

38179

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CO 533/482

KENYA

38179

7A

KENYA-UGANDA RAILWAYS & HARBOURS

STAFF

SELECTION OF CANDIDATES FROM UNIVERSITIES

Previous

S.F. 7 "STAFF"

~~Mr. [unclear]~~  
~~C. [unclear] Dept.~~ 24/7  
 R. 297 24/8  
 R. 309 24/8  
~~R. [unclear]~~

Subsequent

1938

Major [unclear] 24/11  
 Mr Flood 24/11  
~~R. 297~~  
 R. 297 20/12  
 R. 303

R. 297 2/5/37  
 R. 309 2/6  
 Mr Pashin 7/6

Mr Field (S)

M. Flood.  
 208 11/6  
 297 11/6

From branch S  
 Mr Pashin 2/1  
 Mr Jeffries 2/6  
 Mr Flood 2/6

Sub G. [unclear] 2/6  
 E.A. [unclear] 2/6  
 Mr [unclear] 2/6  
 Mr [unclear] 2/6  
 From branch (S) 1/6/37



Mr. Howell telephoned yesterday to say that he was asking Mr. C.L.S. Dibben of the Sudan Government Railways to call at the Colonial Office regarding No. 2. He mentioned that Mr. Dibben was in this country recruiting officers for the Sudan Government Railways.

Mr. Dibben called this afternoon. I explained that Mr. Dalton was on his way home and suggested that it would be a great help if a talk could be arranged when he arrived. Mr. Dibben would be very glad to be of any assistance possible. He had a room at the Sudan Government Office until the 3rd July when he returns to the Sudan. He mentioned, however, that Mr. Howell has all the particulars of the Sudan Railways Recruitment scheme.

I learned that Mr. Dibben has been trying for the past six weeks to get seven men for Assistant District Traffic Superintendent posts in the Sudan Railways. He has been to Oxford and Cambridge and has seen over sixty candidates of which he has submitted the names of five to the Sudan Government Selection Board. While he considers that candidates should have taken an engineering degree, the possession of such a degree is not a sine qua non.

The men selected will be sent to the London and North Eastern Railway for a period of one year's training and will be paid an allowance of £20 a month by the Sudan Government during that period. The Government also pays the Railway a certain sum in respect of training fees.

Mr. Dibben suggested that similar arrangements could be made with the L.M.S. On completion of training the men are appointed on probation for two years, and then, if satisfactory, are admitted to the permanent and pensionable establishment. The salary scale is something like £480-£900. This is perhaps better than the K.U.R. terms, because Sudan Government terms do not include housing.

Mr. Dibben was most emphatic that to attract the right candidates the terms should not be inferior to those of the Administrative Service. The men must be offered a career. He suggested that the introduction by the K.U.R. and Colonial Governments (e.g. Nigeria & Tanganyika) of such a scheme would tend to produce a good field of excellent candidates which it cannot be said there is at present. (I gathered that promotions from the Traffic Inspector to the Superintendent Grade are made. The Inspector Grade is recruited in this country from the Railways. The candidates selected have been men of secondary education with, say, seven or eight years' railway training.)

I thanked Mr. Dibben very much and said that I would telephone if a further talk was desired before Mr. Dalton arrived.

*C. H. Prosser*  
15.6.37.

*(I have noted in Mr. Dalton's file that this paper should be brought up when he arrives.)*

Then so far as this proposal is concerned there is nothing further to be done until Mr. Dalton reports.

In the meantime you will wish to consider the proposal that, in due course

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Mr. Dalton has named Mr. Manning  
as preferred for his, and consequent  
concerning as to a possible successor  
to Mr. Dalton.

J. J. Pannini  
2/16

It is difficult to consider  
this in the arena of some  
sort of official recommendation.  
Anyhow it doesn't arise  
properly in this file. Can  
we have a provisional  
VP?

[As regards the scheme  
for selecting men from  
universities, I have initiated  
a through major fund  
another file on the same  
subject.]

J. J. Pannini  
21.6.37

Sa C. Colman  
you may like to see the minutes about (to be  
and a provisional VP for Mr. Dalton's successor at the end  
of 1938). The scheme is interesting & attractive if thinking  
will pay the way.  
1.10.37  
446

Er. G. Tomlinson

1. As Mr. Dalton will not be  
here when the vacancy occurs I see  
no reason, if you agree, why he  
should not be helped to go over the  
field of candidates. But some one  
has to explain to him that he  
hasn't Mr. Manning's boot in his  
pocket.

2. I suggest that Mr. Dalton  
should be sent to get some  
but some information about it  
being very desirable by the time  
Er. G. Rhodes is used for visiting  
and it is actually easier. Mr. Dalton  
should make himself acquainted  
with the scheme and give us  
his impressions. Further we  
had hardly got other staff.

W.D.S. 24.6.37

G. J. P. 20 June  
24.6.37

see Brown 1281 / Provisional P. for Provisional Dept of the Law  
The P. also contains  
based on info of  
not 1/6  
I am sure the file mentioned in Mr. Jaffres'  
minutes of 2/6.  
J. J. Pannini  
23/6

It won't be sent till  
1938 or so.

38179/1/37

Mr Dalton has had a talk  
with Mr Howell - has  
reported the result to Sir  
G. Rhodes. He will come in  
for further discussion when  
he has got Sir G. R.'s  
reaction.

C. J. Jeffries  
28.7.37.

Then we can put by for the present. He has  
also looked over the list.

J.L.O. 297

No reply returned to N° 2.

not required

C.J.

24/8

D

R. 297

24.8.37

Mr Dalton called. He has  
been in touch with the Sudan  
people and the L.N.E.R.,  
and he left me the attached  
copy of the L.N.E.R. scheme  
for recruitment of "Traffic  
Apprentices". He understood  
that the railways had no

difficulty in recruiting a good  
type of University man under  
this scheme, and he will discuss  
with Sir G. Rhodes the possibility  
that the K.V.R. would ask the  
S.O.S. to select an occasional  
railway "cadet" from the  
administrative field. This will  
of course be something quite  
outside and distinct from the  
ordinary recruitment of railway  
staff by the Area Agents.

C. J. Jeffries

23.11.37

Dear Mr. ... I think it will  
come up for further consideration  
after A/ has happened

R.D. Jones

24.11.37

Yes: you can get good men this way: if the K.V.R.  
will pay for them. This can now await developments

J.L.O. Jones

24.11.

done

LONDON & NORTH EASTERN RAILWAY.

Chief General Manager's  
General Order No. 7.

Conditions of Appointment  
of Traffic Apprentices.

This General Order supersedes No. 7 of 1st January,  
1926, and Addendum thereto of 1st November, 1927.

CHIEF GENERAL MANAGER'S OFFICE,  
KING'S CROSS STATION,  
LONDON, N.1.  
1st November, 1936

## Conditions of Appointment of Traffic Apprentices.

The Company have, in addition to their ordinary clerical posts, a limited number of positions known as Traffic Apprenticeships, to which young men of 18 years of age and over are appointed for special training, with a view to fitting them for responsible posts in the Traffic Departments.

### SELECTION OF APPRENTICES.

1. Appointments to Traffic Apprenticeships will be made :—

- (a) By the appointment of members of the staff successful in the competitive examination described in Section 2 ;
- (b) By selection from other members of the staff who have shown marked ability ;
- (c) By selection of suitable men from outside the service

All Traffic Apprentices, however selected, will be given equal opportunities of qualifying for promotion



COMPETITIVE EXAMINATION FOR MEMBERS  
OF THE COMPANY'S STAFF.

2. A competitive examination, open to members of the clerical staff of the Company, will be held each year at convenient centres in the month of March. Detailed particulars will be announced by circular from time to time, but members of the staff intending to sit must notify their superior officers by not later than the preceding 31st January.

Candidates for the examination must have attained their *seventeenth* birthday and must not have reached their *twenty-fourth* birthday by the last day of the month in which the examination takes place.

The examination will consist of two parts, of which Part I will comprise written papers in the following subjects to be set and marked by an outside educational authority:

- |  |    |                 |
|--|----|-----------------|
| (i) Railway Operating  | .. | 2 hours' paper. |
| (ii) Railway Economics   | .. | 2 " "           |
| (iii) Goods and Passenger Station<br>Accounts, Block Working,<br>General Rules and Regulations | 3  | " "             |
| (iv) General Paper   | .. | 2 " "           |
| (v) Essay  | .. | 1 " "           |

Those Candidates who succeed in qualifying in Part I of the examination will be required to undergo a *visa voce* test (Part 2) to be conducted by a Board consisting of two University examiners and two officers of the Company. The Apprenticeships will be awarded on the aggregate result achieved in the written examination and the *visa voce* test.

The general rules of the examination, together with a list of text books which candidates are recommended to study, are given in the Appendix. A pamphlet containing specimen question papers which have been set at previous examinations may be obtained by candidates at a cost of 6d. per copy, as well as the text books shown in the appendix at the prices indicated, upon making application to their immediate superiors. The text books can in many cases be borrowed from a Railway Library.

Subject to satisfactory reports from the examining bodies as to the standard reached by the candidates, the Company will (as a maximum) appoint as Traffic Apprentices the three candidates in the Scottish Area, the five candidates in the North Eastern Area and the five candidates in the Southern Area who are placed highest in order of merit by the Board nominated for the *visa voce* test.

SELECTION OF SUITABLE MEN FROM OUTSIDE  
THE SERVICE.

3. An application in the candidate's own hand-writing must in the first instance be addressed to the Chief General Manager, accompanied by original testimonials from the Headmaster (and where possible the Housemaster) of the school at which the candidate was educated; and, in the case of a student attending a University, from the Principal of the College, Professor or Tutor, normally through the medium of the University Appointments Board.

Candidates will be interviewed by a Committee of the Company's Officers, who will make recommendations to the Chief General Manager as to whether they are considered to be suitable for appointment as Traffic Apprentices.

### MEDICAL EXAMINATION.

4. All candidates, whether from the Company's Staff or from outside the service, will be required to pass an examination by the Company's Medical Officer as to physical fitness, including eyesight, before appointment as Traffic Apprentices.

### \* SCALES OF PAY.

5. Traffic Apprentices will be paid on the following scales of salary (plus an allowance of £10 per annum for apprentices working in London) according to their age at the date of appointment :-

Age at appointment.	1st Year.	2nd Year.	3rd Year.
18	£ 100	£ 125	£ 150
19	125	150	175
20	150	175	200
21	175	200	210
22	200	210	220
23	210	230	230
24	230	230	240
25	230	240	250

\* *Until further notice, the scales of pay are subject to a deduction of 1% per cent., in order to conform with the deductions applicable to railway salaried staff generally.*

The salaries of Traffic Apprentices whose age exceeds 25 years at the date of appointment will be specially considered on the merits of each case.

Traffic Apprentices whose salaries are regulated by the foregoing scales will not be advanced beyond the maximum figure until they are appointed to permanent positions carrying higher salaries, or, while still on the Traffic Apprentices' list, are entrusted with work which justifies a higher salary.

### TRAINING OF APPRENTICES.

6. Traffic Apprentices will, in the course of their training, be given special opportunities for studying the different branches of railway work in the Traffic Departments. They will be moved from one centre to another, as necessary, and will be required to submit periodical reports on their work to the Chief or District Officer under whom they are employed.

The Company reserve the right at any time to discontinue the special training of any Traffic Apprentice whose work and general ability do not appear to justify his retention as a Traffic Apprentice. In such a case a Traffic Apprentice selected from the staff will return to the ordinary conditions of service in the grade from which he was appointed; in the case of a Traffic Apprentice appointed from outside the service, not less than one month's notice will be given to terminate his appointment.

### PASSES.

7. In connection with his training a Traffic Apprentice will be allowed a Third Class Pass over a section of the line, in addition to the privileges for which he would be eligible as a member of the Salaried Staff under the current pass regulations.

On appointment to a definite post his pass privileges will be determined strictly by the ordinary pass regulations.

### HOLIDAYS.

8. Traffic Apprentices will be allowed 12 weekdays holiday annually without deduction of pay.

### TRAVELLING EXPENSES.

9. Traffic Apprentices required to travel on the Company's business will be allowed expenses in accordance with the regulations in force at the time.

### GENERAL RULES AND REGULATIONS.

10. Traffic Apprentices will be required to make themselves acquainted with, and conform to, the Company's General Rules and Regulations.

### EXAMINATIONS ON RAILWAY SUBJECTS.

11. Traffic Apprentices will be examined from time to time to test their knowledge of railway subjects, such as:—

1. Regulations for Train Signalling by Block Telegraph and General Rules and Regulations.
2. Goods Station Work and Accounts.
3. Passenger Station Work and Accounts.
4. Railway Operating.
5. Railway Economics.
6. Railway Law.
7. Railway and Commercial Geography.

Classes on the above subjects are held during the Winter months at various centres and Traffic Apprentices are expected to take the classes and to sit the examinations included in the Company's education scheme.

R. L. WEDGWOOD,  
*Chief General Manager.*

30th April, 1932.

## APPENDIX.

### COMPETITIVE EXAMINATION.

*(Applicable to members of the Company's Clerical Staff as indicated in Section 3).*

### GENERAL RULES OF EXAMINATION.

- (a) Candidates must take the whole of the subjects in the written test at one examination.
- (b) Candidates will not be allowed more than two attempts for the examination.
- (c) Failure in more than one section of the written part of the examination will disqualify.
- (d) In section (iii) of the written part of the examination, candidates will be required to satisfy the examiners in each of the three subjects named.

## TEXT BOOKS.

### RAILWAY OPERATING.

- (i) "Railway Operating Statistics," by C. P. Mossop, revised by F. H. Graveson. 2s.
- (ii) "The Principal Factors in Freight Train Operating," by Philip Burr. 7s.
- (iii) "Control on the Railways," by Philip Burr. 8s.
- (iv) "Modern Railway Operation," by D. R. Lamb. 5s. 6d.
- (v) "British Railway Operation," by T. B. Hare. 3s.
- (vi) "Practical Railway Operating," by T. B. Hare. 3s. 9d.
- (vii) "Routes, Running Powers, Working Arrangements and Jointly Owned Railways." 6d.

### RAILWAY ECONOMICS.

- (i) "Elements of Railway Economics," by Sir William Acworth. 3s.
  - (ii) "Outlines of Railway Economics," by Douglas Knapp. 3s. 9d.
  - (iii) "Railway Economics," by K. G. Fencelon. 4s.
  - (iv) "Economics of Rail Transport in Great Britain," (Vol. II), by C. E. R. Sherrington. 8s. 6d.
  - (v) "The History and Economics of Transport," by A. W. Kirkaldy and A. D. Evans. 16s.
  - (vi) "Railway Statistics," by A. E. Kirkens. 2s. 9d.
  - (vii) "Routes, Running Powers, Working Arrangements and Jointly Owned Railways." 6d.
- \* Also suitable as a text book for Railway Operating.

### RAILWAY GEOGRAPHY.

- (i) "Eastern England," by J. Bygott. 4s. 6d.
- (ii) "North England," by Rodwell Jones. 4s. 6d.
- (iii) "The North Eastern Area," by C. B. Fawcett. 3d.
- (iv) "London and North Eastern Railway Commercial Geography." 1s. 6d.

### RAILWAY LAW.

- (i) "Carriage by Railway" by H. W. Disney. 7s. 6d.
- (ii) "The Student's Guide to Railway Law," by A. E. Chapman. 7s. 6d.
- (iii) "Law of Transport by Rail," by J. D. I. Hughes. 4s.
- (iv) "Law of Transport," by M. E. Holdsworth. 5s. 8d.

*When preparing for the examination paper on "Block Working," candidates should make themselves thoroughly acquainted with the Regulations for Train Signalling by Absolute Block on double and single lines. They should also have a general knowledge of the Rules and of the contents of the Appendix to the Working Timetable and supplements and should study particularly the sections dealing with:—*

- (a) *Signalling Matters.*
- (b) *General Regulations for working the Westinghouse and Vacuum Automatic Brakes.*
- (c) *Headlamps or Discs.*

G. O.

Mr. Grossmith. d. 6.37.

38179/7A/37. Kenya.

Mr. *Raskin* 76

Mr. *Flad 8-6* jr.

*For Mr. Grossmith's file*

Sir C. Parkinson.

Downing Street.

Sir G. Tomlinson.

Sir C. Bottomley.

Sir J. Stuckburgh.

Permi. U.S. of S.

Parly. U.S. of S.

Secretary of State.

11 June, 1937.

Dear Howell,

**DRAFT.**

A.B.B. HOWELL, ESQ.

*(Admin. file office)*

The General Manager of the Kenya and Uganda Railways and Harbours is anxious to consider a scheme of apprenticeship to the Traffic Department of the Administration of candidates drawn from <sup>the</sup> universities. I believe that the Sudan Railways have such a scheme in operation under which selected candidates are taken from the universities, and, after they have obtained their degrees, they are sent to one of the home railways for a course of instruction during which time they receive some

**FURTHER ACTION.**

pay

pay from the Sudan Railways. A senior member  
of the Kenya and Uganda Transport Administration  
is calling here shortly to discuss arrangements,  
and we should like to be in a position to say  
something about the Sudan Railway scheme. We  
should accordingly be most grateful for any  
information that you can give us *about it.*

Yours sincerely,

(Sgd) C.A. Grossmith.

Kenya and Uganda Railways and Harbours

Revised 1.35

15  
E-10

Telegraphic Address:  
RAILWAYS NAIROBI  
P.O. Box No. 121  
TELEPHONE No. 2601.

GENERAL MANAGER'S OFFICE,

NAIROBI, 10th May 1937  
KENYA COLONY

In reply please quote ref.

No. PERSONAL and date.

Sir George Tomlinson, K.C.M.G., C.B.E.,  
Colonial Office,  
LONDON, S.W. 1.

My dear Tomlinson,

I am sending you a line to tell you that I have asked Dalton to call and see you when he gets home.

Dalton, you may remember, was appointed to this Railway as Assistant Superintendent of the Line in place of Robins. He is under training for the post of Superintendent of the Line, which will fall vacant towards the end of next year when Browning goes. I am, therefore, anxious that Dalton should have a talk with you to see what will have to be done in the near future with regard to new entrants into the Traffic Department. We are all right for a year or two, but I am anxious to consider a scheme of apprenticeship from the Universities somewhat on the lines of that adopted by the Sudan Railways. Selected candidates are taken from the Universities, and, after they have obtained their degrees, they are sent to one of the home Railways for a course of instruction, during which time they receive some pay from the Sudan Railways. If well reported upon, they then proceed to the Sudan for a tour, after which, if satisfactory, they are taken on to the permanent establishment.

I believe a system something like this will be useful to us here, so I hope you will be able to give Dalton all the information you can, because I know you are interested in selecting lads from the Universities in connection with other schemes.

Dalton will also wish to see what likely applicants are on the Colonial Office lists for the post of Assistant Superintendent of the Line, which will become vacant when he takes over the department. There is no-one suitable in East Africa to take his place, but it is possible that one of the other Railways has a likely man. If not, we may have to advertise, because it is essential that we should get for that post a really first-class officer, fully acquainted with all transport matters. As in Dalton's case, he would be in training for the senior post when it subsequently becomes vacant.

I hope you are keeping quite fit. It is almost time you paid another visit to this part of the world.

All best wishes.

Yours sincerely,



CDR/MED