with less than 5 years service have been confirmed while 12 Stock Inspectors each with over b years service are still unconfirmed. Instances of this anomaly occur in every Department and not only in the European staff but also between European and Asiatic staff.

tree do 6

The equity of the application of new terms of service in connection with the junior ranks was considered by Executive Council, the Minute, No. 391 of 1932, recording:-

"That: -

- (1) of the present posts for which modified terms of service have been recommended in the Report of the Level European Civil Service Committee, those holders who are at present serving on agreements or on a month to month basis should, less they have had six or more years continuous service, or have completed two tours, whichever shall be greater, be warned that any after of re-engagement which may be made to them upon the expiration of their present agreements may be on revised terms of service and that, in cases in which existing agreements expire before the new terms of service have been approved, they will, if they wish, be retained on a month to month basis until the new terms are ready for their examination.
- (2) Individual cases which may be recommended for special consideration should be submitted to the Governor-in-Council.

In consequence the recommendation has been made to the Score tary of State: -

Confidential despatch 20,125

That officers who had had six years or more that officers on a cgreenents should not a state of the fact that they happened to a serving on agreements by put in a less favourable favourable category than others who have possibly been confirmed in their appointments after a shorter period of service. Generally speaking, however, it was considered that a six years test was a reasonable one, and as provision has been made for any special cases of hardship I consider that the interests of the officers will be adequately safeguarded."

The Secretary of State's telegraphic reply states: -

Confidential telegram No.236 of the 14th November, 1932, from the Secretary of State. "I accept the proposalconcerning officers on agreement in posts assigned to the Local Service subject to the proviso that officers recruited outside the Colony should not be forced to accept conditions designed for local personnel, but as a personal arrangement should be treated in the same way as those holding posts assigned to the Overseas Service".

In view of the foregoing it appears that at present approximately 254 Officers on agreement may be affected by the Report.

(IV) Prospects of Local Recruitment: In the 1931 Censis Report, of the 4,692 Europeans aged 20 pr below, 39 did not specify their precise age, 1,532 were returned as aged 4 or below, leaving 3,21 Europeans definitely of school-going age. Of these 1,843 were receiving instruction, Traving 1,278 who were either not receiving instruction or whose parents failed to state that they were.

In 1931 in the economic age group of 10 - 19 years there were 801 boys and 801 girls. Between the ages of 16 and 19, the suggested age-margin for recruitment for learner staff, there were 357 boys and 290 girls.

Of the total youth of 627 persons of 16 - 19 years, 558 either were not at school, were not stated to be at school or had left school and only 69 [35 boys and 34 girls) were receiving instruction of any sort.

In 1931 there were 9,404 European males and 7,408 females in Kenya. Of these 1,529 males and 206 females were engaged in Public Administration and Defence, exclusive of Transport Services but inclusive of Local Government services.

Of these: -

Males.	Females.		•		
57	26	w€r€	of er un 19.	der the age	9
1,358	174	were	between 20 -	the ages of	
108	6	were	between 50 -	the ages of 59.	
6	-	Were	aged 60	or over.	
1,529	206			8	

The total of 35 boys and 34 girls who were between 16 - 19 years old in 1931 who were receiving education in Kenya speaks for itself in estimating the supply, even

supposing all were suitable for, and all were willing to enter, Government service. It will also be realised that for some years young persons of 16 - 19 would not be of great assistance in a Department.

Para 8 (1). Page 3. The question of a supply of junior recruits is not, however, only one of statistics. The Report lays down the minimum qualifications for candidates of raughly 16 to 18 years of age as the Junior Cambridge Examination, or an equivalent standard, and for older candidates the School Leaving Certificate of London Mariculation Examination, or other recognisable tests. The first examination is generally taken at an earlier age than 16 to 18 in the United Kingdom and the second and third examinations, or their equivalents, at the age of 16 or thereabouts.

It is easential that there should be standard qualifications for entry if the public service is not to fall in to disrepute and it will be seen that the Report sets this as low as possible, indeed perhaps to low. Apart from the low-education age statistics which have been given, and which raise a separate set of problems, it is disquictening to note that the following is the examination record of purspeam education in Kenya quaring the post five years:

during a period of 3 years, in attaining what can be called general intelligence qualifications.

Apart from the poor examination record of the past five years, in catimating the supply for a genuine local surspean Civil Service the total of 69 bays and girls between 16-19 years of age now receiving education must be discounted by the following foctors:

- "(a) That a number now receiving addication in Kenya will complete their addication placewhere.
- (b) That of those now receiving education in Kinya a number will not reach the requisite standards for entry to the Civil Service.
- a number, the have reached the requisite standard, will seek employment other than Government Service.

(d) That of the posts listed in Appendix III to the Merrisk Report the very great majority can be definitely regarded as closed to girls.

That there are no facilities for European vocational training in Kenya or for evening or continuation classes with the result that the training of the European Junior Civil Servants in the rudiments of his, or her, post would be at the expense of Departmental efficiency.

Doubtless European education in Kenya will progress and a supply of educated youth be obtainable, if only in small numbers, but the only conclusion which can now be drawn is that the prospects of obtaining locally educated recruits are poor in the extreme.

Accordingly it is submitted that neither now, bor in the readily assertainable future, can a genuine local service meterialise and that the very great majority of the posts reviewed in the Merrick Report must be definitely recruited either from persons recruited everseas, or from persons from overseas in Kenya who are maitable, and qualified, for the employment they

⁽V). Comparison between the point on of Turpman and this confiders adding tuner appointments.

(V) Comparison between the position of European and Asiatic officers holding junior appointments.

It should be noted that the Asiatic staff in the service are in a much more favourable position than the puropeans whom the Report proposes to include under revised terms, because of approximately 1150 Asian officers about 870 will remain on free pension conditions while on the puropean side of 662 officers only 250 have been confirmed in their appointments.

(VI) Conditions of Service in Local Businesses and

Paragraph & Page 1.

The Report remarks that the evidence received was disappointing because many of the larger firms and institutions failed to lumnish the requisite data and the particulars contained show a divergence of practice in commercial circles. The comparison with present and proposed Government terms is important and an apportunity has been taken of examining the confidential data submitted for the Committee and of obtaining, verbally and confidentially, the data not furnished that to the Committee from the larger firms. This is summarised below and the summary covers instances of Juropean shops, agencies, lawyers firms, transport and transport commodity companies, and banks, both large and small. Generally speaking all the larger institutions are included:

FIRM I.

- tocountant (n) 20 years' service, £500-£600. Increments in good times. No housing. No medical expenses. No definite periods for leave. Passage period included in leave. Low first class passage.
- Typist (f) 4 years' service £180-£260. As above.

No pension or provident fund. No cut in saleries.

FIRM II.

Clerk

- (m)) years' service. It fl20 in scale of f60-fl20. Increment on quality of work. No bousing. No medical expenses. Leave a months every 4 years. No passage given.
- (a) Li years service. At \$720 in scale of \$500-\$1000. Annual increment of \$50. Allowances \$50. No housing. No medical expenses. Leave 6 months every 4 years. First class passage.
- (a) 1 year's service. At \$1.80 in scale \$1.80 5720. As above.
- Typist (f) 5 years' service, At £240 in scale of £120-£500. As in first quoted instance in this firm.

No pension or provident fund. No cut in salaries.

PIRM IIT.

Head Clerk (m) - in years' service. At £420 in scale £300-£420. Increment according to merit.

Commission

Commission on business introduced. Allowances £35. No housing. No medical expenses. Leave 4 months every 4 years. £40 passage allowance.

Clerk

(m) - 2 years' service. At £165 in scale 2150-£165. Increment on merit. Commission on business introduced, No allowance. No medical expenses. No housing. No leave. No passage.

Typist (f) - 2 years' service. As above.

No pension or provident fund. No cut in salarles.

FIRM IV.

wechanics (m) - 6 years's service. F432. No increments, allowances, medical expenses, housing or passages. Leave given without pay, out at no stated periods.

No pension or provident fund, No cut in salaries.

FIRM V.

Salesman (a) - 1 years' service. 270 on scale 200-270.
No allowances, no medical expenses, no housing or passage. Local leave given.

No pension or provident fund. No cut in salaries.

FIRM VI.

Pachanics (n) - 21 years' service. 2438 in scale 2.20-2438.

Bonus when profits permit. No increments.
20 allowences. No housing or modical expenses. Leave 6 months in 4 years.

Scoond class passage.

Typist (f) - 1 year's service. F240 in scale £240-£330.
No housing, medical expenses, leave or
passage-

No pension or provident fund. No cut in salaries.

PIRY VIII.

Asst. Vanager (m) - 1 year's service. £380 in scale £380-£400. Annual increment. No allowances, housing, medical expenses, leave or passage.

Typist (f) - 3 years' service. £180 in scale £120-£250.

No pension or provident fund. No cut in salaries.

FIRM VITI.

Book-keeper (f) - 5 years' service. £390 in scale £300-£390. No housing or medical expenses. Leave 4 months after 4 years. Second Class passage.

Typist (f) - 3 years service. £270 in scale £240-£270.

No pension or provident fund. No cut in salaries.

FIRM IX.

PIR' IX.

- Accountant (m) 12 years' service. 2500 in soule 2450-2500. No housing. No medical expenses. Leave 6 months in 1 years. Half salary on leave. Second Class passage.
- Accountant (m) 6 years' vervice. £520 in scale £450-£520.
- Typist (f) 5 years' service. 2500 in scale 2500-2500.

No pension or provident fund. Ten per cent cut in salaries recently.

FIRM X.

- Mechanics (n) 2 years' service and under. 1 at £500, 4 at £480, 1 at £270. No housing, medical expenses, increments. Leave 6 months in 4 years, two-thirds salary on leave.

 Third class passage.
- Accountant (a) 12 years' service. £600. As above. Second Class passage.
- Cashier (a) 6 years' service. £480. As above.
- Clerk (f) 6 years' service. £285. As above.

Provident Wund recently suspended. No cut in salaries.

PIRM XI.

- Accountant (a) 3 years' service. £420 in scale £560-£420. £60 house allowance. Leave 6 months in 3 years. Wedical attendance. First Class passage.
- Stenographer (f) 7 years' service. £270 in scale £270-£300. is above.

No pension or provident fund. Ten per cent cut in salaries.

PIR XII.

- -gocountant (s) 6 rears' service. £456. Ten per cent on net profits. No housing, medical attendance, leave or passages.
- Typist (f) 6 years' survice. £308. As acove.

emloyers Lieoflity Insurance against accidents. Fifteen per cent cut in salaries.

FIRM AIII.

- Accountant (m) 2 years. £452. Increment on merit. No housing. No medical expenses. Leave 5 months in 5 years. First Class pessage.
- Typist (f) 2 years, £270, As above.

No pension or provident fund. No out in salaries.

FIRM XIV.

clerks (m) - On being posted to Kenya £400 (£200 pensionaule). Increments stopped during last
two years owing to world conditions.
Bonus in good years. No housing, save for
senior staff. Medical attendance for
propical diseases. Leave 5 months after
tyears for those under 40 years or age,
ditto after 3 years for those over 40
years of age. First Class passages.

Clerks (f) - £300 per annum. Otherwise as moove except leave is given after 1 years.

pensions at 50-60 years of age. No cuts in salaries, but for two years there have been no increments.

FIRM XV.

Cashier (f) - 5500 per annum. Guaranteed bonus on profits. No housing, no madical attention, Leave 6 months after 5 years. Second Class passage.

clerks (m) - £300-£420. Otherwise as above.

Clarks. (f) - £360 per annum. Otherwise as above.

No pension or provident fund. No cuts in salaries.

FIR' XVI.

Clerk (m) - On joining £360-2420 per annum. Increments on merit. No housing. Medical attention for tropical diseases. Leave 5 months a every 5 years. First Class passage for self and wife to country of headquarters of Company, extension of this privilege under consideration.

clerks (f) - on joining 2240-2300. Otherwise as auove.

No pension or provident fund, but practice appears to be to give a lum sum gratuity on retirement which is usually at 60 years of age. No cuts in salaries.

PIRH XVII.

Clerks (a) - On being posted to Yenya £200-£300 per annum plus £120 local allowance. Increments £15 per annum. £36 per annum house allowance. Bonus in periods of prosperity. Medical attention for tropical diseases. Leave 51 months after 4 years for those under 40 years of age, ditto after 3 years for those over 40 years of age. First Cless passages.

Clarks (f) - 500 per annum to competent woman. Otherwise much the same as the apove.

No cuts in salaries.

PIR XVIII.

Foresen (m) - 2 years' service. £480. No increment.

Ennus 220. No housing. Medical expenses in illnesses due to duty. Leave 6 months in 4 years. Second Class passage.

Linotype (1) - 18 years' service. £480. As above.

Accountant (m) - 2 years' service. \$720 in \$560-\$720 scale
Bonus \$30. is above.

Provident Fund. No cuts in salaries.

FIR" XIX.

Olerks (a) - On being posted to Kenya £420 per annum.
Increment of £45 after first 2 years, of £50 after next two years, of £30 after next two years, of £117 after next two years, len per centoost of living allowance reducible in the senior staff.
Trunished quarters or £50 per annum house allowance. £30 after ten years service.
Medical attendance. Leave 9 months after 5 years. Salary reduced while on leave.
Ist Class passage.

Clarks (f) - £300. Leave after 3 years, 1st Class

Punsion. No cuts in salarius.

FIRM IX.

decountant (m) - 5i years' service. fl.028. innual increment normally. S40 allowance. icting allowance. Furnished housing provided at rental of 15; on salary. Medical expenses, but not for aperations on family. Icave of conths in three years. First class passages for self and family.

Allowance. Otherwise as above.

Inglacer (a) - 51 years' survice. 2654. Acting Allowance otherwise as acove.

test. (n) -2/ years' service. £560. No acting allowance, Otherwise as above.

Assistant (a) - 5 years' service. 654. No Acting Allowance. Otherwise as acove.

Assistant (m) - 3 months' service. 2450. No Acting Allowance. Otherwise as above.

Stenographer (f) - 5 years' service. £382. No increment.

Stenographer (f) - 9 months' service. 2354. As above.

Provident Pund. Graduated out on salaries above 240 per annua beginning at 56.

It should, perhaps, be added that, with one

exception, the business houses where verbal inquiries were made expressed grave doubts as to the employability of locally educated recruits.

General deductions are difficult to make from the foregoing summaries, priefly it is thought the evidence shows:

- (a) A lour is generally 4 years.
- (b) A passage is given.
- (c) Pousing or house allowance is not usually given.
- (d) Medical expenses are not usually given, but in the better known firms medical expenses, at any rate for tropical diseases, are given.
- (e) prosperous times are shared in oy employees either oy way of bonus or of increments.
- (f) The salaries of male employees vary considerably and, generally, are higher after a few years' service than in Government.
- (g) i typist can command £240 £360 per annum as soon as abe is competent.

It is submitted, as a general principle, that the British system of resuperating its civil services a little better than the comparative junior ranks in conserce has justified itself in the United Kingdom and throughout the Papire.

B. PAY.

Para. 8 Page 5. The Committee point out that there are at present no less than 53 different scales of salary attached to the posts evered by its Report and state that the result of the inquigraded within the scales suggested for the Cherical Service. It should, however, be stated that various alterations in the scales proposed in the Report have since been received from Heads of Departments.

The Clerical service scales are: (1) Learners, or equivalents.

Present Scale. £120,£144 for second and subsequent years.

Report £60 to 58, 58, 45 case

£60 to £84,£84 to £108 per annum. Merrick Report. 260 x 12 x£84 by 18 to £120 per annum. 5 years.

Kenya-Uganda Railway.

296 consolidated first year,£108

second year. 2 years.

Southern Rhodesia.

There appear only to be learners in the Post and Telegraphs paid 260 x £30 x£180 in six-monthly increments. In Southern Rhodesia a male officer who has not matriculated is paid at the rate of £150 per annum and a female £135 per

Northern Rhodesia.

260 per annum.

Uganda.

None.

Tanganyika. Kenya. Asiatic.

None.

Up to 189.8 per annum for ungraded clerks, then 190 x 14170.x £120.Fromotion after

Kenya-Uganda. Railway.Asiatic, 290 x 29 x 2144. 7 years.

The Statistician considers the scale proposed not a living wage for young people residing away from their parents and suggests that dovernment must provide hostel accommodation and facilities for training.

The Surposen Civil Servants Association state it would be impossible for learners who had no parents, or relatives in Natrobi, to live on the salaries proposed, they do not consider that an increased rate of pay for Learners would meet the case as adequately as the provision of hostel accommodation for youths and young girls who ware forced to live away from their homes. It is, the Association states, of their board and lodging without assistance from parents or relatives, which may or may not be forthcoming, and the follatives, which may or may not be forthcoming, and the Government, but some contribution should be made by the Learners themselves. With the hostels the Association considerational facilities would be available to enable young poople to improve their qualifications.

The Borthern Rhodesia rulesstate that vacancies for though vacancies occur in other Departments it is considered permission to employ learners is rerely granted. Applicants that the employment of untrained clorks is uneconomic and that the employment of untrained clorks is uneconomic and such their parents or guardians. Learners are, generally,

eligible for promotion to the next grade as soon as they have passed a typewriting test and have obtained a certificate from their Head of Department, subject to the Chief Secretary's approval.

The considerations arising from the Merrick Report

recommendations appear to be:(a) Normal progress through the scale would take 5 years, is it reasonable that so long a period should be taken in learning, say, clerical work at the expense of Government? It is admitted that certain technical training may require

so long a period.
It will be observed that in Southern Rhodesia Learners are only found in the specialised work of the Posts and Telegraphs and that there the period of training is 24 years or thereabouts. It may be added also that in Southern Rhodesia a clerk who has not matriculated is expected to do so in 2 years.

The Committee chvisage entry into the Learner scale at 16-18 years of age and consider the Junior Cambridge a sufficient qualification, the late age as compared with the low standard of the examination required has already been remarked upon.

The Committee also definitely contemplate older entry than 18 years at £04 in the scale and with it the higher qualification of the School Leaving certificate or the London Matriculation. In Southern Rhodesia the rule is that no person under the age of 16 or over the age of 18 years shall be eligible for engagement as a Learner.

It is suggested that the 5 year scale proposed should be kept, in order to meet what demand there is for longer periods of training in certain of the technical departments, but that for the Learners who are engaged on clerical work:-

1.Entry should be between the ages of 17 and 18; years at £84 in the scale, and be

2. Conditional on a good report from the school and having passed the School Leaving Cortificate or the Landon Matriculation or a recognised equivalent and that

3. Promotion to the next grade should be allowed when the Government Junior Shorthand, typing and language examinations have been passed, and that

4. Failure to pass these examinations within 3 years should entail discharge, and 5.No leave, (other than local leave), or passage should be

given to a Learner.

In this fashion it is submitted Government would avoid an unduly long period of clerical training at its expense, avoid burdening Departments with juveniles, ensure efficiency within j years at the most and offer the chance of accelerated promotion.

(b) At no stage in the £50 x £120 scale can it be supposed that

the Learner can support himself and Government cannot be expected to pay a living-wage salary to a Learner out of charity, but 5 years, or even 5 years, is a long period for a parent, possibly in poor circumstances, to continue to support a child unless he happens to live in ,or have relatives at, the place of employment.

Suggestions have been made that Government should provide and/or subsidise hostel accommodation, it is submitted that this domand can not reasonably be made of Government at any time. No easy solution prosents itself and it seems that the advantage which a boy or girl with a home in Nairobi has must remain

If, however, facilities can be arranged at the schools, and by evening classes, there is no reason why an intelligent boy or girl, should remain more than, say, a year in the Learner grade. It should then be possible for him, or

her, to move into the next grade and, provide the initial salary of that grade gives a living wage, the problem solves itself.

If however, it is found that the initial stage of the next grade does not give a reasonable living wage the obvious result will be that the best Learners will leave Government service for work in commercial firms, where, as has been shown, a competent employee can at once obtain a docent wage with prospects. Generally, it seems doubtful whether a Learner is worth more than 35 per annum.

11) Crorical Grades.

Grado C, or equivalent. Present Scale, 2160 x 20 x 2240 x 18 x 2300 per annum

2150 x 10 x 200 per annum. 5 years. Fitzgerald Report.

Merrick 2150 x 10 x 240 per annum. 10 years. Report. Kanya-Uganda

Up to 2180, then 2180 x 15 x 2225 for Railway.

Clerks. 6 years. 120 x 12 x 5180, then 1195 x 15 x 5250 for Typists, 11 years. 114 x 12 x 240 for Shorthand typists.

9 Years. Ken. 2780 first year, £200 second year, £240 third year, provided he has matriculated. Southern Rhodesia.

women. 150 x 15 x 2210 and it appears that a woman who has matriculated enters at £165 per annum. 4 or 5 years.

Northern £120 x 12 £144 per annum. 5 years. Rhodesia.

Uganda. No equivalent.

Tanganyika Territory. No equivalent.

Konya Asiatic. £126 x 6 x £162 then £168 x 9 x£216. Renya-Uganda 2150 x 9 x £177, then £186 x 512 x £210, Railway. Asiatic, then £216 x £12 x £240. 10 years.

The Statistician considers the Syade C salary scale too low for young people living away from their parents, he points out e.g. the wages of a competent girl typist in ingland is not less than all, per annum. The difference in cost of living at say, 50 per cent, transposes this salary into £215 per annum.

The European Civil Service Association take an officer aged 20 of average of no exceptional ability, entering G.ade C at \$150 and who, progressing through the stages, reaches the maximum of £210 at 29 or 30 years of age. The Association then invites attention to the Postmaster General's note on Page 65 of the Report, that he:

"wishes to emphasise his opinion that a man should reach a marrying scale of about £35 per month at the age of 28 to 50 years and that this should be brought about by a system of gouble increments if not otherwise arranged, A view which the Report states its Sub-Counittee endorsed.

A salary of 220 a month is not, and is not likely to be, a marrying salary in the Colony Generally it is less than a competent man can obtain in local firms and, taking 235 a month, or 2,20 per annum, as a marrying salary, it will be seen from examination of the proposed scales that on normal progress it will take 23 years to reach this salary by which time the officer will be between 10-13 years of ago.

than in the United Alagdom and it is suggested that in a young European Colony public policy demands that marriage should be encouraged.

The 1931 Consus shows:-

Males. Females, Females to Males. Census year.

1311 1306 1931	2,022 5,800 7,199 9,404	1,153 3,851 5,330 7,468	74	per	cent.	
1931.	9,404	7,108	79	per	cent.	

Years of age last Birthday.	Neof Malos.	No:of married males.	No:of Females.	No:of Married Females.
20 21 22 23	126 125 173 192	11	100 89 114	27 27 47 64
25 26 27	250	29 18 171 75	127 135 173 185	79 91 121 119
28 28 20 20	252	76 107 122	174 187 184	121 127 136 128
323	19 5 268 226	117 137 141	204 205 224	158 160 178

1931.

whoreas the male Europeans had decreased:

A large employer, and Government will probably remain the largest employer of Europeans of all grades, annot afford in disregard this problem. It is generally mid that carly marriage in the administration and the falce a not conductive to afficiency and is embarraseing to everyment, decordingly special rules exist in those cases with are not applied to any other branches of the service. The part to which the Merrick Report relates are generally coains, not posts which would be held in outstations. The obtains which present themselves are:

the the suggestion of double increments. Apart from the last an increment depends upon good work, examination of ale suggested in the Report shows that by no possible netation of the suggestion could the result be arrived in the scale. If 120 per annum or thereabouts is a searrying salary then it is not double increments

but almost double salary which would be required to most

the situation arising from the Grade C proposals.

Again, as the <u>Suropean Civil Service Association</u>
points out the principle of double increments is open to
objection. The grant, even though in the hands of Government, would largely depend upon the recommendations of more, and some less, exacting then others. The Royal Commission 1929 -31 on the Civil Service remark:

"86. The pre war practice of awarding in each year a

himited number of special additional increments to specially deserving second division clerks was an attempt to overcome the defects of a scale system of payment. The arrangement was discontinued after the war and we do not recommend its

restoration".

(b) To enable an officer to move out of the grade into the next grade if he has obtained, say:

(1) Consistently good reports from his Department, and

(2) Has passed the examinations held down for promotion to Grade B which, it is suggested, should be bead down by Government for conduct by the Civil Service

Board e.g.:
(i) The Senior Shorthand and Typing Examination.

(ii) A general Intelligence Test consisting of a short written general knowledge paper and a viva voce examination on, say, the Code of Regulations, legislation specially effecting the Department in which the officer is serving, etc. This viva voce examination would serve as a personality test.

Those suggestions are similar to the Northern Rhodesia regulations, which remark that a clerk in this grade is to all intents and purposes qualifying for a livelihood at

the expense of Government.

(c) To increase the amount of the increments in the scale for this Grade.

It is suggested that the good reasons which

have been found to exist against double increments when they have been tried prohibit acceptance of the proposal.

Difficulties which would be experienced in adopting solution (b) above are that the salary for Grade C overlaps, in the Merrick Report, with that for Grade B; and that the requisite financial provision may not be available in the current year estimates. The financial prosult of securing special afficiency and at the same result of securing special officiency and at the same time providing reasonable promotion would only be a few hundreds of £ per annum, this difficulty is not insuperable.

Generally it seems that the solution of the set of problems which arise will be found in a combination of solutions (b) and (c) above.

Grade B. or equivalent.

Present scale -2180x20-2240x18-2300x18-1390 -13 yeer Fitzgerald Report(men) £240x15-£300x20-£360x20-£420- 11 year llycars

(women) £240x15-300x10-360 - (men) £200x15-290x15-£350x15-1,25 (women) £200x15-290x15-£350 Merrick Report Kenya-Uganda Railway -£250x18-340 for Shorthand

typists -£240x15-£300, then £315x18 -£405 for clurks

S. Rhodesia

15ycars 11yoars

5 6years

llycars

years

Grade B, or equivalent (continued)

S. Rhodosia (mon)-£260x20-£380, plus £50 per annum-7 years for married men at £300 envards

(women) -£230x10-£260 -1 year -2 year -2 year -2 year -2 year -2 year

Uganda none Tanganyika none Kenya Asiatic -£228k12-£300

Kenya-Uganda Railway -£216x12-£210, then £216x12-Asiatic £250 and £261,£300,£360 for 5 years

The existing rates of salary make no differentiation between the salaries of men and women, in the fitzerald Report differentiation was advised and the principle is followed in the Morrick Report. The Royal Commission 1929-51 on the Civil Servine was equally divided, although the principle of equal pay had been endorsed by the House of Commons in 1921 despite the accepted reglish business practice of differentiation. In Australia, Canada, the Trish Free State, the United States of America, the Loague of Nations, the London County Council and in nearly every country in Europe the pay of men and women Civil Servants is equal for the same work. The arguments are coll known and in Kenya the principle of differentiation has been endorsed by the Governor in Council.

The Report recommends that entry into Grades B and C should presuppose passing in the necessary qualifying subjects, as at present, and, subject to the existence of a

vacancy, a clerk in Grade C would enter Grade B at the minimum, unless he was already in receipt of a higher salary in which event he would enter at the next appropriate incremental step. At the same time the Report lays emphasis on the desirability of selecting cendidates for vacancies on a general roster rather than treating Department

ments on a watertight basis for the purposes of advance-

This, and the preceding recommendation, are centradictory and occasion a real problem which will be dealt with later.

In this connection the Director of Agriculture considers that the salary scales are not well devised and that it would be much more satisfactory were there; distinct salary advancement to mark promotion from grade to grade. This, it will be observed, the Merrick Repert does not propose, whereas the Fitzgerald Report did so propose. Moreover promotion from Grade C to Grade B, under both Reports, and present practice, depends on the fortuitous

grade. This, it will be observed, the Marrick Report does not propose, whereas the Fitzgereld Report did so propose. Moreover premotion from Grade C to Grade B, under beth Reports, and present practice, depends on the fertuitous circumstance of departmental vacancies.

The suggestion has been made above that the passing of certain examinations coupled with efficiency curtificates should determine promotion into Grade C and from Grade C to Grade B. Taking into consideration the periods of 10 and 11 years respectively which the Morrick coport envisages for Grades and B and the fact that an officer may be as much as 36 - 13 years of age before reaching the maximum of Grade B, it is older

e skilist

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that if Government Service is to have any attraction for the elerical, and similar, grades some method of progress to the deserving efficer must be devised to prevent complete stagnation in grades C and B:

It will be realised that Grade B must be regarded es the Basis Grade of the Jubbar tanks of the Gavib Scruce;
and it is also true that while it is generally impossible,
and probably inadvisable, to give higher salaries for
election work in different Departments the fact remains
that the work of the Department, from the nature of the
departmental functions, does vary consider bly in calibre.

If this is accepted, then it seems clear that the Director of Agriculture's point must be taken and promotion; from Grade C into Grade B be definite promotion and that the saleries should not overlap for 4 p ars. This, of course, entails reconsideration of the Grade C scale and, it seems, an amalgamation of the Grade C scale and.

It may be remarked that in Northern Rhodesia promotion to this Grade is, as suggested above, by examination and on efficiency sertificates. There a man enters the Grade at a higher scale than a woman, but the Grade ends for both at the same point:

Grade A. or courrelent.

Present Scale -	£240x18 -£300x18 -£390x18 -£4	RI	0.2	
	20-2500		16	YE:
Fitzgerald Report (men)	- £380x20~£480x20-£540	y-4	9	
" (women)	-£380×10-£420	-	5	
Mc rrick Report (men)	-£350x20-£450x20-£600	*	13	
women)	-Mone	-		pel
Kenya-Uganda Railway	-2420x20-£480, then £500x20-	9		
	2540	-	7	
S. Rhodesia, (man)	-2400x25-£450x34-£484,plus £50 for married men	-	4	,
(women)	-£270x10-£300		4	
N. Rhodesia	-£300x18-£480	-	12	
Uganda (men)	-£300x18-£500	-	12	
women)	-£300x18-£426	-	8	;. H
Tanganyika	-£300x18-£390x18-£480	-	10	
Kenya Asiatio	-£360			
Kenya-Uganda Railway	4480 for special posts			

The Report emphasises the desirability of selecting candidates for vacancies, particularly in this Grade, and the next, on a search mater wither than tracting departmental personnel in a section of basis for purposes of advancement.

It appears that there was a difference of opinion on the Committee after investigation of the technical posts which appear in Appendix III, and which the Committee desired, he far as possible, to assimilate to the Clerical Grades, which has resulted in a majority recommendation that the maximum should be reduced from £600 to £040 per annum. It is submitted that selection for Grade A should not be confined to serving officers alone and that specially qualified persons should be eligible for this Grade. For newcomers, it is submitted, the qualifations should be a good record, previous experience and a degree of any University in the British Empire. A similar rule exists in Northern Rhodesia.

Page 5.

The Report, differing from the Fitzgerald Report, recommends that women clerks should not ordinarily progress beyond an annual salary of £350 and that exceptional cases can be met by allowing women entry into the Special Grade. It will, however, be realised that a natural result of this limit would be that, having gained experience and qualifications in Government, a competent women would be able to obtain a salary approximately £350 per annum in a much shorter time elsewhere. This salary limit recommendation for women is not agreed by the Commissioner for Local Government. Tands and Settlement, who remarks that the Committee gives no reason for its recommendation, that it is contribute to the Fitzgerald Committee and that it will not be to Government's interest to prevent itself from attracting the services of specially qualified women.

The Chief Native Commissioner also disagrees with the abolition of Grade A for women, the actual number of present Grade A women is wery smell and it would, he says, pay Government to allow entry to women to provide a stimulus to ambition.

The Treasurer states it is not clear to him why the Report makes no provision for posts for women in Grade's, he suggests the reasons for making this change should be cluborated.

The Buropean Civil Servants Association considers the deletion of Grade A female posts a hardship and remarks that there are several women occupying these Grade A posts with credit and that there should be opportunities for efficient women to obtain promotion.

It is submitted that there is a strong case for reinstating a Grade A for women whose service, merit, experience and qualifications warrant their admission.

Special Grade, or equivalent.

Present	Scale		- None.			-	
Fitzger	ald Report	(men)	£500x20-£660	-	J	yε.	I
		(women)	- None			(m	
Marrick	Report .	(men)	-£500x25-£650x 25-£725	-	10	× 11	
		(women)	-£360x20~£420		4		
Kenya-U	ganda Rail	way	-£500x20-£600		6	n	ij
S. Rhode	sia	(men)	-£500x25-£57 5x30-£605		5		1
		(women)	-£315x15-£360	-	4	11	
N. Rhode	sia		-£480 x20-£600	-	7	i.i	
Uganda			-£600x30-£720	-	5		1
Tangany	ika		-£600x3 0-£720	-	5	d	

The Report recommends that the Special Grade (men)

should be strictly limited in numbers and as confined to duties connoting special responsibility or qualifications

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in addition to the normal confidential or supervisory duties which would be adequately remunerated by Grade A. Further, that the bar next before the final stage in the scale should be a barrier save in regard to exceptional status or outstanding personal merit. Presumably the same remarks should be applied to women in the Special Grade. This Special Grade is evidently intended, as elsewhere, for Chief Gierks, Office. Superintendents in large Departments and like posts to which promotion is by efficiency and no other consideration.

In connection with this Grade the Trecaurer says he is inclined to doubt the justice of making so large a difference as \$300 per annum between the highest salery which can be obtained by men and the highest salery which can be drawn by women. He continues, that because it is clearly intended that few, if any, of the men employed in these posts should proceed to \$725 per annum he does not wish to press for any amendment.

The fact remains that \$420 per annum is not a saliry which will attract, soy, a women graduate he the most she can attain; neither, it is submitted, is it a writing which will suffice to retean a woman of merit live dy in the Bervice.

It is again submitted that entry to the Grade should be open to exceptionally qualified men and wamen.

At this stage in this commentary certain general conclusions are submitted: -

The term "Local Service" can in no sense be applied either to the existing personnel covered by the Report of the future entrants, within a period which need now be taken into consideration. Consequently the lower rates of pay and terms which can justifiably be given to junior Civil Servents who have their homes in the equatry cannot get be applied with justage.

The Report has the avowed object of establishing The Report has the avowed object of establishing reles of pay and terms for a genuine Local Civil Service and assuming that the setting up of such service in possible within any ascertainable time, there are grave doubts whether the salories proposed at various points are sufficient to attract, and to retain, an antenut of the type usually recruited by British Civil Services, whether the recruits are obtained from home of in Kenya.

Assuming that there is no intention of reducing what may be termed, for weat of a better description, the British standard of junior Civil Servent; essuming also it is accepted that divil Servent schemes and terms should, in the junior ranks at any yetc, be equal to, and a little better than, those given in businesses of repute it is unfortunate that the Report fell to be made during a period of unpracedent d depression.

Accordingly 10 10 submitted that the dominant factor is not that of present (1932) economics, but first that of ensuring a healthy public service and second that of providing a reasonable career for the qualified youth of the Colony.

Pacilities for obtaining qualifications scarcely

exist in the Colony and their provision is a primity consideration in the ideal of a genuine Level Service is to materialise in any form,

Generally, it with have been observed that the scales proposed compare unfavourably with those given the color of the color of

C. LEAVE

Page 6. The Report, one Member dissenting, considers the recommendations of the Fitzgerald Report adequate on this head.

That Report recommended.

Local Leave. 18 days per annum.

Vacation Leave. 28 days per annum, and so by inference a 6
years tour, cumulative to 6 months. Also an
appropriate allowance in respect of service
at unhealthy stations, the object in view
being to emble the vector leave to be
earned in a shorter time and not longer vacution leave in the same time. In accordance
with this principle the Merrick Report
recommends 5 months in an "unhealthy" station
should count as 6 months in an "unhealthy" station
should count as 6 months in a "healthy" station
tion. In this connection the Director of
Medical and Sanitary Services suggests that
stations might be divided into three categories.

The Commissioner of Local Government Lands and Settlement considers that the privilege leave Conditions should be improved and that this could conveniently be done by providing that the period occupied by the voyages will be counted as leave.

The General Manager comments that while he has some sympathy with the suggestion that the length of service should be controlled by the time in which it is possible to earn the cost of a passage the most economical method of arranging relief can only be enforced if tours are of a fixed paralod strictly enforced so that the minimum relief can be provided. Any variation or relaxation of a fixed tour is bound to lead to additional expense.

The Director of Agriculture remarks that vacation leave should not be taken lacally unless of medical certificate is obtained. There is evidence in his Department that, even among those who were born in Kenya, fitness and afficiency suffers if leave is taken in the Colony.

The Tressurer, despite the different conclusion expressed in pergraph 74 of the scheme for the unification of the Colonial Administrative Service, agrees that the passage period should be included in the leave earned and remarks that conditions are different between an "Overseas" and a "Local" Service.

The Suropean Civil Servents' Association instance the difference between the present and proposed terms by:-Present 30 months tour.

Healthy Stations.

150 days 56 days, voyage period 206 days Unhealthy Stations.

236 days, voyage pariod

Proposed 48 months tour

18 days, local leave.

Unheelthy Stations
136 days
16 days local deave.

That is, taking into consideration the langer tour, the new proposals are lass than one half the present torms. The Association considers overseas laye should be granted at

the rate of one month for each year of service, exclusive of the time spent on the voyage. Moreover that in unhealthy districts the tour should be shortened instead of the leave allowance being increased; this is, of course the intention of the Merrick Committee.

The Expenditure Advisory Committee agrees with the Report.

It is noteworthy that in the various reports which have been made upon this subject no detail is given of the medical evidence on which the varying recommendations have been based. The subject is one on which, it is understood, there may be a divergence of local medical opinion. Neither the Fitzgeral nor the Merrick Reports mention the possibility that men and women are differently affected by the length of the tour, it is a fact that the sickness rate in Departments is greater in the case of women.

It is also remarked that the various reports attach considerable importance to adequate local leave. At the same time it must be admitted that local leave cannot be taken unless the officer's work can be done by someone else and this is not always possible - there are many officers who have scarcely ever been able to take local leave, and there are many officers whose duties call them away from their headquarters and whose need for local leave is less. There are also officers on the scholatic staff of the Education Department who, by reason of school holidays, it is submitted, should not be eligible for local leave.

Again when a service it not "loc-1", and has no other home than its quarters in the Colony, the considerable cost of taking a holiday in an expensive country must be taken into account. The fact that an officer might be able to stay with personal friends is not, it is submitted, a consideration for Government:

Since the Report was written, and the comments received, cortain representations have been made to the Secretary of State affecting the entire service in the matter of leave one, it is suggested, his decision should apply to the Service as whole. It has been shown that the "Local Service" of the Marrick Report is a misnomer.

D. PASSAGES.

Page 7.

The Fitzgeruld Report advocated that the grading of passage accommodation should be according to the two categories of officers advocated by the 1929 Committee on Leave and Passage Regulations. The Merrick Report adopts the second category, Category B, for the "Local" Service, viz:-

- (i) Officers drawing over £450 per annum Second Class British India, or B.5 Union Castle Line.
- (ii) Officers drawing over £300 per annum and not more than £450 per annum - Second Class British India Line or B. 6 Union Castle Line.
- (iii) Officers drowing £300 per annum and under Third Class Union Castle Line or Second Class British India Line.

Whereas the Fitzgerald Committee recommended that the "Logal" Service Officer should be assisted in his passage to the extent that Government should open a passage account into which the officer would pay 21 per cent of his salary (subject to a minimum of Sh.10/- and a maximum of Sh.20/- per mensem) and into which Government would pay an equal amount.

The Merrick Report recommends that the "Local" Service Officer should be considered to have earned 25 per cent of the cost of a return peasege in respect of each year of resident service, the maximum being the cost of a peasege to London, and that no financial assistance should be given unless the officer has given an undertaking to return for further service. In this connection it may be remarked that the usual rule is a pass set to the place of engagement.

The Merrick Report considers no assistance should be given towerds family passeges, but would allow an efficer, as now, to travel by a lower grade of accommodation than that to which he is entitled and to put the savings towards femily passeges. In this fashion it will be seen that to the and of four years an efficor sould earn a passege for himself and at the end of eight years an additional passage if stationed at a "Healthy" station.

The Commissioner for Local Government, Linds and Sattlement does not agree that assistance towards family passed should be denied.

The Director of Addical and Senitary Services considers a full processe should be served by 6 yours' service and that no secretained should be granted towards family processes by performing longer periods of service. He maintains that the cost to Government of the services of an officer should not your in secondance with his married or unmarried state.

The Tree surer prefers the more generous Merrick Report to the Fitzgerald Report.

The Europeen Civil Servents Association soy that a large number of merried men with familiag will find it impossible to save their family passes by the end of a four year four and will find it necessary to serve an extra two years to carn the allowence towards family expenses. This, the Association says, will result in a loss of officiency, as an alternative of contributory scheme is suggested.

The Expenditure Advisory Committee and of spinion that it should be made clear that passege privileges should only be given to the part nearest to the place where the leave is to be spent, the maximum being that advocated by the Herrick Report.

Purther, se regards family pressed flow ness, the expenditure Advisory Committee consider that existing concessions should be maintained, but suggest that an officer, who is not transformed from elsewhere; should not be allowed, in normal officementances, to bring his wife to Kenya during his first; tour of service and if he does he should be regarded as "married off the strength" and not eligible for any passed privileges.

In Northern Rhodesie it appears that free pass gos are not grented to officers who are not returning for further corvice and that the family allowings is 260 and 250 respectively for senior and junior Civil Servents, in Konya it is 240 and 250.

Recently the question of pessage privileges has been under consideration by Government, the matter is complicated by Empire agreements, by the Conference Lines understanding by the extent of the accommodation evellable in Mast Court above more and by the demands of the general and Court public and other East African Governments for the chapper accommodation.

Generally, it is suggested that the herrick Report recommendations should be followed, but that the grant of a family passege allowed is justificated on grounds of general policy.

I. PINSIONS.

Page 13.

The Pitzgerald Report advised that pensions should be definitely on a contributory beats for the local Service and stated that a Pension Scheme on such lines; should be introduced as early as possible for the fully permanent members of the local Service. For members on less permanent terms, a provident Pund Scheme should be established. The Pitzgerald Committee inclined to the view that all officers in the local Service should be under a Provident Fund Scheme until the age of say, 25 years, so that they may be in a position, up-te that age, to luave the service without too great a sacrifice of pension rights.

Page 8

The Perrick Report emphasises the imperative need for some form of compulsory insurance as an integral part of the inauguration of any permanent local gervice, with definite provision for State contributions to supplement an officer's premia. The principle of contributory pensions is unanimously favoured for introduction at the carliest possible moment, to be financed by regular deductions in respect of contributions from salary plus interest at a reasonable rate.

C.M.D. 3909 Page 236 et seq. The Report refers with approval to the Scheme outlined in the Report of the 1929-1931 Royal Commission on the Civil Service. The general provisions are set out at great length in the Royal Commission's Report and a brief analysis is:

Vembership.

Confined to whole time Civil Servants over 18 years and under 50. Medical examination on admission.

contributions.

Scheme C. 5 per cent of salary.
1d in every complete Sh. 2/1d in every complete Sh. 2/of wages in excass of si.

including acting allowances, value of quarters, etc.

Scholars A and B to begin when a Civil Servant has completed 2 years continuous service running from not earlier than the ago of 18.

Calculations of benefits.

all benefits to be calculated upon the last j years average evoluments of contributory service.

In all cases where provision is made for the return of contributions with interest, this is to be at compound interest at 3 per cent with yearly rests.

commutation or allocation of pension.

Commitation not to me allowed. On retirement :-

- (a) part of the pension may be allocated for payment of a pension to the wife should she straive the pensioner; or
- (b) A joint penator for the life of the pensioner and his wife with reversion to the survivor of a reduced

Special provisions.

(a) Unhealthy climates, 2 years contributory service to count as three.

(Note. Bast Africa would count as unhealthy in the Royal Commission's Report.)

- (b) Regarding "approved' employment.
- (c) Regarding reciprocity with Local Government Services.
- (d) Regarding injury on duty.

Points to be dealt with in Rules.

payment of pensions to lunatics; ditto to bankrupts, identity of pensioners; rule against assignment of pensions; death certificates.

Scheme A above covers what is called the 'salaried' Class and it appears from paragraph 735 of the Royal Commission's Report that Scheme ', would apply to Civil Servants whose salary would pass £250 per annum. The Royal Commission was strongly in favour of the contributory system and was greatly in favour of the modern industrial tendency to set up superemnantial schemes. Some of the benefits of the Royal Commission's Scheme A are :-

on reaching the age limit, after completion of not less than 10 years contributory service.

Annual pension calculated at the rate 1/80 of pensionable emoluments for sach year of contributory service subject to a maximum of 40/80 together with an additional allowance of 3/80 for each year of contributory service subject to a maximum of 120/80.

Note. This additional allowance is a lump sum gratuity, vide paragraph 618 of the Report.

Health in Bervice.

- (a) During first 5 years contributory service.
- (b) After completion of not less than 5 years contributory service.

Return of Contributions with interest.

One year's pensionable empluments with an additional 1/12 of such empluments for each further year of contributory service, subject to a maximum of 2 years pensionable empluments after completion of not less than 17 years contributory service.

Death after retirement.

The excess, if any, of the sum which would have been payable had the employer died on the last day of contributory service over the sum received.

received since retirement by way of pension and any additional allowance.

Voluntary retirement.

Return of contributions with interest.

Marriage Allowance, for women only.

Return of twice the contributions paid, without interest.

Retirement on grounds of fill health of applition of office.

During first 5 years contributory service.

Return of contributions with

- (b) ifter completion of not One year's pensionable less than 5 but less than empluments. To years contributory service.
- (c) ifter completion of not less than 10 years' contributory service.

At option of centributor cither a pension as on Redirement on reaching the age limit after completing not less than 10 years contributory service, or one year's pensionable cookuments.

Dismissal for inefficiency.

(a) puring first 20 years of Return of contributory survice and interest. before attaining the age of 50.

Return of contributions with interest.

(b) ifter completion of not less than 10 years contributory service and after attaining the age of 50; or

dispension and additional allowance, as on retirement on reaching the age light after completion of not less than 10 years contributory service.

(c) After completion of not less than 20 wars contributory service.

Pending investigation of a contributory system, the Merrick Report advises the temporary inauguration of a provident fund.

The Merrick Report suggests a 15 per cent contribution, equal proportions being paid by Government and the Officer. It will be noted that in what is called Scheme A by the 1929-1331 Royal Commission, contribution is 5 per cent on the part of the officer.

It will be agreed that the compulsory insurance which the grant of a free or contributory pension committee is an essential part of any givil Service conditions.

The inequalities and difficulties of the present state of affairs are many, instances are ;-

(a) Of the estimated 662 posts covered by the Merrick Report some 250 posts and/or individuals have attnined free pension status.

- (b) there are many individuals also holding posts covered by the Report who have longer service than those who have achieved free pensionable status.
- (c) The pensionability of civil Servants in junior posts in Kenya comcares unfavourably with the position in other cast African countries.
- (d) Mether of not contribution to the Tidows! and Orphans' Pension Scheme should be compulsory and if so whether the salary proposed can, when this and other contributions are considered, be accounted a living wage.
- Page 10. (e) The transfer of officers at present uncensionable to a contributory Scheme. This the Merrick Report succests could be met by Government placing the amount of the contributions it would have made during the whole of the officer's service, had the scheme been in operation, with or without interest, to the credit of the officer.
 - (f) The advantageous position of the serving islatic civil servant when compared with that of the serving puropean in junior posts.
 - (g) The cost to Government of the Scheme and of meeting the cases of transferred officers.
 - (h) Thather a contributory Pension Pund should form part of the Colony's revenue.

The statisticism states that the present arrangement for the video and Orphans' Pension Scheme causes such dissatisfaction throughout the Service, he sees no reason why the proposed contributory scheme and the Tidows' and orphans' Pension Scheme should not be compained and considers a comprehensive scheme could be applied on an insurance mass, his Department could collect data for an actuary.

In this connection It will have been seen that the 1999-31 Royal Commission's Scheme does combine to a large extent a provident fund a pension and a widows', but not an orphans', scheme.

The Treasurer thinks it important that a local civil service should start with a system in force by which a compulsory contribution is made to some pensions or provident fund even if, at the outset, it is nothing more than a lump sum on a cumulative basis which is expressed as the ultimate benefit. Such a provident fund scheme is easily devised and it would in his opinion, be a mistake to start the local civil service without insisting on the contributory principle, it would also, however, in his view of a mistake to defer the inauguration of a local civil service antill such details as this had been sattled.

The Treasurer also refers to the very difficult question of compulsory contributions to the Thiows' and Oromans. State may be expected to have definite views; Decause to a point, the opposition of the Fidows' and Oromans.

Punsyons,

pensions Scheme in Bast Africa (Italics inserted) depends upon the number of contributors being as large as possible. This, the Treasurer states, is another case in which it is virtually impossible to reach a firm conclusion before the new Service is constituted unless undue delay is to take place before it is inaugurated."

Again the Treasurer is unable to comment on the Report's suggestion that Government should, as a "welcome gesture", place what would have been Government's contributions to a contributory scheme to the credit of officers now in the service. Some 662 posts are concerned, the amount wight be considerable and its provision depend upon the financial position of the Colony.

The European Civil Servents' Association prefers the principle of a contributory pension Scheme to a Provident

From the foregoing the following conclusions are adduced:-

- (1) The Morrick Report advocates a contributory pension Scheme and states that the collection of data and the actuarial investigation will take time. As a temporary and interia measure a provident fund is suggested.

 It is a matter for consideration whether it would be practicable to introduce both a provident fund and a contributory pension scheme at a simest, the same time with the avowed intention of adopting the latter.

 Moreover, a reference to the summary of the Royal Commission's Scheme, which the Merrick Report endorses in general terms, shows that it combines some of the features of a provident fund.
- (2) Then the total effect of the Merrick Report reductions in encluments is considered it will be seen that the contributions to the Cast African Vidows' and Orphans' Pensions Scheme must be reviewed. This Scheme, however, applies to Past Africa, its finance is actuarial, there is a continuing obligation upon the Government's concerned who use an officer's compulsory and voluntary contributionsas Revenue. These contributions are paid by all European males who are on the permanent staff, or on agreement, of over the age of 18.
- (3) The transfer of the serving officer from an expectant free pension to a contributory scheme presents grave financial difficulties.
- (4) Officers are serving in posts gazetted as pensionable with the reasonable expectancy, unfulfilled in meny cases for years, that they will become pensionable.
- (5) It is virtually impossible to introduce new terms of service for officers with less than 6 years service, for future entrants and for a genuine Local Service until the superannuation scheme is ready; and
- (6) Only the preliminary calculations can be made in this country.

F. QUARTERS.

Pages 9 & 13.

The recommendations which have been made for the "Local" Service relate to those for the Overseas" Service.

The Fitzgerald Committee recommended that the "Local" and the "Overseas" Services should be similarly treated and was strongly of opinion that the privilege of free quarters should be abolished and that when an officer occupies Government Quarters he should pay a rent based on a percentage of his salary, or on the cost of the house as may be determined administratively. In outstations officers should be required to occupy the government Quarters, and pay appropriate pent therefor, when such are available.

Generally, the Fitzgereld Report favoured consolidation of privileges in the ampluments of the office,
but the Report definitely disregarded the framing of
recommendations in respect of adjustments which, on the
abolition, or medification, of privileges, may be
necessary in the embluments of officers already in the
"Oversees" Service. The Report remarks that "many
factors must be taken into account before, equitable
adjustment can be made" and states that the question of
adjustment can be made" and states that the question of
adjusting emoluments by the grant of consolidated allowances payable while on resident service; and not pensionable, is one which will require attention. The Report
next says that it "by no means follows that consolidated
non-pensionable allowances will have to extend to anything approaching the full present value of the
privileges whose abolition or modification as a matter
of principle is now recommended". The quetation release
another matter of principle.

The Merrick Report states the principle of consolidated salaries for the "Logal" Service, without the addition of free quarters or an allowance in lieu, is embodied in its recommendations. The Report, however, says that exceptions must be made in rore cases, where an officer is required to occupy quarters adjoining particular institutions. Police, Prisons, Education, Medical and certain Agricultural and Veterinary Officers are instances of officers required to live close to their work and the cases seem likely to be fairly common.

The Report adds that acceptance of the principle that an efficer will be responsible for his own howsing arrangements meens that, in centres where private accommodation can be arranged, he should be free to suit his individual requirements and should not be forced to rent Government Quarters, merely because such quarters, happen to be unallocated or unoccupied. This may give rise to the disposal of any surplus Government Quarters, and land. The next difficulty is rate fixation, this the Report recommends should be at ruling market prices.

The Commissioner of Prisons considers that Assistant Superintendents of Prisons should be granted free quarters because these officers usually occupy quarters in, or edjoining, first diass prisons.

The Treasurer feels considerable doubt of the wisdem of the Committee's suggestion that exception to the principle of consolidated salaries should be admitted even in rare instances.

The Expenditure Advisory Committee remark that as regards future entrants, whether on first appointment or transfer to Kanya, housing should be consolidated in salary and that officers should be called upon to pay

rent in respect of Government Quarters based on a salary percentage. Fixtures should be provided, but no other furniture from Government stocks. Moreover, that the pendion legislation should be amended so that for the categories specified no addition should be conseded to salary in respect of House Allowance.

From this results: -

(a). Pitzgerald Report: -

- Existing "Overseas" Service.
 The status quo.
- 2. Puture "Overseas" Service.
 Abolition of housing and house allowances, rent to be paid with apparently a consolidation of this and other privileges into a non-pensionable allowance to be drawn during residence.
- 3. Relating "Local" Service.
- 4. Future "Local" Service.

(b) Merrick Report:

- Existing "Local" Service. Consolidation into salaries is stated to have been made in the scales recommended, certain exceptions being allowed.
- 5. Puture "Local" Service.

(c) Expenditure Advisory Committee;

- 7. Existing "Oversees" Service. The Status que.
- 8. Piture "Overseas" Service.
 Abolition of housing and house allowances. Consolidation into salaries, payments of rents, amendment of pursions legislation to exclude house allowance.
- 9. Exsiting "Local" Service.
- 10. Future "Local" Service.
- (d). Executive Council Minute, No. 391 of 1932 which priserves the terms of officers on agreement who have 6 years service and thus, by inference, places them in a better position than future entrants into the "Overseas" service.
- (e). Sent fixation at the current market rate which fluoturies and is generally higher than the house allowance paid. (In this connection it should be noted that the 15% figure is an actuarial one calculated for punsion purposes).
- (f). The probability that Government might find that it had surplus nouses and land to maintain and to dispose of, with a certainty of loss, and possibly of considerable loss.
- (g). The probability of an increase in the abelianents of afficers now in the service who may be transferred to the revised terms of service. In this connection the position of afficers who have built their own houses, whether or mot with Government advances, should be borne to mind.

Page 10.

The Fitzgerald Committee, as regards both the "Overseas" and "Local" Service, were "reluctantly compelled to reject a proposal that the privilege of free medical attendance should be withdrawn." The evidence they received of exploitation of the privilege led them to recommend revision and they recommended.

(a) Medical attendance and reduced hospital rates to the officer.

(b) Payment for drugs and drossings by the officer.

(c) No medical attendence or reduced hospital retes to wives and children.

A minority held that where drugs, etc. are readily obtainable they should not be supplied from Government stores.

The Merrick committee follows the Fitzgereld

Committee.

The Commissioner for Local Government, Lands and Settlements disagrees with the withdrawal of free medical attention and reduced hospital charges for wives and families but he agrees that when drugs can be procured from shops they should not be supplied by Government.

The European Civil Servents Association state

that in the absence of health insurence and cheep hospital facilities the outcome of the withdrawal of free medical attention would be the neglect of symtoms of illness.

Pitzgereld Report and add that any less payels to a Government Medical Officer in respect of attendance on Officers wives and families should be cridited to the Colony's ruvenue.

Summarised the existing Regulations are:-

(a) All officers, other than those on month to month Agreements, are entitled to free medical attendance.

(b) Operations from for the officer unless due to his indiscretion, but operations on the wives and families, and attendence at accondements, may be charged.

(c) Nivos and families of officers appointed before the lst September 1926 - free medical attendance for those up to 21 years of age and dependent on the officer. Wives and families of officers appointed after the lst September 1926 - as above, if salary does not exceed 2500 per ensure

It is understood that officials are increasingly availing themselves of the services of private practitioners, especially in the case of their families. At the same time it is generally recognised that an employer has a vital interest in the well-being, as well as the individual health, of the employee.

Other points in this connection are the practice in some commercial houses of giving medical ettendance for tropical discusses only, the payment of private practice fees by Medical Officers into Goneral Revenue, and the possibility of reduced privileges to officials enabling a reduction in Medical Staff and Stores.

Gode of Regulations

As a basis for a decision the following is 277 suggested:-

Free medical attendence for the Officer. Free operations for the officer if not due to his indiscretion.

(c) Free medical attendance, but not free operations to the wife and children of an officer who

is in receipt of a salary less than \$500 per ennum. Accouchements may be charged for.

(d) Payment for drugs and dressings by the harrier and for his wife and children in all cases.

(e) Payment of full hospital foce for wives and

children by officers drawing over .500 per annum.

H. TRAVELLING AND MOTOR

The Committee recommend the general regulations of the time should apply.

I. ACTING ALLOWANCE.

The Merrick Report opposes the great of acting allowances in respect of posts in the local Service.
The general question is under consideration by Government at the present time.

J. ENGAGRICHTS AND TURNINATIONS OF APPOINTMENTS.

The Committee recommend that the Secretary of State's sanction be obtained to waive the requirements of Colonial Regulations Nos. 17-22 relating to the appointment of officers end reporting vecencies etc. to the Secretary of State.

The Committee, however state that an officer would rotain his right of appeal to the Sacrotary of State.

The Committee also recommend that Letters of Appointment should be substituted for Agreements (See appendices I- III to the Report) and this the Surepean Civil Survents Association consider inedequate and that the mein terms and conditions should be set out, the sample letters show only salaries. Letters of Appointment are given by the Secretary of State and those include descriptive terms of service.

Page 12.

Page 12.

Pago 12.

K. AGE OF RETIREMENT.

P ge 13,

The present rule is 50 years of age, or 20 years East African Service, whichever comes earlier, for officers appointed prior to the introduction of the Pensions Ordinance and 50 years of age for officers appointed after the 1st April, 1927.

Pege Q

The FitzGerald Report recommended :-

- (a) 55 years, or after 30 years service, whichever comes/ earlier, subject to the right of Government to retire an officer who has reached the age of 50 years.
- (b) That ordinarily women should be required to resign on marriage. This is the rule in Southern and Northern Rhodesia.
- (c) Otherwise the retiring age for women should be 50 years. In this connexion the Director of Education occumented that a woman should have the option of retiring at 50 years of age or after 25 years service whichever is earlier.

Page 13.

The Merrick Report endorses the recommendations of the previous Report, but considers a final decision must remain for consideration with the provisions of a contributory pensions scheme.

The Expenditure Advisory Committee favour the provisions proposed in paragraph 102 of the Colonial Administrative Unification Scheme which are :-

- (a) That the normal age of retirement should be fixed at 55, at which age officers would retire automatically except in the circumstances detailed below.
- (b) That when, in exceptional circumstances, an officer remains in the service beyond the age of 55, he should in no case be allowed to remain after the age of 50.
- (c) That officers between the age of 50 and 55 might, in special sircumstances, retire on pension with the consent of the Secretary of State.
- (d) That, in very special circumstances, officers between the age of 50 and 55 might be compulsorily retired with the approval of the Secretary of State, but without reserve to the inefficiency clause of the Colonial Segulations.

Subject to the fixing of the minimum retiring age in reaspect of women at 50 years.

PROVISIONS

Peges 12,133

The Fitsperald Report recommended that a Civil

- (a) To regulate admission to the "Local" Service.
- (b) To determine the standard of education required for the various grades.

- necessary

 To determine the qualifications/for promotion from one grade to another.
- (d) To bring about co-operation between the Education Department and other Departments as to courses of training for candidates.
- (e) To have as wide executive powers as possible .
- (f) To be Government's principal adviser on all matters pf policy relating to the "Local" Service.

The Merrick Report urges the importance of the early establishment of a Civil Service Board on the lines suggested above, and the majority (the Chairman, the Auditor, the Chief accountant, Public Works Department, and Lajor Cavendish Bentinck dissenting) that the Board should be the proper body to investigate serious cases of indiscipline involving dismissal.

The Report also considered that the Civil Service Board would be the appropriate body for dealing with the question of transferring officers already employed to any new terms of service.

The Chairman and Major Cavendish Bentinck were entirely opposed to the principle of granting the Civil Service Board disciplinary or wide administrative powers. They emphasise that the Governor should have absolute authority, though he would naturally have powers of delegation.

In common upon the Merrick Report, the Attorney General states that the proposals regarding discipling would deprive officers of the right of full kegat investigation under Colonial Regulation 42 but provided that discipling is enforced by the Governor and not by the proposed Civil Service Board he has no objection.

The Chief Bative Commissioner doubts if Government would be Justified in off-loading its responsibilities regarding the transfer of officers to new terms by a Local Civil Service Board and would substitute Executive Council.

The Treasurer agrees with the minority of the lierrick Committee regarding the disciplinary powers of the Board and entirely endorses the view that the Board should not have wide disciplinary or administrative powers. He considers the Board the best machinery for dealing with the transfer of officers to new terms.

The European Civil Servants Association consider the Board should be given wide powers including that of investigating serious cases involving dismissal and that the Association should have substantial representation on the Board. Moreover, that the questions affecting the transfer of officers to new conditions should not be hurried through on account of present financial difficulties. The Association ask to be consulted in the composition of the Board.

Difficulties have been encountered regarding the terms of reference to a Civil Service Board whenever the proposal has been mooted. It is submitted, and indeed it is the case:

- necessary

 To determine the qualifications/for promotion from
 one grade to another.
- (d) To bring about co-operation between the Education Department and other Departments as to courses of training for candidates.
- (e) To have as wide executive powers as possible .
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225

-37-

- (a). That the authority in Staff matters is in the
- (b). That the powers of Heads of Departments in Staff matters, under the Governor, should not be undermined.
- (c). That the individual officers rights, and Eabilities under the terms of his engagement, Colonial Regulations, the Regulations and orders of Government are matters for Government and the Secretary of State.

and that the terms of reference to a Civil Service Board should be:-

- 1. To advise Government upon the applications for entry, the promotion and the transfer of officers within the Colony to posts normally filled by local recruitment.
- To arrange for the setting of papers, the control and the marking of Civil Service-examinations, other than the Language and Law Examinations, within the Colony.
- 3. To advise Government apon such matters as it may specifically refer for the opinion of the Board.

It will be observed that the foregoing does not include executive powers, these it is submitted must remain with Government; nor the setting of standards for entry or promotion, these it is submitted are for Government to lay down in the interests of maintaining a standard; nor advising upon appointments made by the Secretary of State, nor upon disciplinary and personal matters, unless a specific reference is made by Government.

The following composition is suggested for the Boards-

The Head of a Joint Service Department (Chairman).
The Attorney General or the Solicitor General.
The Principal Assistant Colonial Secretary.
A Buropean Unofficial resident in Nairobi.
A Representative of the European Civil Service
Association.

(Alternate in Asiatic matters a Representative of the Asiatic Givil Service Association.) The Establishment Officer (Secretary).

It is further suggested that meeting should be monthly and that whatever allowances are given to Mumbers of Central Committees whould only be drawn by the Unofficial Member.

M. REGULATIONS.

Pages 19-55.

These are shown in Pages 19 - 55 of the Report. The are based on existing Regulations, but in them "Governor is substituted for the "Scoretary of State". Numerous comments have been received, these are not, however, reproduced pending decisions on main issues.

O. SCHEDULE OF POSTS.

Pages Dy-Dy.

Numerous posts, other than those of Clerks, are shown in Appendix III to the Report. The scales of saliny suggested fall within the run of the proposed clerical scales. It will be noticed that in many cases the existing scales are increased on account of the consolidating

225

-37-

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and that the terms of reference to a Civil Service Board should be: -

- To advise Government upon the applications for entry, the promotion and the transfer of officers within the Colony to posts normally filled by local recruitment.
- To arrange for the setting of papers, the control and the marking of Civil Service examinations, other than the Language and Low Examinations, within the Colony.
- 3. To advise Government apon such matters as it may specifically refer for the opinion of the Board.

It will be observed that the foregoing does not include executive powers, these it is submitted must remain with Government; nor the setting of standards for entry or promotion, these it is submitted are for Government to lay down in the interests of maintaining a standard; nor advising upon appointments made by the Secretary of State, nor upon disciplinary and personal matters, unless a specific reference is made by Government.

The following composition is suggested for the Boards-

The Head of a Joint Service Department (Chairman).
The Attorney General or the Solicitor General.
The Principal Assistant Colonial Secretary.
A Baropean Unofficial resident in Nairobi.
A Representative of the European Civil Service
Association.

(Alternate in Asiatic matters a Representative of the Asiatic Givil Service Association.) The Establishment Officer (Secretary).

It is further suggested that meeting abould be monthly and that whatever allowances are given to Mambers of Central Committees whould only be drawn by the Unofficial Member.

M. REGULATIONS

Pages 19-55.

These are shown in Pages 19 - 55 of the Report. They are based on existing Regulations, but in them "Governor" is substituted for the "Secretary of State". Numerous comments have been received, these are not, however, reproduced pending decisions on main issues.

O. SCHEDULE OF POSTS.

Pages 59-69.

Numerous posts, other than those of Clerks, are shown in appendix III to the Report. The scales of saliny suggested fall within the run of the proposed clerical scales. It will be noticed that in many cases the existing scales are increased on account of the consolidating

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the proposed new scales must be revised in the light of the approved decisions on the main issues.

The comments which have been received are:

The Chief Native Commissioner. "I do not know whether there are facilities for training such officers as Stock Inspectors, Stock Inspectors, Plant Inspectors, Dispensers, Sanitary Inspectors, but surely "locally trained and certificated Education Officers" are non-existent. If the supply of local candidates is likely for some time to be inadequate it would seem to follow that the immediate introduction of terms of service suitable only to local candidates must be premetice".

The Chief Registrar of Natives considers his past should be regarded as an "Overseas" appointment. In the post, he says, the duties of the post warranted the appointment of a Senior District Commissioner. He points out that the present scale is £600 x 30 x £720 and the proposed £500 x 25 x £650.

The Postmester General compares existing and proposed scales

Librarian (Agricultural) and Postal Clerks and Telegraphists Primary Education Officer (female) and Postmistress and Supervisor; Dispenser, Wardmaster, Chief Instructor and Postal Clerks and Telegraphists; Junior Computer and Postal Clerks and considers them likely to lead to appendies.

The Game Warden agrees for the reasons given on page 63 of the Report that assistant Geme Wardens should not be recruited locally, a recommendation which seems open to some doubt.

The Surveyor General recommends the scale for Draughtsman should be 2290 x 15 x 2550 x 2560 x 20 x 2480 x 20 x 2540 instead of 2480 x 20 x 2540 in the Report and the same for Junior Computer.

The Commissioner for Local Government, Lands and Settlement states he did not agree to the scale 2500 x 25 x 2650 for Office Assistants. He expressed the opinion that posts having the present maxim of £720 or £725 should not be included in the "Local Service, but that if Was decided to include such posts, the maximum of the scale for both Office (Land) Assistants and Registrars of Titles should be the same at

The Private Secretary considers that the highly confidential post of Charf Clerk should not be filled by local recruitment For the Chauffeur-Machanic he considers the proposed scale of £360 x 26 x £480 plus quarters too genrous and that the secruitment of a man from well-known English motor works who can do major, as well as running, repairs is a saving.

The Buperintendent of Gardens, he considers, oveld be Ideally recruited and he suggests £260 x 18 x £350 x 18 x £400. plus quarters, a more suitable scale than the proposed

£360 x 20 x £480.

In the case of the Caretaker and Housekeeper he suggests that the Governor must be given an unfettered choice and that a fixed remuneration of not less than £200 rather than the scale £150 x 16 x £300 should be given.

The Director of Education comments upon the difficulties which arise from difference in the Education Officer Scales proposed by the Advisory Committee to the Scoretary of State, and the proposals in the Fitzgerald and the Merrick Reports. The Officer in Charge of the Binger Print Bureau states he was not consulted by the Merrick Committee and that he disagrees that the post should be "within the powers of a locally recruited man with some training". The work is that of an expert, there are over 1,000,000 finger print records and the Kenya Bureau is the fourth largest in the world. The Registrar General. states he did not agree that the scale for the Accountant in his Department should be £400 x 20 x £480 x 20 x £600, the scale proposed to him was £500 x 25 x £600 x £25 x £725 and he did not consider this suitable. He sees no reason why the Accountant's scale in his Department should be the lowest, in 1931 £64,141 was received and £71,034 paid out and funds to the value of 272,708 were handled. The Accountant has various technical duties to perform in connection with bankruptcy etc. He does not agree the post should be within a Local Civil Service, and, if it is, c considers the scale should be £500 x 25 x £650.

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The Staff Officer Defence Force, does not consider that the Armourer and Musketry Instructor are posts which can be filled locally because the former must have been through Militery Workshops or an Arsenal and the latter must be up-to-date.

The Government Printer, states that there are no possible opportunities for local recruitment for the posts enumerated or likely to be for some years. Moreover, he considers the proposed emoluments are too low end will not induce the right type of candidate to apply especially when it is realised that the comparison with neighbouring Sast African Territories is so adverse.

The C enservator of Forests states that in his selfaccounting Department the Accountants scale should be 360 x 20 x 480 x 20 x £600 instead of £360 x 20 x 480 x 20 x £540.

The Director of Medical and Sanitary Services states that ifthe negotiations for trensferring the Curopean Hospital Nairobi breakdown it may be found desirable to reconsider the selaries proposed for Nursing Sisters.

His Honour the Chief Justice remarks on the difference in scale proposed for Shorthend writers when compared with that for "nansard" Reporters viz: 2360 x 20 x 2480 x 20 x2600 and 2400 x 20 x 2600. Be adds that he tried to make it clear that the Shorthand writers should be oversees epocintments and that there should be no distriction between them and the Reporters.

The Treasurer considers the Chief Clork at Government House should have a 225 increment and doubts if quarters should be free, that the close of the Agricultural Department accountant's scale at 2725 should be considered when the occasion arises, he similarly remarks upon the scale for the Frimary Squeation Officer (g). He also says that he doubts who ther in practice a maximum of 2600 is enough for a Shorthand Writer in the Judicial Department and that he would like to examine the alternate proposals of the Director of Public Warks who considers the scale proposed for Public Works Department Apprentices high.

The Covernment Coast Agent, considers his assistant cannot be recruited locally, he must have a knowledge of the Merchant Shipping Act, passage and freight work, Marine Insurance and claims, customs regulations etc. and is best recruited from the Crown Agents staff.

The European Civil Servants' Association states the inclusion in the local service of officers whose training is specialised is premature and an error. It is obvious that a considerable time must clapse before the Colony can provide the necessary training. The present time of world depression renders recruitment easy but it is not a suitable time, unless recruitment is to be from those who have fallen out of employment.

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The following general conclusions are submitted:-

1. That the posts with which the Merrick Report deals connet yet be regarded as forming a Local Service.

- 2. That the establishment of a Local Service in the accepted sense of the term will be a matter of years.
- That every encouragement should be given to ensuring an adequate, and suitably qualified, supply of local recruits to form a Local Service giving a reasonable career.
- That unless, and until, a provident fund or a contributory pensions scheme exists action on the Report should not be taken.
- That the beling scales are too low at verious points and the adjustments too stringent; that both will have a harmful effect upon the recruitment of suitable afficers from within and without the Colony.
- 6. That with a view to reaching finality the Civil Service Board should be set up and that the comments which have been made should be referred to it for advice bearing in mind the Secretary of State's remark in his Confidential despatch of the 16th August upon the Fitzgerald Repert"...in this connection it is desirable to guered gainst the formulation of conditions in a period of finencial depression, which is the future may prove a source of discontent.
- 7. Finally, it should be noted that the 1932 Governors' Conference "Agreed generally with the views expressed by the Government of Uganda in paper 0.0.(32) 49 including the need for unified action; but considered that the time was not ripe to start any formal consultation for this purpose between the East African Territories".

The views of the Government of Uganda were that "Conditions at present indicated that it is only in Kenya that the institution of a "Local" service need be considered. The adjoining territories should, however, consider how far economy can be effected in their own services.... by recruitment in Kenya preferably to England. The terms of such recruitment, while making some allowance for unfavourable conditions etc., should not be such as to compete unfairly with the terms offered by the Kenya Government for admission to its Local Service."

It, therefore, appears desirable that the final decision on the rates of salary taken in Kenya should be sommunicated to the Governors' Conference in order to encourage represents in Kenya by the other East Africanteritories.