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1904.

THE PARLIAMENT OF THE COMMONWEALTH OF AUSTRALIA.

PUBLIC SERVICE ACT 1902.

CLASSIFICATION

OF THE

PUBLIC SERVICE

PREPARED BY THE

PUBLIC SERVICE COMMISSIONER.

Presented by Command; ordered by the House of Representatives to be printed, 23rd June, 1904.

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To His Excellency THE RIGHT HONORABLE HENRY STAFFORD, BARON NORTHCOTE, *Knight Grand Cross of the Most Distinguished Order of Saint Michael and Saint George, Knight Commander of the Most Eminent Order of the Indian Empire, Companion of the Most Honorable Order of the Bath, Governor-General and Commander-in-Chief of the Commonwealth of Australia, &c., &c., &c.*

MAY IT PLEASE YOUR EXCELLENCY:

In conformity with the provisions of the *Commonwealth Public Service Act 1902*, I beg to submit, for Your Excellency's consideration, the Classification of the permanent officers of the Commonwealth Public Service, showing the disposition of offices and officers, and their arrangement in Classes and Subdivisions of Classes, in the case of the Professional and the Clerical Divisions, and in Grades or Positions, in the case of the General Division, as on the 31st March, 1904.

The Service has been divided into the four Divisions provided for by Section 15 of the Act, viz.:—The Administrative Division, the Professional Division, the Clerical Division, and the General Division.

The Administrative Division includes all Permanent Heads and Chief Officers of Departments.

The Professional Division includes all officers whose duties require in the persons performing them some special skill or technical knowledge usually acquired only in some profession or occupation different from the ordinary routine of the Public Service.

The Clerical Division includes all officers whose duties are wholly of a clerical nature.

The General Division includes all persons not included in the other Divisions of the Service.

In the Administrative Division the salaries received by officers are those approved by Parliament each year, and provided in the Appropriation Act.

The Third Schedule of the *Commonwealth Public Service Act 1902* (a copy of which appears as Schedule I. hereto), fixes the rate of annual salary of officers of the Clerical Division, and the officers have been placed in the Classes and Subdivisions of Classes shown therein.

The arranging of the Professional Division into Classes, as provided for by Section 80 (a), has been carried out, and the limits of salaries to be paid to persons in such Classes have been fixed by regulation, a copy of which appears as Schedule II.

The arrangement of the General Division into Grades, also provided for by Section 80 (a), has been completed, and the limits of salaries fixed by regulation are contained in Schedule III. hereto.

Additions to salary are only granted on the recommendation of the Commissioner after full inquiry, and report by the Permanent Head of the Department to which the officer is attached.

The number of officers in each Division and Class or Grade necessary for the efficient working of each Department and Branch, has likewise been apportioned.

In forwarding this recommendation, I deem it right to explain the principles by which I have been guided in making my classification and the means which have been adopted in arriving at the result.

The end steadily borne in view has been the adoption of a scheme which, while being fair to the officers and allowing full value for the work performed, yet will not press unduly upon the finances of the Commonwealth.

The Inspectors for the various States have inspected the Departments under the jurisdiction of the Commonwealth, and, so far as possible, have examined as minutely as practicable the work performed by each officer or group of officers; they have likewise visited many of the country offices, and have thus been enabled to recommend alterations and changes in the staffs which have already resulted in reduced expenditure, and will lead in the future to still further savings.

The classification of the Public Service has been an undertaking that has involved arduous and painstaking labour and the most anxious consideration. It was found that the State Classifications, the conditions of employment, the rates of pay, and the special emoluments and concessions granted, were so diversified that an immense amount of time was absorbed in ascertaining and critically analyzing the many questions which necessarily arose in the preparation of a properly related scheme of classification.

The designations of officers which had been adopted in the several States prior to Federation afforded, in many instances, little or no indication of the duties performed, and even where it sometimes happened that a particular designation was common to two or more States, it was found that the duties sought to be described were entirely dissimilar. No less than 470 different designations existed in the permanent staffs of the transferred Departments:— Posts, Telegraphs, and Telephones, 302; Customs and Excise, 122; Naval and Military Defence, 46. Before any sound basis could be laid down for a Commonwealth classification, the whole of these titles demanded critical examination, with a view to introducing some measure of uniformity of designation of the positions in those Departments. To have classified the Service on the assumption that an officer's existing designation could be accepted as an indication of the nature of his duties and responsibilities would have created serious anomalies and injustice, and have made confusion worse confounded. Before the actual work of classification could be entered upon, a large amount of information bearing upon the diverse conditions existent in the States had to be collated, and some semblance of order evolved out of what was practically a chaotic condition of affairs.

In formulating the scheme of classification, an endeavour has been made to provide that every officer in the employ of the Commonwealth who gives efficient and willing service shall have a fair chance of advancement, and, at the same time, the organization of the Service has been effected on such clearly defined lines as will, it is believed, materially assist in the economical and sound business administration of the Departments.

To arrive at a proper estimate of the value of the services performed by officers, information had to be obtained as to the volume of business at every Post Office and Customs House throughout Australia. In assessing the value of the work at, say, a Post Office, I have had before me for comparison with other offices, the number of letters posted and received; mails despatched and received; telegrams despatched, received, and repeated; money orders issued and paid; Savings Bank deposits and withdrawals; Old-age Pensions paid; Telephone Bureau calls; Treasury transactions; Trunk Line calls; &c. It has also been necessary to take into consideration the strength of staffs, the amount of telephone business, and the extent of night work. Similarly, in dealing with the Customs offices, consideration has been given to the number of entries passed and checked on goods for home consumption, and in connexion with excise, warehouse entries, entries passed for transshipments, drawback work, entries at fixed and *ad valorem* rates, pilotage, harbour and tonnage dues, inter-State debit and credit certificates, foreign, inter-State, and coastwise shipping, &c.

In determining the value of the work performed by an officer, I have acted on the assumption that in cases where the rates fixed are lower than the amounts now paid, the reduced rates shall only apply to officers appointed, promoted, or transferred after such reduced rates have come into force.

SCHEDULE—RATES OF ANNUAL SALARIES OF GENERAL DIVISION OFFICERS—continued.

Department and Office.	Minimum Yearly Rate of Pay.	Scale of Additions.			Maximum Yearly Rate of Pay.	Remarks.
		Amount.	At Intervals of not less than—	Number.		
	£				£	
POSTMASTER-GENERAL—continued.						
District Supervisor (Country)	See "Telephone."
Do. (City & Suburbs)	See "Instrument Fitter, Senior."
Foreman—Mail Branch ..	144	£6	One year..	2	156	
Groom	110	
Do. in Charge ..	120*	132	
Instrument Fitter (c)—Grade I ..	114	£6	One year..	3	132	(c) Including Testers. One-third in Grade I.; one-third in Grade II.; and one-third in Assistant Grade. Including City and Suburban Supervisors and Chief Tester.
Do. do. II..	138	£6	One year..	3	156	
Do. Senior ..	162	£6	One year..	3	180	
Instrument Fitter—Foreman†—						
Grade I.	204	
Do. do. II.	216	
Do. do. III.	228	
Do. do. IV.	240	
Letter-carrier (d)—Grade I. ..	114	£6	One year..	2	126	(d) Including Stamper. One-third in Grade I., one-third in Grade II., and one-third in Assistant Grade.
Do. do. II. ..	132	£6	One year..	1	138	
Line Repairer ..	110	1st year, £4 2nd do. £6	..	2	120	Including Line Repairers assisting and in gangs. Including Cable Joiner. With allowance for acting as Postmaster.
Do. Senior ..	132	£6	One year..	4	156	
Do. in charge of Office ..	132	£6	One year..	4	156	
Line Foreman ..	156	£6	One year..	1	162	
Line Inspector†—Grade I.	170	
Do. do. II.	180	
Do. do. III.	204	
Do. do. IV.	240	
Do. do. V.	276	
Do. do. VI.	300	
Messenger, Telegraph ..	26	1st year, £6 2nd ,, £7 3rd ,, £13	..	3	52	
Mechanician†—Grade I.	204	
Do. do. II.	228	
Do. do. III.	252	
Do. do. IV.	276	
Do. do. V.	300	
Do. do. VI.	324	
Do. do. VII.	348	
Mail Driver ..	114	£6	One year..	2	126	Half the total number to be in the "Assistant" Grade.
Mail Officer ..	192	£6	One year..	6	228	
Pole Dresser	126	
Porter ..	114	£6	One year..	2	126	Including Pillar Clearer and Bicycle Pillar Clearer; half to be in Assistant Grade.
Sorter (e)—Grade I. ..	138‡	£6	One year..	2	150	(e) Including Mail Guards. Two-thirds in Grade I. One-third in Grade II.
Do. do. II. ..	156	£6	One year..	2	168	
Storeman—Foreman ..	144	£6	One year..	2	156	
Telephone Attendant ..	30	1st year, £6 2nd ,, £12 3rd ,, £12 4th ,, £12 5th ,, £12	..	5	84	
Do. Monitor	120	
Do. Indoor Supervisor ..	126	£6	One year..	1	132	
Do. Supervisor in charge of Central Exchange	138	1st year, £12 2nd ,, £12 3rd ,, £6	..	3	168	
Do. District Supervisor (Country)	156*	220	
Do. Exchange Foreman ..	260*	300	
Wagon Repairer ..	132*	144	

* No additions to pay are provided for in these cases. Salaries between the minimum and maximum shown will be fixed by the Commissioner from time to time in accordance with the work performed.

† These positions have been divided into Grades, with fixed salaries, to meet the differing circumstances in regard to responsibility and importance in each State, and no addition to salary is provided for an officer so long as he holds such position.

‡ Sorters who are in receipt of a salary less than the minimum fixed for the position shall be paid each year a sum of £6, or such lesser sum as may be necessary to bring their salaries to such minimum.

DEPARTMENT OF HOME AFFAIRS.

Page No.	Name.	Date of Birth.	Particulars of Service, &c.											Classification.									
			Under State.				Under Commonwealth.							Work.			Officer.						
			Office.	Date of First Appointment.	Division.	Salary.	Office.	Date of Appointment or of Transfer.	Total Service in Years, State and Commonwealth.	Salary.	Deduction for Rent.	Allowances.		Office.	Division.	Class or Grade.	Class or Grade.	Subdivision.	Salary (including Rent).	Deduction for Rent.	Allowances.		
			£ s. d.				£ s. d.	£	£	£						£ s. d.	£	£	£				
1	Miller, D.*	27.3.87	Treasury Inspector, N.S.W.	15.2.75	A. 2	425 0 0	Secretary	19.11.01	29	750 0 0	Secretary	...	A.	E850	850 0 0	£	£
2	<i>Correspondence Branch.</i> Bingle, W. D.	12.4.61	Clerk, Lands Department, N.S.W.	1.7.87	A. 3	300 0 0	Chief Clerk †	5.4.01	16	600 0 0	Chief Clerk †	...	C.	2	1	5	600 0 0			
3	Whiteford, G.	20.5.79	Clerk, Treasury, N.S.W.	16.3.97	E.	100 0 0	Clerk & Shorthand Writer	13.2.01	7	235 0 0	Clerk	...	"	4	4	3	235 0 0			
4	(Vacant)	Clerk	225 0 0	"	...	"	4	4
5	Bradford, G. T.	27.9.73	"	31.12.02	1	161 0 0	"	...	"	5	5	6	161 0 0			
6	Waterworth, M.	22.9.78	"	"	1	120 0 0	"	...	"	5	5	4	120 0 0			
7	Fischer, H. F.	12.9.79	Junior Clerk	"	1	190 0 0	"	...	"	5	5	3	190 0 0			
8	Kither, E.	17.3.80	Typist	"	1	80 0 0	"	...	"	5	5	2	80 0 0			
9	Maguire, W. A.	30.6.85	Junior Clerk	1.7.03	...	40 0 0	"	...	"	5	5	1	40 0 0			
10	Wasley, A. T.	22.5.86	"	"	...	40 0 0	"	...	"	5	5	1	40 0 0			
11	(Vacant) ‡	Caretaker and Cleaner	104 0 0	"	...	"
—	(Vacant) ‡	Chief Messenger	175 0 0	***
12	Burgess, P. F.	2.11.82	Messenger	1.1.01	3	110 0 0	Messenger, senior	...	G.	120 0 0			
13	Thomson, J. A.	31.1.86	Telegraph Messenger	21.8.00	G.	24 0 0	Messenger	1.3.01	3	52 0 0	Messenger	...	G.	1	1	...	52 0 0			
14	Casey, A. E.	28.12.88	Junior Messenger	31.12.02	1	39 0 0	Junior Messenger	...	"	I.	I.	...	42 0 0			
15	<i>Accounts Branch.</i> Walters, H. L.	25.1.63	Accountant, Taxation Department, N.S.W.	1.1.83	C.	350 0 0	Chief Accountant	15.2.02	21	550 0 0	Accountant	...	C.	2	1	2	550 0 0			
16	Batten, W. G.	28.12.60	Examiner of Accounts	31.12.02	1	211 0 0	Clerk	...	"	3	4	3	235 0 0			
17	Williams, S.	17.10.62	Paying Officer	"	1	161 0 0	"	...	"	4	4	1	185 0 0			
18	Cleland, P. R.	23.11.76	Clerk, Marine Board, South Australia	17.12.90	O.	130 0 0	Clerk	1.1.01	13	140 0 0	"	...	"	5	5	6	160 0 0			
19	Piggin, F. A.	20.7.83	Postal Assistant, G.P.O., Melbourne	9.6.90	G.	90 0 0	"	21.4.02	1	120 0 0	"	...	"	5	5	5	140 0 0			
20	Fair, T.	16.3.75	"	1.3.01	13	110 0 0	"	...	"	5	5	4	120 0 0			
21	<i>Public Works.</i> Owen, G. T.	15.9.64	Inspector-General of Works	26.1.04	...	800 0 0	Inspector-General of Works	...	P.	A.	A.	4	800 0 0			
22	<i>Public Works Branch, Victoria.</i> Blackbourn, J.	26.5.42	Engineer, Defence, Vic.	16.3.82	P.	600 0 0	Superintendent of Works	1.10.01	22	600 0 0	Superintendent of Works	...	P.	B.	B.	5	670 0 0			
23	Hill, T.	6.6.67	Chief Draughtsman	31.12.02	1	300 0 0	Chief Draughtsman	...	"	D.	D.	3	360 0 0			
24	Mackennal, H. J.	16.5.75	Draughtsman	"	1	175 0 0	Draughtsman	...	"	E.	E.	1	175 0 0			
25	Dossetor, D. R.	29.10.80	Junior Draughtsman	"	1	95 0 0	"	...	"	F.	F.	4	120 0 0			
26	<i>Public Works Branch, New South Wales.</i> Oakeshott, G. J.	6.7.61	Chief Draughtsman, Govt. Architect's Branch, Public Works Dept., N.S.W.	1.6.91	P.	425 0 0	Superintendent of Works	13.5.03	12	600 0 0	Superintendent of Works	...	P.	B.	B.	5	600 0 0			
27	Brown, H. C.	17.4.74	Clerk, G.P.O., Sydney	2.11.91	C.	175 0 0	Clerk	1.8.03	12	200 0 0	Clerk	...	C.	4	4	2	210 0 0			
28	Cook, G. S.	8.3.86	"	8.7.03	...	50 0 0	"	...	"	5	5	1	50 0 0			
29	Chapman, W. G.	29.10.84	Junior Messenger	23.12.01	2	50 0 0	Messenger	...	G.	1	1	...	60 0 0			
30	<i>Public Works Branch, Tasmania.</i> Oldham, R. C.	22.6.59	Landing Surveyor, Trade and Customs, Hobart	7.10.81	...	350 0 0	C'wealth Electoral Officer, Public Works Officer, & Deputy Public Service Inspector	1.1.01	22	500 0 0	C'wealth Electoral Officer, Public Works Officer, & Deputy Public Service Inspector	...	C.	1	1	1	520 0 0			
31	Hurvey, W. C. P.	10.3.81	Clerk, G.P.O., Sydney	21.8.99	C.	65 0 0	Clerk	1.3.01	4	185 0 0	Clerk	...	"	4	4	1	185 0 0			
32	<i>Electoral Branch.</i> Newman, W. A.	28.11.73	Clerk, Public Service Board, N.S.W.	10.11.91	"	150 0 0	Senior Clerk	1.7.02	12	350 0 0	Senior Clerk	...	"	3	3	3	360 0 0			
33	Richardson, J. T.	3.10.62	Clerk	31.12.02§	1	211 0 0	Clerk	...	"	4	4	2	211 0 0			
34	Haigh, T.	24.10.61	"	"	1	190 0 0	"	...	"	4	4	1	185 0 0			
35	Sparks, H. O.	23.7.78	"	"	1	160 0 0	"	...	"	5	5	6	160 0 0			
36	Knipe, J.	21.12.68	"	5.11.02	1	120 0 0	"	...	"	5	5	4	120 0 0			

* From 12th April, 1900, up to date of appointment to Commonwealth Service, this officer was in the Imperial Service with salary and allowances amounting to £750. † Also Marshal of the High Court of Australia. ‡ Vice S. C. Piggin, transferred as Caretaker Customs House, Melb. § Served from Sub-Lieutenant to Commander in the Permanent Naval Forces between 8th May, 1888, and 31st August, 1902. ¶ Vice J. J. Nichols, transferred to Trade & Customs (Central Staff). *** Position unnecessary.

POSTMASTER-GENERAL'S DEPARTMENT, NEW SOUTH WALES—continued.

Page No.	Name.	Date of Birth.	Particulars of Service, &c.											Classification.								
			Under State.				Under Commonwealth.							Work.				Officer.				
			Office.	Date of First Appointment.	Division.	Salary.	Office.	Date of Appointment or Transfer.	Total Service in Years, State and Commonwealth.	Salary.	Deduction for Rent.	Allowances.	Office.	Division.	Class or Grade.	Class or Grade.	Subdivision.	Salary (including Rent).	Deduction for Rent.	Allowances.		
			£ s. d.				£ s. d.	£	£	£					£ s. d.	£	£	£				
1	<i>Harden.</i> Drum, J. M.	26.5.68	Post and Telegraph Master	16.3.83	C.	170 0 0	Post and Telegraph Master	1.3.01	21	170 0 0	17	...	3*	Postmaster, XIII. grade	C.	5	5	6	170 0 0	17	...	3*
2	<i>Brady, H. F. (a)</i>	9.11.75	Post and Telegraph Assistant	23.4.91	"	90 0 0	Post and Telegraph Assistant	"	9	120 0 0	13†	Assistant ...	G.	110 0 0
3	<i>Hargraves.</i> Carty, J.	16.12.70	Post and Telegraph Master	13.5.89	C.	125 0 0	Post and Telegraph Master	1.3.01	14	140 0 0	2*	Postmaster, XV. grade	C.	5	5	6	160 0 0	2*
4	<i>Harrington.</i> Strickland, D. S.	27.12.69	Post and Telegraph Master	27.10.85	C.	140 0 0	Post and Telegraph Master	1.3.01	18	160 0 0	3*	Postmaster, XIV. grade	C.	5	5	6	160 0 0	3*
5	<i>Harwood Island.</i> O'Mara, T. B.	27.8.69	Post and Telegraph Master	23.2.85	C.	160 0 0	Post and Telegraph Master	1.3.01	19	160 0 0	16	...	3*	Postmaster, XIII. grade	C.	5	5	6	160 0 0	16	...	3*
6	Gard, C.	15.4.87	Telegraph Messenger	29.9.02	1	39 0 0	Telegraph Messenger	G.	39 0 0
7	<i>Hay.</i> Camper, W.	2.3.45	Post and Telegraph Master	7.12.58	C.	400 0 0	Post and Telegraph Master	1.3.01	45	400 0 0	40	40	86 10/8	Postmaster, VI. grade	C.	3	3	5	400 0 0	40	II.	66 10
8	Reid, J. H.	26.7.61	Assistant ...	13.12.80	"	205 0 0	Assistant ...	"	23	205 0 0	...	20 10/	...	Clerk ...	"	4	4	2	210 0 0	...	II.	...
9	Goddard, H. S.	15.2.63	Operator ...	1.7.79	"	180 0 0	Operator ...	"	24	180 0 0	...	20	...	Telegraphist ...	"	4	4	1	185 0 0	...	II.	...
10	Bollmann, J. A.	26.1.69	" ...	1.5.84	"	155 0 0	" ...	"	19	160 0 0	...	20	...	" ...	"	5	5	6	160 0 0	...	II.	...
11	Dwyer, H. R.	23.11.70	Assistant ...	10.1.87	"	130 0 0	Assistant ...	"	17	140 0 0	...	12	...	Clerical Assistant ...	"	5	5	6	160 0 0	...	II.	...
12	Bates, G. A. E. J.	9.4.77	Post and Telegraph Assistant	2.11.91	"	90 0 0	Post and Telegraph Assistant	"	12	120 0 0	...	12	...	" ...	"	5	5	4	120 0 0	...	II.	...
13	Ellwood, S. E.	29.7.77	Junior Letter Carrier	15.3.93	G.	84 0 0	"	"	11	110 0 0	...	12	...	Assistant ...	G.	...	C. 5	3	f 110 0 0	...	II.	...
14	Cross, H. F.	23.3.57	Line Repairer ...	9.10.82	"	140 0 0	Line Repairer ...	"	21	140 0 0	...	10	46 12/30	Senior Line Repairer	"	144 0 0	...	II.	45 12/30
15	Styman, F.	22.4.51	Letter Carrier ...	15.10.84	"	125 0 0	Letter Carrier ...	"	15†	125 0 0	...	10	...	Letter Carrier ...	"	II.	II.	...	126 0 0	...	II.	...
16	Willoughby, J.	10.6.71	" ...	31.1.85	"	120 0 0	" ...	"	19	120 0 0	...	10	30 10/3	" ...	"	II.	II.	...	126 0 0	...	II.	30 10/3
17	Stuart, N. R.	4.9.86	"	...	Telegraph Messenger	15.9.02	1	39 0 0	...	6	...	Telegraph Messenger	"	39 0 0	...	II.	...
18	Newton, J. J.	8.11.86	"	...	"	13.1.92	2	52 0 0	...	6	...	"	"	52 0 0	...	II.	...
19	<i>Haymarket.</i> O'Neill, W.	15.1.49	Post and Telegraph Master	17.5.75	C.	400 0 0	Post and Telegraph Master	1.3.01	28	400 0 0	5†	Postmaster, III. grade	C.	3	3	5	400 0 0	40	...	5†
20	McManis, R. G.	18.4.43	Assistant ...	25.3.78	"	235 0 0	Assistant ...	"	26	235 0 0	Clerk ...	"	4	4	3	235 0 0
21	Sampson, E. C.	19.7.63	Operator ...	15.1.79	"	172 10 0	Operator ...	"	25	172 10 0	Telegraphist ...	"	4	4	1	185 0 0
22	Chulow, J. A.	11.9.58	Assistant ...	11.5.83	"	172 10 0	Assistant ...	"	20	172 10 0	Clerical Assistant ...	"	5	5	6	172 10 0
23	Partiss, C.	26.4.69	" ...	1.3.85	"	140 0 0	" ...	"	19	160 0 0	" ...	"	5	5	6	160 0 0
24	Watson, G. B.	13.6.73	Operator ...	13.5.86	"	125 0 0	Operator ...	"	17	140 0 0	Telegraphist ...	"	5	5	6	160 0 0
25	Taylor, J.	6.7.72	Assistant ...	7.11.86	"	110 0 0	Assistant ...	"	17	140 0 0	Clerical Assistant ...	"	5	5	6	160 0 0
26	Stanton, S. G.	23.4.76	Post and Telegraph Assistant	16.9.95	"	160 0 0	Post and Telegraph Assistant	"	8	140 0 0	" ...	"	5	5	5	140 0 0
27	Ensor, J. J.	17.10.81	"	12.3.01	3	52 0 0	Assistant ...	G.	...	C. 5	1	f 60 0 0
28	Mullin, T.	5.8.84	Telegraph Messenger	17.10.99	G.	39 0 0	Telegraph Messenger	1.3.01	4	52 0 0	Assistant (Relieving)...	"	60 0 0
29	Morris, J. H.	2.2.79	Mail Boy ...	10.11.94	"	65 0 0	Mail Boy ...	"	9	110 0 0	Assistant (Mail Boy)...	"	110 0 0
30	Kelly, R. G.	17.11.82	Telegraph Messenger	17.1.98	"	52 0 0	"	"	6	110 0 0	"	"	110 0 0
31	Ferry, J.	13.7.86	Telegraph Messenger	15.4.02	1	39 0 0	Telegraph Messenger	"	52 0 0
32	<i>Helensburgh.</i> Horan, T.	14.7.58	Post and Telegraph Master	1.12.86	C.	170 0 0	Post and Telegraph Master	1.3.01	17	170 0 0	17	...	36 4/4*	Postmaster, XII. grade	C.	4	4	1	185 0 0	18	...	36 4/4**
33	Kershaw, J.	—, .60	Junior Letter Carrier	1.2.92	G.	84 0 0	Letter Carrier ...	"	12	115 0 0	Letter Carrier ...	G.	I.	I.	...	120 0 0
34	Horan, G. A.	30.11.85	Telegraph Messenger	1.7.01	2	52 0 0	Telegraph Messenger	"	52 0 0
35	<i>Henty.</i> Yates, H. L.	2.4.71	Post and Telegraph Master	17.11.84	C.	130 0 0	Post and Telegraph Master	1.3.01	19	160 0 0	16	...	2*	Postmaster, XIII. grade	C.	5	5	6	160 0 0	16	...	2*
36	Thorne, L. C. L.	24.10.87	Telegraph Messenger	22.7.01	2	52 0 0	Telegraph Messenger	G.	52 0 0
37	<i>Hill End.</i> Broadfoot, D.	4.7.54	Assistant ...	30.8.80	C.	135 0 0	Post and Telegraph Master	1.3.01	21†	160 0 0	16	...	4 10/2*	Postmaster, XIII. grade	C.	5	5	6	160 0 0	16	...	4 10/2*
38	Woolard, T.	20.7.69	Letter Carrier ...	18.5.85	G.	120 0 0	Letter Carrier ...	"	18	120 0 0	31 4/	Letter Carrier ...	G.	II.	II.	...	126 0 0	31 4/

DEPARTMENT OF DEFENCE.

VICTORIA.

Page No.	Name.	Date of Birth.	Particulars of Service, &c.										Classification									
			Under State.				Under Commonwealth.						Work.			Officer.						
			Office.	Date of First Appointment.	Division.	Salary.	Office.	Date of Appointment or of Transfer.	Total Service in Years, State and Commonwealth.	Salary.	Deduction for Rent.	Allowances.		Office.	Division.	Class or Grade.	Class or Grade.	Subdivision.	Salary (including Rent).	Deduction for Rent.	Allowances.	
			£ s. d.				£ s. d.	£	£	£						£ s. d.	£	£	£			
1	Treacy, A. M.	28.4.69	Paymaster, Naval Forces	21.7.86	C.	218 0 0	Paymaster, Naval Forces	1.3.01	17	200 0 0	18†	Paymaster, Naval Forces	C.	4	4	2	210 0 0	18†
2	Thomas, T. J.	26.7.72	Clerk	1.16.85	"	200 0 0	District Paymaster and Accountant	"	18	380 0 0	Accountant	"	3	3	5	400 0 0
3	Callanan, M. J.	7.7.64	"	1.10.83	"	200 0 0	Clerk and Paying Officer	"	20	210 0 0	Clerk	"	4	4	3	235 0 0
4	Norton, E. C.	6.1.70	Paymaster, South Australian Naval Forces	7.3.85	"	273 15 0	Clerk	"	12*	160 0 0	"	"	5	5	6	160 0 0
5	Wangh, R.	13.1.87	"	"	1.7.01	2	160 0 0	"	"	5	5	6	160 0 0
6	Brain, J. L. McC.	23.9.76	"	"	...	2	140 0 0	"	"	5	5	6	160 0 0
7	Stedman, E. P.	3.8.62	"	"	31.12.02	1	140 0 0	"	"	5	5	5	140 0 0
8	Savage, F. ††	13.1.58	Controller of Stores	18.3.74	P.	450 0 0	Controller of Stores	1.3.01	30	468 0 0	Controller of Stores	"	3	2	4	468 0 0
9	Harding, R.	10.4.56	Inspector of Ordnance Machinery	11.12.71	"	450 0 0	Inspector of Ordnance Machinery	"	32	468 0 0	Inspector of Ordnance Machinery	P.	C.	C.	4	480 0 0
10	Lahiff, J. J. F.	20.11.62	Deputy Controller of Stores	26.7.82	C.	310 0 0	Deputy Controller of Stores	"	21	360 0 0	Clerk	C.	3	3	4	360 0 0
11	Bean, A. W.	12.9.61	Clerk	16.10.78	"	200 0 0	Clerk, Ordnance Branch	"	25	235 0 0	"	"	4	4	3	235 0 0
12	Williams, W. G.	2.12.71	"	14.5.88	"	200 0 0	"	"	15	210 0 0	"	"	4	4	3	235 0 0
13	Magnire, M. M.	16.11.72	"	4.6.90	"	200 0 0	"	"	13	200 0 0	"	"	4	4	2	210 0 0
14	Nash, J. F.	19.7.68	"	31.5.88	"	200 0 0	"	"	15	200 0 0	"	"	5	4	1	200 0 0
15	Murphy, G. A.	28.7.76	"	"	1.7.01	2	140 0 0	"	"	5	5	6	160 0 0
16	Jensen, J. K.	20.3.84	Junior Messenger	19.7.98	"	42 0 0	"	1.3.01	5	100 0 0	"	"	5	5	4	120 0 0
17	Healy, G. E.	26.3.85	"	Clerk	1.7.01	2	100 0 0	"	"	5	5	4	120 0 0
18	Gough, J. M. A.	15.2.86	"	"	11.6.03	2	50 0 0	"	"	5	5	1	60 0 0
19	Colley, J.	20.10.62	Armourer	18.1.79	"	222 0 0	Armourer	1.3.01	25	240 0 0	Armourer	G.	V.	V.	...	240 0 0
20	Dupe, H.	10.12.55	Assistant Armourer	3.8.91	G.	150 0 0	Assistant Armourer	"	12	156 0 0	Assistant Armourer	"	II.	II.	...	156 0 0
21	Monck, L. O.	27.2.67	"	27.3.99	"	138 0 0	"	"	5	150 0 0	"	"	II.	II.	...	150 0 0
22	Fry, E.	10.12.47	Chief Gunner, Naval Forces	23.12.83	Naval	258 5 0	Magazine Storeman	"	20	200 0 0	Magazine Storeman	"	£180	200 0 0
23	Smith, A. W.	14.5.62	Foreman of Stores	4.3.86	G.	168 8 0	Foreman of Stores	"	18	140 0 0	36 8†	Storeman, Foreman	"	II.	II.	...	200 0 0	20
24	Garden, W. M.	7.7.64	Store Assistant	9.5.87	"	132 0 0	Store Assistant	"	16	138 0 0	Storeman	"	II.	II.	...	138 0 0
25	Unglis, D. G.	16.4.63	Ordnance Assistant	15.1.85	"	126 0 0	Ordnance Assistant	"	16§	138 0 0	"	"	II.	II.	...	138 0 0
26	Leonard, J.	26.2.72	Store Assistant	27.3.90	"	108 0 0	Store Assistant	"	14	128 0 0	"	"	II.	II.	...	128 0 0
27	Marschner, E. H.	24.8.75	"	29.1.90	"	108 0 0	"	"	14	128 0 0	"	"	I.	I.	...	128 0 0
28	Barrett, G. G.	29.12.70	"	"	1.7.01	2	114 0 0	"	"	T.	L.	...	120 0 0
29	Dixon, H. E.	24.5.79	"	"	"	2	114 0 0	"	"	I.	L.	...	120 0 0
30	Planner, A. J.	21.2.68	"	"	"	2	114 0 0	"	"	I.	L.	...	120 0 0
31	Kendall, T. M.	4.7.62	Blacksmith	1.4.79	G.	156 0 0	Blacksmith	1.3.01	24	156 0 0	Blacksmith	"	156 0 0
32	Jones, J.	8.7.81	"	Labourer	23.11.03	...	110 0 0	Blacksmith's Striker	"	110 0 0
33	Hayes, P. J.	19.12.71	Labourer	29.1.92	G.	104 0 0	"	1.3.01	12	114 13 4	Labourer	"	114 13 4
34	Wright, J. T.	23.7.60	"	"	1.7.01	2	110 0 0	"	"	110 0 0
35	Flewellen, R.	4.7.64	Wheeler and Carpenter	18.4.89	G.	144 0 0	Wheeler and Carpenter	1.3.01	14	152 0 0	Wheeler and Carpenter	"	152 0 0
36	Shelley, E. F.	28.6.57	Saddler and Harness Maker	15.3.97	"	144 0 0	Saddler and Harness Maker	11.3.01	6§	152 0 0	Saddler and Harness Maker	"	152 0 0
37	Munro, P.	12.9.71	"	Assistant Saddler and Harness Maker	1.7.01	2	130 0 0	Assistant Saddler and Harness Maker	"	132 0 0
38	Elton, E. W.	29.9.65	Able Seaman, Naval Forces	25.6.91	Naval	78 0 0	Messenger	"	11¶	110 0 0	Messenger	"	II.	II.	...	110 0 0
39	Sullivan, E.	17.6.52	Caretaker, Langwarrin Military Reserve	11.3.79	G.	179 0 0	Caretaker, Langwarrin Military Reserve	1.3.01	25	156 0 0	23††	***	"	156 0 0
40	Boam, M. M.	15.10.47	Major, Deputy Assistant Adjt.-General, Head-quarters Staff, N.S.W.	—1.73	Military	628 0 0	Secretary for Rifle Clubs	"	30**	300 0 0	Secretary for Rifle Clubs	C.	3	3	1	310 0 0
41	Fetherstonhaugh, E.	10.12.69	"	Clerk, Rifle Clubs Office	"	3	140 0 0	Clerk	"	4	5	6	160 0 0
42	(Vacant)	...	"	Clerk	"	...	120 0 0	"	"	5
43	Challiman, S. J. II.	10.1.46	Coxswain, Royal Australian Artillery	1.7.91	"	160 2 6	Civilian Coxswain	31.12.02	12‡‡	141 8 9	21 14/7‡‡	Coxswain	G.	150 0 0§§	8†

* Service prior to 1.3.01 was in Naval Forces, South Australia, and not continuous. —† Rations. —‡ Value of quarters, fuel, and light. —§ Service not continuous. —¶ Service prior to 1.7.01 was as a warrant officer, Naval Forces. —¶¶ Service prior to 9.4.00 was as able seaman, Naval Forces—service not continuous. —** Service prior to 31.8.02 was as that of a military officer. —†† Value of quarters. —‡‡ Service prior to 31.12.02 was that of a military non-com. officer. —‡‡‡ Uniform, £5; allowance in lieu of rations, £16 14s. 7d; this varies from year to year. —§§ Department to supply uniform. —*** Position unnecessary. —††† Transferred.

POSTMASTER-GENERAL'S DEPARTMENT.

TASMANIA.

Page No.	Name.	Date of Birth.	Particulars of Service, &c.											Classification							
			Under State.				Under Commonwealth.							Work.				Officer.			
			Office.	Date of First Appointment.	Division.	Salary.	Office.	Date of Appointment or of Transfer.	Total Service in Years, State and Commonwealth.	Salary.	Deduction for Rent.	Allowances.	Office.	Division.	Class or Grade.	Class or Grade.	Subdivision.	Salary (including Rent).	Deduction for Rent.	Allowances.	
			£ s. d.				£ s. d.	£	£	£					£ s. d.	£	£	£			
1	D'Emden, H. L.	7.8.58	Chief Clerk and Accountant	1.7.73	...	350 0 0	Deputy Postmaster-General	1.3.01	30	500 0 0	Deputy Postmaster-General	Adm.	2550	550 0 0			
2	Clinch, J. W.	6.10.66	Clerk in Charge	1.1.81	...	240 0 0	Senior Clerk in charge	1.3.01	23	285 0 0	Clerk in Charge	C.	4	4	5	285 0 0			
3	Johnston, A. P.	23.1.71	Clerk	1.6.89	...	180 0 0	Clerk (Record)	"	14	184 0 0	Clerk	"	4	4	1	185 0 0			
4	Liston, H. W.	22.6.84	Clerk	1.11.99	...	60 0 0	Clerk	"	4	80 0 0	"	"	5	5	3	100 0 0			
5	Fesenmeyer, F. L.	24.7.83	Messenger	25 0 0	"	"	4	60 0 0	"	"	5	5	2	80 0 0			
6	Lake, C. G.	26.5.86	"	5.8.98	...	25 0 0	"	"	5	60 0 0	"	"	5	5	2	80 0 0			
7	O'Brien, J. P.	25.3.44	Store-keeper and Office-keeper	21.5.68	...	170 0 0	Store-keeper and Office-keeper	"	35	184 0 0	...	30	Storekeeper; also acting as Caretaker	"	4	4	2	210 0 0	21		
8	Mackey, A.	12.5.68	Store-keeper (Assistant)	1.12.90	...	125 0 0	Storekeeper (Assistant)	"	13	140 0 0	Storeman	G.	II.	II.	...	140 0 0			
9	O'Brien, H. J.	8.11.78	Clerk	1.6.00	...	50 0 0	Clerk	7.3.01	3	110 0 0	Clerk	C.	5	5	4	120 0 0			
10	Lord, O.	10.5.55	Superintendent, Money Order Branch	16.2.74	...	320 0 0	Superintendent and Accountant	1.3.01	30	360 0 0	Accountant and Controller	C.	3	3	4	330 0 0			
11	Hannaford, E. M.	1.3.63	Clerk in Charge	1.3.79	...	250 0 0	Receiving and Paying Officer	"	25	235 0 0	Clerk	"	3	3	1	310 0 0			
12	Stanfield, E.	22.6.56	Clerk	1.2.81	...	230 0 0	Clerk	"	23	260 0 0	"	"	4	4	5	285 0 0			
13	Howe, W. C.	22.6.67	Cashier	1.1.86	...	230 0 0	Cashier, Money Order Branch	"	18	240 0 0	Cashier	"	4	4	3	240 0 0			
14	Jeffrey, W.	15.3.70	Clerk	3.6.87	...	200 0 0	Clerk	"	16	210 0 0	Clerk	"	4	4	2	210 0 0			
15	Lovett, W. F.	16.1.66	"	1.11.82	...	180 0 0	"	"	21	184 0 0	"	"	5	5	6	184 0 0			
16	Hamilton, M. V.	20.3.69	"	11.1.92	...	170 0 0	Distributor of Stamps	"	12	184 0 0	"	"	4	4	1	185 0 0			
17	McGrath, W. L.	8.4.76	"	1.5.90	...	145 0 0	Clerk	"	13	160 0 0	"	"	5	5	6	160 0 0			
18	+ Bellette, E. E. W.	5.1.73	"	145 0 0	"	"	13	160 0 0	"	"	4	4	5	160 0 0			
19	Marshall, T. R.	25.10.70	"	1.8.91	...	145 0 0	"	"	12	160 0 0	Clerical Assistant	"	5	5	6	160 0 0			
20	Fuller, E.	29.10.69	"	1.1.92	...	125 0 0	"	"	12	160 0 0	Clerk	"	5	5	6	160 0 0			
21	Lloyd, F. E.	23.3.74	"	20.7.92	...	105 0 0	"	"	11	140 0 0	"	"	5	5	6	160 0 0			
22	Seager, A. E.	4.3.77	"	3.6.96	...	100 0 0	"	"	7	120 0 0	"	"	5	5	5	140 0 0			
23	Giblin, E. R.	22.2.77	"	8.6.96	...	100 0 0	"	"	7	120 0 0	"	"	5	5	5	140 0 0			
24	+ Evans, V. H.	15.2.79	"	1.1.97	...	95 0 0	"	"	7	120 0 0	"	"	4	4	5	140 0 0			
25	Johnston, C. K.	12.11.79	"	1.9.97	...	90 0 0	"	"	6	120 0 0	"	"	5	5	5	140 0 0			
26	(Vacant)				...	95 0 0			...	95 0 0	***		5	5	5	140 0 0			
27	Ploughman, H. W.	18.5.81	Letter Carrier	1.1.98	...	90 0 0	"	1.3.01	6	120 0 0	Senior Assistant	G.	...	C. 5	4	120 0 0			
28	Osborne, O. H.	21.3.82	Clerk	1.7.97	...	70 0 0	"	"	6	110 0 0	"	"	...	C. 5	3	120 0 0			
29	Carroll, T. D.	26.2.84	"	1.1.98	...	70 0 0	"	"	6	100 0 0	"	"	...	C. 5	3	114 0 0			
30	Tolman, C. H.	22.6.81	"	1.6.99	...	70 0 0	"	"	4	120 0 0	Clerk	C.	5	5	5	140 0 0			
31	Reid, J. A.	19.6.83	"	5.1.00	...	60 0 0	"	"	4	80 0 0	"	"	5	5	3	100 0 0			
32	Nokes, P. R.	18.3.72	Clerk and Stamper	1.7.88	...	120 0 0	Clerk and Stamper	"	15	140 0 0	Senior Assistant	G.	...	C. 5	5	140 0 0			
33	Morgan, R. C.	21.5.86	"	Indoor Messenger	15.4.01	2	70 0 0	Messenger	"	I.	I.	...	72 0 0			
34	Oldham, A. T.	19.5.62	Cashier	7.10.78	...	250 0 0	Supt. of Mails	1.3.01	25	310 0 0	Superintendent	C.	3.	3	1	310 0 0			
35	Andrews, A. H.	25.4.68	Clerk	1.1.81	...	200 0 0	Clerk	"	20	220 0 0	Clerk	"	4	4	3	235 0 0			
36	Harrison, P. L. H.	7.9.66	"	1.10.84	...	180 0 0	"	"	19	190 0 0	Mail Officer	G.	...	C. 4	1	198 0 0			
37	Morsy, H. V.	12.1.64	"	1.4.87	...	180 0 0	"	"	16	184 0 0	"	"	...	C. 5	6	192 0 0			
38	O'Halloran, P. M.	10.3.71	"	1.1.87	...	170 0 0	"	"	17	180 0 0	Sorter	"	...	C. 5	6	180 0 0			
39	Viney, C.	23.7.62	Clerk in Charge	5.1.86	...	170 0 0	"	"	18	180 0 0	Clerk	C.	II.	C. 5	6	180 0 0			
40	Lord, R. H.	12.12.73	Clerk	1.2.90	...	145 0 0	"	"	14	160 0 0	Clerical Assistant	"	4	185 0 0			
41	Johnston, G. A.	6.6.71	"	8.10.89	...	145 0 0	"	"	12	160 0 0	Sorter	G.	II.	C. 5	6	162 0 0			
42	Johnston, T. H.	2.11.73	"	1.3.90	...	145 0 0	"	"	14	160 0 0	"	"	...	C. 5	6	162 0 0			
43	Howe, E. L.	1.11.72	"	14.5.90	...	145 0 0	"	"	13	160 0 0	"	"	...	C. 5	6	162 0 0			
44	Worby, A.	18.8.72	"	13.10.90	...	120 0 0	"	"	13	140 0 0	Senior Assistant	"	...	C. 5	3	140 0 0			
45	Nicholson, J. S.	8.7.73	"	1.1.87	...	105 0 0	"	"	15	140 0 0	"	"	...	C. 5	5	140 0 0			

INDEX TO RETURN OF OFFICERS—WESTERN AUSTRALIA—continued.

Table with 5 columns: Name, Page, No. on Page, Name, Page, No. on Page, Name, Page, No. on Page, Name, Page, No. on Page. The table lists names and their corresponding page numbers across five columns, with some entries marked as (S.L.) for Supplementary List. Section headers 'C.', 'D.', 'E.', 'F.', and 'H.' are used to divide the entries.

(S.L.) See Supplementary List.

Getting around this CD

Navigating Archive CD Books CDs

All Archive CD Books products can be navigated easily using the handy bookmarks on each CD. The table of contents in most original books, and the original book index where it exists, can provide additional ways of finding the information required.

Searching Text on Archive CD Books Australia CDs

Optical Character Recognition (OCR) technology has been developing over the years as a useful mechanism to convert images (as Archive CD Books pages are) into text which can be searched. The quality of the OCR can still vary, and hence the searchability can vary. Around 95% or 99% of the words in books with good type are searchable—or even higher with very good type.

*OCR is now a wonderful searching aid in many instances
but there is still no substitute for reading the book!*

Different Versions of Adobe Acrobat Reader

Adobe Acrobat Reader 4 or later should be used. Adobe Reader 6 (as it is now named) in fact has considerably better searching options and is recommended.

- **Acrobat Reader v4** has both a “Find” and a “Search” tool. Those tools are two *totally* different things. Our CDs (that are searchable) work with the *FIND* tool
- **Acrobat Reader v5** has only a “Find” tool (not a “search” tool). Our CDs (that are searchable) work with the *FIND* tool.
- **Adobe Reader v6** has only a “Search” tool (not a tool labelled “Find”). HOWEVER — what is called “Search” is the same as the tool that used to be called “Find” Our CDs (that are searchable) work with the *SEARCH* tool

Tips For Searching and Getting More From the CD Books

- update to Adobe Reader 6 for more versatile searching options, including the ability to bring up a list of all instances of the word you are searching for — across multiple files on a single CD in a single search request.
- enter the MINIMUM number of characters needed to bring up the search results required.
- use Adobe Reader 6 to do some trial searches to try to identify the characters that may be misread. These can show up in the extra text in the search results list (Adobe 6 only). A few minutes trial will help you to avoid using characters that are more prone to being misread, e.g. try entering “rederi” if you want “Frederick”, but find that the letters “F” “c” and “k” are sometimes misread.
- use the “Match whole word” option to eliminate unnecessary items in your results list, e.g. to eliminate all the blacksmiths and tinsmiths etc when you only want the name Smith.
- use the “Match case” option to eliminate all the occupations “smith” if you only want the name “Smith”.
- don’t just search for names. Search the book for other names, places and subjects of interest:
 - › look for others of the same name
 - › look for others who lived in the same place or street
 - › who was the postmaster or police officer in the town?
 - › how often and at what time did the coach arrive in town?
 - › what churches were there and what time were services held?
 - › what other activities were there in the community?
 - › look for others who had the same occupation or other interests
- all of this and more may be available in a seemingly mundane book such as a directory. You can learn much of the background of life at the time, even if your ancestor is not listed there.
- Many CDs have only one file, but some have the book content spread over several files. Adobe Reader normally searches in the file that is open at the time. If you wish to search ALL files at once choose the “All PDF documents in” option and select the CD drive or directory the files are in—Adobe Reader 6 only.

ADOBE ACROBAT SEARCHING IS A WONDERFUL FIRST FINDING AID.
BUT DO NOT RELY ON IT TO PICK UP ALL THE INFORMATION YOU WANT

