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E. AFRICA
1961

1967
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WH AGENTS

COMPUTATION OF LEAVE

1921

ish Jan

Reports that surplus copies of the old circular were destroyed and that it was assumed that all officers were aware of the rules regarding applications for commutation. Enquire if the rule as to commutation of leave at more than one time may be relaxed

at previous Paper

and See 3/20
Range

Mr Batten

Probably the CA's assumption that officers have been notified before leaving EA is generally correct and on the whole I doubt whether it is really necessary now further to caution to issue their notice. The arrangement must be quite well known throughout EA.

The rule about applying within one month of arrival seems to be based on (1) of 1921, a copy of which was sent to the CA, but I'm not at all sure that this was intended in my reply.

The question raised in the last paragraph of the CA's minute has been disposed of. It has been decided that in such cases the officer can commute again in England.

at subsequent Paper

18-1-21

Mr. B. B. B. B.

I do not quite understand why
the Council of the American
Historical Association to us - but as they
have done so since March 1920 &
these things have been done I hardly
think that they have begun again to
renew them. The last time they, the
Association, met by how to well-known
throughout the world.

As to the last para we can only
be the same as Mr. J. J. J. J.

J. J. J.

26. 1. 21.

As proposed.

I think the idea underlying the
original arrangement was to secure
freedom of quality - but with no
that (obviously) to the best.

Could be done, when the first man
back & arrange its own route
accordingly.

Minute set to

26. 1. 21

East African Department,
Colonial Office,

R

File 2730/64

With reference to our minute of the 22nd December 1920, to Mr. Jewell, regarding the leave commuted by Mr. H.D. Aplin, 2nd Grade Resident, Nyasaland and to the conversation on the telephone yesterday regarding the general arrangements for commutation of leave (Eastern Africa) the circular formerly in existence was not issued after the 31st March 1920 as it was then obsolete and surplus copies were destroyed. On the receipt of C.O. letter ^{Genl} 15928/20 of the 5th July 1920 regarding the extension of the period during which commutation would be permitted we assumed that, by that time any officer arriving on leave in this country would have been notified of the extension of the privilege before leaving the Colony or Protectorate and would have been warned to apply to us within one month of arrival if he decided to commute any leave. I take the opportunity to say that the necessity for this rule is not understood, as it is more difficult to see then what leave is available for commutation than it would be later on when the date of departure was fixed.

A rule which was in the circular has also become inconvenient viz. the rule that if any leave is commuted it must be commuted all at one time. We should be glad to know whether in the case of an officer having commuted a portion of his leave locally he may be allowed to commute a further portion upon his arrival in this country without any objection being raised by us on grounds of that rule.

Tyrells
Crown Agents,
Pay Dept.,
11.1.21

Mr. ~~Hobson~~,
East African Department,
Colonial Office.

In accordance with your request on the telephone, we enclose a copy of the circular regarding the commutation of leave of East African Officials, but we would call attention to our minute of to-day's date in which we have pointed out that this circular has not been issued by us since the end of March last and that the main supply has been destroyed.

J. Hall
Crown Agents,
Pay Dept.,
11/1/21.

E. J.

Mr Jewell

Do you wish to raise the question of the supply of this circular?

J. H. L. 12/1/21

by officials on leave from

13

The Secretary of State for the Colonies has decided that accumulated leave may be commuted for a money payment under the conditions stated below.

1. Commutation is optional. If an officer does not desire to commute any of his leave, such portion as cannot be granted to him at present will be granted on subsequent occasions if and when the exigencies of the service permit, or the requirements of the officer's health demand.

2. Full pay leave is not commutable at the full rate of pay, but at 2/3rds of that rate, e.g., an official drawing £300 per annum with £60 per annum war bonus would receive for one month's commuted leave £20 not £30.

3. The amount of leave which may be commuted is limited to the accumulated leave in excess of four months; thus an officer with six months accumulated leave may commute not more than two months. An official must decide how much leave he desires to commute and commute it all at one time.

The object of this limitation is partly to provide a reserve of leave with full salary on which an officer can draw at any time when an extension of leave, which can only be given with half salary, would otherwise be necessary on account of ill-health. In such cases the reserve will be drawn upon to the full extent of the extra leave required, without regard to the half salary which might otherwise have been issued.

4. Accumulated leave will be taken as the amount of leave in England outstanding at the date on which an officer is now expected to embark. If he leaves before or after the expected date, the difference will be added to or subtracted from the four months which is carried forward under paragraph 3. An officer must make his statement of choice before the 31st of March, 1920, or one week before the expected date of embarkation, whichever is the earlier date. A form for this purpose is enclosed. In the event of an officer who wishes to commute some leave not returning this form before the date mentioned, he will not be allowed to commute any leave, unless he can explain his omission to the satisfaction of the Secretary of State for the Colonies.

5. Commutation will be calculated on the salary plus war bonus drawn at the date of commutation. In the case of officers on sterling salaries serving in the East Africa, Uganda and Tanganyika Protectorates and the occupied territory of German East Africa, payment in this country will be made in sterling; if payment is deferred until an officer returns to East Africa, it will be made in rupees at the current rate of exchange at the date of payment. In the case of officials on rupee salaries, payment in this country will be made in sterling converted at the current rate of exchange; if payment is deferred until an officer returns to East Africa, it will be made in rupees. But as war bonus is expressed in sterling for all officers, payment in respect of war bonus will be made in all cases on the same basis as payment of salary for officers whose salary is expressed in sterling.

6. The privilege of commutation is granted in respect of the war emergency only and no commutation will be permitted after the 31st of March, 1920. In the case of transfers to other African Colonies or Protectorates the normal wages that leave due at the date of transfer is forfeited, but where a large amount of leave is hereupon the Secretary of State will consider each case on its merits and applications for commutation should be made in the usual manner together with a short statement of the case.

7. The Secretary of State may, notwithstanding the general approval of commuting leave, withhold consent in any case in which circumstances render it in his opinion undesirable that the leave in question should be commuted, e.g., where an early return to duty appears to him to be likely to be prejudicial to the officer's health.

8. It will be understood that as pension is calculated on service, the period of leave commuted for a money payment is to be reckoned as part of an officer's service for calculating pension.

LONDON.

November, 1919.