

member of the Foreign Service while lent to a foreign Government, if he is paid by them and not from British public funds during the period of the loan.

2. A restricted form of permission may be granted in the case of decorations conferred in recognition of personal attention on a foreign Sovereign or Head of State, or a member of a foreign Royal Family, on the occasion of State or official visits by such personages, in the case of decorations conferred upon members of Her Majesty's Missions abroad when The Queen pays a State visit to a foreign country, and in the case of decorations conferred upon members of the Foreign Service when forming part of a Special Mission when The Queen is represented at a foreign Coronation, Wedding, Funeral, or similar occasion, or upon any diplomatic representative when specially accredited to represent Her Majesty on such an occasion (but not on the members of his staff).

3. The Queen's Regulations do not contemplate the grant of any permission for the acceptance and wearing of foreign decorations offered to Her Majesty's Ambassadors or Ministers abroad when leaving, even on final retirement.

4. In any case in which a member of the Foreign Service learns that the bestowal of a foreign decoration upon him is contemplated, his informant should be told of the desire of Her Majesty's Government to be consulted through the diplomatic channel before any final decision to confer it is taken, and also, if the case is clearly of such a character, that their consent is not likely to be forthcoming. In no case should the grant of The Queen's permission be assumed.

5. The foregoing applies equally to medals, including State decorations not carrying membership of foreign Orders of Chivalry. Medals for saving or attempting to save life, whether awarded by the Head or Government of a foreign State or by private life-saving societies or institutions, may be accepted and worn without restriction.

6. The wives of members of the Foreign Service are regarded as subject to the same general disabilities as their husbands where the acceptance of foreign honours is concerned.

#### REGULATION No. 5. PRESENTATIONS.

A member of the Foreign Service may not receive gifts or presentations, whether in the shape of money, goods, free passages, or other benefits, from any person in recognition of services rendered by virtue of his official position, or, in any case, from foreigners resident in the foreign country where that member is serving, without having first secured the permission of the Secretary of State.

*Comment:—*

This Regulation, which also applies to the families of members of the Foreign Service, should not be regarded as applying to small personal gifts such as may be received from colleagues and friends.

#### REGULATION No. 6. PRIVATE OCCUPATIONS.

1. No member of the Foreign Service may, without the permission of the Secretary of State, accept any post in the management of any trading, commercial, industrial, financial or professional firm or company.

*Comment:—*

Permission under paragraph 1 is only likely to be given in very exceptional cases, for instance, in some cases permission to become a director in a small private company which is confined to members of the officer's family may be given: or occasionally an officer may be permitted temporarily to take some part in the organisation of a firm as executor for a deceased relative until new arrangements for the carrying on of the firm's business can be made.

(1) No member of the Foreign Service may at any time engage in any activity which would in any way tend to impair his usefulness as a public servant.

(2) No member of the Foreign Service may engage in any occupation or undertaking which might in any way conflict with the interests of the Service or be inconsistent with his position as a member of the Foreign Service.

(3) In no circumstances may a member of the Foreign Service make use of his official position to further his private interests and any attempt to do so constitutes a grave disciplinary offence. Furthermore, a member of the Foreign Service commits an offence if he so acts as to create a reasonable suspicion that he has used his official position to further his private interests.

*Comment:—*

(1) There is, of course, nothing to prevent members of the Service from becoming members of, or occupying posts on the Councils of, charitable or learned societies, provided that their responsibilities in that concern are not serious enough to conflict with the discharge of their official duties and provided also that the activities of these societies are not such as to bring paragraph 2 (1) or (2) of this Regulation into play.

(2) The Treasury have laid down certain principles governing the receipt by Crown servants of payments for activities which are in some degree connected with their official duties but not actually part of those duties. These cover the writing of books and articles, broadcasting of talks, lecturing, &c. It is the duty of any member who may have any doubt as to the propriety of undertaking any particular work to consult the Head of Personnel Department.

(3) Paragraph 2 (3) above is based on the report of the Board of Enquiry appointed by the Prime Minister to investigate certain statements affecting Civil Servants—Cmd. 3037 of 1928. Paragraphs 17, 56 and 58 of this report are reproduced below, but members of the Foreign Service are advised to read the full report.

#### APPENDIX.

EXTRACTS FROM THE REPORT OF THE BOARD OF ENQUIRY APPOINTED BY THE PRIME MINISTER TO INVESTIGATE CERTAIN STATEMENTS AFFECTING CIVIL SERVANTS.

#### Paragraph 17.

We should be unwilling to lay down any hard-and-fast rule on the subject of gambling transactions by Civil Servants. These may take many forms, from a trifling bet upon a horse race to transactions such as those we have been considering, and the propriety of a Civil Servant engaging in any of them must necessarily depend to some degree upon the circumstances of the case. But of these circumstances, one of the most material to be considered is without doubt the functions of the Department in which he is employed. Thus Civil Servants employed in certain Departments will plainly come under a special obligation to be discreet and careful in all their private financial transactions; the Treasury is pre-eminently one such Department the Foreign Office is a second, and the Revenue Departments and the Post Office are others. We think that the opportunity of turning official information to private gain is likely to be much less frequent in the Foreign Office than, for instance, in the Treasury, but that such opportunities occur from time to time in most Departments there can be no doubt whatsoever; and where this is so, and indeed we might say so long as the public, whether rightly or wrongly, believe it to be so, Civil Servants engaged in those Departments cannot and ought not to expose themselves, their Departments or the Civil Service at large to public criticism by gambling or by rash and hazardous speculation. It is unnecessary to elaborate the reasons for a rule of this kind, which we should have thought was elementary and axiomatic.

#### Paragraph 56.

The first duty of a Civil Servant is to give his undivided allegiance to the State at all times and on all occasions when the State has a claim upon his services. With his private activities the State is in general not concerned, so long as his conduct therein is not such as to bring discredit upon the Service of which he is a member. But to say that he is not to subordinate his duty to his private interests, nor to make use of his official position to further those interests, is to say no more than that he must behave with common honesty. The Service exacts from itself a higher standard, because it recognises that the State is entitled to demand that its servants shall not only be honest in fact, but beyond the reach of suspicion of dishonesty. It was laid down by one of His Majesty's Judges in a case some few years ago that it was not merely of some importance but of fundamental importance that in a Court of Law justice should not only be done, but should manifestly and undoubtedly be seen to be done; which we take to mean that public confidence in the administration of justice would be shaken if the least suspicion, however ill-founded, were allowed to arise that the course of legal proceedings could in any way be influenced by improper motives. We apply without hesitation an analogous rule to other branches of the public service. A Civil Servant is not to subordinate his duty to his private interests; but neither is he to put himself in a position where his duty and his interests conflict. He is not to make use of his official position to further those interests; but neither is he so to order his private affairs as to allow the suspicion to arise that a trust has been abused or a confidence betrayed. These obligations are, we do not