

Heathcote Upton Mann, read Second Lieutenant (temporary Captain) Heathcote Upfield Mann, 18th Battalion, The London Regiment, Territorial Force.

For Second Lieutenant William Eric Robertson, read Second Lieutenant William Eric Robertson, Scottish Rifles, Special Reserve.

*Commission signed by the Lord Lieutenant of the County of Norfolk, and of the City and County of the City of Norwich.*

Captain the Right Honourable Walter Egerton George Lucian, Viscount Bury, Quidenham Hall, Norfolk, to be Deputy Lieutenant. Dated 25th January, 1916.

131

*Civil Service Commission,*

*January 28, 1916.*

The Civil Service Commissioners hereby give notice that the following Regulations are published with the consent of the Lords Commissioners of His Majesty's Treasury, viz.:—

REGULATIONS respecting Open Competitive Examinations for the Situation of Woman Clerk in Certain Public Departments, viz.:—The General Post Office, London; the Office of the Public Trustee, London; the National Health Insurance Commission, England; the National Health Insurance Commission, Scotland.

*These Regulations are liable to alteration from time to time.*

1. The limits of age for these situations are 18 and 20. If an Examination begins in one of the first six months of any year, Candidates must be of the prescribed age on the first day of March in that year. If an Examination begins in one of the last six months of any year, Candidates must be of the prescribed age on the first day of September in that year.

In reckoning age for Competition, persons who have served for two full consecutive years in any Civil situation to which they were admitted with the Certificate of the Civil Service Commissioners may deduct from their actual age any time not exceeding five years which they may have spent in such service.

Persons transferred to situations in the Post Office from a Telephone Company or Municipal Telephone Undertaking, on the absorption of such Company or Undertaking by the Post Office, may reckon, as if it were service in a situation to which they were admitted with the Certificate of the Civil Service Commissioners, their continuous service in the Post Office, as well as so much of their previous continuous service in the Telephone Company or Undertaking (or in any Telephone Company or Municipal Telephone Undertaking previously absorbed by it) as was rendered in situations for which a Civil Service Certificate is ordinarily required.

2. Candidates will be required to satisfy the Civil Service Commissioners—

(a) That they are unmarried, or widows.

(b) That they are duly qualified in respect of health and character.

(c) That they are natural-born or naturalised British subjects.

3. At each Examination the number of Candidates to be selected will be such as may from time to time be fixed.

4. The Examination will be in the following subjects, viz.:—

1. English Composition (including Writing and Spelling).
2. Arithmetic.
3. Geography.
4. Latin, or French, or German.
5. Précis Writing.
6. English History.
7. Mathematics.
8. One of the Languages, Latin, French, German, which is not offered as subject 4.

Not more than one of the subjects numbered 6 to 8 may be offered.

*Candidates who fail to obtain such an aggregate number of marks as may indicate in the judgment of the Civil Service Commissioners a competent amount of general proficiency will not be regarded as qualified.*

5. No Candidate will be admitted to examination who does not, at such time as may be fixed by the Civil Service Commissioners, produce an undertaking, signed by her Parent or Guardian, that she will, if successful, reside either with her parents or guardians, or with relations or friends approved by such parents or guardians.

6. Candidates for the Post Office Service must be at least five feet in height.

7. Persons holding situations in the Civil Service must obtain the permission of the authorities of their Department to attend the examination, dated before the commencement of the competition.

8. Persons who have entered upon or completed a course of education or training for the occupation of teacher, on account of which grants are payable from the Exchequer, will not be qualified to receive appointments until the consent of the Board of Education in England, the Committee of Council on Education for Scotland, or the Commissioners of National Education, Ireland, as the case may be, given in conformity with rules sanctioned by the Lords of the Treasury, has been notified to the Civil Service Commissioners.

9. Application for permission to attend an Examination must be made at such times and in such manner as may be fixed by the Civil Service Commissioners.

10. A fee of 15s. will be required from every Candidate attending an Examination.

The Civil Service Commissioners further give notice, that an Open Competitive Examination will be held in London, Birmingham, Bristol, Cardiff, Liverpool, Newcastle-on-Tyne, Edinburgh, Aberdeen, Dundee, Glasgow, Dublin, Belfast, Cork and Londonderry, under the foregoing Regulations, commencing on the 2nd May, 1916.

Appointments will be offered to not fewer than 10 of the Candidates highest on the list, provided they obtain the necessary aggregate of marks and are duly qualified in other respects.