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CENTRAL CHANCERY OF
THE ORDERS OF KNIGHTHOOD
ST. JAMES'S PALACE, LONDON S.W.1

2nd June 1973

THE QUEEN has been graciously pleased, on the occasion of the Celebration of Her Majesty's Birthday, and on the advice of Her Majesty's New Zealand Ministers to give orders for the following appointment to the Most Honourable Order of the Bath:

**Order of the Bath
(Military Division)**

ROYAL NEW ZEALAND MILITARY FORCES

C.B.

To be an Ordinary Member of the Military Division of the Third Class, or Companion, of the said Most Honourable Order:

Major-General Leslie Arthur PEARCE, C.B.E.
(K30070), Chief of the General Staff.

CENTRAL CHANCERY OF
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2nd June 1973

THE QUEEN has been graciously pleased, on the occasion of the Celebration of Her Majesty's Birthday, and on the advice of Her Majesty's New Zealand Ministers, to give orders for the following promotions in, and appointments to, the Most Distinguished Order of Saint Michael and Saint George:

K.C.M.G.

To be Ordinary Members of the Second Class, or Knights Commanders, of the said Most Distinguished Order:

Professor Albert William LILEY, C.M.G., of Auckland. For distinguished services to medicine.
Alister Donald McINTOSH, C.M.G., of Wellington. For devoted public service.

C.M.G.

To be Ordinary Members of the Third Class, or Companions of the said Most Distinguished Order:

The Very Reverend Dr. Ian Watson FRASER, of Linden. For humanitarian services over a wide field, particularly in respect of refugees.
John Anthony JAMES, of Wellington. For services to neurosurgery.
Professor Neville Crompton PHILLIPS, of Christchurch. For services in education.

CENTRAL CHANCERY OF
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2nd June 1973

THE QUEEN has been graciously pleased, on the occasion of the Celebration of Her Majesty's Birthday, and on the advice of Her Majesty's New Zealand Ministers, to give orders for the following promotion in, and appointments to, the Most Excellent Order of the British Empire:

**Order of the British Empire
(Military Division)**

ROYAL NEW ZEALAND NAVY

O.B.E.

To be an Ordinary Officer of the Military Division of the said Most Excellent Order :

Commander Ronald Fletcher FABER, V.R.D., J.P. (D100122), Royal New Zealand Naval Volunteer Reserve.

M.B.E.

To be Ordinary Members of the Military Division of the said Most Excellent Order :

Warrant Radioman Patrick George Campbell GREEN (T13564), Royal New Zealand Navy.
Lieutenant Commander George Alfred HANNAN (F14633), Royal New Zealand Navy.
Honorary Lieutenant Samuel JOHNSON (B18861), Royal New Zealand Navy.

ROYAL NEW ZEALAND MILITARY FORCES

O.B.E.

To be an Ordinary Officer of the Military Division of the said Most Excellent Order :

Lieutenant-Colonel Ralph Kenneth Grey PORTER (K30231), Royal New Zealand Artillery (Regular Force).

M.B.E.

To be Ordinary Members of the Military Division of the said Most Excellent Order :

Major Harold Thomas HARRIS, E.D. (922662), Royal New Zealand Armoured Corps (Territorial Force).
Major Graeme Burnet Mackenzie LAW (S710693), New Zealand Army Legal Service (Regular Force).
Major Ivar BOJESEN-TREPKA (H34921), Royal New Zealand Infantry Regiment (Regular Force).

ROYAL NEW ZEALAND AIR FORCE

C.B.E.

To be an Ordinary Commander of the Military Division of the said Most Excellent Order :

Air Commodore Richard Bruce BOLT, D.F.C., A.F.C. (R70119), Assistant Chief of Defence Staff (Support).

O.B.E.

To be an Ordinary Officer of the Military Division of the said Most Excellent Order :

Group Captain Keith Rex ORSBORN (U70214), Royal New Zealand Air Force.

M.B.E.

To be Ordinary Members of the Military Division of the said Most Excellent Order :

Warrant Officer Denis Herbert Sidney LEGGETT (A77556), Royal New Zealand Air Force.
Squadron Leader John Robert WILTSHIER (N82513), Royal New Zealand Air Force.

**Order of the British Empire
(Civil Division)**

D.B.E.

To be an Ordinary Dame Commander of the Civil Division of the said Most Excellent Order :

Miss Kathleen Agnes NICCOL (Sister Mary LEO), M.B.E., of Auckland. For outstanding services to music.

K.B.E.

To be an Ordinary Knight Commander of the Civil Division of the said Most Excellent Order :

George Charles HART, B.E.M., of Auckland. For outstanding philanthropy and services to manufacturing.

C.B.E.

To be Ordinary Commanders of the Civil Division of the said Most Excellent Order :

The Honourable Norman Leslie SHELTON, of Marton. For public services.
Richard Spence Volkmann SIMPSON, of Lower Hutt. For services to education and the arts.
Valdemar Reid SKELLERUP, of Christchurch. For philanthropy and services to industry.

O.B.E.

To be Ordinary Officers of the Civil Division of the said Most Excellent Order :

Jeanie Eleanor, Mrs. KIRK-BURNNAND, of Dunedin. For services to the community.
Kennedy Berclay BURNSIDE, Assistant Commissioner, New Zealand Police Force.
Frank CHILTON, of Christchurch. For services to the handicapped.
The Reverend Father Francis James GREEN, of Waihi. For services to youth.
Reginald JONES, of Christchurch. For services to technical education.
Roderick Athelstane KEIR, of Auckland. For services to technical education.
Frederic McCARTHY, of Auckland. For services to law and education.
Ritchie MACDONALD, J.P., of Auckland. For services to the community.
George MATTHEW, of Wellington. For services to education.
Doris Turner, Mrs. NICHOLSON, of Heretaunga. For services to the community.
Kiri Janette, Mrs. PARK (née TE KANAWA), of Esher, Surrey. For services to music.
Albert Henry Thomas ROSE, of Christchurch. For services to the Lepers' Trust Board.
Professor James Lawrence WRIGHT, of Dunedin. For services to medicine.

M.B.E.

To be Ordinary Members of the Civil Division of the said Most Excellent Order :

Miss Alice Rosina BERRIDGE, of Auckland. For services to education.
Keith Wilbur BLACKMORE, of Alexandra. For services to local government.
Viola Emily, Mrs. BLINCOE, Lieutenant-Colonel, Salvation Army, of Heretaunga. For services to the community.

Mary Wharton, Mrs. CHRISTIAN, of Tauranga. For services to the community.
 Leslie Jonathan FAIRBROTHER, of Carterton. For services to the community.
 Catherine May, Mrs. GARLAND, of Dunedin. For services to sport.
 George GLASSEY, of Ashburton. For public services.
 Rudall Charles Victor HAYWARD, of Auckland. For services to the community.
 Rangimarie Taheka, Mrs. HETET, of Te Kuiti. For services to Maori art and culture.
 John Stanley HUNT, of Cromwell. For services to farming.
 Victor David Morrow JACOBSON, of Marlborough. For services to medicine and the community.
 James Noel LAIRD, of Hawera. For services to education.
 Keith Charles MALCOLM, of Palmerston North. For services to scouting.
 Leslie Roy MILLS, of Auckland. For services to sport.
 Miss Agnes Annabel Grace MORGAN, of Wellington. For services to the community.
 George Stanley O'KEEFE, of Westport. For services to the community.
 John Billington Hayes PARRY, of Auckland. For services to the community.
 Herbert Robinson PEERS, of Christchurch. For services to education and care of the aged.
 Mana, Mrs. RANGI, of Tiki Tiki. For services to the community.
 William Antony REED, of Nelson. For services to the community.
 Harold Harding RICHMOND, of Dunedin. For philanthropy and welfare services.
 Allan George SCOTT, of Morrinsville. For services to horticulture.
 Miss Mavis Betty Evelyn TRELOAR, of Invercargill. For welfare services.
 Albert VEART, M.C., of Auckland. For services to lifesaving.
 George Hector WALKER, Chief Fire Officer, Stokes Valley Volunteer Fire Brigade.
 Joseph Victor WALLIS, of Napier. For services to the community.
 James Richard WHITFORD, J.P., of Christchurch. For services to the community.

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2nd June 1973

THE QUEEN has been graciously pleased, on the occasion of the Celebration of Her Majesty's Birthday, and on the advice of Her Majesty's New Zealand Ministers, to give orders for the following appointment to the Imperial Service Order:

I.S.O.

To be a Companion of the Order :

Joseph William ALLEN, Sectional Officer, Legislative Department.

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2nd June 1973

THE QUEEN has been graciously pleased, on the occasion of the Celebration of Her Majesty's Birthday, and on the advice of Her Majesty's New Zealand Ministers, to approve the award of the British Empire Medal (Military Division) to the undermentioned:

**British Empire Medal
 (Military Division)**

ROYAL NEW ZEALAND NAVY

Chief Petty Officer Cook Raymond Lionel Norman FORD (C15274), Royal New Zealand Navy.

ROYAL NEW ZEALAND MILITARY FORCES

Corporal Albert COLLINS (F554604), Royal New Zealand Infantry Regiment (Regular Force).
 Sergeant Maurice EDWARDS (688547), Royal New Zealand Infantry Regiment (Territorial Force).

ROYAL NEW ZEALAND AIR FORCE

Flight Sergeant Colin Newman CARMICHAEL (Q77271), Royal New Zealand Air Force.
 Flight Sergeant Robert NEILL (M76785), Royal New Zealand Air Force.
 Flight Sergeant Brian Alfred WAKELAM (J79220), Royal New Zealand Air Force.

**British Empire Medal
 (Civil Division)**

Leila Geneva, Mrs. BASSETT, of Motueka. For services to the community.
 Miss Clarice Gledhill CHIVERS, of New Plymouth. For services to the community.
 Miss Margaret COOPER, of Auckland. For services to the community.
 Joseph FAHEY, of Lawrence. For services to the community.
 Robert Bruce FRANKHAM, of Hamilton. For services to swimming.
 James Craigie GLASS, of Timaru. For services to art and culture.
 Miss Margaret Mary HALL, of Fox Glacier. For services to youth, recreation and training.
 Geoffrey Lawrence HOCQUARD, of Marlborough. For services to sport.
 George Allan Wilton KEAST, of Pahiatua. For services to the community and dairying.
 Miss Jocelyn Edna LOOKER, of Hamilton. For services to the community and to music.
 James SMITH, of Coromandel. For services to the community, in particular safety at sea.
 Miss Jean Ann SMITH, of Clarkville. For services to the community.
 Miss Elizabeth STINSON, of Christchurch. For services to nursing and in community affairs.

LONDON

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1. The first part of the document discusses the importance of maintaining accurate records of all transactions and activities. It emphasizes that proper record-keeping is essential for transparency and accountability, particularly in the context of public administration and government operations. The text highlights how detailed records can help identify inefficiencies, prevent fraud, and ensure that resources are used effectively.

2. The second part of the document focuses on the role of technology in modern record-keeping. It explores how digital systems and software solutions can streamline the process of data collection, storage, and retrieval. The author notes that while technology offers significant advantages, it also presents challenges such as data security, system integration, and the need for staff training. The text suggests that a balanced approach, combining traditional methods with modern technology, is often the most effective.

3. The third part of the document addresses the legal and regulatory requirements surrounding record-keeping. It discusses various laws and standards that govern how records must be maintained, including retention periods, access protocols, and data protection regulations. The author stresses that organizations must stay up-to-date with these requirements to avoid legal penalties and ensure compliance. The text also touches upon the importance of having clear policies and procedures in place to guide record-keeping practices.

4. The fourth part of the document discusses the impact of record-keeping on decision-making and strategic planning. It argues that a wealth of accurate data allows organizations to analyze trends, identify patterns, and make informed decisions based on evidence. The text suggests that records can serve as a valuable resource for long-term planning and for evaluating the performance of different initiatives. The author concludes by emphasizing that record-keeping is not just a bureaucratic task, but a critical component of effective management and governance.