

STATUTORY PROVISIONS.

REGULATIONS AND ORDERS

FOR

THE MILITIA

OF THE

DOMINION OF CANADA.

1ST SEPTEMBER, 1887.



OTTAWA:

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Excellent Majesty.

HEAD QUARTERS.**OTTAWA, CANADA,****1st September, 1887.**

The Honorable the Minister of Militia and Defence has been pleased to authorize the publication, for the information of all concerned, of the following consolidated work, embracing sections of the Law relating to the Militia and Defence of Canada, and the Regulations and Orders for the Militia. This will supersede the Regulations and Orders for the Militia, 1883.

By command of the Major General Commanding the Militia.

WALKER POWELL, Colonel,
Adjutant General
of Militia.

NOTE.—The following paragraphs marked R. & O., 1883, were approved by Order of His Excellency the Governor General in Council on the 17th December, 1883, and published in the *Canada Gazette* on the 22nd December, 1883. Those marked O. C., 8-7-'85, were approved by Order in Council on the 8th July, 1885, and published in the *Canada Gazette* of the 11th July, 1885. Those marked O. C. 8-6-'87 were approved by Order in Council on the 8th June, 1887, and published in the *Canada Gazette* of the 18th June, 1887. All those have the force of law, as provided by Sec. 117 of the Revised Statutes of Canada, 1886. The other paragraphs not marked as sections of the Militia Law or Orders in Council are departmental orders, to be obeyed by all concerned.

STATUTORY PROVISIONS.

REGULATIONS AND ORDERS
FOR THE
MILITIA OF THE DOMINION OF CANADA.
1887.

(When reference is made to these Regulations in official correspondence, the number of the paragraph is to be quoted.)

PART I.

Command-in-Chief.

1. The Command-in-Chief of the Land and Naval Militia, and of all Military and Naval Forces, of and in Canada, is vested in the Queen, and shall be exercised and administered by Her Majesty, personally, or by the Governor General, as Her representative. 49 Vic., chap. 41, sec. 3. Revised Statutes, 1886.

Department of Militia and Defence.

2. There shall be a Minister of Militia and Defence, who shall be charged with and be responsible for the administration of Militia Affairs, including all matters involving

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expenditure, and of the fortifications, gunboats, ordnance, ammunition, arms, armouries, stores, munitions and habiliments of war belonging to Canada.

(2.) The Minister of Militia and Defence shall have the initiative in all Militia affairs involving the expenditure of money ;

(3.) The Governor in Council shall, from time to time, make such orders as are necessary respecting the duties to be performed by the Minister of Militia and Defence. 49 Vic., chap. 41, sec. 4.

3. The Governor may appoint a Deputy of the Minister of Militia and Defence, and such other Officers as are necessary for carrying on the business of the Department ; all of whom shall hold office during pleasure. 49 Vic., chap. 41, sec. 5. Revised Statutes, 1886.

Command and Rank.*The Officer Commanding the Militia and the Adjutant-General.*

4. There shall be appointed an Officer who holds the rank of Colonel or superior rank thereto in Her Majesty's regular army, who shall be charged, under the orders of Her Majesty, with the military command and discipline of the Militia, and who, while he holds such appointment, shall have the rank of Major-General in the Militia, and shall be paid at the rate of four thousand dollars per annum in full of all pay and allowances. 49 Vic., chap. 41, sec. 37.

5. There shall be an Adjutant General of Militia at Headquarters, who shall have the rank of Colonel in the Militia, and shall be paid at the rate of two thousand six hundred dollars per annum. 49 Vic., chap. 41, sec. 38.

6. There may be a Quartermaster General at Headquarters, who shall have the rank of Colonel in the Militia, and

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COMMAND AND STAFF—*cantd.*

shall be paid at the rate of two thousand six hundred dollars per annum. 49 Vic., chap. 41, sec. 39.

7. The Governor in Council shall, from time to time, make such orders as are necessary respecting the duties to be performed by the Officer commanding the Militia, by the Adjutant-General, by the Quartermaster General, and by the Officers of the Militia generally. 49 Vic., chap. 41, sec. 40.

District Staff.

8. In and for each of the twelve Military Districts herein before mentioned, there shall be appointed one Deputy Adjutant-General of Militia, who shall have the rank of Lieutenant-Colonel, and who shall command the Militia in his District; and he shall be paid at the rate of one thousand two hundred dollars per annum.

(2.) There shall also be appointed in each of the Military Districts aforesaid, such Staff Officers and such other Officers as are necessary; and the salaries of such Staff Officers shall be fixed by the Governor in Council.

(3.) If any two or more Districts are amalgamated for administrative purposes, only one Deputy Adjutant-General shall be appointed for the Districts so amalgamated.

(4.) Her Majesty may, whenever it is considered expedient, change the designation or name of office of the Officer who commands the Militia in any District. 49 Vic., chap. 41, sec. 41.

9. No appointment to the District Staff of Militia shall be tenable for a longer period than five years, and during that time any such appointment must be subject to the powers of the Governor General in Council, and to the exigencies of the service, and no such appointment shall be held by an officer above the age of sixty-three years. Para. 10, R. & O., '83.

Militiamen.

10. The Militia shall consist of all the male inhabitants of Canada, of the age of eighteen years and upwards, and under sixty—not exempted or disqualified by law, and being British subjects by birth or naturalization; but Her Majesty may require all the male inhabitants of Canada capable of bearing arms, to serve in case of a *Levée en Masse*. 49 Vic., chap. 41, sec. 10.

11. The male population so liable to serve in the Militia shall be divided into four classes :

The first class shall comprise those of the age of eighteen years and upwards, but under thirty years, who are unmarried, or widowers without children ;

The second class shall comprise those of the age of thirty years and upwards, but under forty-five years, who are unmarried or widowers without children ;

The third class shall comprise those of the age of eighteen years and upwards, but under forty five years, who are married or widowers with children ;

The fourth class shall comprise those of the age of forty-five years and upwards, but under sixty years ;

And the above shall be the order in which the male population shall be called upon to serve. 49 Vic., chap. 41, sec. 11.

Division of Militia.

12. The Militia shall be divided into Active and Reserve Militia—Land Force; and Active and Reserve Militia—Marine Force ;

The Active Militia—Land Force—shall be composed of :

(a) Corps raised by voluntary enlistment ;

(b) Corps raised by ballot ;

(c) Corps composed of men raised by voluntary enlistment and men balloted to serve ;

The Active Militia—Marine Force—to be raised similarly, shall be composed of seamen, sailors and persons

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DIVISION OF MILITIA - *contd.*

whose usual occupation is upon any steam or sailing craft, navigating the waters of Canada ;

The Reserve Militia—Land and Marine—shall consist of the whole of the men who are not serving in the Active Militia for the time being. 49 Vic., chap., 41. sec. 12.

Military Divisions.

13. Her Majesty may divide Canada into twelve Military Districts, that is to say : one comprising the Province of Nova Scotia, one comprising the Province of New Brunswick, one comprising the Province of Prince Edward Island, one comprising the Province of Manitoba, the North-West Territories and the District of Keewatin, one comprising the Province of British Columbia, three in the Province of Quebec, and four in the Province of Ontario. 49 Vic., chap. 41, sec. 16.

14. Her Majesty may alter the Districts specified in the next preceding section, and increase or diminish the number thereof as is deemed necessary ; and may name the territorial divisions which shall form each of the three Military Districts of Quebec, and each of the four Military Districts of Ontario, and may alter the same from time to time. 49 Vic., chap. 41, sec. 17.

15. Her Majesty may, from time to time, divide each Military District into such number of Regimental and Brigade Divisions as is deemed expedient, and may subdivide such Regimental Divisions into Company Divisions ;—and may also, from time to time alter such Divisions or increase or diminish the number thereof ; but all Military Districts and Divisions existing on the day on which this Act comes into force shall be continued as such until altered under the provisions of this Act. 49 Vic., chap. 41, sec. 18.

16. The following comprises the seven Military Districts, into which the Provinces of Ontario and Quebec are divided :

MILITARY DIVISIONS—contd.**PROVINCE OF ONTARIO.***Military District No. 1.*

Comprises the counties of Essex, Kent, Bothwell, Lambton, Middlesex, Elgin, Oxford, Huron, Bruce, Perth, Waterloo, and Wellington.

Military District No. 2.

Comprises the counties of Norfolk, Brant, Haldimand, Monck, Welland, Lincoln, Niagara, Wentworth, Halton, Peel, Cardwell, Grey, Algoma, Simcoe, York and Ontario.

Military District No. 3.

Comprises the counties of Durham, Victoria, Peterborough, Northumberland, Hastings, Prince Edward, Lennox, Addington and Frontenac.

Military District No. 4.

Comprises the counties of Leeds, Grenville, Lanark, Renfrew, Carleton, Dundas, Russell, Stormont, Cornwall, Prescott and Glengarry.

PROVINCE OF QUEBEC.*Military District No. 5.*

Comprises the counties of Pontiac, Ottawa, Argenteuil, Huntingdon, Napierville, St. John's Iberville, Missisquoi, Brome, Shefford, Richmond, Drummond, Stanstead, Sherbrooke and Compton; and the second Chateauguay, the West Montreal and the second Montreal Centre Regimental Divisions.

Military District No. 6.

Comprises the counties of Vaudreuil, Soulanges, Beauharnois, Laprairie, Two Mountains, Terrebonne, Hochelaga, Jacques Cartier, Laval, L'Assomption, Montcalm, Joliette, Berthier, Maskinongé Three Rivers, St. Maurice, Nicolet,

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MILITARY DIVISIONS—contd.

Arthabaska, Wolfe, Yamaska, Bagot, Richelieu, St. Hyacinthe, Rouville, Verchères and Chambly; and the first Chateauguay, the Montreal East and the first Montreal Centre Regimental Divisions.

Military District No. 7.

Comprises the counties of Lotbinière, Megantic, Beauce, Dorchester, Lévis, Bellechasse, Montmagny, L'Islet, Kamouraska, Témiscouata, Rimouski, Bonaventure, Gaspé, Champlain, Quebec, Montmorency, Charlevoix, and Saguenay; and the first and second Portneuf, and the first and second Chicoutimi Regimental Divisions.

The limits of the remaining Military Districts with their numbers are as follows, viz.: Province of New Brunswick, No. 8; Province of Nova Scotia, No. 9; Province of Manitoba, North-West Territories and District of Keewatin, No. 10; Province of British Columbia, No. 11; and Province of Prince Edward Island, No. 12.

NOTE.—The several Military Districts have been divided into Brigade, Regimental, and Company Divisions, by order of the Governor in Council.

Head Quarters.

17. The term "Head Quarters" shall mean head quarters at Ottawa. The head quarters of each military district shall be known as No. _____, District Head Quarters.

Enrolment.

18. There shall be appointed for each Regimental Division, from the residents therein, one Lieutenant-Colonel and two Majors of Reserve Militia; but such officers may be appointed from among non-residents in the Regimental Division in exceptional cases in which it appears to Her Majesty that such appointments will be more conducive to

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ENROLMENT—*contd.*

the interest of the Militia service ; all orders and reports relating to the enrolment at any time of Militiamen within the Regimental Division, shall be sent to and received through and be acted on by the Lieutenant-Colonel, or in his absence, through the senior Major of the Division, for the time being, who shall act instead of the Lieutenant-Colonel during such absence :

(2.) There shall be appointed for each Company Division form the residents therein, one Captain and two Lieutenants of Reserve Militia ; and all orders and reports relating to the enrolment at any time of Militiamen within the Company Division shall be sent to and acted on by the Captain ; or in his absence they shall be sent to the next senior Officer of the Company Division, for the time being, who shall act instead of the Captain during such absence :

(3.) Notwithstanding anything contained in the preceding sub-section, appointments for Company Divisions in any city or town may be made from the residents of the Regimental Division within such city or town. 49 Vic., chap. 41, sec. 19.

19. The enrolment of the Militia shall be made in each Company Division by the Captain thereof, with the assistance of the officers and non-commissioned officers of the Company Division ; - and the Captain and under his orders, the other officers and non-commissioned officers of the Company Division, shall, by actual enquiry at each house therein, and by every other means in their power, make and complete, from time to time, and at such times as are fixed by the Governor in Council, a corrected roll, in duplicate, of the names of (all the men in the different classes resident within the Company Division, specifying separately those who are seamen or sailors, or persons engaged in or upon any steam or sailing craft upon the lakes or waters of Canada, those who are *bonâ fide* enrolled members of any Company of Active Militia, and those who, after the day on

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ENROLMENT—*contd.*

which this Act comes into force, shall have completed such a term of service in the Militia as by law exempts them until they are again required in their turn to serve :

(2.) One copy of such roll shall be retained by the Captain, and the other shall be forwarded on or before such day as is fixed by the Governor in Council, to the Lieutenant-Colonel of the Regimental Division, which last-named Officer shall cause a copy of all the rolls of Militia-men in the several Company Divisions within the Regimental Division to be forwarded without delay to the Officer for the time being commanding the Militia ; but if from any cause the duties prescribed by this section cannot in any particular case be carried into effect within the time appointed, a special report of the facts relating to the delay shall be made to the Officer for the time being commanding the Militia, who shall without delay fix another period within which the enrolment shall be completed and the rolls be forwarded :

(3.) The enrolment shall be held to be an embodiment of all the Militiamen enrolled, and shall render them liable to serve under the provisions of this Act, unless exempt by law. 49 Vic., chap. 41, sec. 20. Revised Statutes, 1886.

Exemptions.

20. The following persons only, between the ages of eighteen and sixty years, shall be exempt from enrolment and from actual service at any time :—

The Judges of all the courts of Justice in the Dominion of Canada ;

The Clergy and Ministers of all religious denominations ;

The Professors in every College and University and all teachers in religious orders ;

Officers and persons regularly employed in the collection or management of the Revenue, or in accounting for the same ;

EXEMPTIONS—*contd.*

The Warden and all officers and servants employed permanently in the Penitentiaries, and the officers, keepers and guards of all public Lunatic Asylums ;

Persons disabled by bodily infirmity ;

The only son of a widow, being her only support :

(2.) The following persons, though enrolled, shall be exempt from actual service at any time except in case of war, invasion or insurrection :—

Half-pay and retired officers of Her Majesty's Army or Navy ;

Seafaring men and sailors actually employed in their calling ;

Pilots and apprentice pilots during the season of navigation ;

Masters of Public and Common schools actually engaged in teaching :

(3.) Every person bearing a certificate from the Society Quakers, Mennonites or Tunkers, and every inhabitant of Canada of any religious denomination, otherwise subject to military duty, who, from the doctrines of his religion, is averse to bearing arms and refuses personal military service, shall be exempt from such service when balloted in time of peace or war, upon such conditions and under such regulations as the Governor in Council from time to time, prescribes :

(4.) No person shall be entitled to exemption unless he has, at least one month before he claims such exemption, filed with the Captain of the Company Division within the limits whereof he resides, his affidavit, made before some justice of the peace, of the facts on which he rests his claim :

(5.) Whenever exemption is claimed, whether on the ground of age or otherwise, the burden of proof shall be upon the claimant :

(6.) Exemption shall not prevent any person from serving if he desires it and is not disabled by bodily infirmity. 49Vic; chap. 41, sec. 21.

Active Militia.

21. The active Militia Force shall consist of Regiments and Troops of Cavalry, Regiments and Field Batteries of Artillery, Companies of Mounted Infantry, Companies of Engineers, Regiments and Batteries of Garrison Artillery, Battalions and Companies of Infantry, and Naval and Marine Corps in such proportions as Her Majesty appoints; and the strength of each such Regiment, Troop, Battery, Battalion, Company or Corps, shall be regulated and officers appointed thereto, from time to time, by Her Majesty. 49 Vic., chap. 41, sec. 22.

22. Her Majesty may make regulations for the enrolment of such horses as are necessary for the purposes of Field Batteries of Artillery and Troops of Cavalry:

(2.) A military train and a medical staff, as well as commissariat, transport, hospital and ambulance Corps, may be formed whenever the exigencies of the service require the same, at such places and in such manner, and of such strength, including the proper officers as Her Majesty directs:

(3.) Whenever the exigencies of the service require it, Her Majesty may raise and maintain a Corps of Sub-marine Miners of such strength and under such conditions as the Governor in Council considers necessary for the protection of harbours and other places on the seaboard and inland waters of Canada. 49 Vic., chap. 41, sec. 23.

23. Every Active Militiaman shall sign a service roll in which the conditions of his service shall be stated; and every officer of Militia, on appointment, and every man on enlistment, or re-enlistment, shall take an oath in the form following, that is to say:

"I, A. B., do sincerely promise and swear (or solemnly declare) that I will be faithful and bear true allegiance to Her Majesty."

Which oath or declaration may be administered by the Commanding Officer of the Troop, Battery, Company or

ACTIVE MILITIA—*contd.*

Battalion, as the case may be, who has taken the same oath before a Justice of the Peace. 49 Vic., chap. 41, sec. 24, Revised Statutes.

(2.) NOTE.—In city Squadrons of Cavalry, Regiments of Garrison Artillery, Battalions of Infantry and Independent Corps, the oath may be administered by the Commanding Officer of the Corps; in Rural Corps by the Commanding Officer of the Troop, Battery or Company in which the non-commissioned officers or men are enrolled to serve.

(3.) The commanding officer having taken the oath, need not renew it during the period he continues to serve as such. Other officers having taken the oath need not renew it during their continued service in the same corps. Para. 37, R. & O., 83.

(4.) To prevent men being enlisted in a Corps undersized, under age and too weak to perform the duties of a soldier, the enrolling Officer, before permitting the recruit to sign the Roll of the Corps, is to satisfy himself that the man's height and age are as required by Regulations, that his general health is good, and that in all respects he is fit for the duties to be required of him. G. O., 5, 11, 86.

(5.) Every active militiaman who has completed his period of service and re engages for a further period, must sign the service roll of his corps, and take the oath in the manner provided for first enrolments. Para. 38, R. & O., 83.

24. No militiaman who has enrolled for service in any corps is to be dismissed therefrom, for irregular conduct, until after due investigation as provided by law, and approval from Headquarters. Para. 39, R. & O., 83.

25. Officers commanding Corps are strictly prohibited from enrolling Militiamen who are at the time serving in other corps. Para. 40, R. & O., 83.

26.—FORM of Service Roll to be used by those who volunteer to serve in the
Active Militia of Canada.

Service Roll of the
County of Hastings Province of Ontario

We, whose names are hereunto subscribed, declare that we have taken the oath of allegiance to the Sovereign, and that we voluntarily agree to serve in the
of the Active Militia Force for a period of three years under the conditions of service for the government of the Active Militia Force of Canada, as set forth in the Militia laws existing and in the regulations prescribed or hereafter to be prescribed for the same.

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Signatures of Officers and Men.	Rank.	Residence.	Age.	Whether Married or Single.	Date of Enrolment	Witness.
<i>Wm. Badgley</i>		<i>Randol.</i>		<i>Single</i>	<i>June 20 1888.</i>	<i>Fred Jones</i>

ACTIVE MILITIA—*contd.*

27. No Corps of the Active Militia, and no non-commissioned officer or private shall at any time appear in uniform or armed or accoutred except when on duty or at parade or drill or at target practice, or at Reviews or on Field-days or Inspections, or by order of the Commanding Officer. 49 Vic., chap. 41, sec. 57.

28. Her Majesty may, at any time, disband any Corps of Active Militia if considered necessary so to do. 49 Vic., chap. 41, sec. 25.

(2.) When a Corps is disbanded and removed from the list of Corps of the Active Militia, it is to be understood that the Officers thereof, except those whose names are specially mentioned as being permitted to retire retaining rank, are at the same time also removed from the list of Officers of the Active Militia. G. O. 11, 3, 87.

Active and Reserve.

29. Every officer and man of the Militia and every person whatsoever, who falsely personates another at any parade of the Militia, or on any other occasion, for any of the purposes required by this Act, is guilty of a misdemeanor, and shall be liable to a fine not exceeding one hundred dollars. 49 Vic., chap. 41, sec. 99.

30. Every officer and non-commissioned officer of the Militia who refuses or neglects to assist his Commanding Officer in making any roll or return, or refuses or neglects to obtain or to assist him in obtaining any information which he requires in order to make or correct any roll or return, shall incur a penalty, if an officer, not exceeding fifty dollars, and if a non-commissioned Officer, not exceeding twenty-five dollars for each offence. 49 Vic., chap. 41, sec. 100.

31. Every person who refuses or neglects to give any notice or information necessary for making or correcting the roll of any company, which he is required by this Act to

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give to the Commanding Officer of such company or to any Officer or Non-commissioned Officer thereof demanding the same, at any reasonable hour and place, shall incur a penalty of ten dollars for each offence. 49 Vic., chap. 41, sec. 101.

Strength.

32. Except in special cases where a greater number of officers and men have already been authorized as the maximum therefor, the following will be the strength of the several corps of Active Militia :—

(2.) Each troop of Cavalry, Military Train, Garrison, Battery of Artillery, Company of Engineers, or Rifles or Infantry, shall consist, according to its respective service, of a Captain, a Lieutenant, a Second Lieutenant three Sergeants, three Corporals, a Trumpeter or Bugler, and not exceeding forty-eight Privates, except in cases where Her Majesty may especially sanction a greater number of Privates not exceeding seventy-five. Para. 47, R. & O., 83.

(3.) Each Field Battery of Artillery shall consist of a Major, a Captain, a Lieutenant, a Second Lieutenant, a Surgeon, a Veterinary Surgeon, a Sergeant Major, a Quartermaster Sergeant, four Sergeants, four Corporals, four Bombardiers, a Trumpeter, a Farrier, and fifty-eight Gunners and Drivers, including a Harness-maker or Saddler, a Wheeler or Carriage-smith, and a Shoeing-smith; fifty-one horses, exclusive of Officers' horses, and four spare horses when the Battery is called into actual service. Para. 48, R. & O., 83.

(4.) Each Naval Company shall consist of one Captain and such other officers and such number of seamen not exceeding seventy-five, as may be appointed. Para. 49, R. & O., 83.

Period of Service.

33. The period of service in the Active Militia in time of peace shall be three years. 49 Vic., chap. 41, sec. 13.

PERIOD OF SERVICE—*contd.*

34. No officer or man of an Active Militia Corps, raised and maintained by voluntary enlistment, shall be permitted to retire therefrom in time of peace, without giving to his Commanding Officer six months' notice of his intention so to do. 49 Vic., chap. 41, sec. 15.

35. Such men as complete their full period of three years continuous service in any corps, are entitled to discharge, in time of peace, without giving six months notice. Para. 52, R. & O., 83.

36. In time of war no man shall be required to serve in the field continuously for a longer period than one year; but any man who volunteers to serve for the war or for any longer period than one year shall be compelled to fulfil his engagement; and Her Majesty may, in cases of unavoidable necessity (of which necessity Her Majesty shall be the sole judge), call upon any Militiaman to continue to serve beyond his one year's service in the field, for any period not exceeding six months. 49 Vic., chap. 41, sec. 80.

37. Every Active Militiaman who may, during any period of service, attain the age of thirty years or forty-five years, according to his class, shall be required to complete the full period for which he volunteered or was balloted to serve. 49 Vic., chap. 41, sec. 33.

38. There is no provision by which a man who has joined a company for three years service can send in his resignation to his commanding officer at any time he may choose to do so. He must, while he forms part of the corps, comply with the rules and the regulations, and cannot, as a right, claim his discharge until the provisions of the Militia law have been complied with. It has, however, been the practice, except in times of emergency, in order to provide for the varying conditions of the men in respect to their civil employments, to grant a discharge before completion of three years service, to any well conducted man, not indebted to the corps, who may give satisfactory reasons

BALLOTING—*contd.*

ber of Militiamen on the rolls and liable to serve, of the class, or classes, from which the men are to be taken; and when Militiamen are accepted or taken or balloted to serve in any quota, the Company Division or Divisions furnishing the men shall receive credit therefor; and the Active Militiamen taken, or accepted, and enrolled for service, from time to time, in any Company or Regimental Division, shall be attached or appointed to such Companies, Corps or Battalions of the Active Militia as Her Majesty orders:

(2.) When a Corps raised by voluntary enlistment in any Regimental Division for any cause ceases to exist, Her Majesty may make good the quota of that Division by the organization of Militiamen from the Reserve Militia to replace such Corps:

(3.) When by reason of death or removal, vacancies occur in any Corps of Active Militia organized under this Act, such vacancies shall be filled by other men drawn from the Reserve Militia, either by voluntary enlistment or by ballot, as circumstances require. 49 Vic., chap. 41, sec. 29. Revised Statutes, 1886.

41. When Active Militiamen are required to be organized at any time, either for drill or for actual service, and enough men do not volunteer in any Company Division to complete the quota required from that division, the men enrolled in the first class and liable to serve shall be first balloted, and if the number of men required to be balloted, is greater than the whole number of men in the first class, the number requisite to make the deficiency shall be taken from those in the second class, and if more men than the whole number in the first and second classes are still required, the number requisite to make up the deficiency shall be taken from the third class, and in like manner, if more men than are in the first, second and third classes, are still required, the number requisite to make up the deficiency shall be taken from the fourth class; but at no

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BALLOTING—*contd.*

time shall more than one son belonging to the same family residing in the same house, if there is more than one inscribed on the Militia Roll, be drawn, unless the number of names so inscribed is insufficient to complete the required proportion of service men :

(2.) Any man not taken for service for the time being in any Corps organized in the Regimental Division in which he resides, may volunteer to serve in any Corps in any Regimental Division contiguous thereto, and in such cases the Company Division in which he resides shall have credit for such volunteer ; and the man shall, on completing his full period of service, be entitled to the same exemption in his Company Division, as though he had served with men raised therein for the same period. 49 Vic., chap. 41, sec. 30.

42. When any Company Division has furnished more men than its quota, as compared with other Company Divisions in the same Regimental Division. such Company Division shall not again be called upon in time of peace for more men, until the other Company Divisions have supplied men to equalize the proportion for each, according to the number of names inscribed on the Militia Rolls thereof respectively. 49 Vic., chap. 41, sec. 31.

43. The Governor in Council may, from time to time, make regulations for taking the enrolment and ballot ; for fixing the day on which the taking of the enrolment shall be commenced in each of the several Military Districts respectively ; for notifying the men liable to be taken, or those balloted in any Company Division for service in any quota ; for finally deciding claims of applicants for exemption, and for the administration of oaths before Justices of the Peace or the Commanding Officer of a Corps, to ascertain any facts in reference to such claim of exemption ; for medical examinations, and for the discharge of such men as are unfit to serve ; and relating to every other matter

BALLOTING—*contd.*

and thing not inconsistent with this Act, and necessary to be done, in the enrolling, balloting, warning and bringing into service, of such members of the Reserve Militiamen in any Company Division as are required at any time; but any Militiaman balloted and notified for service may, at any time, be exempt, until again required in his turn to serve, by furnishing an acceptable substitute, on or before the day fixed for his appearance; but if, during any period of service, any man who is serving in the Active Militia as a substitute for another, becomes liable to service in his own person, he shall be taken for such service, and his place as substitute shall be supplied by the Militiaman in whose stead he was serving. 49 Vic., chap. 41, sec. 32.

44. Every person of whom information is required by any officer, or non-commissioned officer, making any Militia roll, in order to enable him to comply with the provisions of this Act, who refuses to give such information or gives false information, shall forfeit and pay a penalty not exceeding twenty dollars for each item of information demanded of him and falsely stated, and the like sum for each individual name that is refused, concealed or falsely stated; and every person who refuses to give his own name and proper information, when applied to as aforesaid, or gives a false name or information, shall incur a penalty not exceeding twenty dollars. 49 Vic., chap. 41, sec. 96.

45. Every officer and every non-commissioned officer of the Militia who refuses or neglects to make any enrolment or ballot, or to make or transmit, as herein prescribed, any roll or return, or copy thereof, required by this Act or by any regulation made under the authority thereof, shall incur a penalty, if an officer, not exceeding fifty dollars, and if a non-commissioned officer, not exceeding twenty-five dollars for each offence. 49 Vic., chap. 41, sec. 97.

BALLOTING—*contd.*

46. Every militiaman, drafted or liable to be drafted for service, who refuses or neglects to take the oath or to make the declaration hereinbefore prescribed, when tendered to him by a Justice of the Peace or by any commissioned officer in command of the Corps to which such Militiaman belongs, or in whose District he resides, shall be liable to imprisonment for a term not exceeding six months, and for every subsequent neglect or refusal to take such oath shall be liable to a further imprisonment not exceeding twelve months; and he may on due proof in either case be summarily committed upon the warrant of any two Justices of the Peace. 49 Vic., chap. 41, sec. 98.

47. Every person who resists any draft of men enrolled under this Act, or counsels or aids any person to resist any such draft, or in the performance of any service in relation thereto, or counsels any drafted man not to appear at the place of rendezvous, or wilfully dissuades him from the performance of any duty required by law of Militiamen, shall be liable to a fine not exceeding one hundred dollars, or to imprisonment not exceeding six months, or to both. 49 Vic., chap. 41, sec. 108.

Precedence and Distinctions of Corps.

48. The following is the order of precedence of the several Corps of the Militia of the Dominion of Canada—Corps of each arm taking precedence according to date of formation. Para. 68, R & O., 83.

- 1st. The Gentlemen Cadets of the Royal Military College.
- 2nd. Cavalry School Corps.
- 3rd. The Governor-General's Body Guard—of Cavalry.
- 4th. Regiments, Squadrons and Troops of Cavalry.
- 5th. Regiment Canadian Artillery.
- 6th. Field Batteries.
- 7th. Garrison Artillery.
- 8th. Engineers.

PRECEDENCE AND DISTINCTIONS OF CORPS—*contd.*

- 9th. Mounted Infantry School Corps.
- 10th. Infantry School Corps.
- 11th. The Governor General's Foot Guards.
- 12th. Battalions of Infantry or Rifles.
- 13th. Provisional Battalions and Companies of Infantry or Rifles not in Battalion.
- 14th. Naval Brigades.

49. It is to be understood that on parade, corps are to be distributed and drawn up in the mode which the senior officer present in uniform, and commanding may consider most convenient and best adapted to the purposes of the service. Para. 69, R. & O., 83.

Officers.

50. Commissions of Officers in the Militia shall be granted by Her Majesty during pleasure, and all non-commissioned officers in the Militia shall be appointed by the Officer commanding the Corps or Battalion to which they belong, and shall hold their rank during pleasure. 49 Vic., chap. 41, sec. 42.

51. It shall not be necessary to enregister at full length commissions of officers in the Militia, except those of the officer commanding the Militia, the Adjutant-General and Deputy Adjutants-General, but a record of all commissions shall be kept in the Office of the Adjutant-General. 49 Vic., chap. 41, sec. 43.

52. The Governor General may cause his signature to be affixed to any commission in the Militia, granted or issued under this Act, by stamping the same on such commission with a stamp approved by him, and used for the purpose by his authority; and the signature so affixed shall be, to all intents and purposes, as valid and effectual as if in the handwriting of the Governor General; and neither the authenticity of any such stamped signature, nor the authority of the person by whom it has been affixed to any com-

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27**OFFICERS—contd.**

mission, shall be called in question except on behalf of the Crown; and the forging or counterfeiting of any such stamped signature or the uttering thereof, knowing it to be forged or counterfeited, shall be felony, punishable in like manner as the forgery of the Governor's Privy Seal or Seal-at-Arms. 49 Vic., chap. 41, sec. 44.

53. Any officer of the Militia or Militiaman not receiving any salary or emolument out of the public money of Canada, except only his daily pay when called out for drill or on active service or allowance or sums paid for enrolment, is not rendered ineligible or disqualified thereby as a member of the House of Commons of Canada. (*See Sub-sec. C, of sec. 9, 41 Vic., cap. 5.*)

54. Officers holding commissions in the Militia, may be placed on the retired list with honorary rank, not exceeding that of Lieutenant-Colonel, or without honorary rank, according to and under regulations approved by the Governor in Council; and Her Majesty may appoint officers from the retired list to commissions in the Militia; but no officer from the retired list shall be bound to serve in the Militia in a lower grade than that of the rank with which he retired. 49 Vic., chap. 41, sec. 45.

55. With a view of maintaining the Active Militia in a state of efficiency, Lieutenant Colonels who attain the age of 63 years, Majors the age of 58 years, Captains the age of 50, and Lieutenants the age of 45, may be placed on the Retired List.

(2.) This regulation will apply also to Regimental Staff Officers according to their Relative Rank. Para. 75, R. & O., '83.

(3.) Commanding Officers will report to Head Quarters the names of the Officers belonging to their Corps who are over the prescribed age, or are medically unfit for service, in order that such may be retired.

OFFICERS—*contd.*

(4.) No Officer or person having attained the limit of age fixed for holding a certain rank is to be recommended for promotion or appointment to that rank.

NOTE.—The limit of age for promotion or appointment to rank of Lieutenant-Colonel is 60 years.

56. No person shall be appointed an Officer in the Active Militia, except provisionally, until he has obtained a certificate of fitness from one of the Military Schools of Canada, or a Board of Officers of the Active Militia constituted as Her Majesty appoints, or unless he had obtained a certificate from one of the Schools of Military Instructions, heretofore established in the late Province of Canada, or from any Board of Officers which had been appointed for that purpose in any of the Provinces of Canada; and Her Majesty may prescribe conditions as to the qualification of officers of different grades, by General Order; and may order the assembling of such Boards as often as is expedient; and may dispense with the conditions of this section in the case of men who have served as officers or non-commissioned officers in Her Majesty's regular army. 49 Vic., chap. 41, sec. 46.

(2.) "It is to be understood that gentlemen appointed to the Active Militia, who have served as officers or non-commissioned officers in Her Majesty's Regular Army, will be given "Substantive rank" only when the corps to which they may be appointed is of the same arm of the service as that to which they had belonged in the Regular Army. G. O. 5, 11, 86.

57. In time of peace no person except the Officer commanding the Militia, the Adjutant General and the Quartermaster General, shall hold higher rank in the Militia than that of Lieutenant Colonel; but officers at the time when this Act shall come into force, who held the rank of Colonel, on the twenty-fifth day of May, one thousand eight hundred

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29**OFFICERS—contd.**

and eighty-three, shall retain the same ; but Her Majesty may, whenever the Militia is called out for active service in the field, appoint therein Colonels and other officers of superior rank, in no case to exceed that of Major General. 49 Vic., chap. 41, sec. 47.

58. Her Majesty may appoint Staff Officers of the Militia with such rank as, from time to time, may be found requisite or necessary for the efficiency of the Militia service ; and such Staff Officers shall have such rank and authority in the Militia as are held relatively in Her Majesty's service, and their duties shall be such as are, from time to time, prescribed. 49 Vic., chap. 41, sec. 48.

59. The relative rank and authority of officers in the Militia of Canada, shall be the same as the relative rank and authority of officers in Her Majesty's regular army ; and any body of Militia assembled on parade, shall be commanded by the officer highest in rank then present, on duty and in uniform, or the senior of two or more officers of equal rank ; but no officer whose rank is provisional only shall under any circumstances command an officer of the same grade whose rank is substantive. 49 Vic., chap. 41, sec. 49.

60. An officer who may have obtained Substantive Rank as a Combatant Officer, and has subsequently accepted an appointment as a non combatant, is not permitted to avail himself of his combatant rank while holding such non-Combatant appointment. Para. 81, R. & O., 83.

61. Officers of Her Majesty's Regular Army shall always be reckoned senior to Militia Officers of the same rank, whatever are the dates of their respective commissions ;— and Colonels appointed by Commission, signed by the Commander of Her Majesty's Regular Forces in Canada, shall command Colonels of Militia, whatever are the dates of their respective Commissions. 49 Vic., chap. 41, sec. 50.

62. The above paragraph applies to officers of Her Majesty's Regular Army serving with Regular troops stationed

OFFICERS—*contd.*

in Canada, or with Regular troops acting at the time in conjunction with Militia, but does not affect officers lent by the Imperial Government, and serving with the Militia under appointments made by the Government of Canada. Para. 83, R. & O., 83.

63. Officers of Militia, having also rank in the regular service, are not permitted, whilst serving in the Militia, to avail themselves of any other rank than that by which they hold by virtue of their Militia commissions. Para. 84, R. & O., 83.

64. Officers of the Regular Army, who are temporarily lent for service in the Militia, act, while so employed, by virtue of their Militia appointments only. Para. 85, R. & O., 83.

(2). Any such officers employed on the Staff of the Royal Military College, without at same time holding rank in the Militia, come under the provision of paragraph 62.

65. In case two commissions of the same date interfere, where the officers are of the same corps the one whose name stands first in General Orders takes precedence. In the other cases where a question of seniority arises, a retrospect is to be had to former commissions. Para. 86, R. & O., 83.

66. Captains having the brevet rank of field officer are to do duty as field officers in camp and garrison; but they are also to perform all regimental duties according to their regimental rank. Par. 87, R. & O., 83.

67. Officers employed as Brigade Majors, if of the rank of field officer, are to take rank and precedence according to the dates of their commissions as field officers. Par. 88, R. & O. 83.

68. Officers resigning their commissions in the Militia will cease to hold any rank therein, honorary or otherwise, unless specially exempted from this regulation by permission published in General Orders. Par. R. 89, & O., 83.

Re-appointments from Retired List.

69. Officers of Militia of whatever rank, who have retired or may retire from Active Service with special privilege of retaining the rank with which they retired, if they have been or should be subsequently re appointed to the Active Militia, will only exercise rank and command according to the degree of rank in which they have been or may be re-appointed. Service previous to re-appointment will not be counted as qualifying service for Brevet rank. Par. 90, R. & O., 83.

70. But Officers from the Retired List who have been re-appointed to the Active Militia previous to the 9th March, 1877, with the rank with which they had retired, retain, while holding such re-appointments, the rank and precedence held by them previous to their retirement. Par. 91, R. & O., 83.

71. When an officer retires, the Commission with which he retires allows him no further authority for Active Command under that Commission ; his retired rank being only acknowledged in social precedence, but not upon Military Duty. Par. 92, R. & O., 83.

Commissions and Promotion of Officers.

72. No person is eligible to hold a provisional appointment, or a commission in the Militia, except in special cases, unless he has attained 18 years of age, and no person is to be recommended for appointment unless desired by him. Par. 93, R. & O., 83.

73. Hereafter no officer shall be promoted or appointed to command of a Regiment of Cavalry, Brigade or Regiment of Artillery or Battalion of Infantry who is over 60 years of age. Par. 94, R. & O., 83.

74. Officers of the Active Militia must be resident within the limits of the city, county or counties from which the men composing the corps are drawn. On their ceasing to reside within such limits their commissions may be cancelled. Par. 95, R. & O., 83.

COMMISSIONS AND PROMOTION OF OFFICERS—*contd.*

75. As far as practicable, consistent with a due regard to the public service and military requirements, all promotions in corps shall be by seniority. Par. 96, R. & O., 83.

76. The names, profession or occupation, residence; native country, date of birth, state of health, rank for which recommended; class, dates and description of certificate of qualification of individuals recommended for promotion or appointment must be given in full, legibly written; such recommendations must be invariably made upon the printed forms issued from Head Quarters, and the written resignations of officers reported as having resigned, must accompany recommendations to fill vacancies caused by such resignations. Par. 97, R. & O., 83.

77. For companies not in battalion, the recommendations must be sent directly by the Captain to the Brigade Major; for rural companies in battalion, they must be sent through the commanding officer of the battalion, and for city corps by the commanding officer to the Brigade Major for transmission through the Deputy Adjutant General to the Adjutant General at Head Quarters. Each transmitting officer must write on the list his recommendation or otherwise as the case may be. Para. 98, R. & O., 83.

(2.) All recommendations for promotion of Artillery Officers will, in future, be forwarded by the Deputy Adjutant General of a Military District to the Inspector of Artillery, for transmission to the Adjutant General. G. O., 25, 1, 84.

78. When an officer commanding a corps is recommended for promotion, or resigns, he is to make a transfer of stores in charge to the next senior, or other officer, who may be directed to receive them. The "Transfer Receipt" of such stores must be transmitted with the recommendation for promotion, or acceptance of resignation, as the case may be. Until the transfer papers have been received by the Adjutant General, no promotion will be made nor resignation accepted. Forms of "Transfer Receipt" will be sup-

COMMISSIONS AND PROMOTION OF OFFICERS—*contd.*

plied on application to the Deputy Adjutant General of Militia in any district. Par. 99, R. & O., 83.

(2.) Books for instructional purposes, and General Orders, sent from Head Quarters from time to time are for the use of the corps to which they belong, and are not in any case to be considered individual property. If any commanding officer having any such books and General Orders in his possession, retires, he should before doing so transfer them to his successor. If a subordinate officer retires, he will before doing so, hand any such in his possession to his immediate commanding officer. G. O., 15, 8, 85.

79. The regulations with respect to the promotion, up to the rank of Captain, of Adjutants holding subaltern rank, will be as follows:—

(2.) An Adjutant of a corps in which promotions are made according to seniority in the corps, may be promoted when he becomes senior of his rank therein.

(3.) In corps where promotions are made in the Troop, Battery or Company, an Adjutant may be promoted in the corps, when a vacancy occurs to which he would have succeeded had he not been appointed Adjutant. But should he not have held rank in any Troop, Battery or Company of the corps in which he is Adjutant, he may be promoted as in corps where promotions are made only according to seniority therein.

(4.) Should an Adjutant not have been promoted under the foregoing provisions, but have served five years consecutively as such, with rank of Lieutenant, he may be promoted to the rank of Captain. Par. 100, R. & O., 83.

80. Applications for the appointment of Surgeon or Assistant Surgeon to a Regiment, or Battalion of Active Militia, must be accompanied by a recommendation from the officer commanding, and be forwarded through the Deputy Adjutant General to the Adjutant General. Gentle-

COMMISSIONS AND PROMOTION OF OFFICERS—*contd.*

men so recommended must be qualified to practice their profession according to law, and must be prepared to produce, when called upon, evidence of qualification. Par. 101, R. & O. 83.

81. All appointments of combatant officers to the Active Militia will be made "provisionally" unless the persons recommended hold qualifying certificates for the arm of the service to which they belong, or are otherwise qualified under the provisions of the Militia Law. And no officer shall be promoted unless so qualified. Par. 102, R. & O., 83.

82. Hereafter certificates of qualification for appointments and promotions in the Active Militia will be issued by commandants of Schools of Military Instruction. Par. 103, R. & O., 83.

83. Cavalry, Artillery and Engineer Officers will be allowed twelve months from date of appointment to obtain qualifying certificates. An extension of time may be granted for sufficient reasons, but special application for such should be made to Head Quarters through the proper channel. The application should state what steps the Officer purposes taking to obtain such certificate. Par. 104, R. & O., 83.

84. Infantry Officers, will be allowed twelve months from date of appointment in which to obtain qualifying certificates. Par. 105, R. & O., 83.

85. Officers failing to qualify within the time required may be removed from the list of Officers of the Active Militia without other reason being assigned than that they had "failed to qualify." Par. 106, R. & O., 83.

86. When a "provisionally" appointed Officer qualifies, his rank will be confirmed only from the date of his passing for certificate. Par. 107, R. & O., 83.

87. Officers recorded as qualified for the substantive rank they now hold will be required to obtain the higher

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COMMISSIONS AND PROMOTION OF OFFICERS—contd.

class of certificate necessary to qualify them for promotion. Par 108, R. & O., 83.

88. Commissions will not be issued to combatant officers except to such as are qualified as required by Regulations. Par. 109, R. & O., 83.

· Brevet Promotion.

89. There is no provision for granting the rank of Brevet Lieutenant Colonel; except to Majors who have been continuously in command of a Field Battery of Artillery during the previous ten years, holding during that period the rank or brevet rank of Major. Those now entitled to promotion will rank as Lieutenant Colonels from the 4th February, 1885. Those who hereafter become entitled will take rank from the date of expiration of 10 years in command of a Field Battery of Artillery in the rank of Brevet Major, or Major.—(O. C., February, 1885.) G. O., 6, 2, 8.

90. The rank of Brevet Major will be granted after ten years' consecutive service as Captain of a corps of Active Militia, which is efficient in every respect, and to Adjutants who have held the rank of Captain in a corps of Active Militia ten years consecutively. Par. 111, R. & O., 83.

(2.) Brevet promotion will be granted only to officers who are duly qualified. Par. 112, R. & O., 83.

(3.) Officers who are qualified and had on 18th March, 1878, completed five years' qualifying service for Brevet promotion, will be granted promotion under the regulations in force up to that date, on being properly recommended. Par. 113, R. & O., 83.

(4.) Promotion for distinguished service in the Field, or for useful service to the country, will be specially provided for by the Governor General in Council. Par. 114, R. & O., 83.

91. Surgeons, who have served consecutively as such during twenty years in any corps of the Active Militia,

BREVET PROMOTION—*contd.*

shall have the rank of Surgeon-Major, but without extra pay for such increased rank. Par. 115, R. & O., 83.

(2.) Assistant-Surgeons, who have served as such consecutively in any corps of the Active Militia during ten years, shall rank as Surgeon, without extra pay. Par. 116, R. & O., 83.

Retirement.

92. Officers of the Active Militia will not be permitted to retain their rank on retiring, unless they have served five years therein, three years of which having been consecutively as an officer holding substantive rank, the last two years thereof being in the grade held at the time of such retirement: Provided the Corps to which the officer belonged has been efficiently maintained. Par. 117, R. & O., 83.

93. Surgeons who have served consecutively during fifteen years as Assistant Surgeon or Surgeon in any Corps of Active Militia, the last five years being in the rank of Surgeon, may be placed on the Retired List with the rank of Surgeon; and to those who have twenty years consecutive service as Assistant Surgeon or Surgeon in any Corps of Active Militia, of which the last ten years have been in the rank of Surgeon, the rank of Surgeon-Major on the Retired List may be granted. Par. 118, R. & O., 83.

Honorary Rank.

94. Honorary Rank may be conferred for good service on the following non-combatant officers, viz.: Pay-masters, Quarter-masters, Storekeepers and Riding-masters. Such as have the Relative rank of Lieutenant may, after having served five years, be granted the Honorary rank of Captain; such as have either the "Relative" or "Honorary" rank of Captain may, after having served ten years therewith, be granted the Honorary rank of Major.

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HONORARY RANK—contd.

(2.) No Officer will have a right to claim Honorary rank on account of any length of service.

(3.) Honorary rank confers no military command. Par. 123, R. & O., 83.

Relative Rank.

95. The relative rank of the following non-combatant Officers will be,—

Paymaster on appointment as Captain, after 10 years' service as Major.

Quartermaster on appointment as Captain, after 10 years' service as Major.

Surgeon-Major as Lieutenant-Colonel.

Surgeon as Major.

Assistant Surgeon on appointment as Lieutenant, after 5 years as Captain.

Veterinary Surgeon on appointment as Lieutenant, after 5 years as Captain.

Ridingmaster as Lieutenant.

Relative Rank—which is social and gives a right to choice of quarters—confers no military status or command. Par. 124, R. & O., 83.

Notices, Orders, etc.

96. It shall not be necessary that any order or notice under this Act be in writing unless herein required to be so, provided it is communicated to the person who is to obey or be bound by it, either directly by the officer or person making or giving it, or by some other person by his order. 49 Vic., chap. 41, sec. 118.

97. All general orders of Militia, or other Militia orders issued through or by the Adjutant General shall be held sufficiently notified to all persons whom they concern, by their insertion in the *Canada Gazette*;—and a copy of the said *Gazette* purporting to contain them shall be evidence of such orders. 49 Vic., chap. 41, sec. 119.

NOTICES, ORDERS, ETC—*contd.*

98. Copies of Militia General Orders, being extracts from the *Canada Gazette*, will be sent from Head Quarters to the District Staff, Commandant Royal Military College and Commandants of permanent Corps. When the Orders are of a nature affecting the whole Force, copies will be sent to all Field Officers, Adjutants and Captains of Corps, viz.: for City Corps, under cover to the Commanding Officers; for Rural Corps, to the Post Office address of Field Officers, Adjutants and Captains. When the Orders do not affect the whole Force, they will be sent to the same officers as above, but only to those Corps affected. And when there are promotions, appointments, confirmation of rank, or notification of Certificates being granted, a sufficient number of copies will be sent for each Officer affected to have one. Par. 127, R & O., 83.

99. Every order made by the Commanding Officer of any Corps of Militia shall be held to be sufficiently notified, to all persons whom it concerns, by insertion in some newspaper published in the Regimental Division in which such Corps is situated, or, if there is no such newspaper, then by posting a copy thereof on the door of every place of public worship or of some other public place, in each Company Division affected by such orders. 49 Vic., chap. 41, sec. 120.

100. The production of a commission or appointment, warrant or order in writing, purporting to be granted or made according to the provisions of this Act, shall be *prima facie* evidence of such commission or appointment, warrant or order, without proving the signature or seal thereto, or the authority of the person granting or making such commission, appointment, warrant or order. 49 Vic., chap. 41, sec. 121.

101. Commanding Officers of Corps will not be permitted to adopt, for the guidance of Officers and men of their Corps, any Regimental, Standing, or other Orders, which are not in accord with the provisions of the Regulations

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39**NOTICES, ORDERS, ETC—contd.**

and Orders for the Militia. Any existing Regulation or other Standing Orders of any Corps of the Active Militia which conflict with the provisions of such regulations and orders are of no effect. Par. 130, R. & O., 83.

Staff Officers.*Duties of Deputy Adjutants General.*

102. The Deputy Adjutants General of Military Districts are responsible not only for the discipline of the battalions and corps within their Districts, and their constant preparation for active service, but likewise in case of sudden emergency, for the immediate assembly and military disposition of the force under their command, in strict accordance with the instructions they may receive from Head Quarters. Par. 131, R. & O., 83.

103. It is indispensable to insure a proper plan of defence being formed, that the Deputy Adjutants General should be thoroughly acquainted with the military resources of their Districts in regard to men, horses and provisions, and the means of transport; they should have an accurate knowledge of the strong features of the country, of all roads and means of communication, and of every military particular that may tend to the defensive power of their respective Districts, and it is also necessary that they should possess an intimate acquaintance with the assailable points of the same. Officers of the force should be encouraged to assist the Deputy Adjutants General in obtaining information with respect to the Military resources of their Districts, in regard to men, horses and provisions, the means of transport, and as to all roads and means of communication. Par. 132, R. & O., 83.

104. Deputy Adjutants General should provide themselves with maps of their Districts, the accuracy of which they should test by personal observation and experience. Par. 133, R. & O., 83.

STAFF OFFICERS—*contd.*

105. Their duties comprise the general charge and command under orders from Head Quarters of the Active and Reserve Militia of their respective Districts, and embrace;

1st. The enrolment, efficiency, discipline and maintenance of the various corps of Active Militia.

2nd. The inspection of arms, accoutrements, clothing and Government Stores of all kinds in possession of corps.

3rd. The instruction and general superintendence of the drill, and instruction in duty of the officers and men of the Militia.

4th. Annual inspections of all corps in the District and reporting on the same to Head Quarters.

5th. The examination for approval of all pay-lists of corps for annual or special drills, and for guards of honor and salutes, at the opening and closing of Local Legislatures, and for such other guards and salutes as they may be directed to order in their respective Districts.

6th. The examination for recommendation of all accounts, and pay-lists of employes of the Department in their Districts.

7th. Inspection of rifle ranges and their maintenance.

8th. The transmission of necessary requisitions for the armament and equipment of the Active Force under their command.

9th. The supervision, so far as is laid down in regulations, of the enrolment, officering, and organization of the Reserve Militia, reporting on and preparing a synopsis of the enrolment, and checking the accounts of the same.

10th. They are the medium of communication with the Adjutant General at Head Quarters, concerning all matters affecting the Militia within their respective districts. Par. 134, R. & O., 83.

11th. Except in cases of emergency for which special provision is made in these regulations, Deputy Adjutants General of Military Districts will call through the Public

STAFF OFFICERS—*contd.*

Press for competitive Tenders for such work as may be required therein from time to time, or for the supply of any articles required for Militia Service, previously sanctioned and authorized to be tendered for in any locality. The forms of advertisement are to be transmitted to the Adjutant General at Head Quarters, for publication by the Queen's Printer as provided by regulation. Tenders so called for shall be addressed under seal direct to the Minister of Militia and Defence, Ottawa, marked "Tenders" on the upper left corner of the envelope which contains them.

Brigade Major.

106. When the force is brigaded for service in the field, the duty of a Brigade Major so employed, is to keep and regulate the roster of the brigade duties, to inspect all the out-posts and piquets furnished by the brigade, and he is responsible for such guards, piquets, etc., being withdrawn, when the brigade is to march; their station on the march is in front of the leading Battalion of the brigade, they are to encamp in rear of the centre of the brigade, and should be constantly in the lines of the brigade. Par. 136, R. & O., 83.

107. They are to make half yearly inspections, under the authority of the Deputy Adjutants General of Districts, of the clothing, arms, accoutrements, ammunition and stores of the battalions and corps within their Divisions, reporting minutely on the condition thereof according to form. The annual inspection of corps by the Deputy Adjutant General, or in his absence by the Brigade Major, to be considered as one of the above referred to half-yearly inspections. Par. 137, R. & O., 83.

108. The Brigade Major is to be present at all transfers of Regimental, Troop, Battery or Company stores, to witness the transfer receipt for same, and to take over, under

BRIGADE MAJOR—*contd.*

regulations, where necessary, all such stores. In the absence of a Brigade Major, the Deputy Adjutant General will perform this duty. Par. 138, R. & O., 83.

109. When not on active service, or otherwise engaged on duty, they are to attend daily at the Brigade office in order to see to the correspondence, and to be ever ready to afford the Deputy Adjutant General all the assistance in their power. They will when required by the Deputy Adjutant General accompany him upon the occasion of inspections or other duties in their Brigade Divisions. Par. 139, R. & O., 83.

110. The Brigade Major or other Officer doing his duty at each District Head Quarters shall keep the following books, viz.:

(1.) A Guard Book, in which shall be entered all general orders as received, together with all memos, or communications having the same intent as orders from Head Quarters, or certified copies of the same if the originals have to be returned to Head Quarters.

(2.) A book in which shall be entered all District and Brigade orders or memos.

(3.) A Letter Book in which shall be copies of all official letters, returns, and documents sent from the District Head Quarters. Par. 140, R. & O., 83.

Transfer of Public Property.

111. When any officer of the District Staff is relieved from duty or is transferred to another station all public property, books, records and documents in his possession belonging, or relating to the Military District or Brigade Division, as the case may be, the appointment to which he had heretofore held, with a schedule of such property, books, &c., together with a statement in writing, giving detailed information relating to the force and to Militia affairs in the District or Division, are to be transferred to

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43**TRANSFER OF PUBLIC PROPERTY—contd.**

the officer appointed to relieve him, and for duty therein. Par. 141, R. & O., 83.

112. On reporting for duty at his new station the staff officer who has been transferred will be allowed the cost of his actual personal transport and hotel expenses necessarily incurred *en route* from the station from which he removes to that to which he is ordered to proceed, together with an allowance for the cost of transport of such luggage as he actually requires to take with him not exceeding 1,000 pounds in weight, and a sum of money equal to two months' pay to cover all other personal claims and expenses incident to his removal, where the distance to be travelled is under five hundred miles, and an additional month's pay where such distance is over five hundred miles. Par. 142, R. & O., 83.

Annual Inspections.

113. The several Corps of the Active Militia shall be subject to such inspections, from time to time, as Her Majesty may direct. 49 Vic., chap. 41, sec. 68.

114. The annual inspections of battalions and corps is to be made by the Deputy Adjutants General in person, unless circumstances unavoidably interfere to prevent their doing so. Special instructions, with forms of annual inspection reports, according to the condition and requirements of the force, will be issued from time to time, from Headquarters for the guidance of Deputy Adjutants General. Par. 144, R. & O., 83.

115. The Inspector of Artillery or one of the Assistant Inspectors of Artillery, will inspect all Corps of Artillery. Engineer Corps will be inspected by the Inspector of Engineers. Par. 145, R. & O., 83.

116. When Artillery or Engineer Corps are inspected by any Officer other than the Deputy Adjutant General of the Military District, the Inspecting Officer will be required to send a memorandum to the latter Officer stating whether

ANNUAL INSPECTION—*contd.*

the efficiency of the Corps is such as in his (the Inspecting Officer's) opinion entitles the corps to Drill pay and allowance for Drill Instruction. Para 146, R. & O., 83.

Leave of Absence.

117. Staff Officers being appointed for the performance of local duties, the expense which the public thereby incurs can be justified only by the fulfilment of such duties by efficient Officers; before leave of absence is granted to a Staff Officer, proper provision is to be made for the temporary performance of his duties without extra charge to the public.

(2.) Similar provision is to be made for the performance of his duties when leave of absence is recommended for a regimental staff officer. Par. 148, R. & O., 83.

118. No leave of absence beyond ten days can be granted to staff-officers without the special authority and sanction of the Minister of Militia and Defence, on the recommendation of the Officer commanding the Militia. Application for leave by Departmental officers must be made through the head of the respective Departments. Leave of absence to regimental officers may be granted by the General Officer Commanding for any period not exceeding six months, on the recommendation of the officer commanding the corps, and of the Deputy Adjutant General of the District. Par. 149, R. & O., 83.

119. Officers who obtain leave of absence are to furnish their address so that orders may be readily communicated to them. Any changes in their address are to be notified in like manner.

(2.) When an extension of leave is applied for, the period during which the officer soliciting further leave has been absent, is always to be stated.

(3.) Officers on leave of absence, who may stop at Head Quarters, Ottawa, should leave their card at the Adjutant

ORGANIZATION.

45**LEAVE OF ABSENCE - contd.**

General's office for the Major General commanding; and when stopping at District Head Quarters should leave their card for the District Staff Officer. Par. 150, R. & O., 83.

120. When corps are assembled for the annual drill in camp, the commanding officer will not grant leave of absence to any officer, non commissioned officer or man, except under very urgent circumstances, the nature of which must be satisfactorily accounted for at the annual Inspection, and no pay can be issued to individuals for the period of such absence. Par. 151, R. & O., 83.

121. Unless under special circumstances, and with permission of the officer commanding, no officer or man can be permitted to sleep out of camp. Par. 152, R. & O., 83.

DISCIPLINE.

122. The Active Militia shall be subject to the Queen's Regulations and Orders for the Army; and every officer and man of the Militia shall, from the time of being called out for active service, and also during the period of annual drill or training under the provisions of this Act, and also during any drill or parade of his corps at which he is present in the ranks or as a spectator, and also when going to or from the place of drill or parade of his corps, and also at any other time while in the uniform of his corps, be subject to the Army Act passed by the Parliament of the United Kingdom, and all other laws then applicable to Her Majesty's troops in Canada, and not inconsistent with this Act; except that no man shall be subject to any corporal punishment but death or imprisonment for any contravention of such laws; and except also that Her Majesty may direct that any provisions of the said laws or regulations shall not apply to the Militia force.

(2.) Any officer or man charged with any offence committed while serving in the Militia, shall be held liable to

DISCIPLINE—*contd.*

be tried by court martial, and if convicted to be punished therefor, within six months after his discharge from the Militia or after the corps to which he belongs or belonged is relieved from active service, notwithstanding that he shall have been so discharged from the Active Militia, or that the corps to which he belonged shall have been so relieved from active service; and any officer or man of the Militia may be tried for the crime of desertion at any time, without reference to the length of time which may have elapsed since his desertion. 49 Vic., chap. 41, sec. 82.

123. Each Militiaman called out for active service shall attend at such time and place as are required by the officer commanding him, with any arms, accoutrements, ammunition and equipment he has received, and with such provisions as such officer directs. 49 Vic., chap. 41, sec. 84.

124. Every Militiaman called out for active service who absents himself without leave from his Corps for a longer period than seven days, may be tried by court martial as a deserter. 49 Vic., chap. 41, sec. 85.

Every person who,

(a.) Persuades any man, who has been enlisted to serve in any Corps of Militia to desert, or attempts to procure or persuade any such man to desert; or

(b.) Knowing that any such man is about to desert, aids or assists him in deserting; or

(c.) Knowing any such man to be a deserter, conceals such man, or aids or assists him in concealing himself, or aids or assists in his rescue,—

Shall, on summary conviction, be liable to imprisonment, with or without hard labor, for a term not exceeding six months. 49 Vic., chap. 41, sec. 109.

125. Courtesy among military men is indispensable to discipline. Commanding officers should not only bear this in mind, but they should inculcate the principle in those under their command. Whenever it becomes necessary,

DISCIPLINE—*contd.*

in order to check carelessness or neglect of duty, admonition or reproof (unless the occasion demands public example) should be conveyed privately where practicable, and wherever it is desirable to reward the zealous and the worthy, the fitting acknowledgment or praise should be bestowed in public. Par. 156, R. & O., 83.

126. Officers are at all times accountable for the maintenance of good order, and the rules and discipline of the service; and they are to afford in these respects the utmost aid and support to the commanding officer. It is their duty to take notice of, repress, and instantly to report any negligence or impropriety of conduct in non-commissioned officers and men, whether on duty or off duty, although the offender may not belong to their particular corps. Par. 157, R. & O., 83.

127. A Commanding officer should impress upon the men under his command, by every means in his power, the propriety of civility and courtesy in their intercourse with all ranks and classes of society, and should particularly caution them to pay proper deference and respect to Magistrates and all Civil Authorities. Par. 158, R. & O., 83.

128. In a civil court an officer or a militiaman will remove his hat, cap, or helmet while the Judge or Magistrate is present, except when the officer or militiaman is on duty under arms with a party or escort inside the court. Par. 159, R. & O., 83.

129. Deliberations or discussions among any class of military men, having the object of conveying praise, censure or any mark of approbation towards their superiors or any others in Her Majesty's service, are strictly prohibited as being subversive of discipline, and an assumption of power which belongs to the Sovereign alone, or to those officers to whom the command and discipline of the troops may be entrusted by Royal authority. Every officer will, therefore be held responsible, who shall allow himself to be complimented by officers, non-commissioned officers, or soldiers

DISCIPLINE—*contd.*

who are serving, or who have served under his command, by means of presents of plate, sword, &c., or by any collective expression, of their opinion. Commanding officers should also prohibit the practice of raising subscriptions for the purpose of presenting testimonials in any shape to superiors on quitting service or on being removed from their corps. Par. 160, R. & O., 83.

130. Officers and soldiers are prohibited from publishing or communicating to the Press, without special authority, either directly or indirectly, information relative to the numbers, movements, or operations of the troops, or details regarding fortifications, armaments, or experiments made in connection with military matters. They are not to attempt to prejudice questions under investigation by publication, anonymously or otherwise, of their opinions. Par. 161, R. & O., 83.

131. Arrest is of two kinds, close arrest and open arrest. When arrest is not described as open arrest it means close arrest. An officer in close arrest is not allowed to leave his quarters or tent. When in open arrest he may take exercise at stated periods within defined limits, which will usually be the precincts of the regimental barracks or camp. If the climate or the state of the prisoner's health or other circumstances require it, these limits may be enlarged at the discretion of the commanding officer or other superior officer on the spot, and an officer in open arrest may, if necessary, under strict order as to his conduct, be directed to proceed from one station to another, or permitted to leave his station for a particular purpose. Par. 162, R. & O., 83.

132. An officer in open arrest is on no account to appear in his own or any other mess premises, or in any place of amusement or public resort, and he is not on any pretext whatsoever to appear within the precincts of the station or garrison dressed otherwise than in uniform. An officer, when in arrest, will not wear sash, sword or belts with his uniform. Par. 163, R. & O., 83.

DISCIPLINE.

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DISCIPLINE - *contd.*

133. Any officer may, when necessity arises, be placed under arrest by a competent authority on the commission of any offence without previous investigation, but a commanding officer on receiving a complaint, or coming to the knowledge of circumstances tending to incriminate an officer, will not ordinarily place him under arrest until he has satisfied himself by inquiry that it will be necessary to proceed with the case, and report it to superior authority. If he prefers charges against an officer, he will invariably place him under arrest. When an officer is placed in arrest, the commanding officer will invariably report the case without unnecessary delay to the General or other officer commanding the district or station, whether the officer shall have been subsequently released from arrest or not. Par. 164, R. & O., 83.

134. An officer who has been placed in arrest, has no right to demand a court-martial upon himself, or after he shall have been released by proper authority, to persist in considering himself under the restraint of such arrest, or to refuse to return to the performance of his duty. An officer who conceives himself to have been wrongfully put in arrest, or otherwise aggrieved, is not without remedy; provision is made for that purpose in the Army Act, 1881, Section 42, and he can prefer a complaint in a proper manner through the proper channel. Par. 165, R. & O., 83.

135. Military custody in the case of a private soldier (not under sentence) means confinement under charge of a guard, piquet, patrol, or sentry, or of a provost-marshal. The accommodation usually available in permanent barracks for the detention of soldiers confined under charge of a guard is:—

- (a.) *The Prisoners' Room.*—The room attached to a guard-room for the temporary detention of prisoners.

DISCIPLINE—*contd.*

(b.) *The Guard-Room Cells.*—Those cells which are attached to a guard-room for the temporary detention of prisoners who are required to be kept apart. The keys of prisoners' room and guard-room cells are to be in the charge of the commander of the guard. Par. 166, R. & O., 83.

136. A private soldier charged with a serious offence will be confined at the time of the commission or discovery of the offence, but in the case of minor offences, such as absence from tattoo and other roll calls, overstaying a pass, or slight irregularities in quarters, he will not be lodged under charge of the guard, and the investigation of the charge may be held without previous confinement in military custody. A private soldier against whom a charge for a minor offence is pending will not be considered as a prisoner, but will not quit barracks until his case has been disposed of. He will attend all parades, but will not be detailed for duty. Par. 167, R. & O., 83.

137. If a private soldier refuses to obey an order distinctly given, or resists the authority of a non-commissioned officer, he is to be confined without altercation, and immediately reported to the officer commanding his troop, battery, or company, or to the adjutant. When a non-commissioned officer has occasion to confine a soldier for any offence, he should invariably obtain the assistance of one or more privates to conduct the offender to the guard-room, and should himself avoid in any way coming in contact with him, except under unavoidable circumstances. Par. 168, R. & O., 83.

138. A private soldier in a state of drunkenness, is, if possible, to be confined alone, and in the prisoners' room or a guard-room cell, until sober, and not in the guard-room itself, where he may often be provoked to an act of violence and insubordination. Soldiers on being confined will be searched, with the object of removing knives or other

DISCIPLINE—contd.

weapons with which they might injure themselves. Soldiers confined for drunkenness may, when necessary, be deprived of their boots, excepting when the weather is cold, and they are likely to suffer in consequence; they are to be visited at least every two hours by a non-commissioned officer of the guard and an escort, in order that their condition may be ascertained. Should any symptoms of serious illness be observed, a medical officer is forthwith to be sent for. Soldiers suspected of being drunk are not to be put through any drill exercise or otherwise tested for the purpose of ascertaining their condition. When a soldier is charged with drunkenness, care is to be taken that he is perfectly sober before he is brought before an officer for investigation. For this purpose twenty-four hours should usually be allowed to elapse before the investigation. Par. 169, R. & O., 83, as amended by Q.R., sec. vi, par. 27.

Complaints.

139. If officers, non-commissioned officers or men, whether on actual service or otherwise, have any complaint or accusation to bring against a superior or other officer, such complaint must be forwarded through the complainant's Commanding Officer, who will transmit the same with his remarks through the Deputy Adjutant-General commanding the District, for consideration at Head Quarters if necessary. It cannot be permitted that they shall bring accusations against superior officers or comrades before the tribunal of public opinion, either by speech or letters inserted in any newspaper; such a proceeding would be in glaring violation of the rules of Military discipline, and in contempt of authority. Par. 170, R. & O., 83.

140. One of the fundamental and most necessary rules of Military discipline is to forbid anything bearing the appearance of combination, to obtain redress of grievances, among individuals composing a military force. If officers or men, whether on actual service or otherwise, have any

COMPLAINTS—*contd.*

grievance, their complaint should be laid before their Commanding Officer in respectful language, each individual speaking for himself alone. Appeals for redress by "round robins," or by means of any document bearing the signature of more than one complainant, are strictly forbidden. Par. 171, R. & O., 83.

141. Meetings of officers may be called only by the Commanding Officer, who is held responsible that they shall be for a proper purpose. Par. 172, R. & O., 83.

Party Demonstrations.

142. Officers, non-commissioned officers and men are forbidden to institute or take part in any meetings, demonstrations or processions for party or political purposes, in barracks, quarters, camp or elsewhere. Par. 173, R. & O., 83.

Courts of Inquiry and Courts Martial.

143. Her Majesty may convene Courts of Inquiry and appoint officers of the Militia to constitute such courts, for the purpose of investigating and reporting on any matter connected with the government or discipline of the Militia, and with the conduct of any officer or man of the force; and may at any time convene courts martial, and delegate power to convene such courts, and to appoint officers to constitute the same, for the purpose of trying any officer, or man of the Militia, for any offence under this Act, and may also delegate power to approve, confirm, mitigate or remit any sentence of any such court; but no officer of Her Majesty's regular army on full pay shall sit on any such court martial. 49 Vic., chap. 41, sec. 91.

144. The regulations for the composition of Militia courts of enquiry and courts martial, and the modes of procedure and powers thereof, shall be the same as the regulations which are, at the time, in force for the composition, modes of procedure and powers of courts of enquiry and court

COURTS OF INQUIRY AND COURTS MARTIAL—*contd.*

martial for Her Majesty's regular army, and which are not inconsistent with this Act; and the pay and allowances of officers and others attending such courts may be fixed by the Governor in Council:

(2.) Every person required to give evidence before a court martial may be summoned, or ordered to attend:

(3.) If any person who is not enrolled in the active Militia is summoned as a witness before a court martial, and after payment or tender of the reasonable expenses of his attendance makes default in attending; or being in attendance as a witness,—

a. Refuses to take an oath or affirmation legally required by a court-martial to be taken; or—

b. Refuses to produce any document in his power or control lawfully required by a court martial to be produced by him: or—

c. Refuses to answer any question to which a court martial legally requires an answer; or—

d. Is guilty of any contempt of the court martial by causing any interruption or disturbance in its proceedings;

e. The president of the Court Martial may certify the default, refusal or contempt of such person under his hand to a judge of any court of justice in the locality having power to punish persons guilty of like offences in that court, and such court may thereupon inquire into the same, and if the person is found guilty, punish him in like manner as he would be punishable in a proceeding in such court for such default, refusal or contempt. 49 Vic., chap. 41, sec. 92.

145. Officers employed on Court Martial duty are to be guided by the provisions of the Regulations and Orders for the Militia of Canada, and must conform to the General Instructions in the Queen's Regulations and Orders for the Army, and to the Imperial Army Act and Rules of Procedure connected therewith. If ordered to re-assemble

COURTS OF INQUIRY AND COURTS MARTIAL—*contd.*

the proceedings of the court, when re-assembled, must be recorded in writing as prescribed in the Rules of Procedure. Par. 179, R. & O., 83.

146. Whenever the assembly of any court martial or court of inquiry is authorized, the pay and allowance to the members thereof will be similar to the rates payable when on active service, according to rank ; but officers who may be under pay at the time of the assembly of such courts, will, if directed to sit as members of any such courts, receive no additional pay or allowance therefor. Par. 180, R. & O., 83.

147. No Militia officer or Militiaman shall be sentenced to death by any court martial, except for mutiny, desertion to the enemy, or traitorously delivering up to the enemy any garrison, fortress, post or guard, or traitorous correspondence with the enemy ; and no sentence of any general court martial shall be carried into effect until approved by Her Majesty. 49 Vic., chap. 41, sec. 93.

Boards and Courts of Inquiry.

148. A Court of Inquiry may be assembled by any officer in command, to assist him in arriving at a correct conclusion on any subject on which it may be expedient for him to be thoroughly informed ; and it may be required to give an opinion on any point not involving the conduct of an officer or soldier. The proceedings are to be recorded in writing, as far as practicable in the form prescribed for courts martial, signed by each member, and forwarded to the convening authority by the president. Par. 182, R. & O., 83.

149. A Court of Inquiry or Board of Officers may consist of any number of members, but the composition of such courts or boards must be regulated, at the discretion of the convening officer, by the circumstances under which they are assembled. Three members, the senior acting as president, will in ordinary cases be found sufficient. The regulations for the government of Courts of Inquiry are contained in the Rules of Procedure. Par. 183, R. & O., 83.

DISCIPLINE.**55****BOARDS AND COURTS OF INQUIRY—contd.**

150. No officer is, by reason of any relative rank he may hold, entitled to the presidency of Courts of Inquiry, Committees, or Boards. Par. 184, R. & O., 83.

151. When the assistance of a departmental officer is required for a Court of Inquiry, Committee or Board, and such officer is of superior relative rank to the officer who has been appointed president of the same, the departmental officer should not be detailed as a member, but should be directed to attend at the inquiry to furnish a report in writing, or to give evidence in person as a witness if required so to do by the president. Par. 185, R. & O., 83.

152. A Court of Inquiry for the purpose of determining the illegal absence of a soldier, will be held in all cases at the expiration of twenty one days from the date of absence, or as soon thereafter as practicable, unless the soldier, a though still illegally absent, has been taken into custody. Before declaring the deficiency of any arms, &c., the court will satisfy itself by evidence that the absentee was, within a reasonable period of the date of absenting himself, in possession of the articles they declare to be deficient. The court will record the values of the unexpired wear of all articles of Government property found to be deficient in the kit of the absent soldier. Par. 186, R. & O., 83.

153. Committees and Boards differ only from Courts of Inquiry in so far that the objects for which they are assembled should not involve any point of discipline. They will follow, as far as may be convenient, the rules for Courts of Inquiry, but are in no way bound by them. Par. 187, R. & O., 83.

154. Medical officers are exempted from serving as members of Courts of Inquiry or Boards, except Medical Boards. Should a medical opinion be required by a military board, reference is to be made to the medical officer detailed to attend it, who will furnish his report in writing, or give evidence in person if considered necessary. Par. 188, R. & O., 83.

BOARDS AND COURTS OF INQUIRY—*contd.*

155. *Memo*—Courts of Inquiry, as a general rule, sit with closed doors, but they may be either open or close, according to the nature of the investigation, or as may be directed by the convening officer. The accused party should be present and may either answer or refuse to answer any question put to him, or may avail himself of the opportunity to explain any particular act, or any part of his conduct on which an imputation prejudicial to him may have arisen. He cannot claim permission to ask any question, or to produce any testimony, nor has he any right to insist on the attendance of counsel. It is not usual to permit the presence of a professional adviser in any case before courts of inquiry. The rank of the officers composing the court should be equal, or superior, to that of the officer whose conduct or character may be implicated in the investigation. The president must in every case be a combatant officer. Unless otherwise specified the president is to fix the time and place in the locality for holding the court, cause notice of the same to be given to all witnesses and persons interested, and preside during the sittings. If the members cannot agree on an opinion collectively, any dissenting member should state in writing the nature and extent of the difference or give his opinion in writing to the president for transmission with the proceedings. No court of inquiry the assembling of which will be attended with expense to the public is to be convened except upon authority from Head Quarters, Ottawa. Par. 189, R. & O., 83.

INTERIOR ECONOMY OF CORPS.**Commanding Officers.**

156. An Officer entrusted with the command of a Corps is invested with authority which renders him responsible to his Sovereign and his country, for the maintenance of discipline, order, and the proper system of economy in his corps; he should possess a thorough practical knowledge of the Militia Law and of all rules and military regulations, and is to exact from officers and men the most implicit obedience to regulations. He is not only to enforce by command, but to encourage by example, the energetic discharge of duty, and the steady endurance of the difficulties and privations which are inseparable from military service. Par. 190, R. & O., 83.

157. A commanding officer's authority is paramount, whether on the parade, at the mess, or in any other situation. He should give his best attention to promote a good understanding amongst the officers by advice to the young and inexperienced, by timely interference to prevent disputes, and by taking immediate notice of any conduct likely to interrupt the harmony of the corps; he should explain to the officers in the most forcible manner the consequences of allowing themselves to be misled by erroneous notions and false principles of honour, and he should encourage them, in the event of any dispute or difference arising, to make him the arbiter, as the person more immediately responsible for maintaining unblemished the honour and character of the corps; and his decision and disposal of the question should be considered as final. Par. 191, R. & O., 83.

158. When opportunities offer, commanding officers will take advantage of personally examining the officers, more particularly the subalterns, upon every point connected with their duties in the field; the instruction and improvement of his men also form a most essential part of the supervision of a commanding officer. Par. 192, R. & O., 83.

COMMANDING OFFICERS—*contd.*

159. He is to see that officers are practically instructed in the duties of piquets and outposts; in the mode of conducting patrols in the exercise and management of artillery [at stations where facilities for such instruction exist]; and as far as may be practicable, in the construction of field-works. He will, at his discretion, direct the field officers and the captains to take the command of the parade, and in his presence to exercise the regiment or battalion; he is to encourage the subaltern officers to qualify themselves for the duties of adjutant both in the field and in the orderly room, and should afford to them every facility for acquiring a competent knowledge of such duties. The instruction and improvement of his men also form a most essential part of the supervision of a commanding officer. Par. 193, R. & O., 83.

160. It is the duty of a commanding officer to bring especially to the notice of the inspecting Officer without favor or partiality any officers who may be distinguished for attention to, and proficiency in their duties; as well as those who, from incapacity or habitual inattention, are deficient in a knowledge of their duties, or show an indisposition to afford the commanding officer that support which he has a right to expect from them; or conduct themselves in a manner injurious to the efficiency and the credit of the corps. Par. 194 R. & O., 83.

161. Commanding Officers must see that the Company Rolls are properly made out and corrected from time to time, and are strictly prohibited from enrolling Militiamen who are at the time serving in other corps. Par. 195, R. & O., 83.

162. The actual presence of the commanding officer of a regiment is necessary on all muster parades. Should he be on leave, or absent on duty, it is to be so stated against his name on the roll, and the next in command will superintend the muster and sign the necessary documents. Par. 196, R. & O., 83.

COMMANDING OFFICERS—*contd.*

163. Commanding officers are to cause every order and circular issued for general information and guidance either to be re-published in regimental orders or otherwise circulated throughout the corps; and they are to afford all officers under their command every facility for becoming acquainted with current changes in the regulations and orders. Ignorance of published orders will never be admitted as an excuse for their non-observance. All orders specially relating to the men are to be read and explained to them immediately after such orders are received; and those of an important nature are to be read to them on three successive parades. Every circumstance which in any way affects a man's pay or service is to be published in regimental orders, immediately after its occurrence, for the information of all concerned. Par. 197, R. & O., 83.

164. Nothing more essentially tends to the maintenance of regularity and good order than that system or chain of responsibility which should extend from the highest to the lowest grade. With this view, a battalion is to be formed into half battalions, and the companies composing them respectively placed under the immediate superintendence of a field officer, who is to report to the commanding officer as to their state and condition. Par. 198, R. & O., 83.

165. It is of importance that the regimental field officers should at all times make themselves thoroughly acquainted with the abilities of the whole of the officers placed under their charge, so as to assist commanding officers in the appreciation of the military acquirements of those under their command. In like manner officers commanding troops, batteries and companies should make themselves acquainted with the ability and acquirements of their subalterns, who ought at all times to look to them for information and advice. Par. 199, R. & O., 83.

166. In a Battalion of Infantry two Field Officers only, in addition to the Commanding Officer, will be mounted. The companies of a Battalion of Infantry are to be equally

COMMANDING OFFICERS—*contd.*

sized. They will form on parade according to the seniority of the captains from flanks to centre, viz., the senior on the right, next senior on the left, and so on; but for purposes of drill and exercise their position may, in accordance with the "Field Exercise," be varied at the discretion of Commanding Officers. Batteries of Artillery will form up according to the regimental seniority of the brigade or battery. The troops of a cavalry regiment are to parade, as a rule, by squadrons, the four senior captains acting as squadron leaders. The troops should always, when practicable, be paraded so that each squadron-leader's troop shall form part of his squadron. Par. 200, R. & O., 83.

167. For purposes of interior economy, each troop, battery, and company, is to be permanently designated as follows:—

Cavalry, Field Artillery, and Infantry;—by a letter of the alphabet commencing from A;

Garrison Artillery and Engineers, by consecutive numbers. Par. 201, R. & O., 83.

168. For the convenience of inspection and general supervision, each troop is to be divided into two squads; each battery of field artillery into two divisions, and each division into two sub-divisions; each battery of garrison artillery and each company into two half companies; and each half company into two sections. The subaltern officers, to whose supervision the squads, divisions or half companies are respectively entrusted, are responsible to the captain, who is answerable for the whole of his troop, battery or company to the field officer in charge. Subaltern officers on joining are to provide themselves with a nominal roll of their squads, divisions or half companies, and are as soon as possible to make themselves acquainted with the disposition, character, age, and service of each of their men. Par. 202, R. & O., 83.

COMMANDING OFFICERS—*contd.*

169. Special attention is to be given during the annual drills in camp to the posting and instruction of guards, piquets, and outposts in their duties. Par. 203, R. & O., 83.

170. Whether stationed in barracks or camp, or quartered in towns, care must be taken to dispose the men in the rooms or tents, or to assort their billets in such a manner as to keep the men of each half company, division, subdivision, or squad as much together as possible, in order that the officers and non-commissioned officers may, with more facility, perform the duty of continual superintendence, which is never to be dispensed with under any circumstances. Par. 204, R. & O., 83.

171. In order to insure each corps having officers, other than the commanding officer, capable of commanding it in any emergency during his absence, it is expected that every officer who has been two years in the service will be capable of commanding and exercising a troop, battery or company in every situation, and will be perfectly acquainted with its interior management, economy and discipline; and that every officer, who shall have been two years in command of a troop, battery, or company, will be competent in every respect to undertake the duties of a field officer. Par. 205, R. & O., 83.

Majors.

172. It is the duty of Majors to assist and support their commanding officers to the utmost of their ability in all matters relating to the efficiency and interior economy of their corps; and in the absence of the commanding officer, the Senior Major will take command. Their duties in the field are fully detailed in the "Field Exercise and Evolutions of the Army," and they should avail themselves of every opportunity of qualifying themselves for command. Par. 206, R. & O., 83.

173. When the corps to which they belong is embodied for the annual drill, or for service, or upon other occasions

MAJORS—contd.

upon which they may be assembled, should both Majors be present, the senior will exercise general supervision over the right half Battalion, the Junior over the left. Par. 207, R. & O., 83.

Adjutant.

174. The Adjutant is an officer appointed to assist the commanding officer in the execution of all the details of duty and discipline. He should be energetic, well set up, capable of hard work of every description, a good horseman, full of resources and foresight, possessed of method and a good memory, skilful with his pen, a fair tactician, an excellent drill, able to impart rifle instruction, also thoroughly acquainted with the Militia Law, rules and regulations for the Militia, the Army Act, and regulations of the service generally. He will take care that every man is well drilled, and that his position and carriage are soldier-like. Every extraordinary occurrence, either in barracks or in camp, must be noticed by him. He is to attend all drill parades, receive reports from officers, tell off the parade, and report to the senior officer present. He is to keep all books and official papers, correspondence, roster of all duties, leave of absence, non-commissioned officers' seniority book, &c., correctly and in conformity with General Orders and Regulations. He inspects all escorts and guards, issues and receives orders from the commanding Officer for the information of Officers commanding companies, and he promulgates to the regiment in general, all orders he may receive. He is accountable to the commanding officer for the correctness of the regimental books, and is bound to bring to his notice all infractions of rules or orders. Par. 208, R. & O., 83.

Company Officers.

175. The captain or other officer commanding any company of Active Militia, with the assistance of the officers

COMPANY OFFICERS—*contd.*

and non-commissioned officers of his company, shall make and keep at all times a correct roll of the company in such form as Her Majesty directs; and the Lieutenant-Colonel or other officer commanding any battalion of Active Militia, and under him especially the Adjutant, shall see that the company rolls are properly made out, and corrected from time to time by the captains or other officers commanding companies in such battalion, and shall report such officers as fail to perform their duty in this respect. 49 Vic., chap. 41, section 83.

176. Every Captain is personally accountable for the arms, accoutrements, ammunition, clothing and stores belonging to the troop, battery or company under his command; it is his duty to endeavour to keep his corps full by the enrolment, from time to time, of other men to fill the places of those whose period of service has expired and do not desire to re-enrol for a further period, or who have been discharged. Par. 210, R. & O., 83.

177. In the absence of the Captain, when assembled for the annual training, or on other occasions, these duties devolve on the subaltern in temporary command, and he will be held responsible for the good order of the troop, battery or company in every respect as if he were the Captain. Par. 211, R. & O., 83.

178. The utmost attention is required from the Captains or officers commanding troops, batteries and companies, to the cleanliness of the men as to their persons, clothing, arms and accoutrements, and also as to the state of their barracks or quarters; strict adherence to this essential point of discipline will ever tend to the health and comfort of the men. Par. 212, R. & O., 83.

179. Before going into camp Captains of Companies should make sure that each man is in good health, has had his hair cut, and has provided himself with a change of shirt, socks, a towel, comb, soap, a boot brush, needles and thread, boot laces and that his boots fit him easily, have broad

COMPANY OFFICERS—*contd.*

soles, and low heels, comfort in walking over rough ground to be considered rather than appearance. A pair of light shoes, for change, will be found very useful in camp. Par. 213, R. & O., 83.

180. It is to be understood that when Companies of Rural Battalions are not assembled in Battalion, the Captain or Officer commanding any such company may, of his own authority, assemble his men in order to attend the funeral of any officer or man belonging to the company; he may also assemble his men for any necessary Company duty, and for such drills and target practice as are authorized to be performed at the Company Head Quarters. Par. 214, R. & O., 83.

Surgeon and Assistant Surgeon.

181. These officers are responsible for everything relating to the medical service of the corps. When the force is on actual service, or out from actual training, a report of the sick is to be given in daily to the Commanding Officer. They will also inspect every man in the corps at least once a week. All field days and all practices at firing, are to be attended by one of the Medical Officers. Par. 215, R. & O., 83.

Quartermaster.

182. The appointment of Quartermaster is one of at least as great importance to the comfort and health of the soldier as that of Surgeon. The services of the latter are only required in exceptional cases, to repair health which has been injured. The labors of the former concern every man in the battalion, and are directed to maintain him in health and vigor; and his duties require a clear head and untiring assiduity. Commanding officers should therefore be most careful in the selection they make for the post of Quartermaster. Par. 216, R. & O., 83.

QUARTER MASTER—*contd.*

183. When corps are on actual service, it is the duty of the Quartermaster under the orders of the commanding officer to take charge of all stores of every description belonging to the Corps or Battalion, and to issue on the requisitions of Captains of Companies, as may be authorized and required. He is to receive and issue all ammunition for the use of the Battalion, also camp equipage. He is responsible for the cleanliness of the camp or barracks. He attends to the billeting of the men, to the laying out of the camp, and has the superintendence of the loading and conveyance of the baggage of his Corps when on the march. One fatigue man per company, with the Quartermaster Sergeant and a Corporal will be placed under his orders to enable him to execute his charge. Par. 217, R. & O., 83.

184. Quartermasters are not to deal with the quality of supplies, or to have anything to do with the admission of forage into store, but solely with the gross quantity to be received, and with the subsequent regimental distribution, after it has been duly passed. The Quartermaster's responsibility is limited in all cases to the quantity only and not to the quality of any supplies that may be submitted for the inspection and report of boards of survey.

(2.) He is responsible to the Commanding Officer that all his books are properly kept and indexed, and that all returns relating to stores, forage, &c., are correctly made up and forwarded by the proper date.

(3.) He is to superintend the issue of all provisions, forage supplies, &c., to the Corps to which he may belong; and during the period of annual training in camp he is to afford the commanding officer every assistance in the procuring of rations and supplies. Par. 218, R. & O., 83.

Veterinary Surgeon.

185. The duties of veterinary surgeon whenever corps are called out for service are similar to those observed in

VETERINARY SURGEON—*contd.*

the regular army. He has the supervision of all the horses belonging to the corps to which he is attached, and, in case of sickness, treats them medically. Par. 220, R & O., 83.

Officers Generally.

186. The Active Militia being composed of officers and men who devote only a portion of their time to military drill and training, it is necessary that officers should maintain at all times that courtesy towards each other which is calculated to perpetrate friendly and social relations between them, and create an *esprit de corps*. An officer not in uniform, should not comport himself as regards the affairs of his corps, and his intercourse with officers, in any manner different from what he would if he and they were in uniform. If officers act in any other way as private citizens, in respect to their immediate military responsibility, discipline cannot be maintained in a satisfactory manner and the harmonious working of the machinery necessary to keep the organization of the corps in an efficient condition will be endangered. Par. 221, R. & O., 83.

187. Officers signing documents are to put their regimental rank immediately after their name; and if they have brevet rank, it is to follow the regimental rank, and also to name the corps they belong to, which should always be in the officer's own handwriting. Par. 222, R. & O., 83.

188. An officer detailed in orders is not to exchange his duty with another without the permission of the authority by whom he is detailed. Par. 223, R. & O., 83.

Bands.

189. The strength of bands of Rural Battalions is not to exceed 3 men per Company; of City Battalions or Brigades consisting of 6 Companies, not more than 4 men per Company, and of City Battalions consisting of more than 6 Companies of not more than 3 men per Company.

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(2.) Clothing will be supplied for men composing such bands to the extent of the above strength, and in excess of the strength of Companies authorized for drill pay, but the question of annual drill pay to members of bands must depend upon their being included within the strength of corps authorized by the General Orders issued in respect to drill each year. Clothing will not be supplied to bands attached to companies. Par. 224, R. & O., 83.

190. Bandsmen are to be dressed in clothing of the same colour as that worn by the corps to which they belong. Par. 225, R. & O., 83.

(2.) Bandsmen when dressed in militia uniform are forbidden to institute or take part in meetings, demonstrations, or processions for party or political purposes. Commanding Officers of corps will be held responsible for any act of disobedience of these orders, and the men, if any disobey, will be liable to the penalty imposed therefor.

(3.) Bands which do not conform to these regulations, will not be entitled to participate in any grant in aid of bands, made by the Department of Militia.

(4.) Bandsmen belonging to corps enlisted for continuous service must wear militia uniform clothing on all occasions, either public or private, in which they may be required, or lawfully authorized to take part. G. O., 3, 10, 84.

191. Bandmasters are not permitted to wear plain clothes on any military duty, and when in uniform will be dressed in conformity with the regulations of the service. Par. 226, R. & O., 83.

Uniformity to be Secured—Music.

192. In order to secure uniformity on occasions when the bands of several corps require to be brigaded, each regimental band will be supplied, for ordinary use, with a set of marches arranged for 24 parts, on 72 cards:—viz: (1.) The National Anthem; (2.) Slow March for salute; (3 and

BANDS—*contd.*

(4.) Quick Step for marching in column or quarter column;
 (5.) Trot past; also a tuning fork. Par. 227, R. & O., 83.

(2.) Corps requiring a new issue thereafter of a set of the Brigade band music, can be supplied with such at \$1.50 per set. The money to be deposited to credit of the Receiver General and the receipt for it transmitted to Ottawa with the requisition for the articles.

193. Bands should conform at once to the standard pitch, which in the case of instruments being *too sharp*, may be effected by drawing the slides until the vibrations of the note produced by the instruments correspond with that of the tuning fork. If the instruments are *too flat*, a similar result can only be obtained by having a piece cut off the tuning slide, or shortening the mouth-piece branch. Of these the first is considered the better method of the two, but it is not likely any band will require to adopt either expedient. Par. 228, R. & O., 83.

194. Commanding Officers will be so good as to return any of these cards not required for their bands, in order that they may be distributed amongst bands having more than 24 performers. Par. 229, R. & O., 83.

195. in camps of exercise the Battalion band on duty for the day should be required to play at *Reveille*—The *Reveille*, the Trot past, and *one Quick Step*. At Retreat—Retreat and a Quick Step. At Tattoo—First Post, a Quick Step, followed by the National Anthem and Last Post; also "Lights Out," by a bugler or bandsman. By so doing the bands will become conversant with the music, and the Officers and men familiar with the tunes. Par. 230, R. & O., 83.

196. The Bands should also, if possible, practice the Brigade music together, under direction of the Brigade Bandmaster, who will be named by the Officer Commanding the Camp, and be drilled in their various movements by a

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BANDS—*contd.*

selected Drum Major, or some other competent person. Par. 231, R. & O., 83.

197. The Brigade Bandmaster should be held responsible for the tuning and performance of the Brigade music, but all other Bandmasters should be called upon to give their assistance, and to see that the men of their respective Bands are well up, and that they all play their parts when required. Par. 232, R. & O., 83.

Committees.

198. The Commanding Officer of a Battalion, or other corps of like extent, shall, annually, forward a circular to each of his officers, calling a meeting on some convenient day in one of the months of January, February or March, fourteen days notice being given, or if more convenient the meeting may take place in camp during the performance of annual drill, for the purpose of electing a "Regimental Committee," and if the corps has a Band a "Band Committee," and for the consideration of such other Regimental business as may be necessary—each Committee to be composed of three officers of the corps, who shall hold office for the ensuing year, or until successors are appointed. If a member of either committee resigns or becomes inefficient the commanding officer will name a successor. Each committee shall appoint one of its members to be President and another to be Secretary and Treasurer. Par. 233, R. & O., 83.

(2) Rural Corps which are only called out biennially for drill in Camps of Exercise, will elect their Regimental and Band Committees biennially instead of annually.

199. As no body of regimental officers can in any regimental matter be independent of the commanding officer, the commanding officer should be *ex officio* a member of both committees. Par. 234, R. & O., 83.

COMMITTEES—*contd.*

200. Each Committee is to submit to the annual meeting of officers statements in detail:—

1st. Of all moneys received and expended during the past year and since last annual report.

2nd. The cash balance and where deposited.

3rd. Of all liabilities for accounts and bills unpaid, or of any kind for which the corps may be made responsible. Par. 235, R. & O., 83.

201. A certified copy of these statements, with proceedings of annual meeting, is to be forwarded by the commanding officer, within one month after the annual meeting, to the Deputy Adjutant General, for transmission to the Major General commanding. Par. 236, R. & O., 83.

202. The Secretary and Treasurer of each committee shall be responsible for all moneys, and shall keep a book, or books, of account, showing receipt and expenditure, with vouchers. The accounts are to be laid before the officers at their annual meetings, and at such other times as the commanding officer may direct. All propositions for expenditures to form a charge upon the officers of the corps, not already provided for, must be submitted and approved of at a meeting of officers. Par. 237, R. & O., 83.

203. The Government grant to the band will not be paid until the Deputy Adjutant General of the Military District certifies to its efficiency, and that he has inspected the accounts and vouchers and found all correct. Par. 238, R. & O., 83.

204. When the Government Grant to the Band is authorized to be paid the President of the Band Committee shall receive the same, and expend it with the joint advice of the other members of the Committee. Par. 239, R. & O., 83.

205. Regimental and Band Committees being honorary offices, no remuneration will be allowed to any member thereof for performing such duty. Par. 240, R. & O., 83.

COMMITTEES—*contd.*

(2.) Commanding Officers will exercise the strictest economy in the disbursement of the funds of the corps, and will discourage any expenditure other than that which is necessary to maintain the efficiency of the corps.

(3.) Undue expenditure on bands and prize meetings is to be especially discouraged, and officers should not be called upon to pay contributions for balls, entertainments or refreshments, unless their assent to such has been previously obtained.

(4.) Commanding officers are to give their special countenance and protection to those officers who may, from motives of economy, decline to share in the proposed expense, and will call the attention of officers commanding companies to this regulation." G. O., 5, 8, 87.

Colours.

206. The following extracts from the Queen's Regulations relate to the colours for a regiment of the regular army, and should be adhered to by such corps of the Militia as procure colours. There are, however, no means available for the supply of colours to the Militia, as a charge against the public. Par. 241, R. & O., 83.

207. The colours of infantry are to be of silk; the dimensions to be three feet nine inches flying, and three feet deep on the pike, exclusive of the fringe, which is about two inches in depth:—the length of the pike, including the Royal Crest, to be eight feet seven and a half inches; the cords and tassels to be crimson and gold mixed. Par. 242, R. & O., 83.

208. The Royal, or First, colour of every regiment is to be the Great Union, the Imperial colour of the United Kingdom of Great Britain and Ireland, in which the Cross of St. George is conjoined with the Crosses of St. Andrew and St. Patrick, on a blue field. The first colour is to bear in the centre the Imperial Crown, and the number of the

COLOURS—*contd.*

regiment underneath in gold Roman characters. Par. 243, R. & O., 83.

209. The Regimental, or Second, colour is to be of the colour of the facing of the regiment, with the Union in the upper canton. The number of the regiment is to be embroidered in gold Roman characters in the centre. Par. 244, R. & O., 83.

210. Camp colours are to be 18 inches square, and of the colour of the facing of the regiment using them, with the number of the regiment upon them. The poles to be seven feet six inches long. The saluting-colour to be an ordinary camp-color, distinguished by a transverse red cross; or, when the facings are scarlet, by a transverse blue cross. Par. 245, R. & O., 83.

211. The duty of attending the colours in the field is to be performed by colour-sergeants; but this distinction is in no wise to interfere with the regular performance of their regimental or company duties. Par. 246, R. & O., 83.

212. Commanding officers are to take care that this honourable distinction is bestowed only on sergeants of approved valour and fidelity, who, by attention to the duties of their station, have rendered themselves worthy of such a mark of approbation. Par. 247, R. & O., 83.

213. The Regimental, or Second, colour is also to bear the devices, distinctions, and mottoes, which have been conferred by royal authority; the whole to be ensigned with the Imperial crown. Par. 248, R. & O., 83.

214. The Regimental, or Second, colour of the Governor General's Foot Guards, is to be blue, with the Union flag in the dexter canton, and bearing a star of six points, each of the points bearing the initials of one or more of the different Provinces of the Dominion with the Royal cypher in the centre, encircled with the Union-wreath. The Regimental title on a scroll beneath, surmounting a beaver and a wreath of maple leaves with motto "*Civitas et Princeps cura nostra.*" Par. 249, R. & O., 83.

COLOURS—contd.

215. The colours of Infantry are, as a rule, to be carried by two junior second lieutenants. Par. 250, R. & O., 83.

Non-commissioned Officers.*Sergeant-Major.*

216. The Sergeant Major is the senior and chief of the non-commissioned officers. He should be selected for his intelligence, tact and soldier-like qualities. In him should be embodied all that is manly, soldier-like and zealous. He will keep the rosters of all duties for the non-commissioned officers; he will give out to the Orderly-Sergeants of companies the orders and detail of duties for the following day, he will parade all guards, piquets and escorts for the inspection of the Adjutant, and at tattoo he parades the Orderly Sergeants of Companies and collects their tattoo reports, reporting to the orderly officer on duty. He also attends at the orderly room with prisoners; being more especially under the orders of the Adjutant, he will perform all duties detailed to him by that officer. His duties are so manifold that he should be the smartest and most intelligent man in the regiment, and his conduct and example such as shall cause him to be esteemed and respected by every man in it. Par. 251, R. & O., 83.

Quartermaster Sergeant.

217. The Quartermaster Sergeant is especially under the Quartermaster. He assists at the issue of rations and stores. It is his duty to go round the Camp or Barracks at least twice a day, reporting any uncleanness to the Quartermaster, who will take the necessary steps to have such removed. Par. 252, R. & O., 83.

Hospital Sergeant.

218. The Hospital Sergeant is under the special orders and directions of the Surgeon. It is his duty to take over

NON-COMMISSIONED OFFICERS—*contd.*

the sick from the Regimental Orderly Corporal, and is responsible for the kits, clothing and other property of men admitted into Hospital. Par. 253, R. & O., 83.

Drum Major or Bugle Major.

219. The Drum Major has charge of the Drummers and Fifers, also the Buglers, keeps a roster of their duty, is responsible for their conduct and instruction, and that the drums and bugles are kept clean and in good order. Par. 254, R. & O., 83.

Provost Sergeant.

220. The Provost Sergeant is especially employed under the officer commanding in camp or quarters in taking charge of the place where prisoners are confined, and is to be held responsible for the safe custody of the prisoners, and for carrying into effect their sentences. It is a part of his duty to perform the police duties of the camp or barracks. He is frequently to visit the canteens and interfere to prevent drunkenness or riot; to use his authority to repress all irregularity, and to clear the camp or barracks of any loose or disorderly characters. In the course of these duties he must, at all times, be extremely careful to avoid any personal collision with soldiers. He is to be allowed such assistance in making his rounds as may be deemed necessary by the officer commanding. He is bound without reference to other authority to receive into his charge, to the extent of the accommodation, as well as to release prisoners, on requisition in the prescribed form, signed by commanding officers of corps, who are to ascertain at the Brigade or other staff office what accommodation is available, before requiring the provost sergeant to take their prisoners in charge. Par. 255, R. & O., 83.

221. Commanding officers are to send to the cells or other place appointed, for their prisoners at the expiration of the terms of their imprisonment, but should they fail to

NON-COMMISSIONED OFFICERS—*contd.*

do so, the provost sergeant is to send the men, under the charge of one of his assistants, to the corps to which they belong, so that no one shall, by any possibility, be detained in confinement beyond the prescribed period. Par. 256, R. & O., 83.

Colour Sergeant.

222. The Colour Sergeant is the chief Non-Commissioned Officer of the Company. He should be selected for his intelligence, activity and integrity. He acts as company Quartermaster and Sergeant Major; makes out company pay sheets and returns; has, under the Captain, charge of all arms, accoutrements and stores belonging to the company. He should have in his possession the following rolls:

1st. A nominal roll of Non-Commissioned Officers and men of his company.

2nd. A Roll showing arms, accoutrements, &c., in each man's possession.

3rd. A Ration Return Book, showing all rations drawn for the company. Par. 257, R. & O., 83.

Sergeants.

223. Sergeants are attached to a company, troop or battery, for the purpose of aiding the commanding officer in maintaining discipline and good order, in instructing the men, warning them for duty, and in implanting in them all that is soldier-like and proper. Sergeants should have a thorough knowledge of drill, of the Militia Law, and of the rules and regulations which govern the service. They should possess an aptitude for command and above all the ability to command themselves; they should also be able to convey instruction with facility, be models in dress and deportment, and zealous and prompt in the discharge of every military duty imposed upon them. Par. 258, R. & O., 83.

NON-COMMISSIONED OFFICERS—*contd.*

224. Non-Commissioned Officers, when on detached duties, have great opportunities of showing their abilities; on these occasions they should take pride in the military appearance and good conduct of their parties. They will never (even after a march) suffer their men to go about the streets in a slovenly manner. They will attend to the condition and good order of the horses, appointments, arms, quarters, &c., keep accurate accounts of the subsistence of the party, settle all lawful demands for billets, and obtain the necessary receipts for the same. Par. 259, R. & O., 83.

225. Non-commissioned officers may, with their commanding officer's consent, resign their rank and revert to the rank or position they may have previously held, but they are not to be allowed to do so in order to escape trial by court-martial without special sanction.

(2) When a Non-Commissioned Officer commits an offence which, in the opinion of his Commanding Officer, requires the cancelling of the appointment of such Non-Commissioned Officer, or of his reduction, the case must be referred to Head Quarters. Par. 260, R. & O., 83.

Men.

226. Discipline means obedience to orders, which is the first principle and duty of all soldiers, and should be so regarded as a point of honour. The best disciplined soldier is he who most implicitly obeys, not only in the letter, but in the spirit, all orders which he may receive from time to time. Par. 261, R. & O., 83.

227. Soldiers are required to be obedient and respectful to their officers and non-commissioned officers, attentive to their drill, silent when in the ranks, clean in their persons, and their arms and accoutrements in good order. They should never reply to an officer, when in the ranks, if checked for neglect or irregularity. Par. 262, R. & O., 83.

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228. Gambling, either in Barracks, Camp or Billets is strictly forbidden. All cursing, swearing or obscene language is strictly forbidden. Par. 263, R. & O., 83.

Men's Letters.

229. Under regulations of the Post Office Department, letters for or from non-commissioned officers and men of the Active Militia of Canada, when *on active service*, can be forwarded between any place in Canada and any other place in Canada on pre-payment of two cents for each letter. Par. 264, R. & O., 83.

230. The formalities which require to be complied with are :

1. The letter must not exceed half an ounce in weight.
2. The letter must refer solely to the private affairs of the militiaman on active service.
3. The name of the militiaman, his class or description, and corps to which he belongs, must be specified in the direction of the letter ; and certified by the commanding officer thereon.
4. The foregoing descriptions must be fully written in the address in the following form, the initials of the name of any corps being insufficient.

From A. B., Private or Sergt. as case may be
 ——— Batt. or Corps.

To (here insert direction)

Place.

C. D. ———
 Officer Comdg. Corps.

MEN—*contd.*

5. Letters posted without a compliance with the above regulations, are liable to be sent to the Dead Letter Office, Ottawa. Par. 265, R. & O., 83.

Divine Service.

231. When the Militia are not on active service, commanding officers of corps should, if possible, arrange for special services from time to time, and march their respective commands to church.

(2.) There is no provision by which the performance of this service can be made a charge against the public. Par. 266, R. & O., 83.

232. When permanently embodied, or during the performance of annual drills in camps of exercise, all officers in command are, if possible, to arrange for Divine Service for the troops under their orders. Par. 267, R. & O., 83.

233. In assembling troops for public worship in the field, care is to be taken that they are not brought together in numbers greater than the voice will reach. Soldiers attending Divine Service are to wear their side arms. Par. 268, R. & O., 83.

234. Every man is to be at full liberty to attend the worship of Almighty God according to the forms prescribed by his own religion, when military duty does not interfere. Par. 269, R. & O., 83.

235. Men of any religious denomination, if their number shall exceed 20, are to be regularly marched to and from their own places of public worship, under the command of an officer, or in charge of a sergeant, if not exceeding that number. The officer or sergeant is to remain with them during the performance of the service. Par. 270, R. & O., 83.

CLOTHING AND EQUIPMENT.

236. The uniform of the militia is similar to that worn by the Regular Army, the facings of Cavalry are buff, Artillery scarlet, and Infantry corps clothed in scarlet are blue, those of Rifle corps clothed in green are scarlet, the 5th Battalion are permitted to wear the "Kilt," with "Bonnet" of established pattern of Highland Regiments. Par. 271, R. & O., 83.

237. Such of the several corps of Active Militia heretofore organized or hereafter to be organized, as are, for that purpose, named and specified, shall be supplied with uniform clothing of such one and similar colour, pattern and design, as is ordered for each arm of the service designated in this Act; and if necessary, such uniform clothing may be replaced in every successive period of five years from the original issue; and the said uniform clothing shall be delivered to the Officer commanding the corps, to be delivered by him to the men, on such conditions and upon such security as are directed; and the Governor in Council may, from time to time, make such regulations in respect to the uniform clothing, and may prescribe penalties for any infractions of such regulations as are deemed necessary or expedient; but nothing herein contained shall prevent the re-supplying of clothing within the period aforesaid, in special cases. 49 Vic., chap. 41, sec. 54.

238. An inspection of clothing and stores issued to Corps from time to time should be made by the Commanding Officer immediately after their receipt, and if, from any cause, any of them are not suitable to be taken into use, a Board of Officers of the Corps should be assembled to inspect the articles and report defects, for transmission to Head Quarters through the Deputy Adjutant General of the Military District. Par. 273, R. & O., 83.

239. As the means available for the purchase of uniform clothing for the Active Militia is not at present sufficient to permit the issue of both helmets, busbies or shakos and

CLOTHING AND EQUIPMENT—*contd.*

forage caps, there will be no objection to corps of Cavalry, Artillery, Engineers, Infantry and Rifles wearing helmets, busbies or shakos procured at their own expense. It is, however, to be understood that such head-dress must be similar to that worn by the corresponding arms of the Imperial Regular Army, with the exception that the ornaments and devices upon them must conform to Militia Regulations. Par. 274, R. & O., 83.

240. During the performance of the annual drill, and on all occasions of actual service, the undress uniform may be worn by officers, and forage caps instead of shakos, busbies or helmets by non-commissioned officers and men. Par. 275, R. & O., 83.

241. As boots are not supplied by the public for issue during the annual drills, Commanding Officers should arrange, if possible, for the purchase for ordinary wear by their corps of easy fitting boots of uniform pattern, wide on the bottom and toe, low healed, double soled, and made to measure; beside the comfort and uniformity such a purchase would insure the necessary annual outlay by each man for boots would be thereby reduced to a minimum. Par. 276, R. & O., 83.

(2.) When boots are authorized to be supplied by the Department to permanent Corps, or Corps on Actual Service, any requisition made by the commanding Officer for their issue from store, should specify the number required of each of the different sizes, viz. :—6's, 7's, 8's, 9's, 10's, 11's. G. O., 10, 7, 85.

242. All Clothing and Great Coats, issued at any time from the stores of the Dominion, must be considered the property of the Government, and as being issued only for use by the Corps, as provided by Law. See Sec. 43 Militia Law. Par. 277, R. & O., 83.

243. In all armouries of rural corps where arrangements have not been made to keep the clothing issued to the

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corps in lock up cupboards, it should be kept packed up in large cases with pepper and aloes to keep out the moths spread among it. The Brigade Major must personally inspect every suit of clothing and great coat at his inspection, *i. e.*, have all inspected and examined to see that no moths, mice, or damp are destroying them, and they must then be repacked immediately in his presence. Par. 278, R. & O., 83.

244. In instances where the uniform clothing of any corps has been in possession for the regulated number of years drill and a new issue is required, the Staff Officer of the District is to make a personal inspection of the worn clothing last issued, and may condemn any portion of it he considers unsuitable for further use in consequence of its deterioration from fair wear and tear. Articles *so condemned* may, under direction of the Commanding Officer, be permitted to remain as extra articles, in possession of the Corps. Par. 279, R. & O., 83.

245. Officers requiring clothing for the Corps under their command are required to make use of the blank form of Requisition for clothing supplied from Head Quarters, and transmit the same to the Brigade Major of the Division, for certificate and transmission to Head Quarters, through the D. A. G. of the District. The blanks in the Requisition must be properly filled in, and the respective officers, whose signatures are requisite, must see that the information required from them is in each case correctly given. Par. 280, R. & O., 83.

246. In special cases, where, from any cause, clothing is asked for oftener than the period fixed by section 40 of the Militia Act, the reason for putting forward the requisition must be distinctly stated. Par. 281, R. & O., 83.

247. The District Staff Officer at the Head Quarters of each Military District will keep entered up in the Clothing and Stores Books which have been furnished to him, all issues of lothing, arms and accoutrements to the several corps

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within his command, which issues should correspond with the record at Head Quarters, Ottawa. Par. 282, R. & O., 83.

248. When any requisition is acted on, and clothing or arms or accoutrements are forwarded, an advice note will be sent to the officer commanding the corps interested, informing him of the shipment, and the Deputy Adjutant General of the District will be notified of the number of articles sent, so that the proper entry of the issue may be made in his registers of clothing and arms and accoutrements issued. Par. 283, R. & O., 83.

249. When clothing or arms or accoutrements are sent by Rail or Steamboat from any public store a requisition for transport to the station nearest its destination is given to accompany the packages, which requisition is to be receipted by the officer commanding the corps receiving the articles. Par. 284, R. & O., 83.

250. Officers are required to fill up and return, without delay, to the Director of Stores, Ottawa, a receipt for the several articles received by them for the use of the corps under their command. Par. 285, R. & O., 83.

Dress of Officers.

251. Officers shall provide their own uniforms, arms and accoutrements. 49 Vic., chap. 41, sec. 51.

252. Graduates of the Royal Military College of Canada, holding rank in the Militia, but not at the time belonging to any Corps of Active Militia, will wear the Infantry uniform when they desire to appear in uniform, with the exception that the badge or head-dress will be, instead of a numeral, the College Crest encircled with Motto, surmounted with Imperial Crown—Crest, a Mailed Arm upholding a Maple leaf; Motto, "Truth, Duty, Valour."

253. Hereafter officers will not be appointed or promoted in the Active Militia, unless they undertake to procure suitable uniform for themselves, within three months

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83**DRESS OF OFFICERS—contd.**

next after the date of such appointment or promotion, and, in the case of Mounted Officers, suitable saddlery for their horses in addition. Officers who now hold appointments, or who may be hereafter appointed to the Active Militia, are liable to have such appointments cancelled unless they keep themselves supplied with these indispensable articles. Par. 287 R. & O., 83.

(2.) Arrangements have been made by which mounted Officers may provide themselves with saddlery of a uniform G.S. pattern from the Department of Militia and Defence, Ottawa, on repayment, on application through the proper channel of communication:—Complete set, Infantry at \$32.50, sheepskin additional, for Artillery of Rifle Corps, \$6 50.

(3.) It is to be clearly understood that all Mounted Officers are required to provide themselves with the above, or saddlery of regimental pattern.

(4.) Applications to Head Quarters for sets of "Saddlery uniform G. S. pattern" are to be accompanied by deposit receipt to credit of Receiver General, for the amount required.

254. Commanding officers of corps are strictly forbidden to introduce or sanction any unauthorized embroidery, ornament, or the addition to or increase in the description or width of lace or other deviation from the approved patterns. Par. 238, R. & O., 83.

255. The rank of officers in the Militia is indicated by the lace and badges on their cuffs, collars, &c., &c., as laid down in the "Dress Regulations." Par. 289, R. & O., 83.

256. All regimental badges and devices and other peculiar distinctions, which may have been granted under special authority to different corps, are to be strictly preserved. Par. 290, R. & O., 83.

257. Officers in uniform, when in mourning or attending funerals, are to wear a piece of black crape round the left

DRESS OF OFFICERS—*contd.*

arm above the elbow ; this is the only mourning to be worn in uniform, unless otherwise specially ordered. Par. 291, R. & O., 83.

258. Officers assuming prominent positions at military reviews, and upon all occasions of state or ceremony, should appear in the full dress of their rank. They are not to appear mounted unless entitled to do so by reason of their rank or position. Par. 292, R. & O., 83.

259. Officers attending reviews in plain clothes should avoid being conspicuous and merely form one of the ordinary spectators. Par. 293, R. & O., 83.

260. Officers retiring with permission to retain their rank may wear the uniform of the corps from which they retired. Par. 119, R. & O., 83.

261. Staff officers retiring with permission to retain their rank in the Militia are not to continue to wear staff uniform, but may wear the Infantry uniform of their rank. Par. 120, R. & O., 83.

262. Officers who held commissions in the Militia of the Provinces now comprised in the Dominion of Canada, on the day on which the Act 31 Vic., cap. 40, came into force in the several Provinces, are considered as officers on the "Retired List" from the Militia of their respective Provinces. All such officers are permitted to wear the uniform of the corps to which they belonged on the day above referred to.

(2) The foregoing does not apply to officers who have re-enrolled or who have been appointed to commissions in the Active or Reserve Militia of the Dominion. Par. 121, R. & O., 83.

263. Brevet field officers, doing duty with their corps as Captains are to wear uniform with horse furniture except saddle cloth, according to their rank in the Militia ; in the Garrison Artillery and Infantry, however, such officers will not wear spurs on parade, except when doing duty as field officers. Par. 294, R. & O., 83.

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DRESS OF OFFICERS—contd.

264. Pantaloon and high-boots are to be worn on all mounted duties by cavalry and mounted officers. Par. 295, R. & O., 83.

(2.) When on duty with their Corps, they will perform any required dismounted duty without change of attire.

(3.) When in uniform and not on duty with their Corps they will wear boots under trousers.

265. In addition to occasions of State or Ceremony, Officers of Permanent Corps attending in uniform, reviews, entertainments, etc., at which His Excellency the Governor General, the General Officer commanding or the Lieut. Governors are to be present, will appear in full dress unless otherwise ordered. The full dress, as regards Infantry, is to be understood to consist of helmet (in the day time), tunic, crimson sash, white enamelled sword belt, white buff leather sword knot, trousers with scarlet welt. At balls, levés and State occasion, the full dress belt and sword knot and trousers with gold lace stripes (Infantry pattern) may be worn.

(2.) Officers attending other local evening entertainments, such as concerts, theatricals, etc., if required to go in uniform will do so in mess dress, which as regard Infantry is to be understood to consist of mess jacket, mess waistcoat and trousers with scarlet welt. At balls and dances, trousers with gold lace stripes (Infantry pattern) may be worn with the mess dress.

(3.) Staff, Field Officers and Officers of mounted corps, when attending reviews, inspections, etc., on foot, in uniform, are not to wear pantaloons and high boots.

(4.) With winter dress high boots are invariably to be worn; mounted officers wearing jack spurs.

(5.) Officers of the Militia generally when wearing uniform will be governed by the rules laid down above for the Permanent Corps. But, it is to be understood when they have not got full dress, they are not to wear uniform at all

DRESS OF OFFICERS—*contd.*

at entertainments or on occasions when full dress is specified as in No. 1, except at reviews and inspections when they may appear properly dressed in the undress of their Corps, but are to avoid making themselves conspicuous and not assume prominent positions. Further they are not to wear undress when mess dress is specified, but must wear plain clothes if they are not in possession of the mess dress or the full dress, which of course they may wear in lieu thereof. G. O., 9, 1, 85.

266. The following general rules are to be observed as to the manner and times of wearing certain articles of uniform, viz :—

- a. With the tunic the sash is to be worn diagonally over the left shoulder and over the sword-belt.
- b. The pouch-belt is to be worn diagonally over the left shoulder, by Staff Officers and by officers of the mounted corps on duty or on parade.
- c. The sword-belt will be worn as follows, viz :—
Over the tunic by officers of all arms, except as below mentioned ;
Under the tunic by General Staff, personal staff of General Officers and officers of cavalry (except Dragoon Guards) and rifle regiments.
 Over the blue frock-coat and under all jackets.
- d. When the sword-belt is worn over the tunic or frock-coat and the sword is hooked up, the edge must be turned to the rear, and back of the sword to the front. Swords to be hooked up during parade, and at levées and drawing-rooms, by all officers who wear the waist-belt over the tunic (the mounted services excepted), sword knots to be twisted round the hilt.
- e. When officers dismounted draw their swords, the scabbards are to be hooked up by officers who wear the waist-belt over the tunic or frock-coat as laid down in "c," but carried in the left hand by all other officers.

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DRESS OF OFFICERS—*contd.*

- f.* The sabretache to be worn on mounted duties only, except by hussars and mounted officers of artillery, who wear it on all occasions when the sword is worn. In the field the sabretache may be worn on the belt or attached to the saddle, by staff and mounted officers of infantry.
- g.* Steel spurs, both fixed and with straps and buckles, are to be worn with the Wellington and high boot respectively, by all mounted officers, except those entitled to wear brass scabbards, who will have brass spurs. Dress spurs (of brass) are to be worn by all mounted officers—except adjutants and musketry-instructors of infantry and officers of rifle regiments—at levées and in evening dress.
- h.* Whenever spurs are worn with trousers, straps are to be worn also.
- i.* The sleeves of the tunic and jacket are not to be of excessive width.
- k.* Watch chains and trinkets are not to be worn outside the uniform.
- l.* Haversacks need not be worn as a general rule, except on service in the field.
- m.* Infantry officers, except officers of rifle regiments, will provide themselves with whistles of white metal, pattern as for sergeants in the Imperial army. To be carried in a pocket in the officer's dress. Par. 296, R. & O., 83.

Staff.

268. The Staff when in full dress are always to wear gold laced trousers. Pantaloon and high boots are to be worn by the staff on all mounted duties.

269. Officers who are no longer on the staff are not entitled to appear in staff uniform, except when temporarily performing staff duty with a special authority. Par. 297, R. & O., 83.

DRESS OF OFFICERS—*contd.**Cavalry.*

270. Officers of cavalry will wear plain black leather sabretaches, on mounted duties only.

a. Gauntlets are only to be worn on mounted parades with tunics. On all dismounted parades, short gloves will be worn.

b. Helmet plumes may be dispensed with by officers of dragoon guards on the line of march and at drill; but they are always to be worn at inspections and field days. The throat-ornaments on the hussar officers' bridles are always to be worn with the bridles. Par. 298, R. & O., 83.

Artillery.

271. The following general rules are to be observed by artillery officers in wearing general articles of dress:—

a. Majors of garrison batteries, when dismounted on parade, are not to wear spurs or sabretaches.

b. Busby-plumes to be worn by officers of field batteries as laid down above for helmet plumes in the cavalry.

Artillery Officers holding only Provisional Rank are permitted to wear undress trousers, belts, pouches and sabretaches on all occasions, in lieu of full dress of such articles; but sabretaches need not be used by such Provisional Officers. Par. 299, R. & O., 83.

Engineers.

272. On parades when the staff wear the blue frock-coat, all officers will appear in "marching order." When the staff wear the scarlet tunic, officers will appear in "review order." Par. 300, R. & O., 83.

Infantry.

273. The dress-sash, trousers and sword belt are appointed to be worn at levées, drawing rooms, balls, &c., and not on any parade unless specially ordered.

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An oil-skin cover is permitted to be worn in bad weather, both with the shako and forage cap. Par. 301, R. & O., 83.

Dress of Men.

274. The chakos, helmets or busbies are not to be worn one side, but are to be placed evenly on the men's heads, on and brought well down on the forehead. The chin strap to be *under* the chin and not hooked up except when marching at ease. Cap-covers are not to be worn on ordinary parades by any branch of the service ; but may be worn on guard, or on the march, in wet weather, and during night duties, at the discretion of officers in command.

a. Plumes are to be worn on parade at all times when the officers wear them. The plume cases are for the preservation of the plumes when not in use.

b. The haversack when worn is to be slung across the right shoulder. When empty it is to be neatly rolled up, hanging over the bayonet and resting on the left hip.

c. The bayonet is to hang on the left hip, and not too far to the front.

d. The pouches are not to be cleaned with "jet" or other composition, but blacking is alone to be used for this purpose.

e. Leggings, if procured by the corps, are to be worn on parade in wet weather, but not when the men are off duty. Par. 302, R. & O., 83.

Chevrons.

275. The chevrons of Non-Commissioned Officers of all arms of the service will, in future, be worn on the right arm only. Par. 303, R. & O., 83.

276. All four bar chevrons worn on tunics, or jackets, will be worn below the elbow, with the points upward, and all those of less than four bars will be worn above the elbow with the points downward. Par. 304, R. & O., 83.

CHEVRONS—*contd.*

277. Good-conduct badges will be worn on the left arm below the elbow, with their points upward. Par. 305, R. & O., 83.

278. All chevrons on cloaks or great coats will be worn below the elbow; four-bar chevrons with their points upward, and all others with their points downward. Par. 306, R. & O., 83.

279. Sergeants will not wear crown badges. Par. 307, R. & O., 83.

280. Those Non-Commissioned Officers ranking as Troop Sergeant Majors, Battery Sergeant Majors, Battery Quartermaster Sergeants, and Colour Sergeants will wear three bar chevrons only, and crowns, or colour badges as the case may be. Par. 308, R. & O., 83.

Good Conduct Badges.

281. In order to provide a means of distinguishing those N. C. Officers and men whose conduct has been good and who have served continuously in their corps for 3 years, and have re-enlisted therein for a second period of 3 years of similar service, there will be issued to each a good conduct and service chevron of one bar to be worn when in uniform during the period of his re-enlistment, below the elbow on the left arm of his tunic, with the point upwards.

(2.) An additional chevron of one bar, making two bars in all, will be issued to be worn similarly by those who having completed six years' service, re-enlist in the same corps for a third period of three years.

(3.) An additional chevron of one bar, making three bars in all, will be issued to be worn similarly by those who having completed nine years' service, re-enlist in the same corps for a fourth period of three years.

(4.) These chevrons will be of worsted braid, each bar to be of the same width and size as the bars of the chevrons issued to be worn on the right arm above the elbow by N.C. Officers, to designate their rank. G. O., 6, 2, 85.

Decorations and Medals.

282. No medals or decorations are to be worn by Officers' non-commissioned Officers and men of the Active Militia, when in uniform, without due authority, except such as have been gained by them at any time for service in the defence of their country, which are to be worn, in line, on the left breast. Medals awarded by a society for bravery in saving human life, and those granted for skill at arms or at Rifle Matches, may be worn on the right breast, the latter only while in attendance in uniform at Rifle matches or meetings of Rifle associations. Par. 309 R., & O., 83.

283. Military decorations and medals are to be worn with the tunic or dress jacket only, and on the left breast. They are to be worn in a horizontal line, suspended from a single bar, of which the buckle is not to be seen. The bar is to be placed between the first and second buttons from the bottom of the collar of the tunic; in Hussar regiments, immediately below the top bar of lace on the left breast. The riband is not to exceed one inch in each length unless the number of clasps require it to be longer. The buckles attached to the ribands of the third class of the Orders of the Bath and of St. Michael and St. George should be seen. When the decorations and medals cannot, on account of the number, be suspended from the bar so as to be fully seen, they are to overlap. They are to be worn over the sash and under the pouch belt. Par. 310, R. & O., 83.

284. Military medals will be worn in the order of the dates of the campaigns for which they have been conferred; the first decoration or medal obtained being placed farthest from the left shoulder.

The following is the order of arrangement:—

1. English decorations.
2. English medals.
3. Foreign decorations.
4. Foreign medals. Par. 311, R. & O., 83.

DECORATIONS AND MEDALS—*contd.*

285. The Victoria Cross, when suspended from the bar, will come immediately after the badge of the Order of the Indian Empire. The undermentioned medals will be worn as specified against each distinction:—

The medal for "Distinguished Conduct."—On the left breast, and immediately after the war medal commemorative of the war during which the act of gallantry took place for which the "Distinguished Conduct" medal was granted.

The "Meritorious Service" medal.—On the left breast, after all orders and medals.

The "Long Service and Good Conduct" medal.—As in the case of the medal for "Meritorious Service." Par. 312, R. & O., 83.

286. Officers who are Knights Commanders of the Order of the Bath, or of the Order of the Star of India, or of the Order of St. Michael and St. George, will, when in full dress uniform, wear the riband of the Order, or the ribands of the Orders to which they belong, inside the collar of the tunic, the badge being suspended two inches below the lower edge of the collar, on all occasions when the Sovereign, or the representative of the Sovereign, is present on the parade in celebration of the birthday of the Sovereign, and on all State occasions, including levées, drawing-rooms and balls. Par. 312, R. & O., 83.

287. These regulations extend to officers who have retired from the service, provided that under the regulations they are allowed to wear uniform. Par. 314, R. & O., 83.

288. Military medals granted to non-commissioned officers and men will be worn as indicated in the foregoing paragraphs, but they may be stitched in a horizontal line on the tunic. In undress uniform, the riband is only to be worn by soldiers. They should be stitched on the jacket or frock, and must be half an inch in length. Par. 315, R. & O., 83.

289. Orders and medals may be worn in miniature by officers in undress uniform, but must be suspended from a

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bar; or ribands of medals and decorations may be worn instead of miniature medals. When ribands are worn, they should not, like medals, be made to overlap; when, therefore, there is not sufficient room to wear the ribands in one row, they should be worn in two rows, the lower row being arranged directly under the ribands of the upper row. Par. 316, R. & O., 83.

290. The bar for the suspension of decorations and medals is in all cases to be provided at the expense of the wearer. It may be of any metal or material, and of any pattern consistent with the above instructions, provided the bar and the buckle are wholly concealed by the ribands. Par. 317, R. & O., 83.

291. The badges given by the National Rifle Association of England, and by the Dominion Rifle Association of Canada, may be worn, as heretofore, on the left arm. Par. 318, R. & O., 83.

292. Officers commanding companies are to ascertain that men wearing medals are entitled to do so and that they are their own.

293. When a man who ought to have medals is unable to produce them, a Board to consist of one captain and two sub-alterns is to inquire into and record the cause of the loss. If the Board be of opinion that the man has designedly made away with his medal he may be tried by court martial. If convicted in such a case after 5 years good service, the offender may be recommended to the General Commanding for a new medal on paying the value thereof.

(2.) If the loss be proved to have occurred from carelessness or neglect the Board may recommend that the man may after two years good service from the date of the assembly of the Board be provided with a new medal at his own expense.

(3.) If the loss be accidental the loser may be recommended by the Board to be supplied with a new medal at

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once, either at his own expense or that of the public, according to the circumstances; it being understood that in order to justify the replacement of a medal at the public expense, loss must be proved to have occurred on duty, by some accident entirely beyond the control of the loser. In all other cases, such as the loss of a medal cut from a tunic or stolen from a soldier's person, the loser must pay for it himself.

(4.) The Board is invariably to call for evidence from an officer as to the character of soldiers who lose their medals, and when no testimony beyond the loser's own assertion regarding the loss is produced, the Board, except under very special circumstances, which it will record in its finding, is to deal with the case as if it were proved that the loss occurred from neglect.

294. When the Board recommends medals to be replaced at once, the proceedings in original are to be transmitted in a letter together with the prescribed form of return giving a description of the medals and the various clasps if any. The proceedings are to be prepared on a separate sheet in each case, unless the circumstances attending the loss be actually the same in each. In cases where the clasps are not lost they are to be transmitted to the Adjutant General to be attached to the new medal.

295. When the Board does not recommend a medal to be replaced at once, the proceedings are not to be forwarded to Head Quarters until the prescribed time has elapsed, according to the regulation above given for making the application.

296. When a medal or clasp issued by Canada requires to be replaced at the expense of the man, the value thereof, \$1.83 for the medal and 36 cents for the clasp, must be deposited in the usual way in some authorized bank in the locality to the credit of the Receiver General, and the deposit receipt therefor must be sent to Head Quarters with the application for issue.

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297. When a medal issued by the Imperial Government requires to be replaced at the expense of the man, the charge 7s. 6d. sterling for the medal and 1s. 6d. sterling for each clasp, must be transmitted with the proceedings to the War Office, England, by Post Office money order.

Arms, Accoutrements and Equipment.

298. The arms and accoutrements of the Officers and men of the Active Militia shall be such as Her Majesty from time to time directs; and no such arms and accoutrements of the men shall be left in their possession except by special authority. 49 Vic., chap. 41, sec. 83.

299. The several corps of Militia shall be furnished with arms, accoutrements and equipment, and the same shall be kept in public armouries whenever there are such; and where there are no such public armouries, and until the same are provided, the Officer commanding each Corps shall himself actually keep the arms, accoutrements and equipment in a good and sufficient building, provided with suitable arm racks and provision for the care thereof, and shall be personally responsible for such arms, accoutrements and equipment; and the Officer commanding any such Corps may, in the discretion of the Governor in Council, be allowed annually such sum for the care of such arms, accoutrements and equipment as appears proper for the same; and no arms, accoutrements, or articles of equipment shall be taken or removed from any such public armoury, or from the care of such commanding Officer, except under such regulations as are made in respect to the same by Her Majesty. 49 Vic., chap. 41, sec. 55.

300. The foregoing paragraph also applies to the saddlery and appointments of the cavalry, the guns, limbers, carriages, waggons, harness and other equipment of the Field Artillery, and to all other articles of equipment issued at any time to any corps of the Militia. Par. 321, R. & O., 83.

ARMS, ACCOUTREMENTS AND EQUIPMENT—contd.

(2.) When issues of arms, ammunition or military stores of any kind are required, the Officer commanding the Corps will make and sign a requisition in duplicate therefor, giving at same time full explanations in writing showing the reasons why the issue is applied for. G. O., 12, 9, 84.

301. Militiamen are forbidden to tamper with or injure the arms issued for their use. Should alterations or repairs be required, they must be effected by a competent armourer or mechanic. Par. 322, R. & O., 83.

302. Every Militiaman who fails to keep in proper order any arms or accoutrements delivered or entrusted to him, or who appears at drill, parade or on any other occasion, with his arms or accoutrements out of proper order, or unserviceable, or deficient in any respect, shall incur a penalty of four dollars for each such offence. 49 Vic., chap. 41, sec. 105.

303. Every person who unlawfully disposes of or removes any arms, accoutrements, or other articles belonging to the Crown or Corps, or who refuses to deliver up the same when lawfully required, or has the same in his possession, except for lawful cause the proof of which shall lie upon him, shall incur a penalty of twenty dollars for each offence, but nothing in this section shall prevent such offender from being indicted and punished for any greater offence if the facts amount to such greater offence, and such offender may be arrested by order of the justice of the peace before whom the complaint is made, upon affidavit showing that there is reason to believe that such person is about to leave Canada, carrying with him any such arms, accoutrements or articles. 49 Vic., chap. 41, sec. 106.

304. Every man serving in the Active Militia who requires to leave Canada, shall first return to the Captain of his Company all articles of public or corps property which he has in his possession, and shall obtain a written dis-

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charge from the Captain of his Company or other Commanding Officer of his Corps; and any Militiaman who may leave Canada with any article of public clothing or other public or corps property in his possession is guilty of embezzlement, and may be tried for the same at any time; and a record in the books of his corps of his having so received and not having returned any articles of public clothing or other public or corps property, shall be evidence of possession; and he shall be entitled to quittance by certificate and to see such quittance recorded in the books of his Corps on returning such articles. 49 Vic., chap. 41, sec. 56.

Care of Arms and Equipment.

305. Every armoury should be thoroughly dry and well ventilated; great attention should be paid to the proper cleaning and care of the arms entrusted to the Active Militia; and commanding officers are to point out to those under their command, that the barrel of a rifle is so delicately finished that, should rust be permitted to accumulate inside, it must inevitably destroy the integrity of the grooves, and, consequently, impair the accuracy of the weapon; the locks of the rifles, when in use, should be taken to pieces and thoroughly cleaned and oiled at least once every two months by properly qualified persons. The rifles should invariably be cleaned immediately after use. Par. 325, R. & O., 83.

306. Officers commanding corps of Militia are directed to require all arms, accoutrements, great coats and other stores issued for the use of their corps, to be kept in their respective armouries, except when required by the men for purposes of drill, or for carrying into effect special orders of the commanding officer.

(2.) The rifles must be in racks resting on their butts perpendicularly, and around the walls of the armoury

CARE OF ARMS AND EQUIPMENT—*contd.*

leaving sufficient space between each rifle for the pouch and belts to hang on a peg without touching the rifles.

(3.) If there is not sufficient space all round the room then the remaining rifles may be in a rack running down the room with the belts and pouch between them on pegs as above.

(4.) No belts, pouches or rifles are to be packed up in boxes, all are to be ready for the men to put on without delay.

(5.) Each man's name and number in the corps should be pasted on a small card above his rifle or belts. Par. 326, R. & O., 83.

307. Officers Commanding Brigades or Batteries of Artillery are requested to forward through the District Staff, for transmission to Headquarters, the annual store returns for their respective Corps on the revised forms (No. 289 Field Artillery, No. 290 Garrison Artillery), which may be obtained on application to the District Staff; transmitting with these returns requisitions, in duplicate, for such articles as may be required to complete their equipment. G. O., 24, 4, 85.

308. The value of all such articles of public property as have become deficient or damaged, while in possession of any corps, otherwise than through fair wear and tear or unavoidable accident, may be recovered by the Minister of Militia and Defence, or by any other person authorized by him, from the Officer in command of such corps; and the Officer commanding any Corps shall have power to recover the value of such articles of public property as have become deficient, or damaged while in possession of his Corps, otherwise than through fair wear and tear or unavoidable accident, from the officer, man or men who is or are responsible for the same. 49 Vic., chap. 41, sec. 53.

309. In case of the destruction of an armoury by fire and the loss of public property contained therein, the Com-

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manding Officer will make immediate inquiry as to the cause, nature and extent of the loss, and report the facts to the Deputy Adjutant General of the district without delay. Par. 328, R. & O., 83.

(2.) A detailed list, certified by the local Commanding Officer, of all articles of military equipment so destroyed must accompany the report. G. O., 3, 10, 85.

(3.) The Deputy Adjutant General will thereafter without delay make personal inquiry, as to the cause, nature and extent of the losses and report result to Head Quarters. G. O. 4, 6, 86.

(4.) If the loss is brought to the attention of the Deputy Adjutant General in any other way, he will not wait for a report from the local Commanding Officer, but will immediately make the needful personal inquiry and report, giving all details required as to the loss with the least possible delay.

Caretakers of Public Armouries.

310. The caretakers of Public Armouries are under the charge and direction of the Deputy Adjutant General in each District, who will see that they are attentive to their duties, and sober and painstaking. Should any of them neglect the duties they are appointed to discharge, or become addicted to the use of intoxicating liquors, the Deputy Adjutant General will, without delay, suspend such taker from duty and report the circumstances at Head Quarters. Par. 329, R. & O., 83.

Transfer of Arms and Stores.

311. Whenever any Commanding Officer responsible for public stores dies, or has tendered his resignation, or has been relieved from command, or has removed from the locality, the Brigade Major of the Division will proceed without delay to the Head Quarters of the Corps, and either

TRANSFER OF ARMS AND STORES—contd.

take over all such stores or witness their transfer to the next senior or other proper officer. Par. 330, R. & O., 83.

312. Instances having occurred where proper care has not been taken in witnessing the transfer of arms and stores when changes of officers in command of corps are to take place, the Staff Officer whose duty it is to be present on any such occasion is directed to give due notice to the officer about to be relieved, as well as to the officer into whose charge the articles are to be delivered, to be present on a day to be indicated by the Staff Officer for the transfer of the arms and stores. In all cases where deficiencies exist he is to require a full explanation, showing the cause, and if the officer about to be relieved does not give proper assistance or satisfactorily account for or deliver all the articles in his charge, the Staff Officer is to make an account of the number and value of the deficiencies for the information of the officer responsible, and report the same without delay for consideration at Head Quarters. Par. 331, R. & O., 83.

313. In forwarding his report the Staff Officer is to show minutely, in the column for remarks, the steps taken by him in every case in respect to the deficiencies in the transfer. Par. 332, R. & O., 83.

314. The Deputy Adjutant General of the Military District will be held responsible that the regulations for the transfer of arms and stores have been properly carried out. Par. 333, R. & O., 83.

Allowance for Care of Arms.

315. Forty dollars per Company per annum, and sixty dollars per Troop of Cavalry per annum, will be allowed to the Captain or Commanding Officer, as the case may be, for the care of the arms and stores of such corps as are not kept in public armouries under charge of a caretaker paid

CLOTHING AND EQUIPMENT.

101**ALLOWANCE FOR CARE OF ARMS—contd.**

by the Department of Militia and Defence. Para. 335, R. & O., 83.

316. The "Allowance for care of Arms" will not be paid until a certificate has been given by the District Staff Officer, to the effect that there are no deficiencies of arms and accoutrements in the stores of the company, for which the captain or other officer commanding is responsible, or if any exist, that they have been satisfactorily accounted for. When deficiencies exist, not satisfactorily accounted for, a re-issue may be made, on requisition, and the value thereof charged against the "Allowance for care of Arms" due to the company. Par. 336, R. & O., 83.

317. When a Regiment of Garrison Artillery or a Battalion of Infantry, in any city or town, is entitled to claim pay under provisions of the above section for "care of arms," payments may be made quarterly; for corps other than those above described, the allowance for the care of arms will be paid at the end of each financial year. Par. 337, R. & O., 83.

Marking of Arms and Accoutrements.

318. All rifles belonging to the Dominion of Canada, in possession of corps of Militia, and not properly marked as directed hereunder, are to have the letters D.C., representing 'Dominion of Canada' stamped upon the side of the stock. Par. 338, R. & O., 83.

319. Beyond the above letters, Companies not in Battalion and Companies of Engineers and Garrison Batteries of Artillery not attached to a Battalion or Regiment, are to have no other marks placed upon the rifles issued to them. Par. 339, R. & O., 83.

320. All Regiments of Cavalry or Artillery, and battalions of Infantry are to have the Rifles and Accoutrements which are issued to them, marked, in addition to the above letters, with the number of the Regiment or Battalion and

MARKING OF ARMS AND ACCOUTREMENTS—*contd.*

the number of the Rifle and set of Accoutrements—each Regiment or Battalion to number the arms and each article comprising the accoutrements, from one up to the total strength of the Regiment or Battalion. Par. 340, R. & O., 83.

321. No company marks are to be used, the number of the Regiment or Battalion and the Regiment or Battalion number of each rifle, and set of accoutrements is considered sufficient. Par. 344, R. & O., 83.

322. When Regiments or Battalions are made up of isolated companies, care must be taken that each Company has allotted to it the proper Regimental or Battalion numbers, so that no two rifles in the Regiment or Battalion may have the same number. Par. 342, R. & O., 83.

Memo. for marking Regimental or Battalion Arms.

323. On the centre of flat of the stock of the rifle on the cheek side (inside) the letters D. C. (Dominion of Canada).

(2.) On the round of brass heel plate of butt, the number of the Regiment or Battalion with the large figures, and number of rifle with the small figures directly under the Regimental or Battalion number.

(3.) On the bayonet socket below the band with small figures only, number of Regiment or Battalion and number of bayonet corresponding with the rifle to which it belongs.

(4.) Same marks on bayonet scabbard inside brass locket.

(5.) The sword bayonet for short rifle to be marked inside the handle at upper end.

(6.) Same marks on sword bayonet scabbard inside steel locket.

(7.) Ramrod on the head, number of Regiment or Battalion and number of ramrod corresponding with rifle to which it belongs, with small figures. Par. 344, R. & O., 83.

CLOTHING AND EQUIPMENT.

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MARKING OF ARMS AND ACCOUTREMENTS—*contd.*
Memo. for marking Regimental or Battalion Accoutrements.

324. Pouch belt, waist belt, sling and bayonet frog, to be marked inside with the large and small figures, corresponding with the number on the rifle.

(2.) Pouch and ball bag to be marked inside the flap. Par. 345, R. & O., 83.

325. It is not desirable to have the impression of the stamp made deeper than will be sufficient to identify any article, as it may hereafter be necessary to change the marks upon the arms and accoutrements, if returned into store by the corps in whose possession they now are. Par. 346, R. & O., 83.

326. To corps in Regiment or Battalion an allowance of five cents for each rifle and set of accoutrements marked complete, and to corps not in Regiment or Battalion one cent for each rifle marked, will be paid by the Department upon duplicate claims certified by the commanding officer in the usual manner. Par. 347, R. & O., 83.

327. The arms, accoutrements and saddlery issued for equipment of troops of cavalry to be marked in addition to the letters D. C., with the letter C and figure or figures representing number or letter of the Troop. Par. 348, R. & O., 83.

328. The allowance for marking each set, including carbine, sword, scabbard, belts and buckle, complete, is five cents, and for marking each set of saddlery complete five cents. Par. 349, R. & O., 83.

Form of Certificate.

329. I certify that _____ Rifles and _____ sets of Accoutrements, now in possession of the corps under my command, have been completely marked, according to the instructions relating to "marking of arms and accoutrements," and that _____ is entitled to receive the

CLOTHING AND EQUIPMENT.

105**Repairs of Harness.**

333. When in camp or on service the Harness-maker and Wheeler of any Field Battery of Artillery may, if they provide their own tools, execute urgent repairs to the equipment of the Battery under orders of the Commanding Officer. Payment will be made for necessary materials used to effect such repairs, together with fifty cents working pay per diem for any day the artificer performs a fair amount of such extra work. Par. 351, R. & O., 83.

334. Special authority must be obtained for repairs to be executed at other times than when in camp or out on service. Par. 355, R. & O., 83.

DRILL AND TRAINING.

335. In time of peace there shall be trained and drilled annually, for such periods as are authorized by this Act, and under such regulations as Her Majesty from time to time prescribes, the officers of Militia mentioned in the three sections next following, and forty-five thousand active militiamen; but any increase above the number of forty thousand shall be authorized and regulated, from time to time, by the Governor in Council; and Her Majesty shall, from time to time, by General Orders, designate the regimental divisions required to furnish the men for the purpose of such training and drill. 49 Vic., chap. 41, sec. 58.

Active Militia.

336. Her Majesty may order the officers and men of the several corps of the Active Militia, or any portion thereof, to drill for a period not exceeding sixteen days or less than eight days in each year; and for each day's drill of three hours, every officer, non-commissioned officer and man

DRILL AND TRAINING—*contd.*

shall receive the pay of his respective rank, according to the following schedule, that is to say:—

Officers.

Lieutenant-Colonel.....	\$4 87
Major.....	3 90
Paymaster.....	3 05
Adjutant, with rank of Lieutenant.....	2 44
Adjutant, with rank of Second Lieutenant.....	2 13
Surgeon.....	3 65
Assistant Surgeon.....	2 43
Quartermaster.....	1 94
Captain.....	2 82
Lieutenant.....	1 58
Second Lieutenant.....	1 28

Non-Commissioned Officers and Men.

Sergeant Major.....	1 00
Quartermaster Sergeant.....	0 90
Paymaster's Clerk.....	0 90
Orderly Room Clerk.....	0 90
Hospital Sergeant.....	0 90
Pay Sergeant.....	0 80
Sergeant.....	0 75
Corporal.....	0 60
Bugler.....	0 50
Private.....	0 50
For each horse taking part in such drill...	1 00

and the officers and men of mounted corps shall receive, for each day's drill of three hours, one dollar for each horse that takes part in such drill. 49 Vic., chap. 41, sec. 59.

(2.) The daily pay of an Adjutant or Quartermaster with rank or relative rank of Captain is \$2.82.

DRILL AND TRAINING.

107**Marine Militia.**

337. Her Majesty may order the officers and men of the **Marine Militia**, or any portion thereof, to be trained and drilled for a period not exceeding sixteen days, or less than eight days in each year, at such times and places, and in such manner as are thought proper; and for each day's drill every officer and man shall receive the pay of his rank, according to the said schedule. 49 Vic., chap. 41, sec. 60.

Reserve Militia.

338. Her Majesty may order to assemble, for a period not exceeding sixteen or less than eight days in each year, the officers of the **Reserve Militia**, or any portion thereof, at such times and places as are thought proper, for drill and exercise; and for each day's drill of three hours every officer shall receive the pay of his rank, according to the said schedule. 49 Vic., chap. 41, sec. 61.

Active and Reserve.

339. All sums of money required to defray any expense under the three sections next preceding may be paid out of the Consolidated Revenue Fund, upon warrant directed by the Governor General to the Minister of Finance and Receiver General; but no sum of money shall be so paid unless it is included in some appropriation made by Parliament; and a detailed account of moneys so expended shall be laid before Parliament during the then next session thereof. 49 Vic., chap. 41, sec. 62.

340. Payments for drill shall be made only upon proof of compliance with such regulations touching such drill, and the efficiency of the several corps, as Her Majesty orders; and any officer or man absent from drill shall forfeit his pay therefor. 49 Vic., chap. 41, sec. 64.

341. Her Majesty may, from time to time, appoint competent persons to instruct and drill the Militia, and may

ACTIVE AND RESERVE—*contd.*

award such remuneration therefor as the Governor in Council orders. 49 Vic., chap. 41, sec 65.

342. Such of the officers and men of any corps of the Active Militia as reside within two miles of the place appointed for drill may assemble or be ordered out by the officer commanding it, for drill or exercise, at other times than when performing the annual drill, under regulations approved by Her Majesty, and without receiving any pay therefor. 49 Vic., chap. 41, sec. 66.

343. Her Majesty may, by any general Order, dispense with the drill or training of any corps or part of a corps of the Active Militia, either in any particular year or until further order, and may, in like manner, again direct such drill and training, or either of them, to be resumed if it seems fit; and any such order shall have the force of law according to the terms thereof. 49 Vic., chap. 41, sec. 67.

Drill.

344. The opportunity afforded by the annual training for acquiring proficiency in drill being limited, those movements only should be practised which are indispensable, and which experience may show to be most necessary for practical purposes in the field, best adapted to the nature of the country, and the exigencies of modern warfare. Special instructions on this head will be issued from time to time by the Adjutant-General, previous to the annual training. Par. 363, R. & O., 83.

345. The drill shall be similar to that observed in the regular army as laid down in the "Regulations for the instruction, formation and movements of Cavalry," "The manual of Artillery exercises" and the "Field exercise and evolutions of Infantry." With this exception: That all Infantry except the Governor General Foot Guards and such Battalions as obtain special sanction from Head Quarters, will, though armed with Long Rifles, drill according to the **Manual Exercise for Short Rifles.** Par. 364, R. & O., 83.

DRILL AND TRAINING.

109

DRILL—*contd.*

346. Every officer and man of the Militia who, without lawful excuse, neglects or refuses to attend any parade or drill or training at the place and hour appointed therefor, or who refuses or neglects to obey any lawful order at or concerning such parade, drill or training, shall incur a penalty, if an officer, of ten dollars, and if a man of the Militia, of five dollars, for each offence: and absence for each day shall be held to be a separate offence. 49 Vic., chap. 41, sec. 102.

347. Every person who interrupts or hinders any Militia at drill, or trespasses on the bounds set out by the proper officer for such drill, shall incur a penalty of five dollars for each offence, and may be taken into custody and detained by any person by the order of the commanding officer until such drill is over for the day. 49 Vic., chap. 41, sec. 103.

348. Every officer and man who disobeys any lawful order of his superior officer, or is guilty of any insolent or disorderly behaviour towards such officer, shall incur a penalty, if an officer, of twenty dollars, and if a man of the Militia, of ten dollars, for each offence. 49 Vic., chap. 41, sec. 104.

349. The drill pay of the Active Militia is voted annually, the regulations relating to it are, therefore, issued annually or changed as may be required. Par. 975, R. & O., 83.

350. Acquittance rolls for the annual drill pay must bear the *genuine* signature of each active militiaman or his attorney. No Active Militiaman is to receive annual drill pay, unless he actually performs the days of drill with his corps for which such pay is authorized. Par. 976, R. & O., 83.

351. When Corps of the Active Militia are required to perform the ordinary period of annual drill at their Battalion Head Quarters, or in Camp, and a special allowance in money in lieu of transport is authorized therefor, the commanding officer of the corps must make his own local arrangements, and pay for such conveyance as he may require in proceeding to and from the place of drill. In

DRILL—*contd.*

such cases requisitions are not to be issued. Par. 734, R. & O., 88.

352. When such allowance in lieu of transport is claimed by the officer entitled to receive it for his corps, a separate and detailed account thereof duly certified by the captain and the commanding officer, is to be attached to the acquittance roll for the annual drill pay of the corps. Par. 735, R. & O., 83.

353. Every officer commanding a corps of Militia who knowingly claims pay, on account of any drills performed with his corps, for any man belonging to any other corps of Militia,—and every officer commanding a corps of Militia who includes in any parade state or other return, any man not duly enrolled and attested as a Militiaman,—and every non-commissioned officer and man of the Militia who claims or receives pay on account of any drill performed in the ranks of any other than his own proper corps, or in more than one corps during the annual drill in any year, is guilty of a misdemeanor, and shall also be liable to be tried and punished by court martial. 49 Vic, chap. 41, sec. 94.

354. Every officer and non-commissioned officer of the Militia who obtains, under false pretences, or who retains or keeps in his own possession, with intent to apply to his own use or benefit, any of the pay or moneys belonging to any officer or man of any corps, is guilty of a misdemeanor, and shall be dismissed the service; and every officer and non-commissioned officer who signs a false parade state, roll or pay list, or any false return whatsoever, is guilty of a misdemeanor, and shall also be liable to be tried by court martial for the offence. 49 Vic., chap. 41, sec. 95, *part.*

Camps of Exercise.

355. When the Militia in any district are to be trained in a Camp of Exercise, the qualifications for camping and moving troops, and the convenience for rifle shooting

CAMPS OF EXERCISE—contd.

should be first considered in selecting the site for the Camp; then its position, as regards convenience for the assembly of the different Corps.

356. Each Camp must have a rifle range and appliances for target practice.

357. The principal care must be given, 1st, to instruction in rifle practice; 2nd, to instruction of officers and men in drill in extended order for skirmishing as well as for attack formation in accordance with the Regulations laid down in Field Exercises. G. O., 4, 6, 87.

358. No Officer or man will be allowed to live or sleep out of Camp, except by permission of the Officer Commanding the Camp, which should only be granted as a special case. The Commanding Officer must also live in Camp. G. O., 4, 6, 87.

359. Only one Union Jack is to be flown in a Camp, and that in front of the tent of the Officer Commanding; it should be hoisted at sunrise and struck at sunset. Regiments may use red banneroles with their number or badge thereon—the Commanding Officer having a larger bannerole in front of his tent. G. O., 4, 6, 87.

360. The wives, female friends, or children of officers or men are not to be lodged within the lines of any camp of instruction. G. O., 4, 6, 87.

Command and Staff.

361. The following will be the staff of each Camp of Exercise over 1,000 strong:—

In command, unless otherwise ordered, the Deputy Adjutant General of the District, 1 Brigade Major, 1 Supply Officer, 1 Camp Quartermaster, 1 Instructor of Musketry, 1 Principal Medical Officer, and five staff non-commissioned officers. G. O., 4, 6, 87.

362. When there are more than four Battalions of Infantry present they should be occasionally divided, for drill purposes only, into two Brigades, and two Officers, not

COMMAND AND STAFF—*contd.*

necessarily the senior, selected to command them for practice. G. O., 4, 6, 87.

363. In camps where two or more Batteries are present the Officer in command of camp will arrange for them to be brigaded and trained together under the senior Artillery Officer, until fit to be worked with the other branches of the service. G. O., 4, 6, 87.

364. The temporary Staff should be selected from among the Officers of the Regiments in Camp, thus giving some Officers opportunities of learning Staff duties, and some of learning the duties of the rank above them. G. O., 4, 6, 87.

365. The neatness and appearance of the men are to be looked to. Caps and helmets are to be worn properly. Lost buttons and hooks carefully replaced. G. O., 4, 6, 87.

366. Officers commanding camps will require commanding and other officers to send to them such periodical returns relating to the interior economy of their corps, in addition to those ordered by regulation, as they may consider necessary for the efficiency of the service. G. O., 27, 8, 86.

Transport.

367. The regulations relating to transport are to be followed to the extent they apply to services connected with camps of exercise. G. O., 4, 6, 87.

368. The Deputy Adjutant General in each District will make economical arrangements for necessary transport, and specify the routes by which corps must proceed in going to and returning from camp. G. O., 4, 6, 87.

369. Requisitions for transport by railway or steamboat will be issued by the Deputy Adjutant General of the District, who will also check as to rates and numbers claimed for, all accounts for transport services. G. O., 4, 6, 87.

370. Except as otherwise provided, only officers and men *bonâ fide* proceeding to perform drill in camp are to be allowed transport. G. O., 4, 6, 87.

TRANSPORT—*contd.*

371. Troops of Cavalry and Field Batteries of Artillery whose local headquarters are within 25 miles, and all companies of Infantry whose headquarters are within 6 miles of the place of encampment, are to march to camp. G. O., 4, 6, 87.

372. Corps whose headquarters are within 6 miles of the railway station or steamboat wharf from which they are to receive transport, will march to that railway station or steamboat wharf. G. O., 4, 6, 87.

373. Companies of Infantry whose head quarters are more than 6 miles from the railway station or steamboat wharf from which they are to receive transport will be allowed six cents per officer and four cents per man, per mile, for the number of miles necessarily travelled by ordinary waggon road going to and returning from that station or wharf. G. O., 4, 6, 87.

374. A similar allowance will be paid to companies whose headquarters are more than six miles from the place of encampment, and from whence no railway or steamboat can be made available for transport over any portion of the journey. G. O., 4, 6, 87.

Examinations.

375. During the drills, the Commanding Officer of the camp will test the qualification of the officers of each corps for the performance of their several duties—Company Officers in the drill of their Company or Battery, and Field Officers and Adjutants in the drill of their Battery, Battalion or Brigade, as the case may be. The respective officers to be called out separately to give words of command, and explain the nature of required movements. G. O., 4, 6, 87.

376. A confidential report is to be made for Headquarters by the Commanding Officer of the camp, in which his opinion as to the qualification of each officer, and the test

EXAMINATIONS—*contd.*

to which he has been subjected is to be clearly stated. G. O., 4, 6, 87.

Inspections.

377. At inspections great stress is to be laid on the cleanliness of Arms, the correct fitting of accoutrements, and the manner in which Guards and Sentries perform their duties, and as regards their knowledge of their Men as well as of their Company Drill, by Company Officers and Non-Commissioned Officers. G. O., 4, 6, 87.

378. Cleanliness of all parts of the camp and its neighborhood must be attended to and reported on by inspecting officers. G. O., 4, 6, 87.

379. The commanding officers will have a muster parade, based on the service roll of each corps, on the morning of the day after the corps arrive in camp, for the purpose of determining how many officers and men then on the service roll of each troop, battery or company marched into camp with their corps. G. O., 4, 6, 87.

380. Before the men are dismissed, the names on the service roll are to be called in presence of the Inspecting Officer, who, before certifying to the pay-list, must compare such names with those on the pay-list and see that each person for whom pay is claimed is vouched for as entitled to receive it. G. O., 4, 6, 87.

Casualties.

381. In any case of serious illness or accident, the principal medical officer shall, in conjunction with the commanding officer of the camp, make such immediate arrangements as may be necessary, sending the patient, if possible, at once to his home or the nearest hospital. A minute report to Head Quarters of all circumstances connected with the case will be made. G. O., 4, 6, 87.

Pay.

382. When corps of the Militia are ordered to assemble in a camp of exercise for drill and training, they shall be considered to be on service during the whole of the period for which they are called out, and when so assembled all ranks shall receive rations and shelter at the public expense in addition to their daily pay; in such cases the daily pay shall be for each day of twenty-four hours, and the drill and duty to be performed in camp, or in going to and from the camp, shall be as ordered by the commanding officer for the time being. 49 Vic., chap. 41, sec. 63, *part.*

383. Troops of Cavalry are restricted to 35 horses each, for pay. G. O., 4, 6, '87.

384. No mounted officer shall receive pay for more than one horse, actually used by him. G. O., 4, 6, '87.

385. The pay for horses shall cover any expenses incurred for shoeing while at drill. G. O., 4, 6, 87.

386. Neither pay, allowances or rations are to be issued to or for any officer or man for any day or days he is absent from camp. G. O., 4, 6, 87.

387. Pay will not be issued to any Battery of Garrison Artillery or Company of Engineers or Infantry unless not less than 2 officers and 32 men belonging to the Corps have performed the days of annual drill under these regulations. G. O., 4, 6, 87.

388. Before any Corps receives pay, the commanding officer shall be required to certify, in his own handwriting, at the end of the pay list of his corps, that each officer, non commissioned officer and man for whom pay is demanded was *actually present* with his corps in the camp and performed the number of days of drill specified opposite his name. G. O., 4, 6, 87.

389. The attention of Staff Officers, Commanding Officers of all arms, and Captains of Troops, Batteries and Companies is specially called to the form of certificate they are required to append in writing at the foot of pay lists.

PAY—*contd.*

They will be held responsible by the Department that these pay lists are correct; they must therefore see that the number of days' drill entered thereon opposite the names of officers, non-commissioned officers and men are only for such days' drill as each such officer, non-commissioned officer or man has actually performed with his corps in camp during the year for which payment is demanded. If any person performs less than the authorized number of drills with his corps, he is only to be paid for the actual number of days' drill he has performed in such manner. G. O., 4, 6, 87.

Allowance for Drill Instruction.

390. The allowance for drill instruction of the several corps of Active Militia directed to perform the days of annual drill in any year, will be according to the following scale:

For instruction in drill of each Troop of Cavalry.....	\$40 per annum
For the instructor of each Field Battery of Artillery, who will also act as caretaker of the Battery Stores.....	200 per annum.
For each Battery of Garrison Artillery or Company of Engineers or Infantry....	40 per annum.

Corps not ordered to perform the days of Annual drill in any year, will only be entitled for that year to claim a sum equal to one-half the allowance for drill instruction payable to Corps ordered to drill.

(2.) The above allowances to be paid to the officer commanding the Troop, Battery or Company, as the case may be, except those for corps in City or Town Battalions. Par. 372, R. & O., 83.

DRILL AND TRAINING.

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ALLOWANCE FOR DRILL INSTRUCTION—*contd.*

City Corps.

391. The allowance for such Batteries or Companies as are in Brigade of Garrison Artillery or Battalions of Infantry in cities and towns, will be paid to the officer commanding the Brigade or Battalion. Par. 373, R. & O., 83.

Rural Corps.

392. For drill instruction of Rural Brigades of Garrison Artillery or Battalions of Infantry including Provisional Brigades or Battalions of not less than four Batteries or Companies, such corps being allowed to perform the days of annual Drill for any one year, there will be allowed each Commanding Officer thereof (in addition to the forty dollars per annum to be paid to the Captains as above, for drill instruction of the several Batteries or Companies), for each Battery or Company, included in the strength of the Brigade or Battalion. \$25 per annum.

A sum equal to one-half allowance only will be paid to corps not authorized to perform the days of Annual Drill in any one year. Par. 374, R. & O., 83.

393. In cases where, for administrative purposes, Rural Batteries or Companies are attached to City Brigades of Artillery, or Battalions of Infantry,—such corps being authorized to perform the days of annual drill in any one year,—each captain commanding a rural corps so attached will draw the allowance of forty dollars for drill instruction of his corps at his Company Head Quarters, and the officer

ALLOWANCE FOR DRILL INSTRUCTION—*contd.*

commanding the Brigade or Battalion will draw the allowance of twenty-five dollars for each such corps, for Battalion drill instruction ; in such instances the Captain of the rural corps has the appointment of the company instructor, and the officer commanding the Regiment or Battalion, the Regiment or Battalion Instructor. Par. 375, R. & O., 83.

394. Allowances for drill instruction as above, except for Field Batteries of Artillery, and such Brigades of Garrison Artillery or Battalions of Infantry as are in cities, which may be paid quarterly, will be paid at the end of each half-year, viz., on the 31st December and 30th June, to the commanding officer of the Company, or Battalion, as the case may be, upon their respective certificates as to performance of service for which payment is required, approved by the Deputy Adjutant General of the District, stating that the corps has had the services of a competent Instructor during the period for which the claim is made, and that such corps is efficient as regards drill. Par. 377, R. & O., 83.

395. If, by reason of death, absence, resignation or promotion of an officer commanding a corps, two or more officers are entitled to share the annual allowance, either for drill instruction or for care of arms, the Deputy Adjutant General of the District will certify the proportion of such allowance due to each officer. Par. 378, R. & O., 83.

Drill Sheds.

396. The Governor in Council may, from time to time, make regulations relating to the conditions upon which Government aid shall be granted towards the construction by the local authorities of Drill Sheds and Armouries, in any Regimental Division, and the use thereof by the Militia. 49 Vic., chap. 41, sec. 70.

DRILL AND TRAINING.**119****Regulations.**

397. The Government will in no case give more in aid of Military Drill Sheds than the sum equal to that which is *bona fide* expended by the locality in the actual building of the shed. Par. 380, R. & O., 83.

398. The extent of the aid to be granted by Government will be according to the following fixed proportionate scale in each instance, which amounts cannot be exceeded even although the locality may contribute a larger sum ;

(2.) To every one locality where there is one Company, and a Company Drill Shed is erected...	\$ 250
(3.) To every one locality where there are two Companies and a Company Drill Shed is erected..	450
(4.) To every one locality where there is one Company with Battalion Head Quarters and where a Battalion Drill Shed is erected	600
(5.) To every one locality where there are two Companies with Battalion Head Quarters and a Battalion Drill Shed is erected	800
(6.) To every one locality where there are three Companies with Battalion Head Quarters and a Battalion Drill Shed is erected.....	1,000

Par. 381, R. & O., 83.

399. All Drill Sheds, towards the construction of which the Government aid is given, shall become exclusively Government property, as well as the ground on which they are built, of which latter a proper title shall be made to Her Majesty, before such aid is given. Par. 382, R. & O., 83.

400. All Drill Sheds are to be constructed on one general plan to be approved by the Militia Department. Par. 383, R. & O., 83.

401. The plans are arranged for the erection of Drill Sheds of five different sizes, according to the number of companies to be provided for and the amount of the aid to be contributed by the Government. Par. 384, R. & O., 83.

REGULATIONS—*contd.*

402. All Battalion Drill Sheds shall comprise Store Room for Battalion Stores and Caretaker's residence and Orderly room. Par. 385, R. & O., 83.

403. Every Drill Shed shall have an Armoury attached. Par. 386, R. & O., 83.

404. The Department will not undertake to let out the contracts for the erection of these Drill Sheds, nor to superintend the work during construction of the buildings, but the payment of the Government Grant in aid, will, in all cases, be subject to such inspection of the Drill Sheds, when completed, as Government may think proper to prescribe. Par. 387, R. & O., 83.

405. When the authorities of any locality ask for payment of the Government aid, there must be sent with the application a certificate signed by the Government Inspector, to the effect that he has inspected the building, and finds it has been erected and completed according to the plan approved by the Department; also a certificate signed by the Attorney ordinarily representing the Crown in the locality, to the effect that he has examined the title to the land upon which the Drill Shed at _____ has been erected, and finds it and the conveyance sufficient to vest the legal title of the same in the Crown—accompanying these certificates must also be sent in each instance the Voucher of Expenditure in the erection and completion of the building. Par. 388, R. & O., 83.

406. As the amount of the Government contribution in each instance cannot be issued until these certificates and vouchers are received at the Department, delay will be avoided, if parties interested take the necessary steps to have these formalities complied with in good time. Par. 389, R. & O., 83.

407. Blank forms of certificates, also forms of application for the issue of money can be obtained on application to

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REGULATIONS—contd.

the Deputy Adjutant General of Militia of the Military District. Par. 390, R. & O., 83.

403. I certify that a Drill Shed has been erected according to the plan approved by the Department of Militia and Defence, on _____ in the county of _____

Province of _____ the size of which Drill Shed is _____ and the cost of the erection _____ of same, exclusive of the value of the land, amounts to the sum of _____ as per Vouchers attached, the funds for the payment of which have been contributed as follows:

Grant by County Council, paid \$

Grant by _____ Council, paid

Received from other sources

Government Grant

Total \$

The above named Drill Shed being completed and the title to the land upon which it is erected having been made to Her Majesty, I now make application for the issue of a Cheque in favor of _____ for \$ _____ the same being the amount of the Government aid as above stated. Par. 391, R. & O., 83.

To the Department of Militia and Defence,
Ottawa.

NOTE.—The above certificate is to be signed by whoever has been authorized by the local contributors to let out the contracts for the completion of the building; if an official, he should write his official designation under his signature. Par. 392, R. & O., 83.

409. Each certificate is to be signed in duplicate and both copies are to be sent to the Department of Militia and Defence. Par. 393, R. & O., 83.

410. It will not be necessary to send with the Deed an Abstract of title, in addition to the certificate of the Crown Attorney. Par. 394, R. & O., 83.

Inspector's Certificates.

411. I certify that I have inspected the above named Drill Shed, and find that it has been erected and completed according to the plan and specification therefor, approved by the Department of Militia and Defence. Par. 395, R. & O., 83.

Crown Attorney's Certificate.

412. I certify that I have examined the title to the land, being _____ County of _____ Province of _____ upon which the above named Drill Shed has been erected, and find it and the conveyance sufficient to vest the legal title of the same in the Crown. Par. 396, R. & O., 83.

Crown Attorney.

Care and Disposal of Drill Sheds.

413. The Deputy Adjutant General in each Military District will have general charge over all the Drill Sheds therein, and will arrange for their care and maintenance under orders from Head Quarters. When the Sheds are to be used by more than one corps he will decide as to the appropriation of rooms and armouries, and the days and hours during which the several corps may use the shed for drill or instructional purposes. Par. 397, R. & O., 83.

(2.) The local care of drill sheds and armouries in Cities, Towns, Villages and Rural Districts belonging to the public, will, under orders of the Deputy Adjutant General of the District, devolve upon the senior officer of Active Militia at the station. Any at District Head Quarters will be under the personal supervision of the Deputy Adjutant General of the District.

(3.) These sheds whilst in military occupation are not to be used as storehouses for other than military equipment or supplies, nor for any other purpose without authority from Head Quarters.

CARE AND DISPOSAL OF DRILL SHEDS - *contd.*

(4.) When any such building at any station ceases to be required for military purposes, the fact is to be reported to Head Quarters with a view to its being disposed of under the provisions of paragraph 399. G. O., 17, 10, 84.

414. Officers in charge of Drill Sheds, Armouries, or other public property used for Militia purposes are informed that section 60 of the Act 32-33 Victoria, chapter 22, makes provision for the punishment of any person who unlawfully or maliciously commits any damage to any such property. Par. 393, R. & O., 83.

415. Any land now held or hereafter acquired by Her Majesty for Militia purposes in connection with Drill Sheds, Rifle Ranges, Armouries or such like uses, and found unnecessary to be retained for the same, may be sold or disposed of under order of the Governor in Council; and if any portion of the cost of such lands, or of any building thereon has been defrayed by the municipality in which the land is situate, a fair proportion of the proceeds, to be determined by the Governor in Council, may be returned to such municipality or expended therein for other Militia uses of a permanent nature. 49 Vic., chap. 41, sec. 71.

Rifle Ranges.

416. At, or as near as possible to the head quarters of every regimental division, there may be provided a rifle range with suitable butts, targets and other necessary appliances; and Her Majesty may order the appropriation of such land as is necessary for the same, at a proper valuation, - and may stop, at such time as is necessary during the target practice of the Active Militia, the traffic on any roads, not being mail roads, that cross the line of fire,—and may make such other regulations for conducting the target practice and registering the results thereof, and for the safety of the public, as are necessary,—and may impose penalties for wilful damage to any such butts, targets and

RIFLE RANGES—*contd.*

appliances ; and all such ranges shall be subject to inspection and approval before being used, and the owners of private property shall be compensated for any damage that accrues to their respective properties from the use of any such rifle range. 49 Vic., chap. 41, sec. 69.

417. If any person wilfully does any damage to any Butt or Target belonging to or lawfully used by any Militia Corps or Battalion, or without the leave of the officer commanding such Corps or Battalion, or of the officer in charge of the Range upon which such Butt or Target may be placed, searches for bullets in, or otherwise disturbs the soil forming such Butt or Target, or in the immediate vicinity thereof, shall, for every such offence be liable on the prosecution of such commanding officer, or officer in charge, to a penalty not exceeding twenty dollars, with or without imprisonment for any term not exceeding six months. Par. 401, R. & O., 83.

418. Staff Officers in command of Military Districts will place each Rifle Range in their respective Districts under the charge of a responsible Officer, and direct that no one be allowed to practice on any range until it is ascertained that the targets have been examined and proper arrangements made for conducting the practice. Par. 402, R. & O., 83.

419. In order to prevent accidents or injuries, the greatest care is to be taken when lowering or raising the iron targets, they are on no account to be allowed to fall by removing props, but are in every instance, to be carefully laid on the ground face upwards. Par. 403, R. & O., 83.

420 Defects in the foundations of butts, caused by the action of frost, are to be remedied before Spring practice commences. The targets when in use are to be placed as perpendicular as possible on the platforms, and properly supported by the bolts and iron stays provided for that purpose. Par. 404, R. & O., 83.

Rifle and Drill Associations.

421. Her Majesty may sanction the organization of Rifle associations, and of associations for purposes of drill, to be composed of Militia officers, or of men on the Militia rolls, and of independent companies of infantry composed of professors, masters or pupils of universities, schools or other public institutions, or of persons engaged in or about the same, under such regulations as may, from time to time, be approved by Her Majesty ; but such associations or companies shall not be provided with any clothing or allowance therefor. 49 Vic., chap. 41, sec. 76.

422. Staff and other officers of the Active Militia are on all occasions to use their influence to give effect to the efforts of those immediately responsible for the conduct of the annual competitions of the various Rifle Associations. They will promulgate within the limits of their respective commands all notices forwarded to them by the Association, and specially direct attention to the date on which returns of entries or other matters are to be rendered. They are also to explain how essential it is to the working of such meetings, that those who take part in them as competitors should render cheerful obedience to the Regulations under which the competitions are to be carried out. That as representatives of their respective corps, they should make it their constant care to observe those marked characteristics of good soldiers, neatness in dress, punctuality and good behavior, which carry with them honor to the individual and credit to the service to which they belong. Par. 406, R. & O., 83.

Aid to Rifle Associations.

423. All Rifle Associations receiving aid out of the Government Grant are required to send to Head Quarters, through the Deputy Adjutant General of the Military District, a copy, in duplicate, of their Rules and Regulations for approval. Par. 407, R. & O., 83,

AID TO RIFLE ASSOCIATIONS—*contd.*

424. Each such association is also to send in on or before the 5th December in each year an annual report and return showing the number and dates of prize meetings or rifle matches held, the number of competitors at each such rifle match or meeting, the amount received from competitors, the amount received under separate heads from other sources during the year, the amount expended in prizes, and the amount expended for other purposes under the several heads of expenditure. Par. 408, R. & O., 83.

425. The Deputy Adjutant General of each District will make a return for Head Quarters, on the printed form, on the 30th June, each year, of all Associations in his District entitled, in his opinion, to participate in the distribution of money granted by Government in aid of Rifle Associations during the year. Par. 409, R. & O., 83.

Target Practice.

426. Officers commanding Corps should avail themselves of every opportunity during the annual drills, to impart the necessary instruction in rifle shooting to those under their command; they should bear in mind, that there is no difficulty or mystery in the matter; that to enable a man to learn rifle shooting, it is not necessary that he should go through a course of lectures on the theoretical principles of projectiles and musketry. It is sufficient to teach him :

1st. Position Drill, which he can learn when being instructed in the *Manual and Firing Exercises*.

2nd. That he should be shown, and learn how to align the back and front sights of his rifle upon the object aimed at.

3rd. Not to wink or shut his eyes when he pulls the trigger.

4th. Not to pull the trigger with a jerk, but with a steady pressure of the finger.

TARGET PRACTICE—*contd.*

5th. To hold the sight of the rifle perpendicularly, that is, incining neither to the right nor to the left. Par. 410, R. & O., 83.

427. Attention to these five simple rules, with some power of judging distance, and a knowledge of the influence of wind on the flight of a bullet, is all that is required to enable a man to become a good practical shot. Par. 411, R. & O., 83.

428. The explosion of the charge has tendency to throw muzzle up and bullet high; to counteract this, press centre of heel plate firmly to shoulder. Par. 412, R. & O., 83.

429. The sun shining from left, lights up right side of back notch, and left side of foresight; if these spots are aligned on the mark, the ball will go to the right and *vice versa*. Par. 413, R. & O., 83.

430. Each man must expend, under proper supervision the number of rounds of ball ammunition authorized for that purpose, and no man is to use more than his share of the Government allowance, viz., twenty rounds. Par. 414, R. & O., 83.

431. In carrying out target practice, every man will fire 5 rounds at 200 yards, standing; 10 rounds at 400 yards, kneeling; and 5 rounds at 500 yards, *any military position*.

"Standing," "kneeling," and "lying down," as defined in the position drill, are the recognized military positions.

432. At the conclusion of the individual firing a classification is to be made, when those who have obtained 40 points will be classified as first-class shots; those obtaining 30, but failing to obtain 40, as second class shots; and those failing to obtain 30, as third class shots. At 200 yards the targets shall be 4 feet wide, having a bull's eye 1 foot diameter, centre 3 feet diameter, outer remainder of target. At 400 yards and 500 yards, target 6 feet wide, bull's eye 2 feet diameter, outer remainder of target. Par. 416, R. & O., 83.

TARGET PRACTICE—*contd.*

433. No man is ever to load until all is clear for him to fire, and if it becomes necessary for any purpose to cease firing, any man whose rifle is loaded will at once unload, remaining unloaded until the order is given to resume the practice. Par. 417, R. & O., 83.

434. Under no circumstance shall practice with ball cartridge be engaged in, without the men being in uniform and under the command of an officer or non-commissioned officer who shall be held responsible for the proper conduct of the party. No ammunition except that issued from Government stores to be used. Par. 418, R. & O., 83.

435. After firing, at target practice, the Officer Commanding the firing party will require every man to clean his own rifle before returning it to the Company's arm racks. Par. 419, R. & O., 83.

436. Officers commanding corps are required to keep careful and accurate returns of all Target Practice, in accordance with forms which will be provided from the office of the Adjutant General of Militia, and may be obtained upon application to the Brigade Major in each Division. City corps are to fire their allowance before completing the annual drills, the target practice returns to be handed to the Inspecting Officer when the corps is inspected. The returns from rural corps are to be forwarded to the Deputy Adjutant General of the District not later than the 1st November in each year; failing which the next annual issue of ball ammunition will not be made. Par. 420, R. & O., 83.

Ammunition.

437. The annual allowance of ammunition for practice by corps armed with the Snider-Enfield Rifle, will, unless changed by General Order regulating the annual drill for any year, be 20 rounds of ball and 20 rounds of blank for each man actually effective, and the same may be drawn upon requisition of Commanding Officers through the

AMMUNITION—*contd.*

Deputy Adjutant General of the District. Par. 421, R. & O., 83.

438. Officers requiring the regulated allowance of artillery or rifle practice ammunition of the corps under their command, are directed to send in their Requisitions for the same, with the description of the ammunition correctly specified, through the Staff Officers of Districts at least one month prior to the date at which it may be required for practice. Par. 422, R. & O., 83.

439. Commanding Officers of corps of Artillery are, at every practice of firing with shell, to collect all metal plugs not used, and to return the same into the nearest public store. If at any time a sufficient number of such plugs are in hand when the next requisition for practice ammunition is forwarded, the demand should be made for shell without fusehole plugs. Par. 423, R. & O., 83.

440. No person is under any circumstances to sell ammunition issued at the public expense by Government to any corps for practice. In future the regulated annual issue of such ammunition will not be made to any corps until the Target Registers accounting for the previous issue have been received at Head Quarters. Par. 424, R. & O., 83.

441. The number of rounds remaining in possession of a corps at the end of any year, is to be deducted from the regulated issue to which corps would otherwise become entitled for practice during the annual drill of the following year. Par. 425, R. & O., 83.

442. The Artillery practice reports are to be made to the respective Inspectors of Artillery for transmission to Head Quarters. Par. 426, R. & O., 83.

443. Whenever ammunition is complained of, a report is to be made to the Deputy Adjutant General of the District, who will transmit the same, with his remarks, to the Adjutant-General. In the report the date of manufacture, as

AMMUNITIONS—*contd.*

shown on the boxes, with any other marks by which the ammunition may be accurately identified, is to be given. Samples of the defective supply are also to be forwarded whenever it is possible to do so. Par. 427, R. & O., 83.

444. The boxes in which ball ammunition for practice is issued to commanding officers of corps, are to be carefully preserved by them, and when no longer required are to be returned into the nearest district store. Par. 428, R. & O., 83.

445. When ammunition is in possession of the men it is to be carefully inspected at the daily morning parade by the officer in command of the troop, company or detachment, and any loss or damage is to be reported to the commanding officer. Before blank ammunition is delivered to the men, officers will in every case ascertain that no ball ammunition remains in the pouches. Ammunition wilfully lost, destroyed or made away with, is to be accounted for in the same manner as other articles of equipment. Par. 429, R. & O., 83.

446. Officers commanding corps who may be hereafter called out on special service, will, immediately on their respective corps being relieved from such service, cause all unexpended ammunition to be returned into Dominion Stores, and account satisfactorily for any not so returned.

(2.) Commanding officers neglecting to comply with the above order will be required to make good the value of the ammunition issued.

(3.) Deputy Adjutants General will see that this order is carried out in their respective Military Districts. Par. 430, R. & O., 83.

Purchase of Extra Ammunition.

447. Officers in command of corps who may require extra small arm Ammunition, are informed that the price of Snider-Enfield Ball Ammunition is \$16.00 per one thousand rounds, provided the ammunition is received by the pur-

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PURCHASE OF EXTRA AMMUNITION—*contd.*

chaser at the magazine and removed in boxes supplied at his expense. No quantity less than five hundred rounds will be sold. Par. 431, R. & O., 83.

(2.) Martini-Henry ammunition will be supplied at the rate of \$20 per 1000 rounds, on same conditions.

(3.) In both cases the price charged is exclusive of the cost of the Imperial boxes.

448. Such extra ammunition may be obtained in Nova Scotia, New Brunswick, Prince Edward Island, Manitoba and British Columbia, on application to the Deputy Adjutants General at Halifax, St. John, Charlottetown Winnipeg and Victoria, B.C., respectively—in Ontario and Quebec, on application direct to Head Quarters; and payment therefor in all cases is to be made by depositing the money in the Bank of Montreal, or other chartered bank in which Government deposits are made, to the credit of the Receiver General, and transmitting the certificate of deposit for the same with the requisition asking for the issue of the ammunition. Par. 432, R. & O., 83.

Illness or Injury.

At Annual Drill.

449. The nature and cause of illness or injuries which occur to officers, non-commissioned officers, men or horses while on duty or drill in camps of exercise during the period of annual training, are to be fully investigated at the time by a board of officers, and a full and accurate separate report, with an opinion and the evidence taken in writing on each case, sent to Head Quarters without delay. The time and place at which the accident or injury occurred should be specially stated, and all information necessary to a clear understanding of the case should be carefully given. Par. 1001, R. & O., 83.

(2.) The Board will be appointed by the local senior officer at the place.

ILLNESS OR INJURY—*contd.*

(3.) When the claim is for injury to a horse it must be also accompanied by a certificate of the Veterinary Surgeon, showing that he examined the horse immediately before it proceeded upon the service for which the corps to which it belongs was ordered, and that it was then sound, well and fit for work. The number of days each horse was actually and necessarily incapacitated, in consequence of the injury, from performing work, must be verified by the Veterinary Surgeon who attended the case. Par. 1005, R. & O., 83.

(4.) Such claims for indemnification will not be paid, unless it is clearly shown the accident—whether to man or horse, or the loss of whatever description—was entirely unavoidable, and could not by any care or prearrangement have been prevented or avoided. The local staff officer will personally inquire into and report fully his opinion of each case before forwarding it to Head Quarters. Par. 1002, R. & O., 83.

Horses.*At Annual Drill.*

450. Accidents having occurred in consequence of mounted officers and men riding horses not properly broken or used to fire-arms and men in uniform, care should be taken that all horses intended for use at the annual drill are made familiar beforehand, with the work they will be required to perform at Drills, parades, and on field days. Par. 1003 R. & O., 83.

451. In order to prevent claims being made for compensation for injuries to horses considered by the owner to be specially valuable, the original value of any charger injured at drill, is not to be reckoned by the Board specified in Paragraph 449, at more than \$125, and of any other horse so injured, at more than \$100. Par. 1004, R. & O., 83.

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452. Claims for compensation for injuries to horses whilst being embarked upon or disembarked from Railway trains, must show that the provisions of the regulations relating to transport were complied with in respect to the embarkation, or disembarkation as the case may be. Par. 1006, R. & O., 83.

Military Instruction in Schools and Colleges.

453. There shall be furnished to every Normal School, University, College or School in Canada, in which there are instituted classes of instruction in Military Drill and Exercises under regulations prescribed by Her Majesty, arms and accoutrements necessary for the instruction of the pupils thereof over the age of twelve years. 49 Vic., chap. 41, sec. 77.

Conditions.

454. Owing to the limited means available, the organization of companies will be confined, until further orders, to Universities, Colleges, Normal and High Schools. Par. 566, R. & O., 83.

455. The conditions upon which arms and accoutrements will be furnished are:—

(1st.) That the authorities of each University, College or School make themselves responsible by a written undertaking, for the value of the arms and accoutrements to be entrusted to them, and for their return in good order to the Department of Militia, whenever requested to do so.

(2nd.) That they will provide a suitable room, fitted with lock-up arm racks to be used as an armoury, and satisfy the Department of Militia that the arms and accoutrements will receive proper attention and care.

(3rd.) That they will cause a company, composed of young men over 14 years of age attending such University, College or School, to be maintained and drilled regularly.

(4th.) That they will supply a roll signed by such of the students as are to form the company at its organization,

CONDITIONS—*contd.*

and thereafter annually a similar roll signed by the then existing members of the company.

(5th.) That they will recommend one suitable person to be appointed Captain, and two suitable persons to be appointed Lieutenants to the company, and that they will recommend other suitable persons to fill such vacancies as may occur therein from time to time.

(6th.) That they will see that the members of such company keep themselves supplied with uniform clothing of a pattern and colour to be approved by Government.

(7th.) If the University, College or School has adopted a special uniform to be worn by all students attending such University, College or School, such uniform, if suitable for use at military parades and exercises will be accepted as the uniform of the company. For other companies the uniform need not be the same in all schools, but each member must wear that adopted for the company to which he belongs. This may be composed of a scarlet, blue, rifle green, or grey tunic, or Norfolk jacket, with blue, black, rifle green or grey trousers, and forage cap, or (shako) as may be preferred. Clothing of any pattern worn by cadets or soldiers in foreign countries will not be approved.

(8th.) That the company will be *bonâ fide* drilled and trained according to the authorized regulations for Musketry Instruction, and in the drill and evolutions for Infantry as laid down in the authorized edition of the Field and Rifle Exercises.

(9th.) That drill and training in military evolutions, tactics and gymnastics will be made a part of the educational course of the University, College or School, and to this end, that suitable days and hours will be specified and devoted to the acquisition of a knowledge of such drill and military exercises by the company.

(10th.) That the authorities of the University, College or School will see that the company is properly mustered for

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each drill, that discipline and obedience to orders are enforced, and that none of those belonging to it, or enrolled therein, be allowed to absent themselves from drill unless prevented by illness or granted leave therefrom.

(11th.) That the said authorities will permit the Instructor, detailed by the Department of Militia, to discharge his proper function at drill during the period he may be attached to such University, College, or School for purposes of military instruction therein.

(12th.) That the authorities will permit free access to the arms and accoutrements and the periodical examination thereof, and of the Company by any officer who may be detailed for that duty from time to time by the Government.

(13th.) That the said authorities will conform to regulations requisite to secure uniformity in the mode of instruction and for the creation of a quasi-military educational system in Universities, Colleges and Schools in Canada. Par. 567, R. & O., 83.

Regulations.

456. Applications for permission to form companies are to be forwarded to the Deputy Adjutant General in the respective Military Districts for consideration at Headquarters, Ottawa. Par. 568, R. & O., 83.

457. The total number of companies to be so organized is not at present to exceed 74, of which there may be in Ontario, 34, Quebec 24, in the Maritime Provinces 13, in Manitoba 2, and in British Columbia 1. Par. 569, R. & O., 83.

458. These companies are intended to be instructed in military drill and training only, and upon no account to be employed in active service. Par. 570, R. & O., 83.

(2.) Under these circumstances neither ball bags nor ammunition will be issued to any such Company.

REGULATIONS—*contd.*

459. Rifles and accoutrements will not be furnished to any University, College or Normal School in which the company will consist of less than forty of the regularly enrolled students attending thereat. Par. 571, R. & O., 83.

460. The rifles will be breech-loading of the Snider-Enfield or other approved pattern, with bayonet and scabbard complete. Par. 572, R. & O., 83.

461. The accoutrements will consist of a waist-belt with bayonet frog. Par. 573, R. & O., 83.

462. Suitable books to be used for Military Instructional purposes by each company will be supplied by the Department of Militia and Defence free of charge. Par. 574, R & O., 83.

463. The services of a drill instructor will be supplied at the public expense from one of the permanent embodied Corps, during one month in each year, or such further time as may be deemed advisable by the Department, to assist in the instruction of each company; such month may be divided into two equal parts, if considered desirable. Par. 575, R. & O., 83.

464. The exact dates when the services of such instructor will be available, will be arranged and notified so soon as it is ascertained how many companies will be organized, and which will be the most suitable times to meet the circumstances of each company and the convenience of the authorities of the University, College or School. Par. 576, R. & O., 83.

465. These instructors will belong, for discipline, to the corps in which they are enlisted, and when not required in connection with Universities, Colleges and Schools, they will return to their respective corps for duty and a course of Drill. Par. 577, R. & O., 83.

466. As the number of Drill Instructors to be supplied is limited, it is desired when an Instructor arrives for duty at any College or School, that his services shall be utilized

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daily on each of the fifteen consecutive days for which he is detailed for duty. Par. 578, R. & O., 83.

467. Special provisions will be made for instructors in British Columbia and Manitoba. Par. 579, R. & O., 83.

Inspections.

468. The Deputy Adjutant General of any Military District in which a Drill Company has been formed shall, during the month of November in each year, or at any other time that may be directed from Head Quarters, inspect such Drill Company, or Companies, and on completion thereof send to the Adjutant General a report in detail of such inspection. Par. 580, R. & O., 83.

HONOURS AND SALUTES.

469. The Active Militia or any Corps thereof, or any part of a Corps, shall be liable to be called out for active service with their arms and ammunition under special or general regulations to be made by the Governor General in Council to act as guards of honor, escorts, or as guards and sentries, or to fire salutes in any of the following cases:—

(a). The opening or closing of any session of the Parliament of Canada or of the Legislature of any Province of Canada:

(b). For the purpose of attending the Governor General of Canada, or any member of the Royal Family while in Canada;

(c). For the purpose of guarding any armoury or other place where arms, guns, ammunition, or other military stores are kept:

(2.) The Governor in Council may make regulations for calling out for active service as guards or sentries at the

HONOURS AND SALUTES—*contd.*

residence of the Governor General, or of any member of the Royal Family while in Canada, any Corps or part of a Corps of the Active Militia. 46 Vic., chap. 49, sec. 79.

470. Whenever called out for duty as a Guard of Honour, &c., the Militia are to receive His Excellency the Governor General with a "general salute," Standards and Colours flying, Officers saluting, and Bands playing "first part of the National Anthem (six bars)." The guard mounted over the Governor General pays no compliments to any other person. Par. 583, R. & O., 83.

471. Guards of Honour, who will pay similar compliments, will be furnished to the Lieutenant Governors of Provinces on the opening and prorogation of the Provincial Legislatures. Application for such Guards of Honour must be made to the D.A.G. of the District, who will order them under this authority. Par. 584, R. & O., 83.

472. Such guards are, if practicable, to be furnished, and salutes fired, by any permanent force of Militia stationed at the place. In the absence of corps on daily pay, guards of honour are to be furnished by the Active Militia at the place where the Provincial Legislature assembles. Par. 585, R. & O., 83.

473. In the absence of the Governor General, the Administrator of the Government is entitled to receive the same honours as those accorded to the Governor General. Par. 586., R. & O., 83.

474. Officers temporarily acting in any higher command or civil office are entitled during their temporary tenure, to all the honours and salutes that may appertain to such command or office. Par. 587, R. & O., 83.

475. A royal salute consists of twenty-one guns. In the event of the Sovereign or any member of the Royal Family arriving in the Dominion, special orders will be issued from Head Quarters regulating the salutes to be fired by the Militia. In any such case the Royal Standard shall be

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hoisted on the fort or battery, and the guard of honour shall observe the usual military honors to Royalty by drooping the colour with the "present." Special orders will be issued for regulating the salutes to be fired upon Her Majesty's Birthday and Dominion Day. Par. 588, R. & O., 83.

476. At the opening and prorogation of the Dominion Parliament, the Governor General is entitled to a salute of 19 guns, and the Lieutenant Governors of Provinces, on the assembling and closing of their Provincial Legislatures to a salute of 15 guns. Par. 589, R. & O., 83.

(2.) It is to be understood that salutes are to be fired by the Artillery at the station, when available.

477. Whenever the duties of firing such salutes and furnishing guards of honour are performed by the Active Militia not on permanent service, they will receive pay for the day or days upon which they are so employed, at the rates according to rank authorized for actual service.

(2.) In all such cases the Surgeon of the Battery is to be present when the salute is fired, and his name will be included for pay. Par. 590, R. & O., 83.

478. Officers in command of forts or batteries are not to fire salutes, not provided for in these regulations, if to be made a charge against the public, unless special authority for firing such has been granted from Head Quarters. The salutes provided for in the Queen's Regulations only apply to such as are fired at places occupied by Regular Troops, and when the expense is borne by the Imperial Government. Par. 591, R. & O., 83.

479. In order to prevent any confusion or mistake in towns garrisoned by Her Majesty's Regular Troops, whenever any corps of Active Militia in those garrisons assemble for exercise with blank ammunition, or to fire salutes, &c., within the limits of such garrisons, the officer commanding the Active Militia shall previously notify the same to the officer commanding the Regular Troops in such garrisons.

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The general assembly shall not be sounded by buglers belonging to any corps of Active Militia in those garrisons, without a distinguishing call peculiar to the corps being sounded immediately before the call for the assembly. Par. 592, R. & O., 83.

480. The Militia are, when called out for their annual training in camp, to turn out, but not under arms, whenever His Excellency the Governor General, or the general officer commanding Militia passes along the front of the camp. On these occasions they are to be formed in column with closed ranks, all officers at their posts. Par. 593, R. & O., 83.

481. When two Battalions or armed parties meet on the march they are to be called to attention and pass each other with shouldered arms, swords drawn, and bands playing. A Battery of Artillery with its guns is equivalent to a Battalion with its colours, and is to be saluted accordingly. Par. 594, R. & O., 83.

482. A Staff Officer in delivering an order to a Commanding officer, is to give him the usual salute. Par. 595, R. & O., 83.

483. Staff Officers, Commanding Officers of Battalions and Corps, and Heads of Departments are at all times entitled to be saluted by those under their immediate command; and the Militia on service are to be instructed to salute all officers whom they know to be such, whether dressed in uniform or not; officers are always to *return the salute* of a non-commissioned officer or private, except when their swords are drawn. Par. 596, R. & O., 83.

484. A salute made to two or more officers should only be returned by the senior. Par. 597, R. & O., 83.

485. Officers in uniform are not to take off their shakos helmets, busbies, or forage caps in saluting, but are to salute with the right hand—when their swords are drawn, with

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the sword—in the manner laid down in the “Field Exercise.” Par. 598, R. & O., 83.

486. Non-Commissioned officers and men on service when not on duty under arms, are at all times to offer the prescribed salute to commissioned officers as laid down in the “Field Exercise,” Part. I. When a private speaks to an officer, he is to stand at attention, having saluted the officer on approaching him. When he appears before an officer in a room, he is to do the same and not take off his cap. A private without his cap is not to salute, but is to stand at attention until the officer passes. The latter rule is to be observed by a private who is carrying anything that prevents him from saluting properly. When individual men meet a column on the march, they are to salute the commanding officer, and the colours, if there are any in passing. Par. 599, R. & O., 83.

487. It is the duty of non-commissioned officers and men of the Active Militia, at all times and in all situations, to pay the proper compliments to their officers, Departmental as well as Regimental, as are prescribed for the Imperial Regular Army, and whenever in camp or garrison on duty with her Majesty's troops of the Regular Army, they will pay similar compliments according to rank, to the Departmental and Regimental officers therein. Par. 600, R. & O., 83.

Honours at Military Funerals.

488. Officers of the Active Militia, except those who die on service, are not entitled to be interred with military honours. But every facility may be afforded to inter with military honours during such time as the Militia is not on actual service, whenever it is so desired and circumstances will admit. *The following clauses apply when corps are on actual service:* Par. 601, R. & O., 83.

489. Officers attending funerals, or when in mourning, are to wear a piece of black crape round the left arm above

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the elbow, and no other sign of mourning is at any time to be worn by officers in uniform, unless otherwise specially ordered. The pall is to be supported by officers of the same rank with that of the deceased; if the attendance of a sufficient number of that rank cannot be obtained, officers next in seniority are to supply their places. Par. 602; R. & O., 83.

490. The funeral of a Sergeant is to be attended by a firing party of nineteen rank and file, under the command of a sergeant, with three rounds of blank cartridge; that of a corporal, bombardier, second corporal, musician, private, trumpeter, drummer or fifer, by a firing party of thirteen rank and file, under the command of a sergeant, with three rounds of blank cartridge. Par. 603, R. & O., 83.

491. In addition to the firing parties, the funeral of an officer will be attended by the officers of the corps; that of a sergeant by the sergeants, and that of a corporal by the corporals of the corps. The funeral of a non-commissioned officer or private will be attended by the troop, battery or company (officers included), to which he belonged. Par. 604, R. & O., 83.

492. The gun carriages of Field Batteries may be supplied for funeral purposes upon application to the Deputy Adjutant General of the District, at all stations where Field Batteries are quartered, for the conveyance of the body when more than one mile distant from the quarters of the deceased. Par. 605, R. & O., 83.

Firing Parties for Funerals.

493. Firing parties for funerals will, without special authority, only be detailed for funerals which are strictly military. Par. 606, R. & O., 83.

494. The order to be observed and further directions in respect to such funerals will be found in the Field Exercise. Par. 607, R. & O., 83.

Funeral Expenses.

495. When a man dies on service without leaving sufficient effects to pay the expenses of his funeral, the Department will make good such deficiency of the necessary expenses as may be in excess of any arrears of pay due him, and the proceeds of the sale of his effects. The cost of any such funeral expenses is not to exceed ten dollars, and the necessity for each charge is to be certified by the commanding Officer. Par. 608, R. & O., 83.

Use of Flags by Governors of Colonies.

496. The following extracts from Imperial Regulations are published for general information :

“1. The Royal Standard shall be flown at Government House on the Queen’s Birthday, and on the Day of Her Majesty’s Accession and Coronation.

2. The Union Flag without the Badge of the Colony, shall be flown at Government House from sunrise to sunset on other days.

3. The Union Flag, with the approved Arms or Badge of the Colony, as shown in the drawing in the circular despatch of the 23rd August, 1875, emblazoned in the centre thereof, surrounded by a green garland, shall be used by Governors, Lieutenant Governors, or Officers Administering the Government of Colonies or Dependencies when embarked in boats or other vessels.

4. The British Blue Ensign, with the Arms or Badge of the Colony emblazoned thereon on the fly (as shown in the drawing enclosed in the circular despatch of the 23rd of August, 1875), and the pendant to be flown by all armed vessels in the employ of the Government of a Colony.

5. The British Blue Ensign, with the Arms or Badge of the Colony emblazoned thereon, as described in the preceding section, but without the pendant, will be flown by vessels which belong to, or are in the service of the Government of a Colony, but not armed.

USE OF FLAGS BY GOVERNORS OF COLONIES—*contd.*

6. All other vessels registered as belonging to one of Her Majesty's Colonies or Dependencies will fly the Red Ensign without any Badge.

7. Whenever a requisition is received by any Officer in command of one of Her Majesty's Ships for the embarkation or conveyance of a Governor, High Commissioner, Lieutenant Governor, or Officer administering the Government of a Colony or Dependency, the Senior Officer present may direct the Special Flag of such official personage to be hoisted at the foretop-gallant masthead of the Ship in which he is embarked; provided that he, after consultation with, and on requisition from, that official, considers it for the benefit of the service about to be performed that such Flag should be hoisted, and provided that it is only hoisted or carried within the limits of his Government or High Commission in which he would be entitled to be saluted under Article 18, page 4, of the Queen's Regulations and Admiralty Instructions, 1879.

8. If the Senior Officer considers it, in any circumstances, undesirable to hoist the Flag, he will inform the Governor, High Commissioner, &c., of his reasons, and will at once report the same to the Admiralty.

9. In the event of a Governor, High Commissioner, &c., of a Colony being detached on a Foreign Mission in his official capacity as Governor or High Commissioner, special instructions will be issued in each case as to the Flag which should be carried by a Man-of-War in which he may be embarked; in the absence of which the Senior Officer present will exercise his discretion in consultation with the Officer proceeding on the mission." Par. 609, R. & O., 83.

Guards, Piquets and Sentries.

497. When Guards of Honour are detailed to attend on His Excellency the Governor General, or at State Ceremonials, they are to consist as a general rule, of 100 rank and

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file, with a captain in command, two subalterns, a proportion of sergeants, and, when practicable, a band. Par. 610, R. & O., 83.

498. No officer, who is not dressed in uniform, is entitled to the compliment of a guard turning out. The several members of the Royal Family, and His Excellency the Governor General are excepted from this rule. Par. 611, R. & O., 83.

499. To the Governor General all guards are to turn out with presented arms, and beat a ruffle or sound a flourish. Par. 612, R. & O., 83.

500. Guards of Honour will not present arms to any one of a rank inferior to that of the person over whom they are posted. Par. 613, R. & O., 83.

501. Guards are at all times to turn out and pay the compliments to General Officers in uniform. General Officers meeting guards on the march are also entitled to the usual salute in passing. Par. 614, R. & O., 83.

502. To Regimental Commanding Officers irrespective of their army rank, their Regimental guards are to turn out and "present" arms once a day. Q. R., 85, s. III, par. 23.

503. As a general rule guards and piquets of infantry will mount at 10 a m. Par. 616, R. & O., 83.

504. All guards and parties under arms, going on duty, are to be previously inspected and sized by the Adjutant, or other commissioned officer of the corps from which they are furnished. Par. 617, R. & O., 83.

505. Whenever the turning out of the guards is dispensed with by the person entitled to the compliment, the commander of the guard will remain outside until he has passed. Par. 618, R. & O., 83.

506. Neither officers nor soldiers are on any account to take off their clothing or accoutrements while on guard. They are to be at all times alert and vigilant in the performance of their night duties. Par. 619, R. & O., 83.

GUARDS, PIQUETS AND SENTRIES—*contd.*

507. The officers are to remain constantly at their guards, except while visiting their sentries, and they are not to enter any house or place of public amusement. Par. 620, R. & O., 83.

508. Officers commanding guards, when going to visit their sentries, are to mention their intention, and the probable time of their absence, to the next officer in command. Par. 621, R. & O., 83.

509. Officers on guard are to make themselves acquainted with the orders of the guard, as also with those which each sentry ought to have on his post. Reliefs are to be inspected both on going out to their posts and returning from them. They are also watchfully to suprintend the conduct of the non-commissioned officers, taking care that they are exact in the performance of their duty, that they may maintain a proper authority, and prevent any species of irregularity amongst the men. They are particularly to ascertain that the corporals themselves are well informed with respect to the orders they are to deliver to the several sentries, whom they must frequently visit, to be assured that they know their duty, and have received the proper instruction. Par. 622, R. & O., 83.

510. No non-commissioned officer or soldier is to quit his guard without leave, which is to be granted only upon particular occasions, and to very few at a time. Par. 623, R. & O., 83.

511. The officers and non commissioned officers are responsible that no drinking, swearing, gaming, or other irregularity, is allowed in the guard-room. Par. 624, R. & O., 83.

512. The colours of a regiment, passing a guard, are to be saluted with the utmost respect, bugles or trumpets sounding, and the drums beating the march. Par. 625, R. & O., 83.

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513. When guards present arms, the officers, with the exception of those bearing the colours, on all occasions are to salute with their swords. Par. 626, R. & O., 83.

514. When General Officers in uniform, or persons entitled to a salute, pass in rear of a guard, the officer in command is to cause his men to fall in and stand with shouldered arms, turned to their proper front, but no drum is to beat nor bugle to sound. When such officers or others entitled to a salute, pass guards while in the act of relieving, both guards are to salute as they stand, receiving the word of command from the senior officer present. Q. R., '83, s. 3, p. 24.

515. When garrison or other guards proceeding to or from their posts, meet the field officer of the day, they are to salute him in passing. Par. 31, R. & O., 70.

516. Guards are to get under arms at all times when armed parties approach their posts, and stand with shouldered arms. To armed corps, guards and sentries will "present." Guards are not to pay compliments between the sounding of the "Retreat" and the "R veille." Guards need not turn out to unarmed parties. A mounted party, armed, will draw and carry swords to all guards turning out to it. Par. 630, R. & O., 83.

517. Officers in command of guards and detachments are to be alert in getting their men under arms and paying due compliments to those entitled to them. Par. 631, R. & O., 83.

518. All guards on dismounting are to be marched with the utmost regularity to their regimental parades, where they are to be inspected and their arms examined. In the case of an officer's guard, the men on being found clean and regular are to be dismissed by the commander, after he has reported to any officer of superior rank on the parade. If the guard be in charge of a non-commissioned officer, and no officer is present on the parade, a report is

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to be made to the Adjutant or orderly officer previous to dismissal. The ball cartridges of all loaded rifles are to be withdrawn in presence of an officer, when circumstances do not require that the rifles should remain loaded. Par. 632, R. & O., 83.

519. Outlying piquets pay no compliments, but when marching at ease are to be called to "attention" and when at their posts are to "stand to their arms" on the approach of a General Officer, the Field Officer of the day, or any armed party; their sentries pay no compliments of any kind. The same rule applies to advance and rear guards, which are merely outlying piquets on the march.

(2.) *Memo.*—*Piquets* are small detachments taken from the outposts in number depending upon the strength of the advanced guard, and posted at an average distance of 400 yards to the front of the outpost. *Inlying Piquets* are detachments of the army, generally a company from each battalion, told off to remain in camp, but fully accoutered and ready to turn out instantly in case of alarm.—*Outlying Piquets* are detachments of cavalry and infantry, accompanied sometimes with light guns, and posted on the front and flanks of an army in the field, in order to guard against surprise, and to keep reconnoitering parties at a distance. Par. 633, R. & O., 83.

520. Sentries mounted over the quarters of a General Officer are to be instructed to pay the compliment of "presenting arms," to General Officers *only*, to officers below that rank sentries are to stand with shouldered arms; in all cases, however, they are to pay the prescribed compliment to armed parties passing their posts. Par. 634, R. & O., 83.

521. All guards and sentries are to pay the same compliments to the officers of the Regular Army, Royal Navy and Marines, when in uniform, as are directed to be paid to officers of the Militia. Par. 635, R. & O., 83.

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(2.) A sentry, is a soldier placed in such a position as to be able to watch the approach of the enemy, to prevent surprises, to stop any person who would endeavor to pass his post without an order, and without stating who he is. Sentries are placed before the arms of all guards, at the tents and quarters of general and commanding officers, or property to be guarded. All sentries are to be vigilant at their posts; they are not on any account to sing, smoke, nor suffer any noise to be made near them. They are to have a watchful eye over the things committed to their charge. They are not to suffer any light to remain or any fire to be made near their posts in the night-time; neither is any sentry to be relieved or removed from his post, but by the corporal of the guard. They are not to suffer any one to touch or handle their arms; or in the night time to come within 10 yards of their post. They should in all possible cases be provided with a written or printed order detailing the special duty they are to discharge. Par. 636, R. & O., 83.

522. No person is to strike or abuse a sentry on his post; but when a sentry has committed a crime, he is to be relieved and then punished as provided by the Army Act. Par. 637, R. & O., 83.

(2.) In posting sentries, regard must be had to the duty on which they are to be engaged. Piquet sentries, except under certain circumstances, must be double, and placed in the most advantageous position for hearing and observing any alarm in front. By day they should be placed on a height in the most commanding situation; but at night they should be withdrawn lower down so as to be able to see any approaching party. When sentries hear people approaching them by night, they must challenge them, order them to halt, and allow only one person to advance until they are satisfied that they are *friends*. By day sentries must not allow more than one stranger at a time

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to approach their post on any pretence. Sentries should be relieved every hour of the night. Mounted sentries are called vedettes. Par. 638, R & O., 83.

(3.) Vedettes are usually placed about 100 yards in advance of the outpost of an army, to keep constant watch over the movements of the enemy, and to signal to the rear on the approach of danger. They are to be placed so that they can best observe the approach of the enemy and communicate by signal to their respective posts, as well as to each other; at night or in thick weather they are to be doubled. Par. 639, R. & O., 83.

IN AID OF THE CIVIL POWER.

523. The Active Militia, or any corps thereof, shall be liable to be called out for active service with their arms and ammunition, in aid of the Civil Power in any case in which a riot, disturbance of the peace, or other emergency requiring such service, occurs, or is, in the opinion of the civil authorities hereinafter mentioned, anticipated as likely to occur, and, in either case, to be beyond the powers of the civil authorities to suppress, or to prevent or deal with, —whether such riot, disturbance or other emergency occurs or is so anticipated within or without the municipality in which such corps is raised or organized:

(2.) The senior officer of the Active Militia present at any locality shall call out the same or such portion thereof as he considers necessary for the purpose of preventing or suppressing any such actual or anticipated riot or disturbance, or for the purpose of meeting and dealing with any such emergency as aforesaid, when thereunto required in writing by the chairman or custos of the Quarter Sessions of the Peace, or by any three justices of the peace of whom

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the warden, mayor or other head of the municipality or county in which such riot, disturbance or other emergency occurs or is anticipated as aforesaid, may be one ; and he shall obey such instructions as are lawfully given to him by any justice of the peace in regard to the suppression of any such actual riot or disturbance, or in regard to the anticipation of such riot, disturbance or other emergency, or to the suppression of the same, or to the aid to be given to the civil power in case of any such riot, disturbance or other emergency :

(3.) Every such requisition in writing, as aforesaid, shall express on the face thereof the actual occurrence of a riot, disturbance or emergency, or the anticipation thereof, requiring such service of the Active Militia in aid of the civil power for the suppression thereof :

(4.) Every officer and man of such Active Militia, or any portion thereof, shall, on every such occasion, obey the orders of his commanding officer ; and the officers and men, when so called out, shall, without any further or other appointment, and without taking any oath of office, be special constables, and shall be considered to act as such as long as they remain so called out ; but they shall act only as a military body, and shall be individually liable to obey the orders of their military commanding officer only :

(5.) When the Active Militia, or any corps thereof, is so called out in aid of the civil power, the municipality in which their services are required shall pay them, when so employed, the rates authorized to be paid for actual service to officers and men, and one dollar per diem for each horse actually and necessarily used by them, together with an allowance of one dollar to each officer, fifty cents to each man per diem in lieu of subsistence, and fifty cents per diem in lieu of forage for each horse, — and, in addition, shall provide them with proper lodging, and with stabling for their horses ; and the said pay and allowances for sub-

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sistence and forage, as also the value of lodging and stabling, unless furnished in kind by the municipality, may be recovered from it by the officer commanding the corps, in his own name, and, when so recovered, shall be paid over to the persons entitled thereto:

(6.) Such pay and allowances of the force called out, together with reasonable cost of transport may, pending payment by the municipality, be advanced in the first instance out of the Consolidated Revenue Fund of Canada, by authority of the Governor in Council; but such advance shall not interfere with the liability of the municipality, and the commanding officer shall at once, in his own name, proceed against the municipality for the recovery of such pay, allowances and cost of transport, and shall, on receipt thereof, pay over the amount to Her Majesty. 49 Vic., chap. 41, sec. 34.

524. Whenever a municipality within the limits of which a railway passes whereon Her Majesty's mails are conveyed, has incurred expense by reason of the Militia being so called out in aid of the civil power, for preventing or repressing a riot or disturbance of the peace beyond the power of the civil authorities to deal with, and not local or Provincial in its origin, by which riot or disturbance of the peace conveyance of such mails might be obstructed, the Governor in Council may pay or reimburse out of any moneys which are provided by Parliament for the purpose, such part as seems just of the proper expenses incurred by any municipality, by reason of any part of the Active Militia being so called out in aid of the civil power:

(2.) An account of any such expenditure shall be laid before Parliament as soon as possible thereafter. 49 Vic., chap. 41, sec. 35.

525. If it appears to the satisfaction of the Lieutenant Governor of the Province of Manitoba, that a riot, disturbance of the peace or other emergency, requiring the services

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of the Active Militia in aid of the civil power, has occurred in the North-West Territories or in the District of Keewatin, or that such riot, disturbance or other emergency is anticipated as likely to occur, and, in either case, to be beyond the powers of the civil authorities to suppress, or to prevent or deal with, the Lieutenant Governor may, by a writing, expressing on the face thereof the actual occurrence of such riot, disturbance or emergency, or the anticipation thereof, require the senior officer of the Active Militia present in the Province of Manitoba to call out the same, or such portion thereof as he considers necessary for the purpose of preventing or suppressing any such actual or anticipated riot or disturbance, or for the purpose of meeting and dealing with any such emergency as aforesaid.

(2.) Such officer shall comply with such requisition and obey such instructions as are lawfully given him by the Lieutenant Governor, or by such justice of the peace as is designated for the duty by the Lieutenant Governor, in regard to the suppression of any such actual riot or disturbance, or in regard to the anticipation of such riot or disturbance or other emergency, or to the suppression of the same, or to the aid to be given to the civil powers in case of any such riot, disturbance or other emergency:

(3.) Every officer and man of such Active Militia, or any portion thereof, shall, on every such occasion obey the orders of his commanding officer:

(4.) The officers and men, when so called out, shall, without any further or other appointment, and without taking any oath of office, be special constables, and shall be considered to act as such so long as they remain so called out; but they shall act only as a military body, and shall be individually liable to obey the orders of their military commanding officer only; and they shall be paid, when so employed, the rates authorized to be paid for actual service

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to officers and men, and one dollar per day for each horse actually and necessarily used by them, together with an allowance of one dollar to each officer, and fifty cents to each man per day, in lieu of subsistence, and fifty cents per day in lieu of forage for each horse :

(5.) Such pay and allowances and the reasonable cost of transport to and from the place where the services of the force are required, may be paid out of the Consolidated Revenue Fund of Canada by authority of the Governor in Council. 49 Vic., chap. 41, sec. 36.

Regulations.

526. No officer is to go out with Militia for the purpose of aiding in the suppression of riot, the maintenance of the public peace or the execution of the law, except upon the requisition in writing required under the provisions of the preceding paragraph. Par. 642, R. & O., 83.

527. In cases where aid is applied for, in the manner provided by law, the Senior Officer of the Active Militia to whom the requisition is addressed, will immediately inform the Deputy Adjutant General of the District thereof, by *telegram*, for transmission to Head Quarters. Par. 643, R. & O., 83

528. If the requisition is addressed to the Deputy Adjutant General in any District as senior officer at the place where aid is required, he will immediately notify the Adjutant General at Head Quarters by *telegram*. Par. 644, R. & O., 83.

529. Officers of the Active Militia have no discretionary power as to the necessity for aid, they would therefore incur a grave responsibility if they failed to afford aid when required to do so. Par. 645, R. & O., 83.

530. Every Officer or man of the Militia who, when his Corps is lawfully called upon to act in aid of the civil power, refuses or neglects to go out with such Corps, or to

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obey any lawful order of his superior officer, shall incur a penalty, if an officer, not exceeding one hundred dollars, and if a man of the Militia, not exceeding twenty dollars for each offence. 49 Vic., chap. 41, sec. 107.

531. Any Militia force proceeding in aid of the civil power, must invariably have the requisite quantity of ammunition served out to them before going on duty. The unused portion of this supply is to be collected immediately after the duty has been performed, and returned without delay into the magazine from which it was issued. Par. 647, R. & O., 83.

532. The officer commanding is to move to the place to which he shall be directed by any one of the magistrates who signed the requisition; he is to take care that the men under his command march in regular military order, with the usual precautions, and that they are not scattered, detached, or posted in a situation in which they may not be able to act in their own defence. The Magistrate is to accompany the force, and the officer is to remain near him. Par. 648, R. & O., 83.

533. When the number of the detachment is under 20 files, it is to be told off into four sections. If there should be more than 20 files, the detachment is to be told off into more sections than four. Par. 649, R. & O., 83.

534. All commands to the men are to be given by the officer. They are not, on any account, to fire except by word of command of their officer, who is to exercise a humane discretion respecting the extent of the line of fire, and is not to give the word of command to fire *unless distinctly required to do so by the magistrate*. Par. 650, R. & O., 83.

535. In order to guard against all misunderstanding, officers commanding corps or detachments, are on every occasion on which they are employed in the suppression of riots, or in the enforcement of the law, to take the most

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effectual means, in conjunction with the magistrates under whose orders they may be placed, for notifying beforehand and explaining to the people opposed to them that in the event of the men being ordered to fire, their fire will be effective. Par. 651, R. & O., 83.

536. If the commanding officer should be of opinion that a slight effort would be sufficient to attain the object, he is to give the word of command to one or two specified files to fire. If a greater effort should be required, he is to give the word of command to one of the sections, told off as above ordered, the fire of the other section being kept in reserve till necessary; and when required, the fire of each of them being given by the regular word of command of the commanding officer. Par. 652, R. & O., 83.

537. If there should be more officers than one with the detachment, and it should be necessary that more sections than one should fire at a time, the commanding officer is to fix upon, and clearly indicate to the men, what officer is to order any number of the sections to fire; such officer is to receive his directions from the commanding officer, after the latter shall have received the requisition of the magistrate to fire. No other individual, excepting the one indicated by the commanding officer, is to give orders to any file or section to fire. Par. 653, R. & O., 83.

538. The firing is to cease the instant it is no longer necessary, whether the magistrate may order the cessation or not. Care is to be taken not to fire upon persons separated from the crowd. It is to be observed, that to fire over the heads of a crowd engaged in an illegal pursuit, would have the effect of favouring the most daring and the guilty, and might have the effect of sacrificing the less daring and even the innocent. Par. 654, R. & O., 83.

539. If firing should unfortunately be necessary, and should be ordered by the magistrate, officers and men must feel that they have a very serious duty to perform; and

IN AID OF THE CIVIL POWER.

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REGULATIONS - contd.

they must perform it with coolness and steadiness, and in such manner as to be able to discontinue their fire at the instant at which it shall be found there is no longer occasion for it. Par. 655, R. & O., 83.

540. When the services of any force called out in aid of the civil power are no longer required for the purposes for which it was called out, the magistrate or magistrates who signed the requisition for aid, or a majority of them if signed by three, of whom the Warden, Mayor, or other Head of the Municipality or County shall be one, shall notify the officer commanding the Active Militia then present to that effect, who shall thereupon withdraw the force from such duty. Par. 656, R. & O., 83.

541. On completion of the duty for which the force was called out, an immediate report thereof, in writing, is to be made, by the Commanding Officer to the Deputy Adjutant General of the District for transmission to Head Quarters. The officer commanding the troop, battery, company, or battalion, will also prepare a pay list specifying the several sums authorized by law in respect to the service, and cause the value thereof to be paid by the municipality. If more than one troop, battery, company, or battalion has been employed, these duties will devolve upon the officer who commanded the whole force called out. Par. 657, R. & O., 83.

ACTUAL SERVICE.

542. The officer commanding any military district or division, or the officer commanding any corps of Active Militia, may, upon any sudden emergency of invasion or insurrection or imminent danger of either, call out the whole or any part of the Militia within his command, until the pleasure of Her Majesty is known; and the Militia so called out by their commanding officer shall immediately obey all such orders as he gives, and march to such place within or without the district or division as he directs. 49 Vic., chap. 41, sec. 78.

543. Her Majesty may call out the Militia, or any part thereof, for active service either within or without Canada, at any time when it appears advisable so to do by them; of war, invasion or insurrection, or danger of any of reason and the militiamen, when so called out for actual service, shall continue to serve for at least one year from the date of their being called out for actual service if required so to do, or for any longer period which Her Majesty appoints :

(2.) Her Majesty may, from time to time, direct the furnishing by any regimental division of such number of militiamen as are required, either for reliefs or to fill vacancies in corps on active service :

(3.) Whenever the Militia or any part thereof is called out for actual service by reason of war, invasion or insurrection, Her Majesty may place them under the orders of the Commander of Her regular forces in Canada. 49 Vic., chap. 41, sec. 79.

544. All regularly enrolled Militiamen who refuse or neglect to turn out with their corps when warned for actual service, are liable to be tried by a Court Martial for such refusal or neglect, which amounts to desertion. Par. 662, R. & O., 83.

545. In the event of a *portion* of a battalion being called out, no Regimental Staff Officer will accompany it without a special order. Par. 663, R. & O., 83.

ACTUAL SERVICE.

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ACTUAL SERVICE—contd.

546. The Deputy Adjutant General will, on receipt of returns from corps on service in their Districts, forward to the Adjutant General at Ottawa, with the least possible delay, a general return showing the strength of these corps by stations and will immediately notify any changes of station that may take place. Par. 664, R. & O., 83.

Instructions for Commanding Officers.

547. When a Corps of Active Militia is ordered to be placed on actual service, the officer commanding shall immediately notify, or cause to be notified, the men under his command, and will, immediately after the first parade, forward to the Deputy Adjutant General of the District an exact return of his strength in officers and men, without the receipt of which no pay can be issued. In country districts the captains of companies not present at the head quarters of their battalion will be responsible for the performance of these duties. The return of their strength will be forwarded to the commanding officer of the battalion if they form part of a battalion, or to the District Staff Officer direct if they do not. Par. 665, R. & O., 83.

(2.) Before the corps leaves its head quarters he will cause a copy of the service roll of the corps as it then exists, showing the names of the officers and men who are actually going out with it, to be made, in which each man's name in full, his usual place of residence, his age, whether he is married or single, and date of enrolment shall be recorded. And when the corps moves out this copy of the roll, a marching out state in writing, (*see form, paragraph 557*), a certificate from the surgeon of the corps showing that the provisions of paragraphs 558 to 561, inclusive, have been complied with, also a certificate from himself as Commanding Officer showing that the provisions of paragraphs 547, 548 and 549 have been complied with, must be forwarded by him through the proper channel of communication to

INSTRUCTIONS FOR COMMANDING OFFICERS—*contd.*

the District Staff Officer, for transmission to the Adjutant General at head quarters.

(3.) This is necessary in order that a registry may be kept of particulars regarding each man proceeding on service.

(4.) The horses belonging to the corps must be examined at the time by a veterinary surgeon; only those found to be sound, well and fit for work are to be taken on service.

(5.) The District Staff Officer will not permit any corps to leave its head quarters until after the requirements of the preceding sub-sections have been complied with. When the papers are received by him he will forward them without delay to head quarters. G. O., 7, 4. 87.

548. He will require the Paymaster to draw up a nominal roll of the men under his command, with a column of remarks, which shall show when any man became non-effective; he will, at the first muster parade, personally ascertain that each man is in possession of the articles of equipment below enumerated, and will immediately report any deficiencies to the District Staff Officer:

1 rifle with small stores complete.

1 set of accoutrements capable of carrying at least 60 rounds.

1 knapsack and straps complete, or great coat straps if knapsacks have not been issued with canteen;

1 havresack.

Sixty rounds of ball ammunition.

1 water bottle.

1 great coat.

ACTUAL SERVICE.

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INSTRUCTIONS FOR COMMANDING OFFICERS—*contd.*

1 change shirt, flannel or cotton,	} Should be in every man's knapsack, provided by the men themselves.
1 do pair socks,	
1 do boots or shoes,	
Needle and Thread,	
Knife,	
Piece of soap,	
Towel.	

Par. 666, R. & O., 83.

549. When a corps placed on actual service is ordered away from its permanent head quarters, if the men be furnished with knapsacks, the Commanding Officer will not allow any of his men to take with them any article of baggage beyond their knapsacks. The prime necessities of a soldier on service, supposing him to be otherwise properly equipped, are food, boots and ammunition. Par. 667, R. & O., 83.

550. Boots worn by the men should be waterproofed before leaving their homes. If waterproof blacking is not available they should be greased.

551. The officer commanding a battalion or detachment is responsible for the proper performance of the duties of the Paymaster and Quartermaster as laid down elsewhere in these Regulations, as well as for those of all the Officers under his command. Par. 668, R. & O., 83.

552. Captains of companies will, unless otherwise directed, personally pay the men of their companies twice every week, and also, when the men are in billets, personally pay the billet accounts of the men of their companies punctually every Saturday, or before marching away. The money for these purposes will be handed to them by the paymaster. Par. 669, R. & O., 83.

553. Commanding officers are responsible for the safety, and preservation of all public stores which have been issued to their corps; and under them the captains of companies, are responsible that the arms of their men are kept at all

INSTRUCTIONS TO COMMANDING OFFICERS—*contd.*

times in a clean and serviceable condition. It is not to be permitted on any pretext whatever that a rifle shall be returned to the company's arm-racks after firing, until it has been properly cleaned. Par. 670, R. & O., 83.

554. In the event of a Militiamen losing or damaging any of the Government property with which he is entrusted, a report thereof should immediately be made to the Department by his commanding officer, in order that the value of the said property may be deducted from his pay in the next monthly payroll; and, with the view of carrying this order into effect, a *special* inspection will be made once a month, or at the termination of service, by the officer commanding at each post, of all Barracks occupied by the Militia as well as of all the public property in their possession, and a report thereof, showing the value of all the damages and deficiencies, be made to the District Staff Officer immediately after such inspections. Par. 671, R. & O., 83.

555. When corps are relieved from actual service, commanding officers will take all articles of public property, such as knapsacks, havresacks, water bottles, &c., into the battalion or company store; and will forward a return to the District Staff officer which shall show in one column the articles received, in a second articles in possession, and in a third the cause of deficiencies if such exist. Par. 672, R. & O., 83.

556. Loss of private property incurred by Militia on service will not be made good by the public, unless it can be clearly shown that the loss was not in any manner attributable to carelessness, that it was unavoidable, and that the articles lost were part of their necessary equipment as Militiamen. Par. 673, R. & O., 83.

557. When any force leaves its own head quarters, the officer commanding will at the end of its journey send to the District Staff Officer a "*Marching in State.*" Par. 674, R. & O., 83. ●

558

MARCHING—STATE.

_____ of the _____
DETAIL.

COMPANIES.	Field Officer.	Captain	Subalterns.	Sergeants.	Buglers.	Rank and File.	REMARKS.
Date and hour of Departure and Arrival.	From.	To.	Number of Miles.	How Performed and by what Conveyance.	Remarks Explanatory of Detentions, &c.		

I certify that "the Regulations and Orders for the Active Militia," have been strictly adhered to during this march.

Commanding.

To the Deputy Adjutant General, Military District No. _____

(Place.)

Dated at _____

this _____ day of _____ 188 .

ACTUAL SERVICE.

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Medical Inspections and Regulations.*Actual Service.*

559. A medical inspection of every non-commissioned officer and man of the corps will be made, if possible before the men leave their corps, or company Head Quarters; where that is not possible, regard being had to the rapidity of concentration, then the medical examination must be made immediately after the concentration of the different corps or battalions at their respective alarm posts; or in the case of those detailed for field brigades, at the brigade rendezvous. Par. 676, R. & O., 83.

560. The same inspection is to be made of such men as volunteer, or are balloted from the Reserve Militia to serve in corps ordered to be raised at any time for actual service; as regards these men, it will be desirable that the inspections be made within the company division where the men are so raised, but if that is not convenient the inspection must be made at the Head Quarters of the Regimental Division, or at such other place as may be fixed as the rendezvous for the organization into corps of the men so volunteering or balloted to serve. Par. 677, R. & O., 83.

561. This inspection is with a view of ascertaining, 1st. Whether the man is labouring under disease of any kind at the time, such as rheumatic affections, diseases of lungs or heart, or of any of the viscera of the abdomen; or under any form of syphilitic disease; or is short sighted; or has any disease or injuries of any of the joints; or badly shaped feet or overlapping toes which would prevent his marching: 2nd. Of ascertaining if the man has any predisposition to any of the above diseases or has recently suffered from any of them, or if he has any other disqualification which may render him unfit for service, or predispose him to become inefficient from exposure. Par. 678, R. & O., 83.

562. Such men, if any be found, will not be permitted to go on actual service in order, first, that the health and lives

MEDICAL INSPECTIONS AND REGULATIONS—contd.

of the men who are physically unfit shall not be risked by the hardships and exposure inseparable from service in the field ; and, secondly, that the country shall not be subject to claims for compensation on account of illness on the part of men who are not fit for service. Par. 679, R. & O., 83.

563. In order to promote cleanliness of men in the field, their hair should be cut short, and frequent opportunities for washing in cold water be afforded them, attention to this will add to their comfort and render them less liable to disease. Par. 680, R. & O., 83.

564. Medical Officers of Corps or Battalions will, as soon as practicable, examine all their non-commissioned officers and men to ascertain if they have either had small pox or been vaccinated ; and they will vaccinate, with as little delay as possible, all those men who have neither had small pox nor been already vaccinated. Par. 681, R. & O., 83.

565. The Medical Officer of each Corps or Battalion will make out a sick report every morning and transmit a copy to the Commanding Officer of the Battalion ; and if attached to a field brigade, a copy also to the Principal Medical Officer of the brigade ; he will also inspect all prisoners before they are brought before the Commanding Officer. (Form of sick report, A annexed hereto). Par. 682, R. & O., 83.

566. The Surgeon of each Battalion will keep an admission and discharge Book, of all cases taken into Hospital, according to form B annexed. Par. 683, R. & O., 83.

567. All such dispositions as may be prescribed by the Principal Medical Officer of any field brigade, either on the march or in quarters, will be observed by the Medical Officers of Corps or Battalions attached to that Brigade. The arrangements for the care of the sick men of any field brigade, who may be left in, or sent to the rear, will be prescribed by the Principal Medical Officer of the Brigade ; and all such men should be furnished with a certificate

MEDICAL INSPECTIONS AND REGULATIONS—*contd.*

from the medical officers of their respective Corps or Battalions, stating the nature of disease or cause of disability;—Form of Certificate C annexed. Par. 685, R. & O., 83.

568. Where three or more companies of Active Militia are assembled in garrison, the Medical Officer in charge will, unless there is a public hospital at the station, endeavour to obtain the use of a house, or part of a house, to serve as a hospital, the necessary beds, furniture and means of cooking being supplied by the landlord, at a fixed rent per week, failing which the patients, if any, where the cases are not infectious, must be treated in quarters; and the infectious cases must be sent to the nearest hospital. Where hospital accommodation can be obtained as above prescribed, one ward should always be set apart specially for infectious cases. Par. 686, R. & O., 83.

569. Where a man receives injury by wound or otherwise on actual service, the Medical Officer of his Corps or Battalion will make an immediate report of the same to the Commanding Officer, who will assemble a Board of Officers to ascertain and report on the cause of the accident and who is liable for the same; with a view to facilitate the settlement of claims for compensation thereafter. Par. 687, R. & O., 83.

570. Every Surgeon will give a receipt for all medicines and articles of medical equipment which may be issued to him for the use of his Corps or Battalion, for the care and proper expenditure of which he will be responsible; and on being relieved from actual service he will return all medicines and articles of equipment remaining unexpended into the Brigade Stores, with a list of the materials which have been expended by him; on complying with which his receipt will be returned to him. Par. 684, R. & O., 83.

No expense to be incurred by medical officers on account of Government, without previous authority for such being obtained.

ACTUAL SERVICE

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MEDICAL INSPECTIONS AND REGULATIONS—*Continued.*

571. Every account for medicines supplied by order of the surgeon of any corps, should show the details of medicines, and the names of the men to whom furnished, and every such account should be sent to such surgeon for his certificate, and be transmitted by him to the Commanding Officer for examination and approval if correct. Par. 679, R. & O., 83.

572—FORM "A"

<i>Sick Report of</i>		<i>Bat'alion</i>	18 .
COM'Y.	RANK AND NAME.	DISEASE.	REMARKS.

Surgeon.

573—FORM "B" FOR REGIMENTAL HOSPITALS.

Battalion or
Corps. }

ADMISSION AND DISCHARGE BOOK.

No. of Case.	Battalion Number.	Rank and Name, if Married or Single, put M. or S. in small line opposite Name.	Age.	Dates.				Disease or Operation.	When Discharged.		Observations.
				Injury or Attack.	Admission.	Discharge.	Died or Recovered.		State of Health.	Destination.	

MEDICAL INSPECTIONS AND REGULATIONS—contd.

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ACTUAL SERVICE.

No. of Case.
 Battalion No.
 Rank
 Name
 Disease
 Date of
 Extract....
 Men left
 at.....
 In charge of

MEDICAL CERTIFICATE BOOK.

Extract from Admission and Discharge Book of — Battalion.

No. of Case.	No. Bat.	Rank and Name, Married or Single.	Age	Date of attack.	Admission into Hospital.	Discharge.	Died or Recovered.	Disease.

Duration of Case.	WHEN DISCHARGED.		<i>Extract from admission and Discharge Book of the above Battalion, thisday of 188 .</i>
	State of Health.	Destination.	

By

Surgeon.

MEDICAL INSPECTIONS AND REGULATIONS—contd.

ACTUAL SERVICE.

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MEDICAL INSPECTIONS AND REGULATIONS—*contd.*

575. At the close of each Camp of Exercise, the Principal Medical Officer will make a report, through the Deputy Adjutant General commanding the camp, for Head Quarters, showing the nature and extent of diseases in camp which required medical treatment, and as to the description of medicines found most suitable for use. Par. 691, R. & O., 83.

When on the March.

576. The men composing any column of march to march at attention when passing through towns and villages; at other times, although marching at ease, they will strictly keep their ranks. A party in proportion to the strength of the column to be detailed invariably as an advanced and rear guard. An uniform steady pace, about three miles an hour, to be kept up; the column to halt for five minutes at the end of the first half hour; and after that at the end of every hour's march. Par. 692, R. & O., 83.

577. An officer or non commissioned officer, with a party of one man per company, to be sent in advance to choose a convenient spot at which to halt for meals, and to light fires for cooking if necessary. An intelligent officer with party similarly to be sent in advance to select a spot for camp or bivouac if necessary. Under no pretence are the men to be allowed to enter taverns to drink on the line of march. No man is to fall behind during the march but by leave of the captain of his company, and then always to have a non-commissioned officer left with him to bring him on. Par. 693, R. & O., 83.

(2.) Clothes which have become wet with perspiration during the day should not be slept in, but should be hung up to dry and air.

(3.) At night non-commissioned officers in charge of tents or huts should be careful not to shut *all* the ventilators. Sleeping in a vitiated atmosphere tends to produce headache and sickness in the morning.

WHEN ON THE MARCH—*contd.*

(4.) It should be remembered that the foot increases by nearly one-eighth of its size in marching; boots should, therefore, be proportionately large. The slightest pressure on the great toe soon cripples. Socks should be of wool, free from darns, and worn inside out.

(5.) Smoking on the march weakens the heart's action, and is liable to produce faintness when the battalion comes to a halt.

(6.) Spirits taken on the march often distress the breathing, especially if the pace is quick or the road hilly. Tea is the most invigorating drink.

(7.) Small quantities of food only should be taken at the mid-day halt. A good breakfast should be taken at starting, and a good supper in the evening.

(8.) After the march some kind of warm drink, tea or coffee, should be taken.

(9.) The attention of those who are subject to galled feet is directed to the following points: The feet should be hardened by the frequent use of alum baths for a week or two before marching (two tablespoonfuls of powdered alum to be added to sufficient water to cover the feet). On the morning of the march the feet should be washed, wiped dry, and then rubbed over with soft soap. If blisters occur on the march, the fact should be reported at once. Broken blisters are difficult to deal with G. O., 10, 4, '85.

578. If the march is to extend beyond one day, officers should pay particular attention to the condition of the feet of their men. The subaltern officer should personally see that the men wash their feet on arriving at a halting place for the night, and should satisfy themselves by personal inspection that the nails are properly cut. A good officer will attend to this injunction; a careless officer will probably turn it into ridicule to cover his own laziness. It is impossible for men to march for many days consecutively without following this prescription, and the fate of a battle

WHEN ON THE MARCH—*contd.*

may very easily depend on the men being in good marching condition. For sores and blisters on the feet—get common spirits, and drop into it, from a lighted candle, some tallow; rub the feet well with this, and if done at night put on a pair of socks. Every man should have in his possession a piece of soap, and should soap the inside of the heel of his stocking before commencing each day's march, and the officers should see that this is done by every man. Shoes should have strong broad soles and low heels, fitting not too easily, but not tight. The shoes should be constantly kept greased, and the feet also rendered soft by rubbing them with grease. The men should be cautioned to drink on the march no more than is necessary to satisfy thirst, as over-indulgence in this respect increases the craving it is intended to allay. Par. 694, R. & O., 83.

579. The men, on arriving at the night's halting place, should never be kept waiting. The camp or bivouac or the billets should be already prepared for them, and they should be dismissed to their rest with the least possible delay consistent with discipline. If the men are to be in billets, every man must be acquainted with the locality of the alarm post before being dismissed to his billet. The alarm post of each company should be the captain's billet, from whence it should be marched by the captain to the general rendezvous. A guard is to be established immediately on arriving at the halting place for the night. All men required for duty to be warned before they are dismissed to their billets or camp. Par. 695, R. & O., 83.

580. The officer in command of a column will, on arriving at any post where a senior officer may be stationed, report to the senior officer for orders—and, if the men are to be billeted, the billet party sent on to provide billets at such a post will in the first place report to the senior officer, on whom will devolve the responsibility of making requisitions for billets on the chief magistrate. Para. 696, R. & O., 83.

TRANSPORT.

581. When any Militia on actual service are on the march, or cantoned in any part of the Dominion of Canada, any Justice of the Peace, upon receiving a requisition in writing from the Officer commanding for such and so many waggons, or sleighs, as may be requisite and necessary for the service of said Militia,—shall issue his Warrant to such person or persons as are possessed of waggons, sleighs, horses or oxen, within his jurisdiction, requiring him or them to furnish the same for such service, and if any person after receiving such Warrant refuses to furnish the same, they may be impressed and taken for such service ;—But no such waggon, sleigh, horse or ox, so impressed or taken, shall be compelled to proceed more than thirty miles, unless in cases where other waggons, sleighs, horses or oxen cannot immediately be had to replace them ; and such waggons, sleighs or oxen shall be paid for at the usual rate of hire. Par. 697, R. & O., 83.

582. The impressment of waggons, carts or sleighs for the conveyance of baggage will only be resorted to:—

- a. In cases of emergency, when delay would be caused by hiring.
- b. When transport cannot be hired.
- c. When the charges made for hired transport are excessive. Par. 698, R. & O., 83.

583. In cases of emergency, when it is necessary to provide proper and speedy means for the conveyance by railway or by water of Militia on actual service, and also of their ammunition, stores, provisions and baggage,—any Justice of the Peace of and in the locality where such Militia are either on a march or in cantonment, upon receiving a requisition in writing from the Officer commanding such Militia for such railway cars and engines, boats or other craft, as are requisite for the conveyance of the said Troops or Militia, and their ammunition, stores, provisions and baggage,—shall issue his warrant to such person or persons as are

TRANSPORT—*contd.*

possessed of such railway cars and engines, boats or other craft, within his jurisdiction, requiring him or them to furnish the same for that service, at and after the rate of payment to be allowed by the said Justice, not exceeding the usual rate of hire for such railway cars and engines, boats or other craft;—And if any such person neglects or refuses, after receiving such warrant, to furnish such railway cars or engines, or boats or other craft for that service, such railway cars or engines, boats or other craft may be impressed and taken for such service;—But nothing herein shall impair the effect of any Act obliging any Railway Company to convey such Militia, and other articles aforesaid, in any manner or on any terms and conditions therein mentioned, or to release any such Company from any obligation or penalty thereby imposed. Par. 699, R. & O, 83.

584. Every person lawfully required under the Act 49 Vic., chap. 41, or by any regulation made under the authority thereof, to furnish any railway car or engine, boat or other craft, for the conveyance or use of any Troops or Militia, who neglects or refuses to furnish the same, shall thereby incur a penalty not exceeding four hundred dollars for each offence. 41 Vic., chap. 49, sec. 89.

585. In times of emergency, when immediate transport is required for the Militia on actual service, and the necessary requisition cannot be obtained in time from the Senior Staff Officer of the District, the Officer commanding the corps may make the usual requisition, specifying date, designation of corps, name of place from and to which transport is required, the number of officers and men, or description of stores to be carried, but he must at the same time attach to such requisition a copy of the order upon which his corps is required to move. Par. 701, R. & O., 83.

586. Transport may be obtained by three methods:—1, By water; 2, By rail; 3, By wagons or other wheeled vehicles, or sleighs in winter. Transport by water, when available for

TRANSPORT—*contd.*

the entire distance, and time permits, is the easiest, cheapest and best for heavy weights, but when transport by water is not continuous for the whole journey, and transshipments require to be made *en route*, the expense of such must be considered in determining the most economical means of forwarding what may require to be sent from one place to another. Par. 702, R. & O., 83.

(2.) For land transport, when railways are not available, carts or waggons of the lightest description consistent with the service should be used, or sleighs in winter, and the horses employed to draw should be driven, not ridden. Pack animals should only be used on emergency, when a sufficient number of waggons or carts, or sleighs, cannot be obtained, or the nature of the country will not permit their being used. Wheel or sleigh transport is the most economical when good roads can be found, and more advantageous as to the power of moving stores. A horse drags five times more than it can carry, on good roads, and therefore a great deduction can be made for the food of these animals. Oxen in draught pull better in swampy or primeval districts, where the roads are not good, and they have more endurance than horses. Par. 703, R. & O., 83

(3.) The transport of camp equipment, light baggage and ammunition for each corps on the march should be carried out regimentally. The draught horses should be in charge of steady and experienced drivers, and whenever a force is proceeding on an expedition to a remote locality, spare horse shoes and nails should be carried. Par. 704, R. O., 83.

587. If in consequence of there being no shoeing smith with the corps, and no smith's shop near at hand, any officer or man is forced by circumstances to shoe a horse, he should use the least number of nails that will keep the shoe on for a time, and when driving them in, they should be inclined well outwards feeling for the end along the crust of the hoof with the fingers of the left hand. If after

TRANSPORT—*contd.*

the first few taps with the hammer the point of the nail cannot be felt coming out, draw the nail and try it at another hole. A great part of the art is in pointing the nail to give it a slight bend outwards. Par. 705, R. & O., 85.

(2). When shoeing a horse the shoe is to be bevelled off so as to leave a space and prevent pressure on the sole. It is not to be grooved or fullered, but simply punched and the nails countersunk. Calkin is only to be applied to the hind shoe, and is to be confined to the outside heel. The inside heel to be thickened in proportion. Weight of shoe to be 12 to 15 oz., varying with size of horse. As a general principle, horses are not to be shod with less than 6 nails in the fore, and 7 in the hind shoe, and the shoe is not to be attached with less than 3 nails on each side. In preparing the foot for the shoe, as little as possible should be pared out, and the operation should be confined to the exfoliating parts of the sole. Both fore and hind shoes to be made with a single clip at the toes. The same shoe, unless very little worn, is not to be removed and re-applied in consequence of a horse having been sick. No hot shoe under any circumstances is to be applied to a horse's foot. Par. 706, R. & O., 83.

588. Any commanding officer detached with any probability of meeting an enemy, should invariably carry with him in waggons a reserve supply of ammunition, over and above the 60 rounds per man in the pouches, of at least 50 rounds per man. Par. 707, R. & O., 83.

589. Commanding officers may provide transport for camp equipage (when furnished) at the rate of one waggon, or double sleigh in winter, for every 26 tents complete, also for officers light baggage, at the rate of one wagon or double sleigh in winter, for each battalion of eight companies; but they will be held pecuniarily responsible if they engage more transport than is absolutely necessary. Par. 708, R. & O., 83.

TRANSPORT—*contd.*

590. Officers will bear in mind that the carriages and cattle trucks specified in the Field Exercise are those in ordinary use on railways in England, and as the passenger and box cars used on railways in Canada are not similar, due allowance must be made in adapting the instructions contained in the Field Exercise, in respect to transport by railway in England, to the actual facilities existing in Canada for such transport. Par. 709, R. & O., 83.

591. When any Rural Corps or Company has received orders to embark on board a certain train, the captains of companies should be careful to ascertain that the Station Masters of the respective Stations fully understand the day, hour and train on which their companies are to embark. Par. 710, R. & O., 83.

592. Such officers must make necessary arrangements for the punctual arrival of their respective companies at the railway stations at least half an hour before the hour named for embarkation, so that the train may not be delayed. Par. 711, R. & O., 83.

593. Commanding Officers of rural corps should notify their District Staff Officers of the Station where their mounted officers can most easily send their horses so as to embark together at the station, and thus save delay. Par. 712, R. & O., 83.

594. When horses are to be sent by railway, the train on which they are to be carried should draw up alongside a platform in order to facilitate their embarkation. The horses should never be strained in going on the train, nor should they be allowed to jump from it at the end of the journey. If there are no platforms or not enough of platforms, temporary ones should be extemporized, or bridges be made with planks, having cleats nailed across them, in order that the horses may be safely led into and from the railway cars to the ground. If the journey is likely to be of many hours duration, arrangements should be made at convenient

TRANSPORT—*contd.*

places *en route* to disembark the horses for rest and food and water. Horses must not under any circumstances be ridden to watering or other places without the use of a bridle. Par. 716, R. & O., 83.

595. When Troops of Cavalry or Field Batteries of Artillery are ordered to proceed to camp for annual drill, or on active service, the commanding officer should make requisition, in advance, for the issue of nose bags from store, if they be required for use in feeding the horses *en route*. Par. 717, R. & O., 83.

596. Guns, limbers and carriages are usually carried on platform cars, they should therefore be properly secured before the train starts, in order to prevent their rolling off when the car jolts, or is moving on curves, or inclines. Par. 718, R. & O., 83.

597. When a Field Battery of Artillery proceeds to any place by Railway, the guns, carriages, limbers, &c., are to be drawn to the platform or place of embarkation, the horses are to be unhooked and led into the car appropriated for them, and the guns, carriages, limbers, &c., placed on the car by the men. The Commanding Officer is to superintend the embarkation of men, horses, guns and stores, and will be held responsible that the regulations relating to the transport of officers and men are observed, that the horses are properly secured for the journey, and that suitable chocks are firmly fastened to the car, and placed before and behind the wheels of the gun carriages and limbers. Par. 719, R. & O., 83.

598. When travelling by railway or steamboat the men are to be regularly seated in the cars or disposed of in the steamer according to directions of the commanding officer, and a guard is to be established with such sentries as may be necessary; the men must not be allowed to enter, or remain in the cars with bayonets fixed. Par. 713, R. & O., 83.

TRANSPORT—*contd.*

599. The commanding officer is to see that the railway cars are provided with an ample supply of drinking water, that any spirituous liquor in possession of the men is taken away and destroyed, and in steamers that none of the men be allowed to tipple at the bar; the men should also be warned that any damage to a car or steamboat committed by them while travelling therein, will be assessed and charged against their pay. Par. 714, R. & O., 83.

600. The officers should constantly go among the men during a railway or steamboat journey, to attend to their wants, and to enforce orderly behaviour; and during night journeys at least one officer, per company, should always be up in addition to the officer detailed for duty and visit the men frequently. The men are not to get out of the cars during a journey by railway, nor to get off a steamer at intermediate landing places, except by special permission. Par. 715, R. & O., 83.

601. Except in time of emergency, all requisitions for the authorized transport of officers or men at the public expense are to be made by the Senior Staff Officer present on duty, in the District where such transport is required. The same rule to apply to all requisitions for transport of articles of equipment which require to be returned into store. Par. 720, R. & O., 83.

(2.) In making requisitions for transport of officers, men, horses or stores, &c., by railway, the requisition is to be for transport of the number of officers, men, horses, and the weight of stores to be forwarded, not for a specified number of cars. The railway company must see that enough suitable cars for the service are provided, having water and all other necessary conveniences also for the personal baggage, &c., which is to be carried free of charge. O. C., 8, 6, 87

(3.) Special trains by which the railway company will charge a higher rate for transport than by ordinary trains

TRANSPORT—*contd.*

must not be applied for without authority from headquarters. O. C., 8, 6, 87.

(4.) Officers ordering special trains or cars for transport, without authority from head quarters, will be held to account for the additional expenses their requisitions for such entail upon the public. O. C., 8, 6, 87.

602. No requisition is to be granted to any individual for the conveyance of himself, except when actually and *bona fide* proceeding on Military duty, and then only upon the order being produced, to show that he is entitled to conveyance at the public expense, either for himself or for what he may require to take with him. Officers proceeding on or returning from leave of absence, are not entitled to requisition for conveyance at public expense. The following words are to be printed, or written, *in red ink* across the face of all requisitions for Railway Passenger Transport, viz:—“This requisition must be exchanged for a regular ticket at the Railway Station *prior* to entering the cars, as it will not be accepted by conductors for passage on train”. And the issuing officer is to instruct the person to whom any such requisition may be given, that it is to be presented to the Railway Station Agent at the point of departure, to be exchanged for a regular passenger ticket. Par. 721, R. & O., 83.

603. All officers travelling on duty are required to obtain requisitions for transport whenever they can be made available, from an officer authorized to grant such. Par. 722, R. & O., 83.

604. When Staff Officers are proceeding on public service by any Railway which issues tickets for a double journey at reduced rates, and the purpose is to return by the same Railway, the Requisitions for Transport are in all cases to be given to cover the double journey. Par. 723, R. & O., 83.

605. Except during night journeys by railway, first class passages do not include transport in any railway carriage

TRANSPORT—*contd.*

for which an extra charge is made. An officer travelling by railway at night on the public service may claim reimbursement for any ordinary charge paid by him to the railway company for a single berth in the sleeping carriage attached to the train in which he made the journey. Par. 728, R. & O., 83.

606. Officers travelling on the public service, when not required to take heavier baggage, will only be allowed conveyance for 100 pounds, which quantity is carried free of charge by railway and other public transport companies. Par. 724, R. & O., 83.

607. When requisitions are issued for the transport of non commissioned officers and men—the Officer issuing the requisition should state on the face thereof that the passages required are for “Second Class,” which class only is then to be charged for. Par. 725, R. & O., 83

608. The officer who issues the requisition for transport is to select the least expensive, if equally expeditious, route, when these details are left to his discretion. Par. 726, R. & O., 83.

609. In all cases whether for passenger or stores, the nature of the service must be clearly stated on the face of the requisition ; and requisitions for “Passenger transport” and “Stores,” are not to be included in the same form, but made *separately*. Par. 727, R. & O., 83.

610. Requisitions for transport of original issues of stores, or equipment out of district stores, are to be signed, *when not issued from Head Quarters at Ottawa*, by the Superintendent of Stores present on duty, at the place from whence the articles required are to be furnished. Par. 729, R. & O., 83.

611. When requisitions are granted for the transport of stores, the articles are to be weighed before being forwarded and the weight correctly set forth on the face of the transport requisition. Par. 730, R. & O., 83.

TRANSPORT—*contd.*

(2.) When several packages are forwarded at the same time, consigned to another officer or person, a way bill is to be given with the requisition. A copy of the way bill is to be sent to the consignee having upon it a receipt from the person or company who is to perform the transfer, together with the rate of pay for the service. In all cases the consignee is to verify the receipt of the articles by a written acknowledgment to be sent by him without delay to the person who forwarded the packages. O C., 8, 6, 87.

612. Stores are not to be forwarded by express unless in cases of special urgency or where that mode of conveyance is least expensive. Officers ordering, for their own convenience, supplies to be sent from any public store by express, are to pay the Express Company charges for the transport. Par. 731, R. & O., 83.

613. So soon as the public company or individual, upon whom requisition for transport has been made, has completed such service, the officer, or non-commissioned officer in charge, when the transport is for officers or men, or the officer or person interested, where the transport is for stores or equipment, must certify upon the face of the requisition, the completion of the service for which such requisition was made. Par. 732, R. & O., 83.

614. Every account for transport rendered to the Department must be in duplicate, and be accompanied with the original requisition upon which the transport was furnished. Par. 733, R. & O., 83.

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615. When any corps of Active Militia is called out for actual service, special officers will be named from Head Quarters, to contract for the necessary supplies of food, forage, fuel and coal oil; notwithstanding which, in all cases of emergency, when the force is suddenly called out for service, and until such officers are named, and report for duty at the place where these supplies are required, the officer commanding the force on service, will make such local, temporary arrangements as may be necessary, for the daily supply of rations to the officers and men requiring them. Par. 743, R. & O., 83.

616. The officers, non-commissioned officers and privates shall receive, in addition to their pay, free lodgings and rations, and subject to the regulations for the issue of forage, the mounted officers and men of mounted corps, the mounted officers of other corps, and mounted staff officers, shall receive forage in addition for their horses, or a daily allowance of 25 cents in lieu thereof for each horse. O. C., 8, 6, 87. G. O., 16, 6, 87.

Rations.

617. When on actual service, officers and men will receive the following rations daily:—

1½ lb. Bread or 1 lb. biscuit	2 oz. Sugar
1 lb Meat	½ oz. Salt
1 lb. Potatoes	⅜ oz. Pepper
1 oz. Pot Barley	Forage for Horses
⅓ of an oz. Coffee	Fuel—Wood
2 oz. Cheese	Straw for Men
¼ oz. Tea	

(2.) The daily ration of meat is to be increased to one pound and a half, for such days as the men are marching or doing hard work.

(3.) When fresh meat is not available, salted or dried meat as can best be obtained will be issued instead.

RATIONS—*contd.*

(4.) If bread or biscuit is not available, an equivalent in weight of wheat flour or oat or corn meal, may be issued instead of the ration of bread or biscuit. †

(5.) Rations will be drawn only for the number of officers and men of each corps actually present at the place on the day such rations are required.

(6.) No person will draw rations in more than one capacity. Par. 745, R. & O., 83.

618. The issuing officer will make requisition according to the following form, upon the contractor each day for the quantities required to enable him to issue the required articles to the corps:—

(2.) *Requisition for Ration.*

Place	date	18 .
Deliver to		
To		
Contractor.		<i>Supply Officer.</i>

Par. 746, R. & O., 83.

619. The daily supply of rations for battalions to be asked for and received from supply officer in bulk—the distribution to companies therein will be made by the battalion Quartermaster. Par. 747, R. & O., 83.

620. The same form to be used by troops, batteries and companies, and the ration returns, when received by the Quartermaster from the several companies in battalion, will form the basis for his demand upon the supply officer for the rations in bulk required for the day for his battalion. The accuracy of this return can be checked by the Daily Parade State of the corps or battalion, and should any excess of rations be drawn by any corps, the value of such excess must be paid by such corps. Par. 748, R. & O., 83.

Extra Supplies.

621. Commanding officers accepting from individuals or communities supplies which do not fairly come under the head of those which should be furnished by the Government, will do so on their own responsibility. No claim for such supplies will be entertained by the Department. Par. 749, R. & O., 83.

622. Where no deficiency exists in the supplies which the Government should furnish, commanding officers will not accept of any supplies from other sources except as a gift, or on their own responsibility. Par. 750, R. & O., 83.

623. The Department will in no case recognize any claim on the part either of individuals or communities, for supplies of any description furnished to the Active Militia, unless they can produce a receipt or requisition for the articles furnished, signed by a responsible officer. Par. 751, R. & O., 83.

624. Should a force be required to proceed to a locality where supplies cannot be obtained with certainty, it must be accompanied by everything requisite for its maintenance, comfort and efficiency. Food, ammunition, appliances for shelter, and medicines must find free access to it. Valour, intelligence and zeal will be unavailing without them, therefore the arrangements for depots where supplies can be collected, and from whence they can be drawn, are of paramount importance. In such cases the supplies should be purchased in the cheapest market, taking into account the cost of transport and other charges, from the places where the purchases are made, to the places where they are required for issue. Par. 752, R. & O., 83.

625. When men are sent away from their post to any other, singly or in small parties, on escort or other detached duty, a special marching allowance, will be made to each man so detached, for the day or days on which he is actually and necessarily detained on the journey. If any Militia are on actual service in camp or barracks at the post to which

EXTRA SUPPLIES—*contd.*

he is detached, he will be attached to one of the companies during his stay, and be taken on the ration list of that company. Otherwise the marching allowance will be continued, and he will find his own board and lodging during his stay. Par. 753, R. & O., 83.

626. When officers and men are detached in the field, the Quartermaster will furnish them with a certificate showing to what day they have been rationed, in order that they may without difficulty obtain rations at the station to which they are proceeding. The Quartermaster of the corps rationing them will retain the last ration certificate, and will furnish them with a fresh one on leaving. Par. 754, R. & O., 83.

627. On being suddenly detached to any place where there is no certainty of obtaining immediate supplies, the commanding officer must always take with him one day's supply of bread and cooked meat in the men's havresacks and mess-tins and a supply of bread and meat for at least one day in addition. The quartermaster should invariably precede the column by one day, if possible to make arrangement for a regular supply of bread and meat at the place of destination. Par. 755, R. & O., 83.

628. Each man's food for one day weighs $2\frac{1}{2}$ lbs.; the food for one company of 55 men would weigh 132 lbs.; and as the meat ought not to be too closely packed, one ordinary waggon should be apportioned to carry one day's food for eight such companies. In hot weather, as it would be difficult to carry meat without spoiling, salt pork or beef should be taken instead of fresh meat; where this cannot be procured bread alone should be carried; in the last case one waggon should carry one day's consumption of bread for 16 companies. Par. 756, R. & O. 83.

Tenders.

629. When the supply officer is named, he will call for tenders in duplicate by public advertisements, unless the

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 TENDERS—*contd.*

urgency of the occasion renders immediate purchases necessary, which necessity must be reported. Par. 757, R. & O., 83.

(2.) Sealed samples of groceries must be procured beforehand, in order that those desiring to tender may know the exact quality of each article required. In the selection of the samples a due regard to economy must be exercised.

(3.) As the tenders are required to be for articles similar in quality to the sealed samples, no samples will be received from intending contractors to accompany their tenders.

(4.) When the supplies are required for use in encampments for annual drill or in barracks, the tenders will be taken separately at a specified price per pound each for bread, meat and potatoes; and at a specified price for groceries *per ration*, each ration consisting of 1 oz. pot barley, 2 oz. cheese, $\frac{1}{2}$ oz. coffee, $\frac{1}{4}$ oz. tea, 2 oz. sugar, $\frac{1}{2}$ oz. salt and $\frac{1}{16}$ oz. pepper, according to samples procured by the officer calling for the supplies.

630. The tenders are to be addressed, under seal, direct to the Minister of Militia and Defence, Ottawa, marked "Tenders" on the upper left hand corner of the envelope which contains them.

(2.) A copy of the advertisement and specification of the newspapers, and dates of publication, must be sent without delay to the Minister of Militia and Defence, Ottawa, by the officer who advertised for the tenders. The accepted tenders will be returned to the proper officer; the duplicates will be retained in the Department.

631. Each tender must be accompanied by an accepted Bank cheque for five per cent. on the amount of the contract, payable to the order of the Minister of Militia. Upon fulfilment of the conditions of the contract the cheque will be returned, but in the event of the Contractor failing to carry out the conditions of his tender, the amount of the cheque will be forfeited to the Government. Should the tender not be accepted, the cheque will be returned to the person entitled to the refund. Par. 760, R. & O., 83.

TENDERS—*contd.*

(2.) When a contract has been awarded to any tenderer for supplies, he may, if he prefers, substitute a certificate of deposit in some chartered Bank (for the cheque received with his tender) as security for the performance of his contract. G O., 3, 10, 85.

632. Whenever it may be necessary to make purchases otherwise than by public competition, tenders are to be taken in writing, and the lowest is to be approved by the Senior officer in command at the place; a schedule of the tenders received and a report of the action taken upon them are to be forwarded to Head Quarters. Par. 761, R. & O. 83.

633. The description of supplies and conditions for their receipt, inspection, issue, and payment will be as under :—

Conditions to be observed.

634. The rations must be examined by the "orderly officer" every morning, who shall report to the commanding officer if the same or any part thereof be not according to contract, and the commanding officer may forthwith appoint a Board who shall have power to condemn all or any part of them if found not according to contract, and a similar quantity in their stead may be purchased at the expense of the contractors, a proviso to this effect should be made in all the local contracts. Par. 763, R. & O., 83.

635. When in consequence of the supplies of bread and meat made by the contractor being condemned, other provisions are purchased, the actual expense incurred will be allowed provided the quantity does not exceed the authorized ration, the difference being recovered from the contractor. But when under such circumstances supplies are purchased of articles which do not form part of the authorized ration, the expense must not exceed the cost of the supplies condemned, according to the contract rates. Par. 764, R. & O., 83.

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CONDITIONS TO BE OBSERVED—*contd.*

636. The value of the several supplies furnished under contract will be paid by the Department of Militia and Defence. Accounts in duplicate must be prepared on the prescribed form, and the receipts of the receiving officer must be attached as vouchers. Par. 765, R. & O., 83.

637. Payment will only be made to contractors for the actual quantity issued as rations to Corps authorized to receive them. Par. 766, R. & O., 83.

Annual Drill.
Forms to be used.

638. Battalion daily parade state. Daily ration return. Battalion ration return abstract. Brigade ration return abstract. Tender for meat. Tender for bread. Tender for potatoes and groceries. Tender for fuel wood. Tender for forage. Tender for straw for men. Par. 767, R. & O., 83.

Actual Service in the Field.

639. The daily ration returns and forms of tender are similar to those specified above for annual drill, excluding the words on the forms which relate to that service. The forms for the returns showing receipts and issues will be as directed at the time, according to the nature of the service to be provided for.

Meat.

640. When beef and mutton are procured by contract the beef shall be ox or heifer; the mutton shall be wether or ewe. Both to be of the best quality, properly fed, and to be slaughtered well at least twelve hours before the time of issue. The beef to consist of equal proportions of fore and hind-quarters; the heads, necks, offal, and the shank for four inches above the knee, and upper hock joint, to be excluded, and none of the suet to be withdrawn. The quarter of beef to weigh not less than 100 lbs. The car-

MEAT—contd.

casses of mutton to weigh not less than 32 lbs. Par. 772, R. & O., 83.

641. The contractor shall deliver the beef aforesaid at his own expense, into the issuing store for inspection, at hours to be appointed by, and on the orders of, the proper officer. The issues to be made in the proportion of five days beef and two days mutton in each week. Par. 773, R. & O., 83.

642. The contractor must, as directed, cut the meat in pieces of such size as may be required for issue; and also if required, provide without charge, suitable weighing scales, for use by the officer appointed to receive and issue rations. Par. 774, R. & O., 83.

643. As only the number of pounds of meat actually required for issue to the force will be paid for, the charge of any surplus which may have been delivered by the contractor on any day in excess of the actual quantity required for issue that day, must be assumed by such contractor. Par. 775, R. & O., 83.

Bread.

644. The bread shall be sweet and wholesome; to be made of inspected strong superfine wheat flour of the best quality, with sound hop and malt yeast; to be baked on tiles or bricks, without pans or shapes, in loaves of 2 lbs. weight each. To be 12 hours drawn from the oven before delivery, and to keep sweet and good for 24 hours afterwards. Par. 776, R. & O., 83.

645. The contractor shall deliver the bread aforesaid at his own expense, at the receiving store at hours to be appointed by, and on the orders of the Supply or other officer in authority for this purpose. Par. 777, R. & O., 83.

646. If a force is to be in camp for a lengthened period, or is marching in any locality where bread cannot be suitably or economically supplied by contract, arrangements should be made in advance to render the force self-sustaining in respect to supplies of bread,—1st by the purchase of

BREAD—*contd.*

hard biscuits and flour, and 2nd by the establishment of permanent bakeries, or the use of portable ovens as circumstances may require, and as may prove most conducive to the comfort and convenience of the force. If any force on the march as above is to supply its own bread, the bakers should be attached to the advanced guard, and, if circumstances permit, flour and appliances for making bread sent in advance of the force each day, in order that there may be no delay in the delivery of bread. Par. 778, R. & O., 83.

Ordinary Field Oven.

647. A field oven consists of a hearth sunk below the surface, with an arch formed by a hurdle, and can be made as follows :

(2.) The lines to be traced are the cutting lines of the hearth, its doorway, and those for the ramp. A rectangular space 5 feet long and 3 feet 6 inches broad, is excavated to a depth of 6 inches to form the hearth of the oven. It is levelled and covered with a layer of clay mixed with cow-dung, which is also plastered on the sides of the excavation. At the mouth of the oven a sod-work flue, 9 inches square inside, is constructed,—a square hole, one foot high and broad, being left in the lower part of it, on a level with the hearth, for a door to the oven. At the other end of the oven, a wall of sod-work plastered with clay is built up to the height of the top of the arch, and a hole dug 3 feet deep, 3 feet six inches wide, 9 inches in front of the chimney connected with the ground level by means of a ramp 18 inches wide ; this hole is for the baker to stand in.

(3.) While the above work is being done, the arch of the oven is made ;—An arc is struck on the ground with a radius of 1 foot 10 inches, and nine pickets rather more than 5 feet long, are driven into the ground, and a brush-wood hurdle 5 feet in height formed on the pickets ; the

ORDINARY FIELD OVEN—*contd.*

concave surface is then covered with a mixture of one part cow-dung to three parts clay, and having dried in the sun, is coated over with another thin coat of the same mixture. The arch so prepared is laid over the earth already levelled, and is then well coated over externally with the clay mixture, and finally covered over with the earth from the ramp to a thickness of one foot 3 inches at the top, the slopes projecting 18 inches beyond the hearth. The entrance to the oven is closed either by a door made of hurdle work covered with clay or simply by sods.

(4.) One non-commissioned officer and seven men are required to construct each oven; two men being employed in cutting out, and preparing the hearth, building the flue and end walls, and excavating the ramp, two more men in procuring and mixing the dung and clay, while three men cut the brushwood, make the hurdle and plaster it.

(5.) The oven might be completed in four hours, but as the putting on of the second coat of plaster on the arch must be delayed until the first is dry, the time will depend much on the heat of the sun.

(6.) This oven will contain from 70 to 80 two-pound loaves, and would therefore bake, each time it was heated, bread enough for from 140 to 160 men. The time for heating such an oven on the first occasion would be from one hour to one hour and a quarter.

(7.) A kneading trough, should be constructed near the oven.

(8.) An excellent oven may also be made by intertwining hay bands together, bending them into a semi-circle, and covering the arch so formed with earth. The bands of Jones's gabion also answer the same purpose. Par. 779, R. & O., 83.

Potatoes.

648. The potatoes to be of good size, sound and free from decay, and to weigh 60 lbs. per bushel. Par. 780, R. & O., 83.

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Fuel-Wood.

649. The Ration of Fuel-wood for issue in camp will be one inch running measure. Officers Mess, consisting of 8 or more Officers, 12 Rations daily. Officers Mess, of less than 8 Officers, $1\frac{1}{2}$ rations each daily. Non-Commissioned officers and men, cooking allowance, each of $\frac{1}{4}$ of a ration, or one ration to 4 men. Par. 781, R. & O., 83:

650. In making contracts for fuel-wood, it must be stipulated that the cord of wood shall measure 128 cubic feet, *i. e.* 8 feet (or 96 rations or inches) long, 4 feet high and 4 feet wide; if the *sticks* are less than 4 feet, the necessary quantity must be added by the contractor, so as to make up the cord to 128 cubic feet. Par. 782, R. & O., 83.

651. The Fuel-wood shall be of good quality, sound, seasoned and sufficiently split, and shall be cut in the winter preceding the first delivery. Logs of a large size with projecting knots, or crooked, raft or drift wood, or wood which appears to have been in the water, shall not be accepted. Par. 783, R. & O., 83.

652. The Contractor shall deliver the wood at the time and place appointed, and shall stack it one cord high for examination and measurement. Par. 784, R. & O., 83.

Light in Barracks.

653. One coal oil lamp will be allowed for every ten men with such an allowance of coal oil and wick as may be absolutely necessary. The allowance of oil must be left to the personal supervision of the commanding officer, who is hereby enjoined to take care that it is used only for the non-commissioned officers and men, in such quantities as may be absolutely necessary. One coal oil lamp will also be allowed for each Guard Room. The expense of the first supply of coal oil lamps will be charged to the Government but all subsequent charges must be borne by the Corps. Par. 785, R. & O., 83.

Forage.

654. Forage or an allowance in lieu is not to be issued to or for any person who is not required to keep a horse for the public service; nor to or for any person who does not actually keep a horse required to be used by him in the discharge of his military duties; nor to or for any officer while on leave, or on any duty not requiring him to be mounted, unless the horse kept by such officer is made available for use on the public service only, by the officer who performs the duties of such absent officer. Par. 786, R. & O., 83.

(2.) Officers who accept any civil employment which necessitates their being struck off ordinary military duty, will not be entitled to receive forage. O. C., 8, 6, 87.

(3.) Forage is not to be issued in kind for any days for which the allowance in money in lieu of forage is issued, nor is an allowance in money in lieu of forage to be issued for any days for which forage is issued in kind. O. C., 8, 6, 87.

(4.) The allowance in money in lieu of forage will not be substituted for forage in kind, except under particular circumstances, nor unless the expediency of such commutation shall have been clearly established by some local peculiarity. This to be decided by the local commanding officer temporarily, who will also make a report without delay for decision of the Minister of Militia as to a continuance or otherwise of the issue of the allowance. O. C., 8, 6, 87.

(5.) The ration of forage counts for the mid-day feed of the day for which it is drawn, and therefore includes the morning feed of the next day. O. C., 8, 6, 87.

655. When forage is issued in kind the following scale will apply, viz.: Each horse, 10 lbs. oats, 12 lbs. hay, and 8 lbs. straw. Par. 787, R. & O., 83.

656. If straw is not required, an equivalent in value of hay, if required, may be issued instead. Par. 788, R. & O., 83.

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657. The forage shall be of the best quality, good, sweet, dry and clean. The oats to weigh not less than 36 lbs. per minimot, or 34 lbs. per bushel. The hay to be sweet and clean, and free from weeds and thistles. Par. 789, R. & O., 83.

658. The contractor shall deliver the forage at his own expense at the forage store at the time appointed by the Supply Officer, and maintain therein a reserve equal to one week's supply. He shall also keep an agent at the receiving store to issue the forage as it is required, upon the cheques or orders of the Supply or other officer appointed for this purpose. Par. 790, R. & O., 83.

659. Extra Forage, which may be required in addition to the rations, shall be calculated at per 100 lbs. Each ration of hay to be tied up in a separate bundle, when issued by contractor. Par. 791, R. & O., 83.

660. The contractor shall furnish, when required, bran in lieu of oats, in the proportion of 14 lbs. bran for a ration of oats; but not beyond one ration of bran to each horse per week except for sick horses, for which rations of bran shall be supplied daily by the contractor when required. Par. 792, R. & O., 83.

Straw if required.

661. The issue of straw for men when under canvas will be contingent, upon the officer commanding certifying to the issue being necessary. Par. 793, R. & O., 83.

662. The straw shall be eaten, clean, dry and free from thistles and weeds. To be delivered in bundles of 12 lbs. each at the camp or other store, in such quantities and at such times as may be required. Par. 794, R. & O., 83.

663. When straw is so required to be issued the scale will be as follows, and is not to be exceeded: 12 lbs. per man, which is considered sufficient for sixteen days, whether used in the shape of loose straw, or converted into mats. Par. 795, R. & O., 83.

Billeting and Cantoning Troops and Militia when on Actual Service.

664. The Governor in Council may make regulations for the billeting and cantoning of Troops and Militia when on active service, for the furnishing of carriages, horses and other conveyances for their transport and use, and for adequate compensation therefor; and may by such regulations impose fines not exceeding twenty dollars, and imprisonment in cases of default of payment of such fines. 49 Vic, chap. 41, sec. 88.

665. In times of emergency, when the Active Militia or any Battalion or detachment of the same are on the march, or are cantoned in any part of this Dominion, any Justice of the Peace shall, upon receiving a requisition in writing from the officer commanding them, quarter and billet the said Militia upon the several inhabitant householders in the locality where the said Militia are to halt on their line of march, or are in cantonment; and every such householder shall receive the Militia so billeted upon him, and furnish them with house-room, fire and utensils for cooking, and candles or other light. Par. 797, R. & O., 83.

Billets.

666. When a battalion or detachment is ordered to proceed to any post away from its own head quarters, it should invariably be preceded by an experienced officer accompanied by the quartermaster and by a steady non-commissioned officer, with one man per company, who will make arrangements for sheltering the men if unprovided with tents, as well as for the necessary supplies of food. Par. 798, R. & O., 83.

667. As a rule the men are not to be billeted upon the inhabitant householders, unless there are no other means available for securing shelter; this to be decided by the Commanding Officer. Par. 799, R. & O., 83.

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BILLETS—*contd.*

668 Care must be taken that the billets are not too widely scattered, and that they are as nearly as possible grouped within a circle of which the alarm post is the centre. The commanding officer's quarters should always, if possible, be the alarm post. Par. 800, R. & O., 83.

669. The alarm post is to be fixed upon by the commanding officer, and every man made acquainted with it, in order that he may take especial notice of the shortest and most convenient road by which he can repair to it in case of alarm either by day or night. Par. 801, R. & O., 83.

670. The billet arrangements should be completed before the arrival of the force, so that the men may not be kept waiting. The one man previously detached from each company should show the billets allotted for his company. In all cases the officer charged with the billet arrangements should wait first on the Chief Magistrate of the place, and request his assistance and influence with the householders, which will much simplify the work. Every captain should have a list of his company billets so that if suddenly moved no delay in payment should occur. Where recourse is had to compulsory billeting the officer charged with the arrangement shall make requisition according to following form on the Chief Magistrate or any Justice of the Peace, for billets for the required number of men :

Place and date.

Require billets for
non-commissioned officers and men of the Militia and stab-
ling and forage for
force.

Officers and
horses belonging to said

Signature of Commanding Officer.

To

, Esq.,
Justice of the Peace,

at
Par. 802, R. & O., 83,

BILLETS—*contd.*

671. If any inhabitant considers himself aggrieved by having a greater number of the said Militia billeted upon him than he ought to bear in proportion of his neighbours, then on complaint being made to two or more Justices of the locality, they may relieve such inhabitant, by ordering such and so many of the said Militia to be removed and quartered upon such other person or persons as they see cause, and such other person or persons shall receive such Militia accordingly. Par. 803, R. & O., 83.

672. Each householder upon whom such Militia are billeted shall receive for each foot soldier, a daily rate of ten cents, and for each mounted soldier, whose horse shall also be provided with stabling and forage, a daily rate of thirty cents. Par. 804, R. & O., 83.

673. The householder shall also furnish beds and sufficient covering for which he shall receive five cents for each soldier, and if required also supply and cook the daily ration of food to which each soldier billeted upon him is entitled by regulation, and for each such ration such householder shall receive 20 cents. Par. 805, R. & O., 83.

674. Officers, men and horses in billets where food is supplied by the householders are not also entitled to receive from Government an issue of rations during the period they are in such billets. Par. 806, R. & O., 83.

675. No Justice of the Peace having any Military Office or Commission in the said Militia, shall directly or indirectly be concerned in the quartering or billeting of any non-commissioned Officer, or soldier of the Battalion, Corps or Detachment under the immediate command of such Justice or Justices. Par. 807, R. & O., 83.

676. Nothing in this Act contained, or in any regulations made under the authority thereof, shall be construed to authorize the quartering or billeting of any Troops or Militia, either on a march or in cantonment, in any Convent or Nunnery of any Religious Order of Females, or to oblige

BILLETS—*contd.*

any such Religious Order to receive such Troops or Militia, or to furnish them with lodgings or house room. 49 Vic., chap. 41, sec. 90.

677. The provisions of the five preceding paragraphs are to apply to the Regular Army of Her Majesty, in all cases where any regiment or detachment thereof is acting in concert with the Militia. Par. 809, R. & O., 83.

CAMPS.

678. A camp should be on dry ground, accessible from a main road, with a good supply of water and fuel in its vicinity, and within easy reach of all necessary supplies. Par. 810, R. & O., 83.

679. The following are the principles which have mainly led to the established forms of military encampment, and, however troops may be encamped, these principles should govern the disposition of the camp.

1st. The front of the camp should correspond in extent with the front occupied by the force when deployed in line.

2nd. The means of passing freely through the camp with a large front should be maintained.

3rd. The tents, bivouacs, or huts should be disposed with a view to the greatest amount of order, cleanliness, ventilation, and salubrity.

4th. The camp should be as compactly arranged as the above considerations permit. Par. 811, R. & O., 83.

680. Battalion tents should seldom be arranged in a double line; short single lines are best. The tents in line should be separate from each other by a space at the very least equal to a diameter and a half of tent, and the farther the lines can be conveniently placed from each other the better. Where troops are at distance from an enemy, and

CAMPS—*contd.*

are to remain some time in camp, and ground is available, the camps may be formed at double intervals. Par. 812, R. & O., 83.

681. Whenever troops remain in camp more than three days, tents should be struck every two days. All arms, straw, and blankets be removed from the ground covered by the tent, and the ground should be swept clean with a broom, or branches of trees, and left exposed to the sun and wind. Blankets, cloths, &c., should be spread out to air, and the tent roughly pitched in the interval of the camp with slack ropes, and the fly loose to allow it to be well blown about; tents should never be pitched in the intervals. Men invariably at night urinate round the tent and consequently pollute the ground. Par. 813, R. & O., 83.

682. Every morning, except when it rains, the sides of the tents should be rolled up, and, previous to retiring for the night, all the tent ropes should be slacked off a little, as the rain or dew will tighten them enough to draw the pegs, and strain, if not tear, the canvas. Par. 814, R. & O., 83.

683. As a rule, the doors of the tents should face the head of the column, but this rule should never prevent their being turned away from the prevailing wind. Par. 815, R. & O., 83.

684. Trenches should be dug round tents, and a drain should connect these trenches so that the water may not lodge in them, but may run freely off. The first wet day after the camp is formed, officers commanding companies should personally examine the ground on which their companies are encamped and should see that the proper drains are constructed; half an hour's work on a wet day, when the natural run of the water can be seen, will do more to keep the camp healthy than a day's labour in dry weather. Par. 816, R. & O., 83.

CAMPS—contd.

685. In encamping large bodies of troops, it is very desirable that a sketch of the ground, no matter how rough, showing the place to be occupied by each corps, should be prepared beforehand; by this means the officer charged with forming the encampment can in a few minutes place the whole of the camp-colour men, so that when the regiments arrive they may proceed at once to the position assigned to them. Cavalry and artillery should never be placed on a flank, unless the latter may be necessary for defensive purposes, in which case the guns should be protected by a strong guard of infantry. The reason for this is that, in case of attack, mounted corps take longer to turn out, and horses, if frightened, are apt to produce much confusion. Par. 817, R. & O., 83.

686. The Supply Depot should be placed in a central position, with easy access to all parts of the camp, and close to a good road by which supplies can be brought up. Par. 818, R. & O., 83.

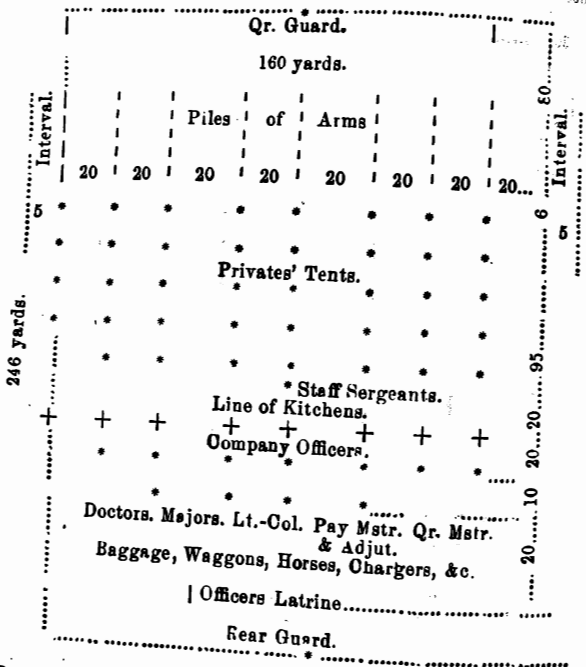
687. Whenever the nature of the ground will admit, the following mode will be observed in the formation of camps by all battalions and corps. The front of each camp to be the same as the front of a battalion or corps when in line. After the line is formed it will be broken into column to the right, and the tents will be pitched in line with the companies as they then stand, on the reverse flank; each company will be told off into squads with one non-commissioned officer in charge, and each tent will be occupied by one of these squads. The arms will be pitched by companies in line of the Pivot flank of the lines of tents. The lines of Kitchen, Staff and Company Officers' tents, baggage, waggons, horses, charges, &c., latrines, quarter and rear guards will be established according to the following plan:—Par. 819, R. & O., 83.

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CAMPS—INFANTRY.

688. INFANTRY CAMP OF 8 COMPANIES OF 60 MEN EACH.



REMARK. — The Colour Sergeant to be in the rear tent of each Company. All measurements are in yards.

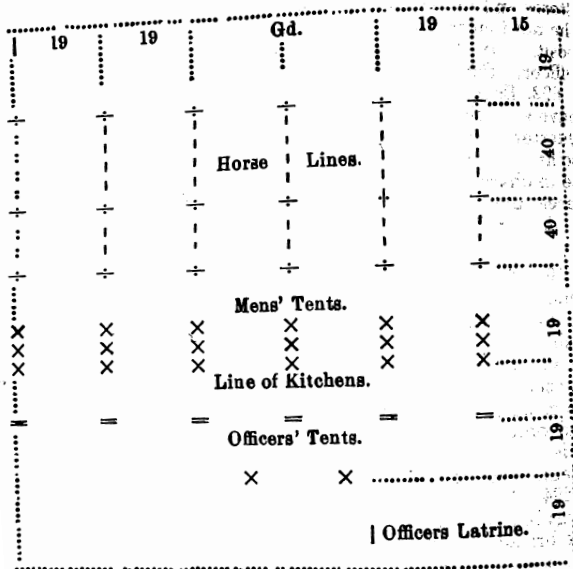
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CAMPS.

CAMPS—ARTILLERY.

690.

CAMP OF A BATTERY OF ARTILLERY.

Front of Camp.*(Measurement in Yards.)*

The above being for a Battery of 6 guns must be modified for 4 gun Batteries.

691. Officers' Tents in rear and on the reverse flank of their respective companies, as per plan ; Staff and Field

CAMPS—*contd.*

Officers' Tents in rear of the company officers, as per plan ; Rear Guard Tents at the limit of ground in rear of all ; Hospital Tent, in a place selected by the Medical Officer ; Stores and Commissariat property, horses, waggons, &c., on the most suitable ground in rear of the Staff Officers' Tent ; position of latrine to be decided by the Commanding Officer. Par. 823, R. & O., 83.

692. Each Commanding Officer of a Battalion should have a distinguishing flag erected in front of his tent ; Quarter and Rear Guard Tents should be placed at the points indicated in the plan. The colours of a Corps should be in charge of the quarter guard, and stacked (in their cases) under charge of the sentry of that guard. Par. 824, R. & O., 83.

Duties.—Brigade.

693. The field officer of the day has the general superintendence of the camp of the brigade ; he is to be present at the mounting of all the brigade guards, which he is to visit by day and night. The inlying piquets are always to be considered under his immediate command ; he is to call them out, to inspect them, to order such patrols from them as he may judge necessary to ensure the regularity and order of the camp, and, in the event of their being ordered out of camp on any duty, he is to accompany them. Par. 825, R. & O., 83.

694. The brigade adjutant of the day is to assist the brigade major in his various duties, and in the absence of the brigade-major he is to receive and execute all orders. If necessary, he is likewise to attend for orders at head quarters. Par. 826, R. & O., 83.

695. It is the duty of the brigade quartermaster of the day to attend to the general cleanliness of the camp, and to take care that all broken glass and filth of every kind are removed and placed in the refuse pits ; but the performance of this duty is not to relieve the quartermaster

CAMPS—*contd.*

of each corps from being held responsible for the cleanliness of the camp of his own corps. Par. 827, R. & O., 83.

696. The Officers on duty, and those in waiting as next for duty, who are always to be mentioned in the orders of the day, are constantly to remain in camp, or within their cantonments, if circumstances so require. Par. 828, R. & O., 83.

697. The officers on regimental duty are to visit and inspect the kitchens and cooking arrangements daily; in order to see that meals are properly prepared, and that there is no cause for complaints. Par. 829, R. & O., 83.

Regimental.

698. A captain and subaltern of the day are to be detailed daily, and those next for duty are to be named in the same orders. None of these officers should leave the camp during their tour of duty. Guards will be relieved regularly at the same hour daily. The inlying piquet of such strength as the commanding officer may think necessary, will parade nightly at retreat, and fall in at tattoo and reveille for roll call, and should it be called out on an alarm, the captain of the day will command it. He will also parade the guards and march them off, and receive the reports of the dismounting guards before he dismisses them. He will, assisted by the subaltern of the day, visit the men's tents at all meals, and generally superintend the cleanliness and regularity of the camp, and report anything extraordinary to the Commanding Officer. He will also visit the sick in Hospital at uncertain hours, and all guards by day and by night; the performance of which duties must be stated in his morning report, and he is to see that the tent ropes are duly slackened when necessary. Par. 830, R. & O., 83.

699. No officer or man is to absent himself from camp without leave from the commanding officer; and if the

REGIMENTAL - *contd.*

camp is in the vicinity of a village or town, frequent patrols should be sent out to arrest any man found without a pass, or such as having passes behave improperly. Par. 831, R. & O., 83.

700. When a battalion marches on to its ground, a portion of the advanced guard, previously warned, immediately takes possession of the spot where the quarter guard tent is to be erected, and where a small camp colour should have been already placed by the quartermaster, with the approval of the commanding officer; and the necessary number of sentries to cover the front of the camp are then thrown out. At the same time a rear guard, similarly warned, marches to the spot where the camp rear guard is to be located. The battalion is then broken into column to the right, so that each company will stand on the parade opposite the ground previously marked off for its tents, by the quartermaster. The tents are then deposited near the several companies; the captains immediately order arms to be piled, packs taken off, and the men are told off by squads, proportionate to the number of tents to be pitched. The work is proceeded with in silence, non-commissioned officers directing the men where to drive the pegs, &c. In a few minutes the camp for the men should be completed; after which, and not before, fatigue parties may be told off to pitch the officers' tents. The companies' cooks, under the direction of the quartermaster, having selected a place for their kitchens, fatigue men collect fuel, &c., and the preparation of the meal is forthwith commenced. Par. 832, R. & O., 83.

701. A Battalion on the march should have all the men warned for their several duties at the last halting place, before entering the camping ground. Par. 833, R. & O., 83.

Camp Guards, Piquets and Outposts.

702. All camp guards are to be regularly mounted at the same hour. The piquets next for duty are always to be

CAMP GUARDS, PIQUETS AND OUTPOSTS—*contd.*

warned at the time when those actually on duty mount. If the latter are ordered out of camp, the former are to parade at once, and to be considered on duty. The general rules for guards given in this section under the head of "Duties in Garrison," are to be observed in camps, so far as they are applicable thereto. Par. 834, R. & O., 83.

703. The strength of the inlying piquets will depend on that of the corps, and on the situation and requirements of the camp. Piquets are to mount at "*Retreat*," from the brigade alarm post or other convenient place which may be appointed for that purpose, and to proceed thence to the posts which they are to occupy during the night. On active service they are not to remove their accoutrements, and are to hold themselves in readiness to turn out at the shortest notice. All detachments of brigades which are ordered to march immediately are to be taken from the inlying piquets and replaced forthwith. Par. 835, R. & O., 83.

704. Outlying piquets are to march to and from their posts without trumpets sounding or drums beating and as silently as possible. The men are to carry their provisions with them, ready cooked, when circumstances will permit. The cavalry are, if necessary, to carry sufficient forage for the time they are to be out. Par. 836, R. & O., 83.

705. Officers on outpost duty are to inspect all reliefs of sentries, both when they go on and come off their posts; to call the rolls frequently; and by every means in their power to keep the men under their command in a constant state of vigilance and preparation. Par. 837, R. & O., 83.

706. Officers, soldiers, and followers of the camp are not, on any account, to be suffered to pass the outposts, unless they are on duty, or present a regular permit from head quarters. Par. 838, R. & O., 83.

707. Persons bearing a flag of truce from the enemy, are to be treated with attention and civility; but as communi-

CAMP GUARDS, PIQUETS AND OUTPOSTS—*contd.*

ations of this nature are frequently designed for the purpose of gaining intelligence, and of reconnoitring the army and its outposts, the most strict and efficacious means are to be adopted to frustrate such intentions. Par. 839, R. & O., 83.

708. When a deserter comes in from the enemy, he is immediately to be sent under proper escort to the officer commanding the outpost, who, after ascertaining whether he brings any intelligence immediately relating to his own post, is to forward him to head quarters. Par. 840, R. & O., 83.

709. Officers commanding the various outposts are to send guides or orderly-men to the Brigade Major of the day, or to the Brigade Major of their own brigades, as circumstances may require, in order to conduct the new guards, and to carry such orders as may be necessary. When the army is on the march, they are to apprise the Brigade Major of the situation of their posts, as soon as they arrive at them. Par. 841, R. & O., 83.

(2.) For further information see Field Exercise.

Camp Police.

710. A camp police should be detailed under the Battalion Quartermaster, to superintend the cleansing of the ground daily of any offal or broken glass, &c., that may be thrown about by the men after meals, and to prevent "nuisance" being committed in any place except that set apart for the purpose. Par. 842, R. & O., 83.

711. No traffic of any kind should be allowed along the front of a camp, or through the tents. All carts, waggon and horses should pass through the intervals and along the rear. A place for a market should be selected and named in orders. All persons coming to the camp to sell articles of any kind must be confined to this place, and not allowed to wander about the camp. The camp police should arrest all persons found wandering, and a piquet under arms

CAMP POLICE—*contd.*

should remain in the market until it is cleared. The staff officer should arrange a tariff of prices at which various articles may be sold, and no departure from this should be allowed, all articles being paid for at the time by the purchaser. Par. 843, R. & O., 83.

712. Women of loose character should be carefully excluded from the camp; they are often employed as spies. Par. 844, R. O., 83.

713. The camp police should make rounds at uncertain intervals through the camp and summarily arrest all who may contravene the orders. Par. 845, R. & O., 83.

Kitchens.

714. Kitchens should be made so as not to incommode the occupants of the tents by their smoke, and yet be within a reasonable distance of the men's tents. Par. 846, R. & O., 83.

Cooking Places.

715. Each company should have its own kitchen in rear of and in line with its own row of tents. The simplest kitchen consists of a trench dug in the direction that the wind is blowing of such width that the kettle when placed on it, should not rest above an inch on each side; its depth should be 12 in. at the end from which the wind is blowing, and continue that depth for 2 ft., decreasing then gradually to 3 in. at the opposite end, where a space must be left equal to the breadth of a trench to serve as a chimney. The fire is lit at the end where the trench is deep; it should not extend beyond 2 ft. up the trench. The kettles are placed touching one another along this trench; dry sods should be used to stop up the chinks made by the roundness of the kettles so that the space under them may form a flue. It is advisable to pile up sods, or with stones and earth, to erect a chimney of at least 1 ft. in height at the end away from the fire. Par. 847, R. & O., 83.

COOKING PLACES—*contd.*

716. If the force halts for more than one day these kitchens are susceptible of great improvement; the chimney can be made of mud or wattle and daub, and the draft may be increased by using short pieces of hoop-iron as bars stretched across the trench to support a filling in of clay around each kettle, or in other words, to make a regular place for each kettle, into which it will fit exactly, so that its position may be frequently changed to prevent the contents of one being cooked before the other. As the day following the wind may change to an exactly opposite direction, a similar trench must be dug in continuation of the former one, the same chimney being used; in this manner the same chimney will serve for trenches cut to suit the wind blowing from all four quarters. The openings from these trenches into the chimney must all be closed with a sod, except the one to be used when the fire is lit. In some places where bricks or stones suitable for the purpose are to be had it is better to construct these kitchens on the ground instead of below the surface. Par. 848, R. & O., 83.

717. Two logs rolled together in the direction of the wind, the fire being kindled between them, make a good kitchen, the kettles being hung from a stick resting at each end on a forked upright. Par. 849, R. & O., 83.

718. Where stones are plentiful a temporary fire place can be quickly constructed, long poles 6 or 8 feet long, one end resting on the ground, the other end projecting over the stones, can be used to hang the kettles on. Par. 850, R. & O., 83.

Straw,

719. When straw is issued for the use of troops, it should be made into mats and not left loose in the bottom of the tent. Mats may be best made as follows:—The straw is twisted into ropes; two rows of tent pegs are driven into the ground parallel to one another and two feet apart, and

STRAW—contd.

the ropes passed round the pegs to form the web. Other straw ropes are interlaced, so as to form the woof, and an excellent mat is made in a short time. Each man should have two mats, one for his head and shoulders, the other for his legs. Four men will make the mats for an entire tent in one day, two twisting the ropes and two weaving. Par. 851, R. & O., 83.

720. No straw will be allowed for those tents for which tent flooring is supplied, and tent flooring will not be issued to corps under canvas except when they are encamped in the vicinity of a District store, and there is a supply available for issue. Par. 852, R. & O., 83.

721. Palliasses will not be supplied to corps under canvas. Par. 853, R. & O., 83.

Water Supply.

722. Few things are of more importance to the well-being of troops when encamped, than a plentiful supply of pure water. Par. 854, R. & O., 83.

723. Water is usually obtained from streams, ponds or existing wells. When troops are encamped for a considerable time, or when stationary depots are formed on the line of communications, it may be necessary to sink wells, make reservoirs, and lay pipes. Par. 855, R. & O., 83.

724. From whatever source the water supply is derived, it is absolutely requisite that it should not be polluted. The officer entrusted with the duty of forming the encampment will therefore post sentries over it, taking them from the first troops that arrive on the ground; when the camp is completely formed, a regular guard will be posted over the water supply. If the supply is from a stream, great care should be taken that the watering place for the men should be distinct from that for the animals. The latter must be lower down the stream than the former, and it is advisable to send patrols up the stream to prevent men washing or bathing in it. Par. 856, R. & O., 83.

WATER SUPPLY—*contd.*

725. All washing in the neighbourhood of well or watering places used for drinking should be strictly forbidden, as the foul water percolates through the soil. Par. 857, R. & O., 83.

726. If the stream have a muddy bottom, great care should be taken not to stir up the mud by dipping vessels into it. If the stream be shallow, dams should be made on it; these are easily constructed with a few pickets and sods, - a small piece of tarpauling may be used with great advantage for the purpose of making them water tight. A barrel sunk in the bed of the stream affords a convenient place into which to collect water. Par. 858, R. & O., 83.

727. Filters can be easily made by placing two barrels one within another, and ramming the place between with clean straw, coarse sand, and charcoal if it can be procured, or branches of trees with the bark taken off. The water is allowed to flow into the outer barrel and rises through holes pierced in the bottom of the inner barrel. In a standing camp, if the water is not good, charcoal should be made, and the water regularly filtered; an average of one gallon per head is sufficient for troops when camped; if in a standing camp, this allowance should be increased, as men should be encouraged to wash themselves as much as possible. Par. 859, R. & O., 83.

728. If the banks of the stream or pond are steep, they must be cut down, so as to allow the animals to drink easily. If the soil is muddy, branches of trees, fascines and stones should be let down to prevent the animals sinking in the mud. A horse, ox or mule drinks about 1½ gallons at a time, and takes about 2 minutes to drink, or if unavoidable confusion be allowed for, about 3 minutes. The time requisite to water any number of animals may therefore be easily calculated by the number that can drink at one time. If many animals have to be watered, and the frontage is small, the hours at which each corps is

WATER SUPPLY—contd.

to water should be laid down, to avoid unnecessary crowding. Par. 860, R. & O., 83.

729. An officer should invariably accompany all cavalry parties, and instructions should be given that each horse as soon as he has drunk, should leave the water, and the party should fall in at a little distance clear of the next comers. Par. 861, R. & O., 83.

730. If the animals have to be watered at a very shallow stream, it should be deepened, either by making dams or by excavating the bottom; animals drink more rapidly when the water is from 4 to 5 inches deep than if it be shallower. Par. 862, R. & O., 83.

731. If the water supply is from wells, troughs should be provided for the animals to drink out of. These may be made by simply excavating the ground and roughly paving it with stones, or they may be made of wood. Par. 863, R. & O., 83.

Canteens.

732. Nothing in the Queen's Regulations and Orders for the Army so far as they relate to the establishment of canteens is to be understood as permitting the sale within the limits of camp grounds during the annual drill of the militia of Canada, of spirituous (to include wine) or malt liquor of any kind; their sale within such limits being strictly prohibited. Par. 864, R. & O., 83.

Officers' Mess.

733. In the present system of performing annual drill in camp, it is desirable that the officers of every Battalion or like corps should mess together; whenever a corps in camp for annual drill has formed an Officers' Mess all officers present must join it; no exception can be allowed without the sanction of the officer commanding the camp. Par. 865, R. & O., 83.

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OFFICERS' MESS—contd.

734. Commanding officers are held responsible that the daily expense of messing is kept within the means of the junior officers. Par. 866, R. & O., 83.

735. It must be borne in mind that "mess" is a Parade and responsibility for the maintenance of good order and discipline at mess will attach to the senior combatant officer present, who will also take military precedence on such occasions. Par. 867, R. & O., 83.

736. No officer is to be permitted to cater for the mess or act as a contractor for it. Par. 868, R. & O., 83.

Latrines.

737. Latrines are to be made in the most convenient situation, and the utmost attention must be paid in this and every other particular to the cleanliness and salubrity of the camp. They should be made by fatigue parties as soon as the troops arrive on the ground, the places having been previously marked out for them by the quartermasters of corps and battalions. The trench should be made as narrow as possible, and about four feet deep, a rail or post supported upon a forked post at both ends, and about eighteen inches from the ground, laid along the edge, will serve for the men to sit on, and the whole should be screened with bushes, trees or lumber from public view. Par. 869, R. & O. 83.

1. *A fatigue party should throw a couple of inches of earth over the soil every day. This, if carefully done, will prevent all smell.* Par. 870, R. & O. 83.

2. When the trench is filled up, another one should be dug near it. Par. 871, R. & O., 83.

3. The camp police and sentries should have orders to prevent the men from committing nuisances in the vicinity of the camp. Par. 872, R. & O., 83.

Working Parties.

738. Whenever the public service may require it, militiamen are liable to be employed on working parties as a

WORKING PARTIES—*contd.*

duty. Under this head are comprised the levelling of ground in and about camp or quarters, the opening up and making communications whenever necessary, and the ordinary construction and keeping in repair of fences for cavalry and ranges, butts, &c., for rifle practice. The liability to be so employed must necessarily be enforced on service in the field, when manual labour becomes a most important duty, when the bodily exertion of all ranks is required to strengthen positions, and insure the general safety of the force, and when the use of the spade, pickaxe, and barrow is quite as essential as that of the rifle and bayonet. It is therefore to be clearly understood that in the foregoing cases neither officers nor men are entitled to working pay or any other remuneration. Par. 873, R. & O., 83.

To strike a tent with two men.

739. Both men will take off all the ropes but those attached to the front, right, left and rear pegs. No. 1 will place himself inside the tent at the pole and wait for the bugle; when it sounds, he will lift the pole from the ground and run out of the door with it, bottom end first, after which he will separate the pole into two pieces and tie them together. No. 2 in the meantime will have taken up all the pegs other than those to which the five ropes are attached and place them in the pin bag, and when the tent has dropped, he will take up the remainder of the pegs, and put them with the mal'ets in the bag and fasten it up; both men will then roll up the ropes, tying each roll up to the canvas. No. 2 will take the cap of the tent and draw it to the rear, door upwards, both will spread it out neatly in this form. The sides will then be folded to the centre until they meet, and folded again until the breadth required for the depth of the tent bag is arrived at, when No. 2 will fold the head down to the front, about half way, and both will proceed to roll from the head to the bottom, placing their knees on the tent as they

TO STRIKE A TENT WITH TWO MEN—*contd.*

roll it. When rolled up tightly No. 2 will hold the bag, No. 1 will lift one end of the roll until it is got into the mouth of the bag, when it will be lifted into a perpendicular position, and both men holding the top of the bag will shake the tent into it; the peg bag will be put inside, and the whole secured at the top, when both men (No. 1 with the pole, and No. 2 with the tent,) will march to the waggon for loading. Much time is wasted by following the red runners on the tent ropes as guides for pitching a tent neatly, they come off, and are not properly replaced, whereas by counting from the doors to the back of the tent, the tent must stand true to the front when raised, and also be properly dressed. Par. 874, R. & O., 83.

Annual Drills in Camp,

740. When in store and available for such service, tents and blankets for use by Corps authorized to perform the Annual Drills in Camp, may be issued upon requisition of the Deputy Adjutants General of the several Military Districts, in the usual way. Par. 875, R. & O., 83.

741. The following is the maximum number of Tents and Blankets which will be authorized to be issued:

Battalion Staff	{ Marquee, Mess	One.
	{ Commanding Officer, Circular Tent Complete..	One.
	{ Two Majors	One.
	{ Surgeons	One.
	{ Veterinary Surgeon.....	One.
	{ Adjutant and Paymaster	One.
	{ Quartermaster	One.
	{ Orderly Room Tent.....	One.
	{ Hospital	Two.
	{ Quarter and Rear Guard	One.
	{ Officers of each Company	One.
	{ Each ten Non-Commis. Officers and men.....	One.

Par. 876, R. & O., 83.

Tents and Blankets.

742. For each Officer, Non-Commissioned Officer and Men, One blanket. Par. 877, R. & O., 83.

(2.) Two blankets per Officer and man will be issued for use in camps held in September, or when the circumstances of the Camp require that number.

743. Each Tent, complete, consists of one Linen Tent,—one Linen Bag for same,—one Tent Pole, in two pieces,—one Pin Bag, containing one Mallet and handle, and 45 tent Pins. Blankets are packed in linen Valises, each containing twenty. 878, R. & O., 83.

744. On receipt of Tents and Blankets, the Battalion Quartermaster should inspect and ascertain that all the articles forwarded for use by the Battalion are in accordance with the quantities notified from district Head Quarters,—and for which he will obtain and transmit the receipt of his Commanding Officer; he will also obtain, from captains of companies and others to whom he issues stores, receipts for all issues made, he will hold all such receipts until the articles have been returned. Par. 879, R. & O., 83.

745. On some day during the first week in camp for annual drill, the commanding officer of each corps, accompanied by the Camp Quartermaster, shall make an inspection of tents and blankets in use by the corps, in order to ascertain if the numbers of these articles in possession agree with the numbers shown as issued to the Corps. The Regimental Quartermaster is to be present on all such inspections. Par. 880, R. & O., 83.

746. The value of any article of Camp Equipment issued from the Public Stores, which may be lost or damaged beyond what may be considered fair wear and tear, while in possession of any Corps of Militia, will be recovered from the company liable therefor by stopping from drill pay. Par. 881, R. & O., 83.

747. In instances where only one medicine chest is forwarded to a camp, it is to be placed in charge of the senior

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TENTS AND BLANKETS—*contd.*

medical Officer under instructions from the officer commanding the camp.

748. The Deputy Adjutant General in each District will detail an Officer to attend at the breaking up of each Camp, to assess damages and receive over the Tents and Blankets issued to the Corps. Par. 882, R. & O., 83.

749. Damages and deficiencies to be charged at the following rates,—value as stated being for new articles. As regards the Tent, if torn or otherwise damaged, and not rendered wholly unfit for further use, damage to be assessed; in other respects the prices absolute: Par. 883, R. & O., 83, viz:

Marquee.....	\$100 00	
do Bag.....	3 00	
do Pin Bag.....	1 50	
Poles, Marquee, 8 pieces.....	4 00	
Mallet, large.....	0 50	
Pins {	large.....	0 05
	medium.....	0 03
	small.....	0 01
Bracing lines, large.....	0 75	
Lashings {	Marquee Bags.....	0 10
	Pin Bags.....	0 05
Binding rope for Marquee.....	0 10	
Nose Bags, Cavalry.....	0 65	
Linen Tent (only).....	21 50	
Linen Tent Bag.....	1 00	
Tent Pole, in two pieces.....	0 75	
Linen Pin Bag.....	0 50	
Mallet.....	0 20	
Tent Pins, each.....	0 01	
Hook or Eye, large.....	0 03	
do small.....	0 01	
Lashings for Tent Pole, each.....	0 03	
Binding Rope for Tent.....	0 05	

TENTS AND BLANKETS—*contd.*

Bracing Lines, each.....	\$ 0 06
Wood Runners for bracing lines, each....	0 01
Wood Buttons.....	0 01
Lashings for Tent Bags, each.....	0 05
Lashing for Pin Bags.....	0 03
Grey Blankets, Canadian, weighing 4 lbs.	2 00
Linen Valise for Blankets.....	2 75
Inside Lashings for Blanket Valise, each.	0 05
Outside Lashings for do do each.	0 15

750. Militiamen are prohibited from disfiguring the tents by writing or otherwise—commanding officers will be held responsible for any such injury to tents. They should be careful to impress upon their men the impropriety of any such practice. Par. 884, R. & O., 83.

751. When stoppages are made for damages and deficiencies, a return of the same is to be made to the Deputy Adjutant General of the District, for transmission to Head Quarters. Par. 885, R. & O., 83.

752. To prevent the duck of which the tents are made becoming mildewed or rotten, it is absolutely necessary that tents which have been pitched, be thoroughly dried before they are stowed away, or returned into store. Par. 886, R. & O., 83.

753. In sending out and returning into store articles of camp equipment, any necessary address is to be attached to each package by card or label, and not by writing on the package itself. Par. 887, R. & O., 83.

STORES.**Store Branch.**

754. The Director of Stores and Keeper of Militia Properties is responsible to the Minister of Militia and Defence for all clothing, Militia stores and properties committed to his charge, and under whose sole authority he acts with regard to their safe keeping, issue, and disposition. Par. 888, R. & O., 83.

755. He will provide for local purchases, and the repair of stores in his charge. Par. 889, R. & O., 83.

756. Dominion stores, buildings, and magazines are available at the Head Quarters in each District, for the safe keeping of Military stores and ammunition held in reserve for issue. These buildings and magazines should be in charge of the Superintendent of Stores, or competent Storekeepers and Storemen. Par. 890, R. & O., 83.

757. It is necessary that all Storemen should possess a technical knowledge of the descriptions and uses of the various stores committed to their charge, also of the proper methods of maintaining them in an efficient condition for immediate issue, at all times. Par. 891, R. & O., 83.

758. Superintendents of Stores are subordinate and immediately responsible to the Director of Stores, and act under his orders in relation to the public stores and their issue. Par. 892, R. & O., 83.

759. Stores issued will be charged in the registers at Head Quarters, against the corps or individuals to whom they are issued. Par. 893, R. & O., 83.

760. Officers commanding Corps, and all others, are directed to return to the Director of Stores, or issuing Superintendent of Stores, the receipts, duly signed, for clothing or other stores which may from time to time be issued to them, *so soon as they have received* the articles to which such receipts refer. Par. 894, R. & O., 83.

STORE BRANCH—*contd.*

761. Stores returned by commanding officers of corps are received into store on the requisition of the Deputy Adjutant General in each District, and when their receipt is reported by the Storekeeper receiving them, the stores so returned are credited in the Register to the corps or individual who has returned them. Par. 895, R. & O., 83.

762. Stores and materials belonging to Government are not to be issued for private purposes. Par. 896, R. & O., 83.

Engineer Stores.

763. In order to provide for the greater efficiency of the Engineer Arm of the service, a small reserve will be accumulated at Kingston of such Engineer Stores as are required for practical instruction in Field Works, Bridging, Signalling, Telegraphy, and Torpedo or Sub-marine mining. Par. 897, R. & O., 83.

764. The more delicate stores and instruments needed for theoretical instruction and practical use in the Royal Military College will be in charge of skilled persons connected therewith; the remainder of the articles will be under charge of the Superintendent of Stores at the station. Par. 898, R. & O., 83.

765. It will not be possible at present to issue articles for all these purposes to corps of Engineers; but it is considered that their accumulation at Kingston will permit necessary instruction of Officers and non-commissioned officers being carried out at that station. Par. 899, R. & O., 83.

766. Hereafter, requisitions for Stores made by Corps of Engineers will, after their receipt at Head Quarters, be submitted to, and be subject to the approval of, an officer of that branch of the Service. Par. 900, R. & O., 83.

Inspection of Clothing and Stores.

767. All clothing and stores received from contractors are to be inspected on the receiving floors of the Public Store Buildings at the place where the deliveries are ordered

INSPECTION OF CLOTHING AND STORES - contd.

to be made. The inspectors are to see that the supplies are properly compared with the sealed patterns and specifications, and will be held responsible for the quality of the articles they may pass. A report is to be made by them immediately after each inspection, giving number and description of articles passed, the number and description of articles rejected, and the reasons for such approval or rejection in each instance as the case may be. Par. 901, R. & O., 83.

768. All articles delivered into the receiving store are at the risk of the contractor until they have been inspected and approved. Par. 902, R. & O., 83.

769. Articles passed, as being in accordance with the sealed pattern, are to be delivered to the storekeeper at the station, to be taken on charge and made available for issue. Articles condemned are to be returned to contractors at their expense, or dealt with in accordance with orders to be issued at the time by the Minister of Militia and Defence. Par. 903, R. & O., 83

Stores supplied by Local Contractors.*Boards of Officers.*

770. Whenever notified by the Store-keeper that a Board is required, the Deputy Adjutants General Commanding Military Districts will assemble Boards of Officers at their respective Head Quarters, to report upon the quality of articles contracted for under orders from the Director of Stores, and received from contractors by the Superintendent of Stores at those places. When notifying the Deputy Adjutants General the Superintendent of Stores will specify the articles and quantities which are required to be reported upon by the Board. Par. 904, R. & O., 83.

Requisitions.

771. Requisitions for clothing or militia stores must be made through the D. A. G. commanding the District, to the Adjutant General of Militia, which, when approved of by him, are sent to the Minister of Militia and Defence, through the Director of Stores, for his final approval. Par. 905, R. & O., 83.

(2.) When deficiencies in stores are paid for a requisition should be sent in for an issue of articles to replace them. G. O., 5, 11, 86.

772. All requisitions for Militia Stores, except for clothing on "Size Roll," are to be sent to Head Quarters, in Duplicate. Par. 906, R. & O., 83.

773. In case any sudden emergency arises by reason of which any corps, to be immediately employed on service will require any articles of equipment from store not previously issued to it, and there is not time to submit a requisition to Head Quarters for the usual authority before issue is made, the Deputy Adjutant General of the District may make an emergent requisition upon the Superintendent of Stores, at the Head Quarters of his District, for the issue of the articles to the corps. It must, however, be understood that the Deputy Adjutant General will be held responsible, that the issue of the articles was absolutely necessary for the efficiency of the corps, and warranted by the emergent nature of the service. In any such case the requisition is to be made on the usual form, and the circumstances under which the issue is required must be specified on its face. When the issue has been made, the Superintendent of Stores will immediately report it to the Director of Stores, and forward the requisition with his monthly return in the usual way. Par. 907, R. & O., 83.

Instructions to Superintendents of Stores.

774. The Superintendent of Stores will take care to enter in his daily Journal everything received by him into store, giving date, the contractor's name, from whence received,

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INSTRUCTIONS TO SUPERINTENDENTS OF STORES—*contd.*

whether from another and what public store, or otherwise, stating which; and whether the articles so received are new, serviceable, or unserviceable. Par. 908, R. & O., 83.

775. From the daily Journal he will post into his Store Ledger all articles so received into the proper columns set apart for them, adding folio of the Ledger to the entry in the Journal for purposes of reference. Par. 909, R. & O., 83.

776. At the end of every month the Superintendent of Stores will add up the several columns of receipts, he will then place under those figures the totals of issues for the month, to be taken from the issue book, and say, "Issued during the month of 18," below these figures he will draw a line, and place under the proper heads the numbers of the several articles then remaining in store, writing opposite to them the words, "Remaining in store on the last day of 18," and so on from month to month. Par. 910, R. & O., 83.

777. Monthly returns are to be made by Superintendents of Stores, and storekeepers in charge at stations, on the last day of each month, to the Director of Stores. These returns are to be transcripts from the Store Ledger, in which all receipts into store, and issues therefrom, must be shown and accounted for. The *original* vouchers for all such receipts and issues must accompany the monthly returns to headquarters with receipts attached. Monthly returns of Ammunition in Magazines must be similarly furnished on the last day of each month. Par. 911, R. & O., 83.

778. Superintendents of Stores are to receive into store all Militia property, belonging to the public, giving receipts for the same, which may be committed to their charge, and for which they will be held strictly responsible; and they are to take care of the same during the period the articles remain in store. Par. 912, R. & O., 83.

INSTRUCTIONS TO SUPERINTENDENTS OF STORES—contd.

779. Except upon regular authorized requisition in writing, from the proper authority, specifying what is required to be issued, and for what service, no article is to be delivered out of store or exchanged for others on any pretext whatever. Receipts must invariably be taken for all articles delivered by the Superintendent of Stores. He will also notify the Deputy Adjutant General of the District of the numbers of each article issued from time to time to corps in their respective districts. Par. 913, R. & O., 83.

780. The Delivery Voucher, forwarded with the articles from Store, and signed by the Superintendent of Stores, must be invariably attached to the Monthly Return in which the articles received are shown for the first time.

781. When a transfer of the charge of Stores from one Superintendent of Stores to another takes place, a complete stocktaking of all stores in charge of the officer to be relieved will be held in order that his responsibility may be determined, and the articles for which the Superintendent of Stores taking over charge will be responsible may be ascertained. Par. 914, R. & O., 83.

782. The Director of Stores or an officer to be named by the Minister of Militia is to take the remains and to witness the transfer, he is to be assisted by the outgoing Superintendent of Stores or his representative and by the incoming Superintendent of Stores. The former is to sign the inventory in acknowledgment of its correctness. The latter is to sign a receipt on the same paper, acknowledging his responsibility in respect to the various articles taken over. Par. 915, R. & O., 83.

Instructions relating to Magazines and Ammunition Stores.

783. No one is to be allowed to enter a magazine or ammunition store except in presence of the person in charge of the building, who must be satisfied that they have no articles of a combustible nature in their possession. Par. 916, R. & O., 83.

INSTRUCTIONS RELATING TO MAGAZINES AND AMMUNITION
STORES—contd.

784. All persons employed in magazines will, before entering the same, change their clothes and boots in the shifting room for magazine clothing and slippers. Par. 917, R. & O., 83.

785. Smoking is strictly prohibited in or near any magazine or ammunition store. Par. 918, R. & O., 83.

786. Only a hand magazine lantern is to be used within a magazine or ammunition store. Par. 919, R. & O., 83.

787. Laboratory operations are not to be carried on in any magazine, cartridge or shell store, or in any of the passages connected therewith. Par. 920, R. & O., 83.

788. Every favourable opportunity is to be taken for airing the magazines. Common thermometers will be issued for all magazines containing 100 barrels and upwards of loose powder.

(2.) The magazines must never be left open unguarded. Par. 921, R. & O., 83.

789. The doors and ventilators must be closed during storms and when storms are likely to occur. The floor kept clean and free from loose grains of powder. The passages covered with wadmiltits (strong rough woollen cloth) when powder in bulk is being moved; these coverings should be frequently lifted and dusted. Par. 922, R. & O., 83.

790. No tools or implements to be used in magazines excepting those of the authorized pattern which are made of copper. Par. 923, R. & O., 83.

791. Barrels, cylinders and cases are to be placed so that the air can circulate freely round them. They should be at least 6 inches from the masonry of the building. Par. 924, R. & O., 83.

792. No packing or shifting of cartridges, or issue of powder from cases or barrels will be permitted within the magazines. Par. 925, R. & O., 83.

**INSTRUCTIONS RELATING TO MAGAZINES AND AMMUNITION
STORES—contd.**

793. No friction, detonating or common tubes, fuzes, quick or slow match, signal lights, rockets or primers are to be kept in any magazine or cartridge store, or admitted within the enclosure of a magazine where gunpowder alone is stored. Par. 926, R. & O., 83.

794. Small arm ammunition which contains its own means of ignition, is not to be stored in the same chamber of a magazine with gunpowder, whether the latter is loose or in filled cartridges. Par. 927, R. & O., 83.

795. Oiled rags, cotton waste, oakum, or cloths for cleaning are not to be kept in magazines, ammunition stores, or their passages. Par. 928, R. & O., 83.

796. Boxes, cases and barrels containing ammunition are to be labelled; empty packages are not to be kept in magazines or ammunition stores. Barrels containing powder are not to be rolled along the floors, they are to be carried. Par. 929, R. & O., 83.

797. An inventory board, showing the contents of the magazine or ammunition store is to be hung up in the lobby or passage leading thereto. Par. 930, R. & O., 83.

798. The keys of the magazine and ammunition stores are to be labelled, and, when not in use, deposited in a secure place. Par. 931, R. & O., 83.

799. Standing orders respecting magazines attached to a board, are to be hung up on the inside of the outer doors and on the wall of the entrance to the magazines. These will be supplied on application to the Director of Stores. Par. 932, R. & O., 83.

Memoranda respecting the Ventilation of Powder Magazines.

800. The dampness complained of in buildings will frequently be found to arise from condensation of the watery vapour of the air which enters the building. Buildings with thick walls and vaulted roofs, and especially those

INSTRUCTIONS RELATING TO MAGAZINES AND AMMUNITION
STORES—*contd.*

covered with earth are particularly liable to dampness from this cause. Par. 933, R. O., 83.

801. Air always contains some proportion of watery vapour. When the proportion is small, the air is said to be dry, and when large, the air is said to be damp; when the proportion is the greatest that can be diffused through air at a given temperature, the air is said to be saturated at that temperature. Par. 934, R. & O., 83.

802. The proportion of watery vapour which saturated air contains varies with the temperature, being greater for high than for low temperature. Air containing a particular proportion of moisture is rendered less capable of depositing moisture by its temperature being raised, and the reverse when it is lowered. Par. 935, R. & O., 83.

803. Air may be brought to a state of saturation by reducing its temperature. If the air contain but little moisture, the reduction of temperature must be considerable; but if it contain much, a slight reduction will bring it to a state of saturation. Par. 936, R. & O., 83.

804. If air be cooled below the degree of temperature at which it will be in a state of saturation, a portion of the watery vapour contained therein will be deposited on any cold substance with which it may come in contact. The degree of temperature at which air will thus begin to deposit moisture is called its *dew-point*. Par. 937, R. & O., 83.

805. When warm air enters a comparatively cold building, the temperature of the air is reduced by coming in contact with the interior walls and other cold surfaces; and if its temperature be thus reduced below the *dew-point* condensation will take place. In the latter case it is obvious that the admission of fresh air will not tend to dry a building but to render it damp. Par. 933, R. & O., 83.

INSTRUCTIONS RELATING TO MAGAZINES AND AMMUNITION
STORES—*contd.*

806. If a magazine 40 feet by 24 feet by 12 feet, the temperature of whose internal walls, &c., is 45°, were to be filled with saturated air having a temperature of 50°, and the magazine were then closed, nearly a pint of moisture would be deposited during the cooling of the fresh air to the temperature of the walls. The pint of moisture would result from the quantity of air sufficient merely to fill the magazine; but if the ventilators were open, the air might be renewed many times in the course of a day, and very much more than a pint of moisture be deposited.

(2.) Air entering a building whose temperature is higher than its own becomes capable of absorbing moisture from damp surfaces. Par. 939, R. & O., 83.

807. The efficiency of the ventilation of a magazine will depend upon the degree of dryness which the fresh air admitted into it possesses, and the rapidity of the current of dry air passing through the building. Par. 940, R. & O., 83.

808. The ventilators of magazines should, in all cases, be constructed so as to exclude or admit the external air at discretion, *and the instructions for their use should be framed with a view to the exclusion of the external air when the temperature of its dew-point is above that of the interior of the building, and the admission of the air when its dew-point is below the temperature of the interior of the building.* Par. 941, R. & O., 83.

809. The interior of a bomb proof magazine with thick walls and a vaulted roof is commonly colder than the outside air in summer, and warmer in winter. Winter is therefore the more favourable season for ventilation. Par. 942, R. & O., 83.

810. Whenever, notwithstanding a careful attention to ventilation, magazines are found to be damp, their condition may be improved by the use of quick-lime, which has

**INSTRUCTIONS RELATING TO MAGAZINES AND AMMUNITION
STORES—*contd.***

the property of absorbing from the air about one-third of its own weight of water. Par. 943, R. & O., 83.

811. The proper time for using lime is when the condition of the magazine would not be improved by ventilation, and when, consequently, the ventilators are closed. Lime would be of very little service while a rapid current of air was passing through the building. Par. 944, R. & O., 83.

812. Lime will be used during the seasons of the year least favourable for ventilation in all magazines that show signs of dampness. The lime should be fresh from the kiln, broken into small lumps and exposed to the air in the inferior of the magazine in shallow vessels. Par. 945, R. & O., 83.

Boards of Survey.

813. In order to provide for the better efficiency of the Militia service in respect of Forts, Magazines, Buildings and Works at and about District Head Quarters, and of the Stores and Munitions of War in Militia Store charge in each Military District, as well as of all Ordnance, Ammunition and other stores, a periodical inspection thereof will be made at Charlottetown, P.E.I., Halifax, N.S., St. John, N.B., Quebec and Montreal, Que., Ottawa, Kingston, Toronto and London, Ont., Winnipeg, Man., and Victoria, B.C. Par. 946, R. & O., 83.

814. When an officer of the Militia is employed as a member of a Board of Survey at the city, town or place where he resides, he shall, if not at the time under pay as an officer, be paid the net pay of his rank for the day or days so employed. Par. 947, R. & O., 83.

Period for Inspection.

815. In the Provinces of Ontario, Manitoba and British Columbia, the annual inspection of Forts, Mounted Ordnance, Magazines, Buildings, and Works will take place in

PERIOD FOR INSPECTION—*contd.*

the month of May, in each year, and in the Provinces of Quebec, Nova Scotia, New Brunswick and Prince Edward Island in the month of June, in each year, and the Inspector and Assistant Inspectors of Artillery will at the same time make their inspection of all Artillery Material, Munitions of War, &c., their duties being limited to the inspection of such Stores. The Inspection of Stores and Munitions of War in Militia Store charge in each Military District other than those above to be inspected by the Inspectors of Artillery will, when practicable, be made in all the Provinces during the month of January in each year. The commencement of the year being considered the best period for holding such Boards of Survey on Stores, as the pressure of work at that season is less on the District Staff and the Store Branch of the Department. Par. 948, R. & O., 83.

Composition of Boards.

816. The Boards of Survey in each Military District will be composed as follows: in Ontario, Quebec, Nova Scotia and New Brunswick,—the Deputy Adjutant General, the Brigade Major at the Head Quarters of the Military District and the Inspector or Assistant Inspector of Artillery, as the case may be, for the Province. In Manitoba, British Columbia and Prince Edward Island,—of the Deputy Adjutant General and the next senior Officer of Active Militia present at the station. Par. 949, R. & O., 83.

817. The duties of the Inspector and Assistant Inspectors of Artillery may close at any station when the inspection of the Ordnance, Arms, Munition and Warlike Stores specially appertaining thereto has been completed. In places where there are *no reserves* of Warlike Stores, their services will, of course, not be required. Par. 950, R. & O., 83.

Superintendent of Stores to be Present.

818. The Superintendent of Stores is to be present at all inspections, to assist in the examination of Stores and for explanatory purposes. Par. 951, R. & O., 83.

Duties of Boards.

819. The duties of the Boards will be to ascertain the state and number of the Stores and Ammunition in possession of the Superintendent of Stores, as shown and borne on District Store Ledger—the examination of all Military and other buildings in Militia charge—and to make an inspection of the Ordnance, Ammunition, Warlike and other Stores and Munitions in possession of the Superintendent of Stores, and of the Commandants of the Schools of Military Instruction respectively. To report the state and condition of the Buildings, Stores and Works—to furnish a list of such Stores of every kind as the Board may consider obsolete or unserviceable, with a recommendation as to their disposal, together with a return of such articles, buildings, or other works as may require repair, and a statement as to the nature and extent of the repairs considered necessary. Par. 952, R. & O., 83.

820. These Boards will be held strictly responsible that accurate inventories are taken of the stock in charge, so that any loss or deficiency may be at once discovered, and immediately reported. Par. 953, R. & O., 83.

821. A mere superficial examination does not meet the object intended by the assembly of such Boards. The process of "Taking stock" should be exhaustive, and satisfactory to all concerned. Par. 954, R. & O., 83.

Day of Assembling.

822. The Deputy Adjutants General of the several Military Districts will communicate by letter with the respective officers appointed to form these Boards with a view to fixing the most convenient day of assembly. Par. 955, R. & O., 83.

DAY OF ASSEMBLING - *contd.*

823. At stations where there are forts having guns mounted thereon, replies must be given to each of the following questions, both as to the guns and stores in Artillery charge and in Military store charge, viz.:

1. Are the ordnance, carriages and traversing platforms mounted on the several defences kept in serviceable condition and working order, and with their proportions of side arms and small stores, under proper military protection? Do any of the carriages want painting, or the guns or shot lacquering? and when was this last done to them?

2. What are the proportions of made-up ammunition allotted for immediate service of the mounted ordnance? Is this quantity, in your opinion, sufficient? What quantity, is loose in the bags? And how much made up in cases or barrels? Are the expense magazines in proper condition, and under adequate military protection? Are they bomb-proof?

3. Are the service field guns, with their carriages, ammunition and equipment in efficient condition, and under suitable cover and protection?

4. Does due attention appear to have been taken to keep the stores from injury, from damp, dust, &c., for instance have the small arms been properly cleaned, oiled, and repaired when necessary?

5. Are the magazines in a good state of repair and free from damp?

6. Are the military stores in possession of a thoroughly, efficient and serviceable character, in every respect fit for the requirements of the service, and in just proportions? If there is excess or deficit of any articles, enumerate them. Par. 956, R. & O., 83.

824. The Inspector or an Assistant Inspector of Artillery, as the case may be, will inspect the magazines, to ascertain that the regulation as to stowage, ventilation, &c., are properly observed. Powder, rockets, fuzes, ammunition and

DAY OF ASSEMBLING—*contd.*

other combustible stores are to be subjected to the minutest examination and the requisite proof; and the results of this inspection reported *in detail*. Par. 957, R. & O., 83.

Boards of Officers for Inspection of Barrack Stores, &c.

825. A Board of Local Officers consisting of the Deputy-Adjutant General of the District, an officer of the corps to be detailed by the commanding officer, and the District Superintendent of Stores, will assemble at each place where an embodied corps is stationed, on the 2nd day of the month of April and October in each year, and inspect and report on the actual state and condition of all barrack stores and utensils in possession of the corps and School of Military Instruction at the station, which have become unserviceable or are likely to become unserviceable, and as require to be repaired or renewed. Par. 958, R. & O., 83.

826. A Board of Officers consisting of the Deputy Adjutant General of Military District No. 3, an Officer of the Royal Military College Staff to be detailed by the Commandant, and the District Superintendent of Stores, will assemble at Kingston, on the 3rd day of the months of April and October in each year, and inspect and report similarly on the actual state and condition of all barracks, stores and utensils in possession of the Royal Military College. Par. 959, R. & O., 83.

827. The Boards are to satisfy themselves as to the dates of issue of the unserviceable articles, that due care has been taken of the articles while in use, and as to the cause of their unserviceable state. Par. 960, R. & O., 83.

828. A general inspection of all the stores of the College, and the College buildings, will be made by the same Board at the inspection on the 3rd October in each year. Par. 961, R. & O., 83.

829. If the day on which any of these Boards should assemble be a Sunday or holiday, the date of assembly will

**BOARDS OF OFFICERS FOR INSPECTION OF BARRACK STORES,
&c—contd.**

be the day following. The hour of assembly will be fixed and notified in each District by the Deputy Adjutant General. A report of the proceedings of each Board is to be sent to the Adjutant General at Head Quarters immediately after each inspection. Par. 962, R. & O., 83.

Inspection of Repairable and Unserviceable Articles.

830. Articles reported upon by Captains of Batteries of Artillery, either repairable or unserviceable, are to be inspected by a Board of Officers, to be composed of an Officer of the Battery, the Brigade Major of the Division, and the Inspector or an Assistant Inspector of Artillery. Par. 963, R. & O., 83.

831. The Board to assemble on notification of the Inspector or Assistant Inspector of Artillery that such an inspection is necessary, provided the date is that fixed for the annual inspection of the corps, when the officers will be present in the ordinary course of their duties. Par. 964, R. & O., 83,

832. A similar inspection of unserviceable articles in possession of other corps may be made in camp of exercise by a Board consisting of the Deputy Adjutant General of the District, the Brigade Major, and the Officer commanding the Corps. Par. 965, R. & O., 83.

833. The opinion of the Board is to accompany the requisition to repair or replace articles reported upon. Par. 966, R. & O., 83.

Obsolete or Unserviceable Stores.

834. In order to prevent articles being presented a second time for inspection by any of these Boards, care is to be taken to dispose of all such stores as are condemned from time to time as obsolete or unserviceable. Par. 967, R. & O., 83.

PAY, &c.**District Paymasters.**

835. In all matters of Finance, District Paymasters are accountable to the Minister of Militia and Defence, or his deputy, from whom only they will receive all their instructions relating thereto; and whenever any doubt arises as to the payment of any account on the Public Service, District Paymasters will forward the case, accompanied with all necessary information, for further instructions. Par. 968, R. & O., 83.

836. They are not to correspond with officers commanding corps on matters relative to pay, except through the Deputy Adjutant General commanding the District. Par. 969, R. & O., 83.

(2.) They are not to make payments from public moneys unless a voucher is furnished by the person entitled to receive such payments.

837. They are held accountable for every payment made by them; and if, at any time, payments not warranted by their instructions are made, they will be held personally responsible. Par. 970, R. & O., 83.

838. All accounts for ordinary services are required to be in duplicate and to be sent, before payment by the District Paymaster, to the Department at Ottawa, for examination and approval at the close of every month, each account being signed, as "examined and found correct," by him, and certified and recommended for payment by the Deputy Adjutant General of the District, and supported by the approved requisitions from the Department, under authority of which the expense was incurred. Par. 971, R. & O., 83.

Regimental Paymasters.

839. Every battalion will be provided with a paymaster. In every detachment of not less than five companies, an officer will be appointed to act as paymaster, with a sergeant

REGIMENTAL PAYMASTERS—*contd.*

as clerk, and will receive paymaster's pay. This will not be in addition to his regimental pay, but inclusive thereof. Where *two* and not more than *four* companies are quartered together, an officer will be detailed to act as both *pay*, and *quartermaster*, with paymaster's pay, and will be responsible for the correct and punctual fulfilment of the duties prescribed for each. Where a post consists of one company only, or part of a company, the officer in command is responsible for the due performance of the duties prescribed for the paymaster and quartermaster. Par. 989, R. & O., 83.

840. Every paymaster will, immediately on being placed on actual service, draw up an accurate nominal and numerical roll of the men of his battalion or detachment, with a column of remarks showing when any man becomes non-effective, and he will lose no time in forwarding a requisition, according to form, for a week's pay in advance, for his men. Par. 990, R. & O., 83.

841. It is a Paymaster's duty to bring to the notice of his commanding officer any improper or unnecessary issue of pay or allowances. The officer commanding will cause the circumstances to be inquired into, and see that any allowance improperly issued is refunded. Par. 991, R. & O., 83.

All Paymasters.

842. The annual Estimates voted by Parliament will not be considered authority for any payments. In the event of a Paymaster receiving for payment a claim which appears to him not authorized specially or by the regulations of the department, or of the service, it is his duty to point out to the officer commanding the corps or other officer concerned, as the case may be, that the claim is not covered by requisite authority. It will then rest with the officers concerned to obtain the necessary authority. Par. 992, R. & O., 83.

ALL PAYMASTERS—*contd.*

843. No payment shall be authorized by the Auditor General in respect of work performed or materials supplied by any person in connexion with any part of the public service of Canada, unless in addition to any other voucher or certificate which may be required in that behalf, the officer under whose special charge such part of the service is, certifies that such work has been performed, or such materials supplied, as the case may be, and that the price charged is according to contract, or if not covered by contract, is fair and just. 49 Vic., chap. 29, sec. 33.

844. Inconvenience and delay having arisen in consequence of claims for Militia Service being submitted for payment, in many instances, without the necessary authority being attached in support of the same, in future the authority is to be referred to by number or date, *briefly*, in the body of the account or claim, and the approved Requisition, if the authority is under that form, or a copy of the special authority, must be attached in all cases to such claims. Par. 981, R & O., 83.

845. Every officer or man making a claim upon Government for pay or allowances or arrears of pay or allowances, must state on the face of the claim whether he has or has not already received any sum on account of said claim. Should any payments have been made to him, he must state the date of the payments, amounts received, and from whom received; and after deducting those amounts, must show the balance due on the claim. Deputy Adjutants General are directed to see that these instructions have been complied with before they forward to Head Quarters, certify or recommend the payment of such claims. G. O., 5, 3, 86.

46. Should a Paymaster at any time experience difficulty in obtaining the reimbursement of moneys due from officers or others, he is to make a prompt representation of the circumstance officially. Commanding officers are to

ALL PAYMASTERS—*contd.*

afford every assistance in this respect by desiring officers under their command to settle all sums due by them to the public. Par. 993, R. & O., 33.

847. Paymasters are strictly prohibited from applying public money to any purpose not authorized by regulations of the service. They are not on any pretext or in any shape whatever to advance, lend or exchange any sum for which they are accountable. Nor are they directly or indirectly to derive any advantage from their positions beyond their authorized pay and allowances. Par. 994, R. & O., 83.

848. If district or other paymasters choose to employ, for the purpose of paying militiamen in their districts, agents who are not duly authorized for that service, they will do so on their own responsibility and at their own risk; any loss which they may incur by such a proceeding will fall on themselves alone. Par. 972, R. & O., 83.

849. When militiamen serving in one district are removed to another district for service therein, they are to be settled with in the district they are leaving, for pay and allowances up to the day, inclusive, preceding their march, and will be taken on the strength for pay in the District to which they have been removed, from the day following that to which they have been previously paid. Par. 978, R. & O., 83.

850. Claims for lodging money must be supported by a certificate specifying that the officer actually provided himself with lodgings, and was not and could not be accommodated in any building belonging to or hired by Government. Par. 980, R. & O., 83.

851. Officers in employment on the staff of the Militia, will bear in mind that no expenditure for any service will be sanctioned, unless authority for the same has been previously obtained. Par. 974, R. & O., 83.

852. No officer, non-commissioned officer or man of the Militia shall be entitled to receive any military pay or allow

ALL PAYMASTERS—*contd.*

ance on account of actual service, beyond the day on which he shall have been discharged from actual service. Par. 977, R. & O., 83.

Assignment of Pay by Officers, Non-Commissioned Officers and Men to their wives and families.

853. Applications for assignment of pay by officers, non-commissioned officers and men on active service to their wives and families, must bear the signature of the individual wishing to make the assignment, the number of days, pay, per month, assigned, and the name in full of the person to whom the assignment is made. O. C., 8, 6, 87.

854. Regimental assignment lists so prepared, certified by the Lt. Colonel commanding, by the captains of companies, and countersigned by the regimental paymaster that the amount of pay so assigned shall be shown in the column of stoppages, marked assigned pay in the monthly pay list, will receive the attention of the Minister of Militia and Defence, who at his discretion will issue the necessary order to meet the wishes of the officers and men concerned. O. C., 8, 6, 87.

855. These lists of assigned pay must be transmitted by the officer commanding in *quadruplicate* as follows:—One copy to the principal supply and pay officer, one copy to the brigade or divisional paymaster of the field force to which the corps may be attached, one copy to the Minister of Militia and Defence (account branch), Ottawa, and one copy to the paymaster of the military district to which the corps belongs. O. C., 8, 6, 87.

856. Each captain of a company shall retain a copy of his company "assignment pay list," and each regimental paymaster shall keep the regimental list of "assigned pay" on file in his office. O. C., 8, 6, 87.

857. The monthly regimental pay list must show the name of every officer and man, with the pay due him for every da

ASSIGNMENT OF PAY BY OFFICERS, &C.—contd.

he has served during the month, and in the column of stoppages must be shown the amount of "assigned pay" to be deducted; and in the column of remarks the number of days assigned pay deducted must be stated. O. C., 8, 6, 87.

(a.) The names shown in the Monthly Pay Lists must be placed in Alphabetical order, giving the Regimental number of each non-commissioned officer and man. G. O., 5, 8, 87.

858. Requisitions of Regimental or other Paymasters, or Brigade or Divisional Paymasters, should be for the *full amount* of pay of the Corps or Command in their charge, for the period for which pay is asked; and the amount of "Assigned Pay" must be deducted therefrom, thus:—

Total amount of requisition.....	\$
Less amount of assigned pay.....	_____

Net amount required.....	\$
	=====

859. Brigade or Divisional Paymasters will make advances according to the Requisitions of the Regimental Paymasters, and forward the amount of Assigned Pay to the District or other Paymasters charged with the payment of the Assigned pay. G. O., 5, 8, 87.

Rates of Pay for Officers on actual service.

860. Whenever the Militia or any part or corps thereof, is called out for active service, the officers and men so called out shall be paid at such rates of daily pay as are paid to officers and men of the relative and corresponding grade in Her Majesty's service, or such other rates as are for the time being fixed by the Governor in Council. 49 Vic., chap. 41, sec. 81.

 PAY, &c.

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 RATES OF PAY FOR OFFICERS ON ACTUAL SERVICE—*contd.*

861. The following rates of pay have been authorized, viz. :—

Staff.	Per diem.	
Deputy Adjutant General.....	\$7 30	
Assistant Adjutant General or Quarter master General.....	6 09	
Brigade Major.....	5 16	
Staff Captain.....	3 77	
Staff Lieutenant.....	3 05	
Staff Paymaster.....	5 47	
Camp Quartermaster.....	3 77	
Supply Officer with a force not less than 1,000 strong.....	5 00	
Supply Officer with a force over 500 strong	3 90	
Surgeon Major.....	4 87	
O. C., 8, 6, 87.		

Pay and allowances for these appointments are to be charged for on a pay list for the staff.

862. The staff pay of an officer appointed to the staff shall commence from the date of assuming the duty of his appointment. O. C., 8, 6, 87.

863. The rate of staff pay shall be dependent on the staff appointment held, and not on the rank of the officer holding it. O. C., 8, 6, 87.

864. Staff pay shall only be issued to an officer in the actual discharge of the appointment to which the staff pay is attached. O. C., 8, 6, 87.

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PAY, &c.

865.

Regimental.

RANK.	Per day.	
\$ cts.		
Lt.-Colonel in Command of a Battalion }	4 87	Pay and allowance for these appointments can only be granted when the Officers are serving with their own Battalion or with a Provisional Battalion, and should be included at the end of such of the Company pay lists as the Commanding Officer may direct.
Major	3 90	
Paymaster.	3 05	
Adjt. with rank of Capt.	2 82	
Adjt. with rank of Lt.	2 44	
Quartermaster	2 82	
Surgeon.....	3 65	
Asst. Surgeon	2 43	
Veterinary Surgeon.....	2 50	
Captain.....	2 82	
Lieutenant	1 58	
2nd Lieutenant	1 28	

PAY, &c.

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RATES OF PAY FOR OFFICERS ON ACTUAL SERVICE—*contd.*

866. The rate of pay for each non-commissioned officer and man shall be as follows for their respective grades:—

Rank.	Rate of Pay per day. cta.
Sergeant-Major	100
Quartermaster Sergeant	90
Paymaster's Clerk	90
Orderly Room Clerk	90
Hospital Sergeant	90
Pay Sergeant	80
Sergeant	75
Corporal	60
Bugler	50
Private	50

Par. 987, R. & O., 83.

867. No field officer or adjutant is to accompany his battalion in actual service unless he is provided with a horse. Par. 984, R. & O., 83.

868. No regimental staff officer is to receive pay unless he has been regularly appointed to the battalion or provisional battalion, nor, except for those doing duty as field officer, is pay to be granted for brevet rank of any kind. Par. 985, R. & O., 83.

Staff and Regimental.

869. Pay for any staff or regimental appointment shall not be issued to more than one person for the same period. O. C., 8, 6, 87.

870. No officer or man shall draw pay in more than one capacity. O. C., 8, 6, 87.

871. An officer or man will forfeit his daily pay when absent from duty on leave or furlough. O. C., 8, 6, 87.

872. It is to be understood that the established rates of staff or regimental pay include all pay, and that officers or

RATES OF PAY FOR OFFICERS ON ACTUAL SERVICE— contd.

men while drawing pay at those rates on actual service, cease to draw pay for any other appointment from militia funds. O. C., 8, 6, 87.

873. No medical officer will be appointed to the rank of Surgeon Major otherwise than as provided in Par. 91. It is, however, to be understood that surgeons who have so attained the rank of Surgeon Major will, when out with their corps on actual service, draw the pay of that rank. O. C., 8, 6, 87.

874. A regimental officer of a certain rank who is temporarily performing the duties pertaining to a higher rank, will only receive the pay of his own rank, but may receive Field allowance for the higher rank, the duties of which he is performing. O. C., 8, 6, 87.

875. An officer serving on the staff, or otherwise, who is in the receipt of higher rates than shown in the scale of pay for actual service will, if detailed for temporary duty with a force on actual service, continue to receive the rate of pay of his existing appointment, with the addition of field and horse allowances authorized for service in the field. In such case his pay and allowances will, during the period of his absence on actual service, be drawn by him from the fund applicable to payment for such service. The pay and allowances of the appointment from which he was detailed will lapse during the period he is absent on actual service, unless the Minister of Militia authorizes payment to another officer for the temporary discharge of the duties for which that pay was authorized. O. C., 8, 6, 87.

Horses.

876. The mounted officers and men of mounted corps, the mounted officers of other corps, and mounted staff officers, if they provide their own horses, will be paid one dollar per diem for the use of each horse for any period of actual service not exceeding 60 days. If the service lasts

RATES OF PAY FOR OFFICERS ON ACTUAL SERVICE—*contd.*

more than 60 days, the pay for each horse after the first 60 days will be at the rate of 50 cents per diem. Pay for a horse shall only be issued to an officer or man when his duties actually require him to be mounted, and upon the usual certificate that he actually provided a horse for the period for which pay is claimed, and that the horse was private property. O. C., 8, 6, 87.

Command Pay.

877. Whenever, in the case of active operations, a separate column of mixed troops of not less than 1,000 rank and file is formed under the command of a staff officer or regimental field officer, it shall be competent to grant to such officer a special rate of pay, not exceeding \$2.43 a day, in addition to his staff or regimental pay, for the number of days he is employed on such command, but he shall not draw regimental command pay for the same period. O. C., 8, 6, 87.

(2.) In the above case the officers on the staff of the column to receive pay shall not exceed —

1	officer of the rank and pay of a	Brigade Major.
1	do do do	Staff Lieutenant.
1	do do do	Supply Officer.
1	do do do	Camp Quartermaster.
1	do do do	Surgeon.

O. C., 8, 6, 87.

(3.) Non-commissioned officers on the staff of the column to be paid shall not exceed three, their duties will be apportioned by the officer commanding; their pay, including all other pay, will be at the rate of \$1 per diem. O. C., 8, 6, 87.

878. A staff or regimental officer appointed in the case of active operations to command a separate column of mixed troops, not less than 500 strong, may be granted a special rate of pay of \$1.50 a day, in addition to staff or regimental pay. O. C., 8, 6, 87.

COMMAND PAY—*contd.*

(2.) In the above case the officers on the staff of the column to receive pay shall not exceed—

1 officer of the rank and pay of a Staff Captain.				
1	do	do	do	Staff Lieutenant.
1	do	do	do	Supply Officer.

879. The Quartermaster of one of the corps forming the column will also act as Quartermaster for the column, and the Senior Surgeon will have medical supervision. The Quartermaster and Surgeon who act in these capacities will each receive extra duty pay at the rate of \$1 per diem for the days employed. The pay of three staff non-commissioned officers authorized for the column will be at the rate of \$1 each per diem. O. C., 8, 6, 87.

880. Any mixed body of troops of a smaller number than 500 will provide for the duties of the staff of the column from their own corps without extra pay, except that if any officer appointed for duty on the staff requires to be mounted, he will be entitled to the allowance for a horse, if not already drawing such allowance. O. C., 8, 6, 87.

881. When on actual service in the field, an officer in command of a body of cavalry not less than 100 strong, or an officer in command of a body of artillery not less than 100 strong, or an officer in command of a battalion of infantry not less than 250 strong, may receive command pay at the rate of \$1.25 a day; also, a Lieut.-Col. of the permanent corps, whose ordinary pay is \$4 per diem, when actually in command of a corps of three arms not less than 250 strong, may receive pay at the rate of \$4.87 a day, to make his pay equal to that of the other Lt.-Colonels of Militia. O. C., 8, 6, 87.

882. No officer shall be entitled to draw more than one rate of command pay, nor to draw command pay when receiving staff pay. O. C., 8, 6, 87.

Money allowance in lieu of Rations.

883. It is intended that rations will be issued in all cases where it is practicable to do so. The following regulations apply when rations cannot be issued :—

(1.) When the ration in kind is not issued, a daily allowance in money at the rate of 20 cents per diem may be drawn in the following cases :—

- (a.) All persons entitled to rations at stations where there is no departmental contract, or who, while travelling, cannot be supplied with them.
- (b.) Officers, non-commissioned officers and men on leave, pass or furlough not exceeding three days. O. C., 8, 6, 87.

(2.) The allowance in lieu of rations will not be admissible for days on which non-commissioned officers or men are provided with hot meals *en route*, or when a travelling allowance which is intended to enable the non-commissioned officer or man to provide himself with food is sanctioned. It will not be chargeable for men dieted in hospital or in a military or civil prison. O. C., 8, 6, 87.

(3.) The only soldiers serving with their corps who may locally be exempted from drawing rations in kind are :—

- (a.) Men employed as waiters or servants in the officers' mess.
- (b.) Employed officers, non-commissioned officers and men, when their employment is of such a nature as to render drawing rations in kind difficult, or seriously inconvenient to them. These officers or men may be struck out of mess, under authority of the senior officer in local command and may receive the commuted allowance. O. C., 8, 6, 87.

(4.) The rate laid down, viz., 20 cents, is the ordinary rate to be drawn in lieu of rations; but in cases of isolated forts or stations difficult of access, where no departmental contract can be entered into, or in other special cases, the Minister of Militia and Defence may temporarily grant such

MONEY ALLOWANCE IN LIEU OF RATIONS—contd.

special rate of allowance in lieu as the circumstances of the case may appear to him to justify. O. C., 8, 6, 87.

(5.) When the money allowance in lieu of rations is claimed the certificate of the officer in local command must be appended to the claim, setting forth the circumstances which rendered necessary the issue of the allowance in lieu instead of rations. O. C., 8, 6, 87.

Travelling and Hotel Allowances.

884. Officers proceeding on public duty *under orders from competent authority*, are entitled to be reimbursed the actual expenses, necessarily incurred, of their conveyance by railway or otherwise, as may be most convenient and most reasonable, according to circumstances, and when the journey shall be performed without unnecessary delay. When travelling by railway or steamboat a requisition for transport is to be obtained. See Regulations relating to transport. O. C., 8, 6, 87.

885. An allowance to cover all travelling expenses, except transport, will be issued to officers marching or proceeding by railway with troops, at the rate of \$2.50 per diem, for such days as they may be actually and necessarily occupied on the journey, the days of leaving and arriving to be counted as full days. O. C., 8, 6, 87.

886. This allowance will not be issued to officers marching with flying columns, or when they are supplied on the march with rations, or when the journey is by water if meals and berth are included in the charge for passage money. O. C., 8, 6, 87.

887. The rate of the allowance for officers belonging to Head Quarter and District Staff will be notified from Head Quarters from time to time. O. C., 8, 6, 87.

Claims.

888. Claims are to be made separately, in duplicate, on

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 CLAIMS—*contd.*

printed forms to be obtained from the Deputy Adjutant General in each district. O. C., 8, 6, 87.

889. Those of District Staff Officers will not be allowed unless it is clearly shown by the certificate of the Deputy Adjutant General of the District that such travelling expenses were rendered absolutely necessary in the discharge of the officer's duty, away from his head quarters. O. C., 8, 6, 87.

890. All claims for travelling expenses must show the special authority, date thereof, places from and to which the officer proceeded, the dates and nature of service performed, and are to be sent by ordinary channel of communication to the District Paymaster. O. C., 8, 6, 87.

Field Allowance.

Actual Service.

891. This allowance is granted for the purpose of providing officers with means in aid of defraying the expenses generally to which they may be subject, from being placed on actual service. O. C., 8, 6 87.

892. The rate of field allowance, the issue of which will be governed (subject to the exceptions stated in paragraph 8) by the regimental rank of regimental officer, and in the case of a staff or departmental officer by the relative rank of the appointment which he may hold, will be as follows.—

Field Officer.....	\$1 00
Captain.....	0 75
Lieutenant.....	0 62

O. C., 8, 6, 87.

893. Officers actually serving with troops engaged in military operations in the field, in the time of war or insurrection, whether actual or apprehended, will (subject to the restrictions in Paragraph 894) receive the allowance for 31, 61 or 91 days in advance, according to the importance

FIELD ALLOWANCE—*contd.*

of the operations upon which the troops are employed. The allowance will commence from the date of the local order issued to the troops to take the field. The period for which the advance will be made will be decided by the Minister of Militia. O. C., 8, 6, 87.

894. A further advance of the allowance will not be made for the same service, nor for a different service, within twelve months. Should the actual service in the field extend beyond the period of the first advance, and the officers continue under canvas, the allowance for any further period will be continued as a daily allowance in arrear. O. C., 8, 6, 87.

895. An officer belonging to the command, who has not previously received field allowance, will, on being ordered to join the force, receive the authorized advance. The period covered by the advance will, however, be reckoned from the date of his quitting his station to join such force. O. C., 8, 6, 87.

896. If an officer who has received an advance of field allowance at the rate admissible for the regimental, staff or departmental position held by him, becomes entitled, by promotion or by appointment during the period covered by the advance, to a higher rate of field allowance, he will not be entitled to any additional advance, but will, during that period, receive the difference between the old and the new rates for the days on which he may be actually under canvas. Such difference, however, will not be issuable for any day before the date of the General Order promulgating it, nor must any advance of such difference be issued. O. C. 8, 6, 87.

897. An officer who has received an advance of field allowance, but who quits the force with which he is serving, in consequence of ill-health or wounds, or on account of being ordered elsewhere on duty, will not be liable to refund any portion of it to the public. If he quits the

FIELD ALLOWANCE—*contd.*

force for any other cause, he will refund that portion of the advance which relates to the period subsequent to his leaving the field force. O. C., 8, 6, 87.

898. A captain succeeding to the command of his battalion will be entitled to receive the allowance of a Major. A Lieutenant succeeding temporarily to the command of a company will be entitled to the allowance of a Captain, and a copy of the Regimental Order directing him to assume the command will be annexed to his claim for a higher rate. Lieutenants in command of detachments of companies will receive the allowance of their rank only. O. C., 8, 6, 87.

899. An officer will not, under any circumstances, receive more than one rate of field allowance. O. C., 8, 6, 87.

900. If an officer, during the period covered by an advance of field allowance, should be in quarters or lodgings, he will not be required to refund any portion of the advance of field allowance. O. C., 8, 6, 87.

901. If he is on the lodging list on first being ordered into camp, the fact of his continuing to draw lodging money for any period will not affect his claim for field allowance. O. C. 8, 6, 87.

902. Field allowance will not be admissible when the advance period has expired, on days when the full rate of travelling allowance is drawn. O. C., 8, 6, 87.

903. Claims for field allowance will invariably be supported:—

(a.) By a copy of the Order under which the troops were encamped.

(b.) By a certificate (except in the case of a claim for an advance) that the claimants were actually present and under canvas on the days for which the allowance is claimed.

(c.) By a certificate (except in the case of an advance of field allowance) that the claimants were not in receipt of

FIELD ALLOWANCE—*contd.* *

the full rate of travelling allowance for any day for which field allowance is claimed.

(d.) By a certificate (except in the case of an advance of field allowance) that the claimants were not in the occupation of quarters, nor in the receipt of lodging or stabling allowance (unless under the circumstances detailed in paragraphs 900 and 901.) O. C., 8, 6, 87.

Casualties.

904. When any Officer or man is killed in active service, or dies from wounds or disease contracted on actual service, provision shall be made for his wife and family out of the public moneys. 46 Vic., chap. 41, sec. 86.

905. Every case of permanent disability, arising from injuries received or illness contracted on active service, shall be reported on by a Medical Board, and compensation awarded, under such regulations as are made from time to time by the Governor in Council; and any medical practitioner who shall sign a false certificate in any such case, shall incur a penalty of four hundred dollars. 49 Vic., chap. 41, sec. 87.

Injury or Illness—Actual Service.

906. Officers and men of permanent corps who receive injury or contract illness on service, which although of a temporary nature necessitates their release from such service, will be sent to hospital or returned to the headquarters of their corps, according to circumstances, as may be directed by the officer commanding at the place or station. If they are returned to the headquarters of their corps they will not receive the rate of allowance specified in paragraph 907, but will, on arrival there, come under the regulations applicable to their corps at its home station. O. C., 8, 6, 87.

(2.) If the incapacity of any non-commissioned officer or man continues beyond the date of the period of his engage-

CASUALTIES—*contd.*

ment as a soldier, he will, if discharged from service, be thereafter, during the remainder of the continuance of the incapacity, entitled to the compensation specified in paragraph 907 or to such consideration as the circumstances of his case may render necessary. O. C., 8, 6, 87.

907. If any officer or man shall receive injury or contract illness on actual service, which, although of a temporary nature, shall necessitate his release from such service, he shall be placed either in a military or civil hospital, and on his discharge from hospital he shall be conveyed to his home at the public expense. If placed in hospital he shall be entitled while there to be paid only the net pay of his rank, but if he elects to be sent to his own home instead of to hospital, he will be paid a sum equal to the daily net pay of his rank, with an allowance, if an officer, of one dollar per diem, if a non-commissioned officer or man, fifty cents per diem, for the period during which, according to the certificate of two qualified medical practitioners, he shall have been actually and necessarily incapacitated from following his ordinary occupation; and no allowance for medical attendance shall in any such case be given. O. C., 8, 6, 87.

(2.) If any officer or man is sent to a civil hospital for treatment he is to be informed that when he is discharged therefrom he must obtain a certificate from the hospital authorities showing the particulars of his case, and the period during which he was necessarily kept there under medical treatment. The certificate will be required to establish his claim for compensation or pay during the period his disability existed. O. C., 8, 6, 87.

(3.) If the illness is contracted in camp during any period of annual drill, the compensation specified will be limited to a period not exceeding 60 days. Par. 999, R. & O., 83.

Claims.

908. Claims for compensation on account of injury or loss of time from illness contracted on service, must always be accompanied by a certificate of the Commanding Officer and Surgeon of the claimant's corps or detachment, showing the time and place at which it occurred. Also those for pension on account of deceased militiamen must show in addition their circumstances at the time of death, and the number, names in full, ages, sex and proximity of relatives who were dependent on them for support. O. C., 8, 6, 87.

909. Commanding Officers will bring to the attention of the Deputy Adjutant General in their respective districts the cases of such officers and men as are entitled to be considered with a view to compensation, gratuity or pension. That officer will render necessary assistance and advice in securing the written information required to complete each case. O. C., 8, 6, 87.

910. Those suffering from disability, who are entitled to compensation under the provisions of paragraph 906 or 907 can, if necessary during the continuance of the disability, apply for a payment on account. In such instances the nature and cause of the disability must be established, and the date and amount of any previous payment shown, also the certificate of two medical practitioners must be appended to the claim as evidence of the continuance of the disability, and that the applicant is still incapacitated from following his ordinary occupation. O. C., 8, 6, 87.

911. Claims must be investigated separately, and each report of a Board, or certificate of medical or other officers relating thereto, must be confined to the one subject of which it forms a part. Staff or other officers are to see that the correspondence and papers in each case are complete and that they relate only to that case. O. C., 8, 6, 87.

912. The claims with the evidence, certificates, and reports required to establish them, are to be forwarded to

CLAIMS—*contd.*

head quarters by the Deputy Adjutant General of the district for consideration and action. O. C., 8, 6, 87.

Pay—Actual Service.*Invalided Officers or Men.*

913. Officers or men on actual service sent to the hospital invalided, will receive pay from their corps up to and including the day they are discharged from hospital, provided their corps remain on service during that period. In any case payments, from the corps, terminate from the date it is released from service. If the officer or man remains in hospital after his corps is released from service, his pay will thereafter, while he is under treatment as a patient therein, be issued by the Paymaster of the District in which the hospital is. If the officer or man is removed to a hospital in another district, each Paymaster interested will issue a *last pay certificate*, in duplicate, one copy to be forwarded to the Paymaster of the district to which the patient is proceeding, the other copy to be given to the patient, in such case pay for the officer or man, while in hospital, will not be included in the pay list of his corps. O. C., 8, 6, 87.

914. If the officer or man is sent to his home from the hospital for further treatment in place of rejoining his corps on service, the Paymaster of the district in which the man's home is, will issue pay to the man during the period he is incapacitated from following his ordinary occupation—on approval of the Deputy Adjutant General of the district, and the required certificate of two qualified medical practitioners. If the incapacity continues after the corps to which the officer or man belongs is released from actual service, the issue of pay will cease from date the corps is so released, and thereafter the case will be dealt with by the Department on its merits, after investigation required by

PAY—ACTUAL SERVICE—*contd.*

regulation and the production of specified medical and other certificates. O. C., 8, 6, 87.

915. Men of permanent corps on actual service will, in all cases during the period of their engagement, receive their daily pay from their corps. O. C., 8, 6, 87.

Gratuities and Pensions.

916. The following rates of compensation by gratuity and pension will be allowed to militiamen wounded or disabled, or who may be hereafter wounded or disabled in actual service, and to the widows and children of those who have been killed in battle or have died from injuries or illness contracted on actual service. O. C., 8, 7, 85.

Wounds or injuries received in action.

917. An officer who shall be certified to have received a wound in action which shall have occasioned the loss of an eye, or a limb, or the use of a limb; or to have received bodily injury equivalent to the loss of a limb, shall, in the first instance, receive a gratuity in money of one year's full pay of the appointment held by him at the time of his wound. O. C., 8, 7, 85.

918. From the expiration of one year, from the date of the wound or injury, the wounded officer referred to in the preceding paragraph, may, subject to the conditions of paragraphs - to -, be granted a pension according to the following scale :-

Rank or relative rank of officer.	Annual pension.
Lieutenant Colonel	\$1,200
Major	800
Captain	400
Lieutenant	280

O. C., 8, 7, 85.

PAY, &c.

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GRATUITIES AND PENSIONS—contd.

919. No claim to a gratuity or pension shall be entertained unless the officer shall apply for the same within five years after being wounded. O. C., 8, 7, 85.

920. A pension shall not be granted for the loss of an eye, consequent upon a wound received in action, unless loss of vision shall have occurred within five years after the wound, and shall be solely attributable to such wound. O. C., 8, 7, 85.

921. A pension shall be granted according to Militia rank, or in the case of a Departmental Officer, relative rank, held by the Officer at the time of being wounded. O. C., 8, 7, 85.

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PAY, &c.

Soldiers Pensions.

922. Pensions may be granted to militiamen discharged as unfit for further service from wounds or injuries received in action.

Rank.....	First degree.		Second degree.		Third degree.		Fourth degree.	
	From	To	From	To	From	To	From	To
	75	1.10	60	90	45	60	30	45
Sergeant	60	90	45	60	30	45	23	30
Corporal	45	60	30	55	23	30	15	23
Private.....								

O. O., 8, 7, 85.

**Pensions to Widows and Children of Officers and Soldiers
if in reduced or needy circumstances.**

Rates of Pension.

923. If the deceased officer or soldier has been killed in action, or has died from wounds received in action, within twelve months of having been wounded :—

- (a.) To the widow a pension annually equal to one-half the daily pay of the officer or soldier during twelve months, and in addition, for the first year, a gratuity equal to twelve months' pay.
- (b.) To each child, a compassionate allowance annually at the rate of one-tenth of the pay of the officer or soldier, and in addition, for the first year, a gratuity equal to four months' pay.

924. If the deceased officer or soldier died from illness which can be directly traced to fatigue, privation or exposure incident to active operations in the field, within six months after his having been finally incapacitated for duty, or if the deceased officer or soldier shall have lost his life in consequence of wounds received in the execution of military duty otherwise than in action :—

- (a.) To the widow, a pension annually equal to three-eighths of the daily pay of the officer or soldier during twelve months.
- (b.) To each child, a compassionate allowance annually at the rate of one-thirteenth of the pay of the officer or soldier. O. C., 8, 7, 85.

925. A pension to the widow or other relative of a deceased officer or soldier shall only be granted as a reward for good, faithful and gallant service rendered, and shall not be claimed as a right. It shall not be conferred if the applicant be left in wealthy circumstances, or is already in possession of any pension, provision or allowance from the public. O. C., 8, 7, 85.

926. A widow's pension shall, as a rule, commence the day following that of her husband's death, and shall be

PENSIONS TO WIDOWS, &C.—*contd.*

discontinued should she subsequently prove unworthy of it or attain to wealthy circumstances. O. C., 8, 7, 85.

927. The pension of a widow who re-marries shall be suspended from the date of her re-marriage; but in the event of her again becoming a widow her pension may be restored, upon proof that she is not in wealthy circumstances, and is otherwise deserving. O. C., 8, 7, 85.

Children.

928. Compassionate allowances, as shown in Par. 923, may, subject to the conditions which apply to widows' pensions, be granted to the children of deceased officers and soldiers. They shall not be granted to sons over the age of eighteen, nor to daughters over the age of twenty-one, except in very special cases in which it shall be shown that the sons or daughters became afflicted during the officer's or soldier's life with some mental or bodily infirmity rendering them dependent upon him, and permanently incapable of making adequate exertion for their support; and that such incapacity dates from a period before the children reached the limit of age as above laid down, and that they are in distressed circumstances. O. C., 8, 7, 85.

929. The allowances granted under Par. 928 to the sons of officers and soldiers may be continued until they respectively attain the age of eighteen, or are otherwise previously provided for; and those to the daughters may be continued until they respectively marry or attain the age of twenty-one, whichever shall first happen, and no longer; except in very special cases, in which it shall be shown that such children are afflicted with any mental or bodily infirmity rendering them incapable of making adequate exertion for their own support; and that they are in distressed circumstances. O. C., 8, 7, 85.

930. In the case of an officer or soldier killed in action, or dying from wounds received in action, within twelve months

PENSIONS TO WIDOWS, &c.—contd.

after such wounds shall have been received, and not leaving a widow, but a daughter or daughters only, an annual allowance equal to half the rate of widow's pension may, under special circumstances, to be determined by the Minister of Militia and Defence, be granted, instead of the compassionate allowances referred to in Par. 928, to such daughter or to such daughters collectively. Such allowance may be continued until the daughter, or the last survivor of them in case there be more than one, may become disqualified by marriage or otherwise. O. C., 8, 7, 85.

931. A compassionate allowance shall be paid from the date of the officer's or soldier's death to the 30th June next ensuing; and subsequent payments shall be made yearly in advance from the 1st July in each year. O. C., 8, 7, 85.

Mother.

932. The mother of an officer or soldier killed in action, or dying of wounds received in action within twelve months after such wounds shall have been received, without leaving either widow, or legitimate child, such mother being herself a widow and in distressed circumstances, and having been mainly dependent upon the deceased officer or soldier for support, may be granted an annual allowance according to the rank of the officer or soldier, and at half the rate of widow's pension; but if she shall be in receipt of a pension as an officer's or soldier's widow, or shall have any other provision of any kind from the public, no allowance shall be made to her on account of her son, unless she relinquish such pension or provision. In the event of her allowance ceasing in consequence of re-marriage or death, it shall not be transferable to her daughters. O. C., 8, 7, 85.

Sisters.

933. The sister or sisters collectively of an officer or soldier killed in action or dying of wounds received in action with-

PENSIONS TO WIDOWS, &c.—*contd.*

in twelve months after such wounds shall have been received, without leaving widow, legitimate child, or mother, and provided she or they be an orphan or orphans, without surviving brother, and mainly dependent for support upon the officer or soldier deceased, may, under special circumstances, to be determined by the Minister of Militia and Defence be granted an allowance equal to half the rate of widow's pension. O. C., 8, 7, 85.

Special.

934 In instances where the regulations do not meet the circumstances of individual cases, they may be specially considered by His Excellency the Governor General in Council.

935. The minimum rate of pay for pension on account of deceased Lieutenants in all corps of the Active Militia will be counted at two dollars per diem. O. C., 8, 7, 85. G. O., 9, 7, 85.

Pensions.

936. Pensions will be paid half-yearly in advance on the 1st January and 1st July of each year. Broken periods from the date a pension is authorized will be paid for at the time the first regular half-yearly payment thereafter is made.

937. Application for payment of pensions to be forwarded to the Paymaster of the District in which the applicant resides.

Permanent Disability.

938. All cases of permanent disability, arising from injuries received or illness contracted by officers or men on actual service, shall be reported on by a medical board, and compensation awarded for the same according to the merits of the case. Par. 1007, R. & O., 83.

Regulations for Claims.

The following regulations apply when claims to pensions, or gratuity on account of death or wounds, of officers or men, or of disability from illness contracted while on actual service, require to be established:

939. A board of officers, composed of one field officer and two captains of the Active Militia, will be assembled at such time and place as may be ordered, and shall take cognizance and report on the various claims presented for its consideration. Par. 1008, R. & O., 83.

(2.) Unless otherwise ordered from Head Quarters the Boards of Officers in the different Military Districts, will consist of the Deputy Adjutant General of the District, or Officer acting in his stead for the time being, and two Captains residing at his Head Quarters to be named by him.

(3.) The Captains if not otherwise drawing pay will receive the pay of their rank for the days necessarily employed, on certificate of the President.

(4.) The cases to be investigated by the several Boards will be those of claimants who reside in their districts. The Deputy Adjutant General in each district will make himself acquainted with the cases which should be investigated by the Board, and do all he properly can to facilitate the inquiry in order that those who are entitled to compensation, gratuity or pension, may have their cases verified and brought without delay to the attention of the Department. G. O., 16, 10, 85.

940. Where the claims are on account of disability, the date and place at which it occurred, and cause, degree and probable duration must be established by evidence before a medical board. The report of such board will form part of the evidence required to be produced before the board of officers referred to in the above paragraph. The claims will be divided into three classes: Par. 1009, R. & O., 83.

REGULATIONS FOR CLAIMS—*contd.**1st Class.*

(1.) Claims on the part of relatives of Militiamen who have been killed in action, or who have died of wounds or injuries received, or of disease contracted on actual service.

(2.) The evidence required to be produced before the Board in support of claims of this class, is, in the case of a Militiaman killed in action, a certificate from the commanding officer of his corps, stating that he was killed in action on actual service. (Form marked A.)

(3.) *In the case of a Militiaman who has died of wounds or injuries received on actual service*, a certificate from the medical officer who first saw him after he was wounded or injured, countersigned by the commanding officer, stating the nature of the wound or injury which caused death; Also a certificate from the medical attendant at the time of death, stating the cause and date of death (Form B,) the same is to be corroborated by any other material evidence that can be procured.

(4.) *In the case of a Militiaman who has died of disease contracted on actual service*, a certificate from the medical officer who first attended him after he was taken ill, countersigned by the Commanding Officer, stating the nature of the disease, and that it was contracted on actual service, (Form B); Also a certificate from the medical attendant at the time of death, stating the cause and date of death (Form B).

(5.) In all the foregoing cases, evidence must be produced of the circumstances of the deceased, and the amount of income he was in receipt of at the time of his going on service; and whether his income died with him in whole or in part, stating what part, if any, was independent of his life; also evidence of the number, names in full, ages, sex and proximity of relatives who were dependent for support on the life of the deceased; also evidence of the amount of medical attendance received by the deceased (supposing

REGULATIONS FOR CLAIMS—*contd.*

him to have died of wounds or disease), between the time of his discharge from actual service and the date of his death, with the names and residences of the medical attendants who had charge of him during that period. (Form C,) Par. 1009, R. & O., 83.

2nd Class.

(1.) Claims on the part of Militiamen who have received wounds or injuries, or have contracted disease on service, which may incapacitate them wholly from following their former trade or profession.

(2.) The evidence required to be produced is as follows: Report of Medical Board referred to in first part of this paragraph (Form D,); Evidence as to the circumstances of claimant;—the amount of income he was in receipt of at the time of his going on service—whether his income depended in whole or in part on his personal exertions; and what portion thereof, if any, was independent of his personal exertions; also evidence of the age, sex and proximity of relatives who depended for support on the claimant's personal exertions; also evidence of the medical attendance received by the claimant between the time of his discharge from actual service and the date of investigation of his claim, with the names and residences of the medical attendants who had charge of him during that period. (Form C.) Par. 1009, R. & O., 83.

3rd Class.

(1.) Claims on the part of the Militiamen who have received wounds or injuries, or have contracted disease on actual service, such as to incapacitate them for a time from following their usual trade or profession. The evidence required to be produced is as follows: Report of medical board referred to in first part of this paragraph, which shall establish the amount and probable duration of incapacity. (Form D.) Also evidence of the same nature

REGULATIONS FOR CLAIMS—*contd.*

as prescribed for Claimants under the 2nd Class. Par. 1009, R. & O., 83.

941. The Board having taken the necessary evidence will make its report, and will recommend such amounts of pension and gratuity, subject to the regulations on that head, as may appear equitable. The report of the Board will be based solely on the evidence which is embodied in the "Proceedings." Par. 1010, R. & O., 83.

Boards of Medical Officers.

942. The Board will assemble on such days as may in their opinion be necessary for the purpose of investigating the claims which are laid before them by the Deputy Adjutant General of their district. Each member of a Board, if not otherwise drawing pay, will receive Surgeon's pay for the day he is present and in the discharge of his duties on the Board. The claims for such pay to be certified by the President:

943. Each case is to be investigated separately. The "Proceedings" in each completed case are to be forwarded with as little delay as possible to the Deputy Adjutant General of the District, in order that they may be produced as evidence before the Board of Officers specified in paragraph 939 of the Regulations and Orders, 1887.

944. The following applies to such Boards as may be assembled for purposes mentioned in paragraph 940 to investigate cases of disability of Militiamen occasioned by wounds or injuries received, or by disease contracted, on actual service. These cases are divided into two classes. Par. 1011, R. & O., 83

(1.) Cases of Militiamen who have received wounds or injuries, or have contracted disease on actual service, such as to incapacitate them wholly from following their former trade or profession.

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BOARDS OF MEDICAL OFFICERS—*contd.*

(2.) Cases of Militiamen who have received wounds or injuries, or have contracted disease, on actual service, such as to incapacitate them for a time from following their usual trade or profession.

945. The Board will take such evidence as may be produced, and will report its own opinion thereupon, either as to the total or partial disability of the claimant; if the disability is partial, the Board will state the amount of injury or incapacity under which the claimant is suffering at the date of investigation, and its probable duration; the opinion of the Board will, of course, be based solely on the evidence which is embodied in the "Proceedings." Par. 1012, R. & O., 83.

FORM A.

946. _____ 18 .

I hereby certify _____ of _____ Battalion
 * _____ at _____ on the _____
 day of _____ 18

 Commanding _____ Batt.

* Here state whether killed in action, with the enemy, or was wounded, or died of injuries received, or sickness contracted on service, or is still suffering from wounds or injuries received or disease contracted on actual service.

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PAY, &c.

BOARDS OF MEDICAL OFFICERS—*contd.*

947.

FORM B.

_____ 18.
 I hereby certify that _____ of _____ Battalion
 was* _____ on _____ day of _____ 18
 The nature of † _____ Surgeon.
 _____ Battalion.

A duplicate copy of the Certificate is to be forwarded, through the Deputy Adjutant General of District, to the Adjutant General of Militia.

* Here state wounded in action with the enemy or otherwise whilst on active service.

† Here give a detailed account of wound or disease.

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PAY, &C.

BOARDS OF MEDICAL OFFICERS—*contd.*

949.

FORM D.

Proceedings of a Board of Medical Officers assembled by order of _____ to enquire into the nature of the disability of _____ of _____ on _____ day of _____ 18 .

President,

Members,

We declare upon our honor that we have duly and impartially enquired into the case of _____ of _____ Battalion, who appeared before this board this day, and we find the above named _____ is (1)

We do further declare upon our honor that we consider the above (2) to be (3) _____ and that the injury is equal to (4) _____ and that he will be (5) _____ for service of his usual occupation.

Signed, _____ President,

_____ } Members.

(1) Here give a particular description of wound or disease.

(2) Here state sickness incurred on actual service or wound received in action.

(3) Here say severe, dangerous or slight, as the case may be.

(4) Here say if the disability is equal to loss of arm or leg, or eye; or any other observation the Board may deem sufficient to meet the case.

(5) Here state if he will ever be fit or never be fit, or probable length of time in which he will be fit.

Par. 1016, R. & O. 83.

CORRESPONDENCE AND RETURNS.

950. All official letters and reports made to Deputy Adjutants General and Brigade Majors, by commanding officers of Corps, or other officers within their respective districts, are to be addressed as follows :—

The Deputy Adjutant General of Militia,
Military District No.
The Brigade Major of Militia,
at

Par 1017, R. & O., 83.

951. All official correspondence and returns, intended for submission to the General Officer Commanding, must be transmitted by Deputy Adjutants General Commanding Districts ; and are not to be addressed by personal name, but officially, as follows :—

The Adjutant General of Militia,
Head Quarters
Ottawa."

Par. 1018, R. & O., 83.

952. Correspondence on all Regimental matters relating to Field and Garrison Batteries of Artillery (matters affecting clothing or discipline excepted) will in future be forwarded by officers commanding Military Districts Nos. 1, 2, 3, 4, 5, 6, and 7, to the Assistant Inspectors of Artillery : at Kingston, for the Province of Ontario ; at Quebec, for the Province of Quebec. These officers will forward to the Inspector of Artillery at Ottawa, such correspondence as may be necessary for consideration at Head Quarters, with any remarks they may think advisable to make thereon. Similar correspondence from Districts 8, 9, 10, 11, and 12 will be forwarded by Deputy Adjutants General of those Districts to the Inspector of Artillery at Ottawa. Par. 1019, R. & O., 83.

953. All officers, in affixing their names to official documents, should specify under their signatures, which must

CORRESPONDENCE AND RETURNS—*contd.*

be legibly written, their rank, with the corps or department to which they belong. Par. 1020, R. & O., 83.

954. The Christian names of all officers, non-commissioned officers and men are invariably to be inserted *in full* in every document in which they appear, and in the case of non-commissioned officers and men in permanent corps, their Regimental Numbers are at all times to be prefixed to their names. Par. 1021, R. & O., 83.

955. Communications by telegraph are only to be made in cases of emergency, or when the information sought, or ordered to be conveyed cannot be received in time by post. On any occasion when *exceptional circumstances* might necessitate communication with Head Quarters by telegraph, an explanation must be forwarded by writing by the first mail afterwards. Par. 1022, R. & O., 83.

956. Messages improperly sent as on the public service or not being of sufficient urgency or importance, must be paid for by the officers or others sending them. Par. 1023, R. & O., 83.

957. Officers are to be careful to maintain the proper channel of communication in correspondence with the Deputy Adjutant General in command of their District, or with Head Quarters. All letters are to be addressed to the Brigade Major of the Division to which the corps may belong, for the information of the Deputy Adjutant General of the District by whom, if necessary, they are to be transmitted to the Adjutant General. Par. 1024, R. & O., 83.

958. All correspondence from regimental officers is, in the first instance, to be submitted to the Commanding Officer of their corps, who will forward it, if necessary, to Head Quarters. Applications, complaints, &c., from non-commissioned officers, trumpeters, drummers and private soldiers are to be made personally and *not by letter*, through the Captains or Commanding Officers of their troops, bat-

CORRESPONDENCE AND RETURNS.

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CORRESPONDENCE AND RETURNS—*contd.*

teries or companies, to the Commanding Officers of their Corps.

959. Official letters are to contain full information of all particulars upon the subject to which they relate; each letter is to refer *to one subject only*, and is to be written on foolscap paper, with a convenient (*i. e.*, from half to quarter) margin; the margin always to be left on the *inner* side of each page. The paragraphs are to be numbered, and the inclosures (if any) described in the margin, or in a separate schedule. As a general rule, when the letter extends beyond one page, or is accompanied by enclosures it should be written on a whole sheet. The transmission of unnecessary enclosures is to be avoided; and when additional papers are to be forwarded, all blank fly-leaves are to be removed from them. Par. 1026, R. & O., 83.

960. Mere covering letters should not be used as they add to the bulk of documents without conveying any additional information. Par. 1027, R. & O., 83.

961. In replying to correspondence from Head Quarters, the number on the docket or page, should always be quoted thus: (7542 A. G. O.) Par. 1028, R. & O., 83.

962. Memoranda may, whenever practicable, be substituted for letters. The half sheet of foolscap on which they are written should be folded in four divisions, as is the custom. On the back of these divisions a second memorandum can be written by the recipient in answer to it, or on forwarding it on to some other department. A sheet thus folded has places for four memoranda on the back. So that if it has to go to that number of people, all they have to say on the subject is on the one-half sheet of foolscap. Par. 1029, R. & O., 83.

963. Superior officers and other intermediate authorities are responsible for their correctness of what is set forth in documents submitted by them. It is their duty to endeavour to adjust all matters that come within the scope of

CORRESPONDENCE AND RETURNS—*contd.*

their authority ; and, in transmitting applications or correspondence to head quarters, they are invariably to state their concurrence, or otherwise adding such additional observations, based on local knowledge, as may be necessary to enable the authorities to come to a final decision on the question without further reference and correspondence. Par. 1030. R. & O., 83.

964. As inconvenience is caused by the want of regularity, as regards positions on the letters with which recommendations, forwarding, and remarks are made by the different officials through whose hands they have to pass, the following procedure is directed when the space on letter forwarded will admit of it. Should the space left originally in the letter not admit of this procedure then it is to be carried out as near as possible on this principle :—

“ The first official who forwards, recommends, or has any thing to state concerning the contents of the letter will write as high as possible in the *left hand* corner of the paper. The next official immediately below the first, and so on leaving as much space as possible at the bottom for the remarks of the Major General Commanding. Writing on a turned up corner of a document is not to be practised.” G. O., 17, 10, 84.

965. Access to official records is only permitted to those who are entrusted with the duties of the office or department to which they belong, and the same are not to be made public or communicated to persons unconnected with such offices or departments, without the knowledge or sanction of the authorities concerned. The only legitimate use an officer can make of documents or information of which he may become possessed in his official capacity is for the furtherance of the public service in the performance of his duty. If his official conduct be impugned, he is at liberty to seek redress by an appeal to superior authority, through the regular channel. On the other hand,

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his publishing official documents or availing himself of them for carrying on personal controversies, or for any private purpose, without due authority, will be viewed and treated as a positive breach of official trust. Par. 1031, R. & O., 83.

(2.) Official dockets or files of papers connected with cases sent from Head Quarters to Staff officers of districts for their information, and for specific action or report, are to be considered confidential. They are not to be transferred to persons interested in the case or otherwise for reference or report. Whatever action is required by the Department to be taken must be carried out by the Staff Officer by personal communication or officially in writing as the case may require, and the original papers promptly returned to Head Quarters with the required information, or report appended. G. O., 5, 11, 86.

966. Anonymous complaints, and the publication through the medium of the press of anything calculated to act injuriously on the interest of the service, or to excite discontent in the Militia are strictly prohibited. Par. 1031, R. & O., 83.

Books, Postage and Stationery.

967. The commanding officer of each squadron of Cavalry, Brigade of Garrison Artillery or Battalion of Infantry or Rifles in cities, will be allowed five dollars per annum for each Troop, Battery or Company; and commanding officers of each Rural Regiment of Cavalry, Brigade of Garrison Artillery, or Battalion of Infantry or Rifles will be allowed three dollars per annum for each Troop, Battery or Company; and each officer commanding a Rural Troop, Battery or Company or an independent corps in a city will be allowed two dollars per annum, to cover the expense of books, stationery, postage, &c., and payment thereof will be made at the end of the financial

BOOKS, POSTAGE AND STATIONERY - *contd.*

year on the usual certificate of the Deputy Adjutant General of the District. Regiments, Brigades or Battalions which are partly City and partly Rural are to be considered as Rural Corps. Par. 1033, R. & O., 83.

968. Out of the allowance above granted, the following Books for the Battalion will be provided, viz.:

Regimental { General and Regimental and Brigade orders memos. of all kind in one book.

Regimental—Letter Book.

Regimental—Defaulter Book

Regimental { Court Martial Book and for Court of Inquiry, &c.

Regimental—Diary of Parades for each company.

Company { Order Book being copies of all orders and memos. of all kinds.

Company—Service Roll.

Company—Attendance at Drill-Book.

Company—Ledger or pay diary.

Company { Book of issues and receipts of arms, stores, clothing, &c., to and from each man.

Company—Defaulter Book.

(2.) These Books to be produced by Adjutants for their Regiments, and by Captains for their companies at every Inspection, in order to entitle the several commanding officers to receive the Government grant for books, stationery and postage. Par. 1034, R. & O., 83.

969. An allowance at the rate of fifty (50) cents per company, per annum, for the number of companies in their respective districts, will be hereafter issued quarterly to each Deputy Adjutant General in Military Districts Nos. 1, 2, 3, 4, 5, 6, 7, 8, 9 and 10 for postage and stationery required in the public service.

(2.) The allowance to Brigade Majors in the same districts will be seventy-five (75) cents per company per annum, payable quarterly.

CORRESPONDENCE AND RETURNS.

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BOOKS, POSTAGE AND STATIONERY—*contd.*

(3.) If there is no Brigade Major, this allowance will not be issued. In such case the allowance for the Deputy Adjutant General will be increased to 75 cents per company per annum. G. O., 5, 11, 86.

(4.) The allowance to Paymasters in the same districts will be at the rate of twenty-five cents per company, per annum, payable quarterly.

(5.) The allowance to storekeepers in the same districts will be at the rate of ten dollars per annum, payable quarterly. Par. 1035, R. & O., 83.

970. In Military Districts Nos. 11 and 12, the allowances for Postage and Stationery will be to each—

Deputy Adjutant General	\$10 00
District Paymaster	5 00
Superintendent of Stores	5 00

per annum, payable quarterly. Par. 1036, R. & O., 83.

971. The above payments will be made in advance, and no other charges for Postage or Stationery will be admitted for District Staff. Par. 1037, R. & O., 83.

972. Letters addressed to, and received from Head Quarters, Ottawa, will be free from any charge for postage. Par. 1038, R. & O., 83.

Books and Stationery.

973. When corps of the active militia are on actual service requisitions are to be forwarded, from time to time, approved by the commanding officer of the post, for such books and stationery as may be absolutely required for the orderly room and paymaster's office, and the same will be provided by the Department; an allowance of \$2 per month for stationery, will be included in the pay list, and paid by the paymaster to the captain and charged in his monthly account. Par. 1039, R. & O., 83.

974. The books authorized to be supplied to each Battalion on actual service, on application of commanding officer, are :

BOOKS AND STATIONERY—*contd.*

1 Battalion Order Book. 1 Officer's Roster Book of Duties :

For each company on actual service, to be supplied in like manner.

1 Company-Order Book. 1 Defaulters Book. 1 Company L dger. Par. 1040, R. & O., 83.

PENALTIES IMPOSED BY MILITIA LAW.

975. Every person who wilfully violates any provision of this Act, shall, when no other penalty is imposed for such violation, incur a penalty not exceeding twenty dollars for each offence; but nothing in this section shall prevent his being indicted and punished for any greater offence if the facts amount to such greater offence. 49 Vic., chap. 41, sec. 110.

Recovery of Penalties.

976. Every penalty incurred under this Act shall be recoverable, with costs, by summary conviction, on the evidence of one credible witness, on complaint or information before one Justice of the Peace; and in case of non-payment of the penalty immediately after conviction, the convicting justice may commit the person so convicted and making default in payment of such penalty and costs, to the common jail of the territorial division for which the said justice is then acting, or to some house of correction or lock up house situate therein, for a term not exceeding forty days when the penalty does not exceed twenty dollars, and for a term not exceeding sixty days when it exceeds the last mentioned sum. 49 Vic., chap. 41, sec. 111.

PENALTIES IMPOSED BY MILITIA LAW. 281

Prosecutions.

977. No prosecution against an officer of the Militia for any penalty under this Act, or under any regulation made under the authority thereof, shall be brought except on the complaint of the officer for the time being commanding the Militia; and no such prosecution against any man of the Militia shall be brought except on the complaint of the Commanding Officer or Adjutant of the battalion or corps, or Captain of the company or corps to which such man belongs; but the officer for the time being commanding the Militia may authorize any officer of Militia to make such complaint in his name, and the authority of any such officer alleging himself to have been so authorized to make any complaint shall not be controverted or called in question, except by the officer for the time being commanding the Militia; and no such prosecution shall be commenced after the expiration of six months from the commission of the offence charged, unless it is for unlawfully buying, selling or having in possession arms, accoutrements or other articles delivered to the Militia, or for desertion. 49 Vic., chap. 41, sec. 112.

978. Every sum of money which any person or corporation is under this Act liable to pay or repay to the Crown, or which is equivalent to the damages done to any arms or other property of the Crown used for Militia purposes, shall be a debt due to the Crown, and may be recovered as such. 49 Vic., chap. 41, sec. 113.

979. Every action and prosecution against any officer or person for anything done in violation of this Act or of any regulation made under the authority thereof, shall be laid and tried, in Quebec, in the district, and in the other Provinces, in the county where the Act complained of was done, and shall not be commenced after the end of six months from the violation, except as hereinbefore provided;—and in any such action the defendant may plead the general issue and give this Act and the special matter

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PROSECUTIONS—contd.

in evidence at the trial; and no plaintiff shall recover in any such action if a tender of sufficient amends was made before the action was brought, or if a sufficient sum of money has been paid into court by the defendant after the action was brought. 49 Vic., chap. 41, sec. 114, *part*.

980. No action or prosecution shall be brought against any officer or person for anything purporting to be done under the authority of this Act, until at least one month after notice in writing of such action or prosecution has been served upon him, or left at his usual place of abode, in which notice the cause of action, and the court in which it is to be brought, shall be stated, and the name and place of abode of the attorney endorsed thereon. 49 Vic., chap. 41, sec. 115, *part*.

981. Every bond to the Crown entered into before any judge or justice of the peace, or officer authorized to take the same, by any person under the authority of this Act, or according to any general order or regulation made under it, for the purpose of securing the payment of any sum of money, or the performance of any duty or act hereby required or authorized, shall be valid and may be enforced accordingly. 49 Vic., chap. 41, sec. 122.

982. Every penalty, when recovered, shall be paid over to the Minister of Finance and Receiver General; but Her Majesty may remit any penalty incurred under the provisions of this Act. 49 Vic., chap. 41, sec. 123.

Expenditure.

983. All sums of money required to defray any expense authorized by this Act may be paid out of the Consolidated Revenue Fund, upon warrant directed by the Governor to the Finance Minister and Receiver General; but no sum of money shall be so paid unless it is included in some appropriation made by Parliament; and a detailed account of moneys so expended shall be laid before Parliament during the then next session thereof. 49 Vic., chap. 41, sec. 124.

PENALTIES IMPOSED BY MILITIA LAW. 283

Affirmation or Declaration.

984. In any case in which a person might otherwise be sworn under this Act, a solemn affirmation or solemn declaration may be substituted, under like penalty for wilful falsehood, if such person would be entitled to a like substitution in a civil case. 49 Vic., chap. 41, sec. 125.

General Power to make Regulations.

985. The Governor in Council may make regulations relating to anything necessary to be done for the carrying into effect of this Act, and may, by such regulations, impose fines, not exceeding twenty dollars each, and imprisonment, not exceeding forty days, in case of default of payment of such fine. 49 Vic., chap. 41, sec. 116.

986. All regulations made under the authority of this Act shall be published in the *Canada Gazette*; and when so published, they shall have the force of law as fully as if they were contained in this Act, of which they shall be deemed to form a part. 49 Vic., chap. 41, sec. 117.

Interpretation.

987. In this Act, unless the context otherwise requires, the expression "corps" includes any Field Battery, Brigade, or Battery of Artillery, Troop of Cavalry, or any Company, Battalion or Regiment:

2. "*The Interpretation Act*" shall apply to all regulations, orders and articles of engagement lawfully made or entered into under this Act. 49 Vic., chap. 41, sec. 2.

Short Title.

988. This Act may be cited as "*The Militia Act.*" 49 Vic., chap. 41, sec. 1.

FORMS.

989. FORMS issued from the Adjutant General's Office for use by the District Staff and Schools of Military Instruction.

DESCRIPTION	A. G. O. No.
<i>Deputy Adjutants General of Military Districts.</i>	
Application for Compensation, Letter.....	61
Artillery Store Ledger, Instructions.....	288
Artillery Stores, Voucher, Delivery.....	362
do do Receipt.....	363
Band Returns, Military District.....	161
do Corps.....	93
Board of Survey.....	390
Board of Officers, Proceedings of.....	150
Certificate, Care of Arms and Accoutrements, Allowance.....	36
do Drill Instruction, Allowance.....	44
do Commandants and Officers, Illness in Camp.....	37
do Surgeons, Illness in Camp.....	40
Compensation for injury or illness (Actual Service), ;—	
Commanding Officer's Certificate.....	A
Surgeon's Certificate.....	B
Private Practitioner's Bill.....	C
Proceedings of Medical Board.....	D
Courts Martial, Summons to a Civil Witness.....	117
do Proceedings for.....	119
do Memo. for Guidance at.....	29
Defaulter's Books.....	98
Deficiencies in Stores of Corps, Account.....	153
Drill Association in Educational Institutions, Serv. Roll	9
do do Board.....	12
Drill Return (Military Districts Nos. 5 and 6).....	122
Envelopes, "The Deputy Adjutant General of District"	23
do "The Adjutant General, at Head Quarters"	25
do "The Brigade Major"	26
do Small white, O. H. M. S.....	57

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DESCRIPTION.	A. G. O. No.
<i>Deputy Adjutants General of Military Districts.—Cont'd.</i>	
Envelopes, Linen lined O. H. M. S.....	96
do Foolscap, O. H. M. S.....	216
do do Large, O. H. M. S.....	247
Guard Report.....	284
Gun Practice Report (R. M. L.).....	115
Hotel Expenses, Staff.....	360
Inspection Report, Annual Drill Active Militia.....	285
do Brigade Major's.....	296
do do Cavalry.....	334
List of Printed Forms.....	32
Marching "In" and "Out" States.....	125
Nominal Roll, Active Militia.....	97
Parade State, Daily, Brigade, (Camp).....	104
do do Battalion do.....	164
do do Company do.....	88
Parades and Drills, Daily state do.....	62
Pass, Camp.....	86
Pay List, District Staff.....	358
Poster for Drill Sheds and Armories.....	43
Range Table M.L.R. Gun.....	253
Ration Return, Battalion, Abstract.....	280
do do Daily, Battalion (Camp).....	176
do do Brigade, Abstract do.....	269
Recommendation for Appointments, Active Militia.....	27
Requisition for Rations (Book), (Camp).....	177
do do for Service (Book).....	352
do do for Printed Forms.....	372
Rifle Match Return.....	1
Rifle Associations, Abstract, Military District.....	162
do do Annual Return for Head Quarters.....	15
do do (Individual) for District Staff.....	94
Service Roll, Active Militia.....	35

FORMS—*contd.*

DESCRIPTION.	A. G. O. No.
<i>Deputy Adjutants General of Military Districts.—Cont'd.</i>	
Sick report, morning, Form A	282
Size Roll for Clothing	286
Store Return, Annual	58
do Annual Field Artillery	289
do Garrison Artillery	290
Target Practice Returns	281
do Squad.....	136
Tattoo Report, Regimental Orderly Sergeant.....	137
do Brigade Sergeant Major.....	138
Tender for Bread	272
do Meat	273
do Potatoes and Groceries	274
do Fuel-wood.....	275
do Forage	276
do Straw for Men.....	277
do Coal Oil	254
do Sweeping Chimneys	255
do Taking down, cleaning and putting up stove pipes.....	256
do Washing Bedding	113
Travelling Expenses, Staff.....	359
Transfer receipt	264
<i>All Schools of Instruction, &c.</i>	
Absentee Report.....	165
Attestation Papers	193
Board of Officers, Proceedings of	180
Cash Account, Pay Sergeant.....	174
Canteen Abstract, Receipt and Expenditure	151
do Stock Account.....	333

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FORMS—*cont'd.*

DESCRIPTION.	A. G. O. No.
<i>All Schools of Instruction, &c.—Con'd.</i>	
Certificate of Discharge (Permanent Corps)	53
do Attendance	149
do Non-Commissioned Officers and Men joining	359
Commitment to Prison	87
Compensation for Clothing	102
Courts Martial, Memo. for guidance at	29
do Summons to a Civil Witness	117
do Application for	121
do Statement as to character and Schedule of Convictions	120
do Proceedings	119
do Return of	118
do Sheet	158
Crime Report	168
Defaulter's Book	93
Description of Deserters	185
Discharge by Purchase	155
Envelopes, "Deputy Adjutants General of Districts"	23
do "The Adjutant General at Head Quarters"	25
do "The Brigade Major"	26
do Small, white, O. H. M. S.	57
do Linen lined	98
do Foolscap, O. H. M. S.	216
do do Large, O. H. M. S.	247
Fuel and Light, Monthly distribution Return	163
Fyle Backs	197
Guard Report	381
Half-yearly Return	106
Hospital Admission and Discharge Book, in sheets (Form B)	283
Hospital Diet Sheet	431
do Daily Treatment and Prescription (Book)	101

FORMS—contd.

DESCRIPTION.	A. G. O. No.
<i>All Schools of Instruction, &c — Contd.</i>	
Inventory Board	46
Kit Inventory	155
Ledger, Troop, Battery or Company	399
List of Printed Forms	31
Marching "In" and "Out" States	125
Medical History Report	157
Minor Offence Report	186
Monthly Abstract of Accounts	129
Morning State	146
Postage Account	62c
Provost Cells, Rules	60
Ration Return	167
do Daily	160
Regimental Clothing and Necessaries, Receipt of	271
do Return of	270
Register Book (sheet)	196
Return of Certificates granted	180
do of men discharged on payment	95
do of Stoppages	200
do Leave of absence	239
Report on Recruit	413
Requisition for Service (Book)	352
Requisition for Printed Forms, A. G. O.	372
Scale of Fines	110
Sick Report, morning	166
Size Roll for Clothing	286
Squad, Target Practice	136
do Drill Book	195
Surgeon's Certificate for Recruits	413
Target Practice Returns, Large	281
Washing Bedding, Claim for	243

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FORMS—contd.

DESCRIPTION.	A. G. G. No.
<i>All Schools of Instruction—contd.</i>	
Weekly Inspection Report.....	50
do Payments (in quires)	130
do Drills, Report	171
<i>Royal School of Cavalry only.</i>	
Certificate of Qualification	190
Orderly Officer's report.....	22
Pass	170
Manual and Firing Exercise, Pamphlet	
<i>Royal Schools of Artillery only.</i>	
Certificate of qualification	179
Gun Practice Report.....	115
Nominal Roll, R. S. A., and Descriptive Return	490
Orderly Officer's Report	22
Pass	141
Range Table, 9 Pr. M. L. R. Gun of 8 cwt	253
Regulations for filling Shell, 9 Pr.	257
Subaltern Officer's Report.....	51
Sub-District Report.....	52
<i>Royal School of Mounted Infantry.</i>	
Certificate of qualification.....	188
<i>Royal Schools of Infantry only.</i>	
Certificate of qualification	164
Orderly Officer's Report.....	169
Pass (Book 100 in each).....	170

ROYAL MILITARY COLLEGE.**Educational.**

990. The Royal Military College is established for the purpose of imparting a complete education in all branches of military tactics, fortification, engineering, and general scientific knowledge in subjects connected with, and necessary to, a thorough knowledge of the military profession, and for qualifying Officers for command and for Staff appointments.

(a.) In addition, the course of instruction is such as to afford a thoroughly practical, scientific, and sound training in all departments which are essential to a high and general modern education.

(b.) The Civil Engineering Course is complete and thorough in all branches.

(c.) The Obligatory Course of Surveying is such as is required for the profession of Dominion Land Surveyor; the Voluntary Course of Surveying that which is required for Dominion Topographical Surveyors. Par. 433, R. & O., 83.

991. The College will open for work on the first day of September each year and close on the last day of June following. If these days fall on a Sunday, the date for joining or leaving as the case may be, will be the next day thereafter. There will be a vacation of ten days at Christmas time, and four days at Easter. The Christmas vacation will commence the day before Christmas and end on the 2nd day of January following. The Easter vacation will commence on the Thursday before Good Friday and end on the following Monday. G. O., 10, 12, 86.

Regulations for Admission.

992. Only persons who are British subjects and who have resided, or whose parents have resided in Canada for five years immediately preceding the date of examination, shall be eligible as candidates for admission as Cadets. Short

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REGULATIONS FOR ADMISSION—contd.

periods of absence in Europe for purposes of education to be considered as residence. Par. 434, R. & O., 83.

993. Admission to the College as Cadets will be granted to the successful candidates at an open competitive examination. The examinations will be conducted by Examiners appointed by the Governor in Council. They take place in June each year. The successful Candidates are required to join the College within the year in which they pass their examination. Par. 435, R. & O., 83.

994. No person will be accepted as a Cadet who is not considered eligible as to the stature and physical power. The limits of age will, for the present, be from 15 to 18 ; the candidates being required to be within those limits on the 1st day of January preceding the examination.

- (a.) The selections will be made by the Governor in Council from lists of names forwarded by the Examiners, having reference to the order of merit in which the candidates pass their examination. Par. 436, R. & O., 83.

995. Each candidate for admission must send to the Adjutant General of Militia, Ottawa, not less than one month before the examination is held, an application accompanied by the following papers *in duplicate*.

- (a.) A certified abstract from the register of his birth (giving date and place), or in default, a declaration by one of his parents or guardians before a Magistrate, giving his exact age, with the date and place of birth.
- (b.) A certificate of good moral character, signed by a Clergyman of the place of worship which he usually attends, or by the head of the school or college at which he has received his education for at least the two preceding years. Par. 437, R. & O., 83.

996. When a candidate who has once been examined applies to be examined again, he will only be required to

REGULATIONS FOR ADMISSION—*contd.*

forward a certificate of his moral character for the interval between the two examinations. Par. 438, R. & O., 83.

997. The number of trials allowed will not exceed three.

The subjects of matriculation examinations will be as follows :

Obligatory.

(1.) Mathematics :	Marks.
(a.) Arithmetic, including vulgar and decimal fractions, simple and compound proportion, simple and compound interest, partnership, profit and loss	500
(b.) Algebra, including simple equations	500
(c.) Geometry, first book of Euclid	500
<i>If Euclid is not used as a Text Book the Candidate is to mark at the head of his answer paper the name of the author of the Text Book used.</i>	
(2.) (a.) Grammar, English or French, Writing English or French correctly, and in a good legible hand from dictation	500
(b.) Composition, as tested by the powers of writing an essay, precis or letter, in English or French	500
(3.) Geography, general and descriptive	500
(4.) History, British and Canadian, general	500
(5*) French : grammar and translation from the language	500
<i>* French will, for the present be optional, and may therefore be omitted by a candidate.</i>	
(6.) Latin : grammar and simple translation from the language into either English or French as may be preferred by the candidate	500
(7.) Elements of freehand drawing, viz. : simple copies from the flat outline only	300

Par. 439, R. & O., 83.

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REGULATIONS FOR ADMISSION—contd.

998. The standard of knowledge of English required from *French-speaking candidates* for the present will be: To write and speak English sufficiently to understand and be understood in that language. Par. 440, R. & O., 83.

999. English-speaking candidates use the papers prepared in that language, and French-speaking candidates use papers prepared in the French language. The object of this permission is to allow candidates to write their examination papers, except where from the nature of the question it is otherwise required, in English or French, which ever may be the language with which they are most familiar. Par. 441, R. & O., 83.

1000.—SUBJECTS OF INSTRUCTION.

OBLIGATORY.

4th Class.	3rd Class.	2nd Class.	1st Class.
Mathematics. Geometrical Drawing. Fortification and Military Engi- neering. French. English. Freehand Drawing. Infantry Drill. Gymnastics. Swimming. Conduct.	Mathematics and Mechanics. Geometrical Drawing. Descriptive Geometry. Fortification and Military Engi- neering. Artillery (Theory and Construction of) Military Adminis- tration and Law. Surveying and Mili- tary Topography. French. English. Freehand Drawing.	Mathematics and Mechanics. Fortification and Military Engi- neering. Artillery (Theory and Construction of.) Strategy & Tactics. Surveying and Mili- tary Topography. Reconnaissance. French. Freehand Drawing. Painting. Physics. Inorganic Che- mistry. Infantry Drill.	Fortification and Military Engi- neering. Military Adminis- tration and Law. Strategy and Tactics. Surveying and Mili- tary Topography. Reconnaissance. French. Freehand Drawing. Painting. Physics. Engineer Drill. Equitation. Conduct. N. O. O's Discip- line.

SUBJECTS OF INSTRUCTION.

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Infantry Drill. Artillery Drill. Gymnastics. Swimming. Conduct.	Artillery Drill. Engineer Drill. Conduct. N. O. O.'s Discip- line.	N. O. O. Drill Instructors.
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VOLUNTARY.

Mathematics. Geometrical Drawing.	Mathematics. Descriptive Geometry. Fortification and Military Engi- neering. Painting.	Mathematics and Mechanics. Descriptive Geometry. Fortification and Military Engi- neering. Artillery (Theory and Construction of.) English. Freehand Drawing. Painting. Civil Engineering.	Mathematics and Mechanics. Fortification and Military Engi- neering. Surveying. English. Freehand Drawing. Painting. Civil Engineering. Architecture. Estimating. Physics. Inorganic and Or- ganic Chemistry. Geology and Mine- ralogy.
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Par. 442, R. & O., 83.

SUBJECTS OF INSTRUCTION—contd.

ROYAL MILITARY COLLEGE.

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REGULATIONS.

1001. The College and Staff is organized on a military basis. Par. 443, R. & O., 83.

1002. The Commandant is solely responsible for discipline and for the general superintendence of the studies. Par. 444, R. & O., 83.

1003. Every Cadet entering upon a course of instruction will be duly enlisted and required to sign a roll of entry, and be thenceforward, for the period of his pupilage, subject to the "Queen's Regulations and Orders for the Army," "The Army Act," "The Militia Act, Dominion of Canada," and such other rules and regulations as Her Majesty's troops are subject to. Par. 445, R. & O., 83.

1004. The period of service will be four years, and the course of instruction will consist of four annual Terms. The Cadets will reside at the College during Term time. Par. 446, R. & O., 83.

1005. Cadets are required to regularly attend the religious services of the Denomination to which they may belong; the determination of which rests entirely with their parents or guardians. The Clergy in charge of the *Churches attended by Cadets* are at perfect liberty to visit the College for intercourse with the Cadets of *their own Denomination*, whenever they desire to do so. Par. 447, R. & O., 83.

1006. A Cadet who, at such periods of his service as may be determined on from time to time, fails to come up to such standard of education, or to qualify for such class promotion, or to acquire sufficient proficiency in military drills and exercises, or who fails at his final examination to qualify for a Diploma of Graduation, will be removed from the College and receive a *free discharge* from service. Par. 448, R. & O., 83.

1007. No extension of the regulated periods on account of absence from any cause except illness will be granted. Cases of protracted absence on account of illness will be specially referred to the General Officer commanding. Par. 449, R. & O., 83.

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REGULATIONS—contd.

1008. Each Cadet will be examined annually by a medical officer, and if from any cause he is found to be unlikely to become physically qualified for military service he will be required to resign, and will receive a free discharge. Par. 450, R. & O., 83.

Diploma of Graduation.

1009. All Cadets who, at the end of their full period of four years' service have qualified in the full obligatory course of each obligatory subject of instruction will, if otherwise eligible, be entitled to receive one or two classes of Diplomas of Graduation, viz., "Diploma" or "Diploma with Honors." Par. 451, R. & O., 83.

1010. "Special mention" for any subject of instruction, obligatory or voluntary, will be recorded on the face of the Diplomas of Graduation of the Cadets who are entitled to such distinction. Par. 452, R. & O., 83.

Commissions in Her Majesty's Regular Army.

1011. Four Commissions, viz:— One in the Royal Engineers one in the Royal Artillery, one in the Cavalry and one in the Infantry, of the Regular Army, will be given annually to Cadets who have graduated.

- (a.) The Commission and choice of Corps will be offered in regular order, first to the Cadet who has obtained the greatest number of marks from date of his joining to the date of his leaving College, then to the Cadet who has received the next greatest number of marks, and so on in succession.
- (b.) In the event of there not being in any one year a sufficient number of Cadets qualified and wishing to obtain a commission in the Royal Engineers or Royal Artillery or Cavalry, then the four commissions may be given in the Infantry.

COMMISSIONS IN HER MAJESTY'S REGULAR ARMY—*contd.*

- (c.) To be eligible for a Commission, a Cadet must have obtained a Diploma of Graduation with "Pass" in all obligatory subjects of instruction; and also be reported by the Commandant to be well fitted in all other respects to fulfil the requirements of, and to hold a commission in, these Corps. Par. 453, R. & O., 83.

Payments.

1012. Each Cadet will be required to pay in advance annually on joining or rejoining the College a *Fee* of \$100 for board and instruction during each term of about 10 months residence. If he withdraws during the term no portion of this *Fee* will be repaid. He will be provided free of expense with the use while at the College, with such arms, accoutrements and ammunition as may be necessary, also with attendance, the use of furniture, linen (bedroom towels excepted) and plate, requisite for dormitory, class and mess rooms; also the washing of all linen, &c., provided by Government will be paid by the public. Par. 454, R. & O., 83.

1013. Each Cadet must also, in addition to the *Fee* of \$100 pay the first year in advance previous to joining the College, a *Deposit* of \$200, and each subsequent year a *Deposit* of \$150, which deposits will be placed to his credit to enable him to provide himself with and keep in repair such articles of uniform, boots, and personal clothing, also such books, instruments, and educational apparatus as may be determined upon. The articles will be issued from Government stores at cost price and charged against his *Deposit*. The washing of personal linen and sitting accommodation, in the church the Cadet attends, will also be charged against his *Deposit*. If any portion of the *Deposit* remains unexpended at the end of any year, it will be carried forward in diminution of the next year's *Deposit*. Any balance remaining at

PAYMENTS—*contd.*

the end of the course will be returned to the Cadet. Par. 455, R. & O., 83.

1014. If preferred, the *Deposit* of \$200 or \$150 may be paid in equal sums, one on or before the opening of the College in September, and the other on or before the 1st March following, on the understanding that the Cadet will not be permitted to *over draw* his account at any time. Par. 456, R. & O., 83.

1015. An allowance for travelling expenses at the rate of four cents a mile for the number of miles beyond 500 necessarily travelled between the Head Quarters of the Military District in which he resides and the College will be paid to each Cadet at the time he is *first* admitted, and a similar allowance for travelling expenses to the Head Quarters of the same Military District will be paid to each Cadet who has obtained a Diploma of Graduation. Par. 457, R. & O., 83.

1016. No allowance for travelling expenses will be granted to those who reside within 500 miles from the College. Par. 458, R. & O., 83.

1017. Cadets who, under special circumstances, may be permitted to remain at the College more than 48 hours after the commencement of the *summer* vacation, shall pay the sum of one dollar and twenty five cents a day for board and lodging. Par. 459, R. & O., 83.

1018. Cadets who may be permitted to withdraw from the Royal Military College without completing the full term of their engagement, will, before receiving their final discharge, be required to pay the sum of one hundred dollars, in addition to any amount owing by them to the Department of Militia and Defence, or to College Funds. Par. 460, R. & O., 83.

1019. In the case of a Cadet who is absent a whole term on account of sickness or rustication, a payment of \$50 shall be required of him for the privilege of his name being

PAYMENTS—*contd.*

kept on the rolls of the College and for a vacancy being guaranteed at the commencement of the next Term. Par. 461, R. & O., 83.

1020. In order to secure the Government against loss, no Cadet will be permitted to join the Royal Military College until his first *Fee* and moiety of *Deposit* is paid; and if the subsequent annual *Fee* or *Deposit* of any Cadet remains unpaid for 30 days after the date at which it is due, the Commandant will suspend him, retaining all articles of Regimental necessaries and clothing and instructional apparatus supplied to him at the College. Par. 462, R. & O., 83.

Memo.—The general regulations for the College are published in full in pamphlet form. Copies can be obtained on application to the Adjutant General, Ottawa, or to the Commandant of the College, Kingston, Ontario.

The entrance examinations take place annually about the middle of June at the Head Quarters of each Military District.

PERMANENT CORPS.

Corps Embodied for Continuous Service.

1021. The Regulations for the Permanent Corps which form the basis for the Royal Schools of Military Instruction are printed in a separate book, but the following provisions are printed here for the information of such persons as desire to enlist in any of the corps for three years service.

1022. Her Majesty may, for the purpose of providing for the care and protection of forts, magazines, armaments, warlike stores and such like service, and also for the purpose of securing the establishment of Schools for Military

PERMANENT CORPS.

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CORPS EMBODIED FOR CONTINUOUS SERVICE—contd.

Instruction in connection with corps enlisted for continuous service, raise, station and maintain, in addition to the ordinary Active Militia Force, one troop of cavalry, three batteries of artillery and not more than five companies of infantry, the whole strength of which several corps shall not exceed one thousand men. The officers shall be appointed during pleasure, and the men shall be enlisted under regulations to be made by the Governor in Council, for periods of three years continuous service:

(2.) Such corps, in addition to performing garrison and other duties, shall serve as practical Schools of Military Instruction, by affording officers, non-commissioned officers and men of the Militia, opportunities of joining for courses of study and training:

(3.) The officers, non-commissioned officers and men of such corps, as well as the officers, non-commissioned officers and men attached from time to time for instruction, shall, for purposes of discipline, be held to be called out for active service, and be subject to the laws and regulations which under the provisions of this Act apply to officers, non-commissioned officers and men called out for such services. Rev. Stat., chap. 41, sec. 28.

1907 JAN 10

Recruits.

1023. Information for those who desire to enlist for three years in Permanent Corps:

1907 JAN 10

Enlistment.

1024. Applicants for enlistment must be *bona fide* British subjects of good character, unmarried, between the ages of 18 and 45, in good health, not less than 5 feet 6 inches in height for Artillery, 5 feet 5 inches for other arms, and 34 inches round the chest.

1025. They will be required to enlist for three years, and pass a medical examination before attestation.

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PERMANENT CORPS.

RECRUITS—*contd.*

1026.	<i>Pay.</i>	
Staff Sergeants.....	\$1 00	per day
Sergeants	0 80	do
Corporals	0 70	do
Bombardiers.....	0 50	do
Buglers (under 18 years of age, 30c.).....	0 40	do
Gunners.....	0 40	do

In Addition Free Rations.

1027. 1 lb. bread, 1 lb. meat, 1 lb. potatoes, 2 ozs. cheese, 1 oz. pot barley, $\frac{1}{8}$ oz. coffee, $\frac{1}{4}$ oz. tea, 2 ozs. sugar, $\frac{1}{2}$ oz. salt, $\frac{1}{8}$ oz. pepper; also fuel, light, barrack accommodation and medical attendance.

1028. Good conduct pay for Troopers, Bombardiers and Gunners, Lance Corporals and Privates, at rate of 2 cents per day for first year's service, 3 cents per day for second, and 4 cents per day for third, to be paid at termination of engagement; and on re-engagement for three years, 5, 6 and 7 cents per day for each successive year.

1029. *Free Kit on Joining.*

1 Cloth Tunic,	1 Winter Cap,	2 Pair Boots,
1 Serge "	1 Pair Cloth Trousers,	1 " Mitts,
1 Forage Cap,	1 " Serge "	1 Muffler.

And thereafter a similar issue annually, winter cap, mitts and muffler *excepted*, with badges, &c., according to rank.

An annual allowance, after first year's service, of three dollars will be granted to each soldier to enable him to keep up his winter kit, including boots.

PERMANENT CORPS

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RECRUITS—contd.

1030. *Also issue of Regimental Necessaries free on joining.*

To be kept in serviceable order at the soldier's expense during his whole period of service, viz. :

1 Cotton Shirt,	1 Hold All,	1 Button Stick,
2 Grey Shirts,	1 Fork and Knife,	1 Sponge,
2 Knitted Shirts.	1 Spoon,	2 Pairs Socks,
1 cloth Brush,	1 Razor and Case,	2 Pairs Drawers,
1 Button Brush,	1 Comb,	1 Pair Braces,
1 Pair shoe Brushes,	2 Towels,	1 Box Blacking.
1 Shaving Brush,		

1031. Application to be made to the respective Commandants of the Royal Schools of Instruction by persons desiring to enlist, as follows :—

Royal School of Cavalry, at Quebec.

Royal School of Artillery ("A" Battery), at Kingston, Ont,

do ("B" do), at Quebec.

do ("C" do), at Victoria, B.C.

Royal School of Infantry ("A" Company), Fredericton, N.B.

do ("B" do), at St. John's Que.

do ("C" do), at Toronto, Ont.

do ("D" do), at London, Ont.

Royal School of Mounted Infantry, at Winnipeg, Man.

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ROYAL SCHOOLS OF MILITARY INSTRUCTION.

1032. Schools of Military Instruction are established in connection with corps enlisted for continuous service, for the purpose of affording officers, non-commissioned officers, and men of the Active Militia, opportunities of joining for courses of study and training, and to enable them to obtain certificates of qualification. The Troop of Cavalry, Batteries of Artillery and Companies of Infantry embodied for continuous service will each form a School of Military Instruction.

(2.) It will be the duty of those on the permanent strength of the establishment to maintain an efficient corps, to afford the best possible instructional facilities, to treat with consideration all who are attached for instruction, and to conform to the regulations of the school. Par. 521, R. & O., 83.

Schools.

1033. The instructional year for these Schools is divided into three "Short Courses" of three months each, commencing on 1st January, April and September.

Officers desiring to join for a "Special Course" may be permitted to do so at any time when there are vacancies. Par. 522, R. & O., 83.

1034. The Royal School for Cavalry is at Quebec.

The Royal Schools for Artillery are at Kingston, Ont., and Quebec.

The Royal Schools for Infantry are at London and Toronto, Ont., St. John's, Que., and Fredericton, N.B., and for Mounted Infantry at Winnipeg, Man. Par. 523, R. & O., 83.

1035. Unless otherwise directed, individuals desiring instruction will be required to join the School for the branch of the service to which they belong nearest to the Head Quarters of their corps. Par. 524, R. & O., 83.

ROYAL SCHOOLS OF MILITARY INSTRUCTION. 305

SCHOOLS—contd.

1036. Officers, non-commissioned officers and men of the Engineers will, for the present, be attached to the School of Artillery at Kingston, and be included with those receiving instruction at the Royal Military College, Par. 525, R. & O., 83,

Command.

1037. The Schools will be under the immediate command of their respective Commandants. The Commandants of the Royal Schools of Artillery will report to Head Quarters through the officer commanding the Regiment of Canadian Artillery; the Commandant of the Royal School of Cavalry, the Commandants of the Royal Schools of Infantry, and of the Royal School of Mounted Infantry, will report direct to Head Quarters. Par. 526, R. & O., 83,

1038. Commandants of Schools of Military Instruction will prepare reports annually on the progress and state of their respective Schools for the year, which are to be forwarded to Head Quarters not later than 20th December. Previous to these being published, an opportunity will be given, where possible, for alterations to be made up to 31st December, G. O., 7, 1, 87,

1039. When required to turn out in aid of the civil power, or for service in any part of the Dominion, these corps being part of the Active Militia Force of Canada, are subject to the regulations which govern that force. Par. 527, R. & O., 83.

Discipline.

1040. The instruction, drill and discipline of the Schools will be carried out under the supervision of their respective Commandants. Par. 528, R. & O., 83:

1041. The officers, non-commissioned officers and men attached from time to time for instruction, shall, for purposes of discipline, be held to be called out for active service, and be subject to the laws and regulations which,

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DISCIPLINE—*contd.*

under the provisions of "*The Militia Act*," apply to officers, non-commissioned officers and men called out for such service. Par. 529, R. & O., 83.

(2.) The attached officers will rank among themselves according to their Militia rank and the dates of their commissions; but on all duties connected with the Schools they will, whatever rank they may hold, be considered as junior to the permanent officers of the corps composing the Schools.

(3.) Church parades should invariably be commanded by one of the Permanent Officers, not by an Officer attached for instruction. G. O., 14, 11, 84.

(4.) Applications for the trial by District Court Martial of persons subject to military law are to be accompanied by a return showing the number of qualified officers belonging or attached to the corps who are available to be detailed as members of the Court. G. O., 14, 11, 84.

1042. The Commandants may dismiss from their respective Schools attached non-commissioned officers or men, who, at any time, by their conduct, character, or from other causes, are not likely to benefit the service by their retention in Schools of Instruction, reporting each case to Head Quarters. Par. 530, R. & O., 1883.

Leave of Absence.

1043. Commandants of Schools of Instruction are not to grant leave of absence to any officer of their corps during a "Course," except from Saturday until Monday morning, which leave they may grant occasionally.

1044. When there is no "Course" they may grant three days' leave only to officers of their corps, at their discretion, provided no more than one at a time is allowed to be absent.

1045. The Commandants may absent themselves for a period of three days, at any time, but as their continued presence at the School is most desirable, it is expected this

ROYAL SCHOOLS OF MILITARY INSTRUCTION. 307

LEAVE OF ABSENCE—*contd.*

leave will not be taken advantage of during a "Course," except under particular circumstances; and at no time will they allow their second in command to be absent at the same time as themselves.

1046. Longer leave, when necessary, will be applied for in the usual manner between the "Courses."

1047. When a Commandant wishes to come to Head Quarters, he must apply for permission, stating the object of his coming.

1048. A return of all leaves granted to be forwarded monthly to Head Quarters.

1049. Commandants of Artillery Schools will receive authority through the Adjutant General to leave their Schools when required for Inspection duty.

1050. A Commandant who is also Deputy Adjutant General of his district will send a memo. to Head Quarters when he has to leave on Inspection duty, stating the day of his leaving and the day of his probable return. G. O., 17, 10, 84.

(2.) Subject to the provisions of paragraphs 1064 and 1066, temporary leave of absence may be granted by the Commandant to any attached officer. Permission to rejoin at a subsequent date will however be conditional upon their being a vacancy.

Courses of Instruction.

1051. Ten officers and twenty non-commissioned officers or men (previously recommended) are authorized to join each Cavalry, Artillery and Infantry School for a "Short Course" of instruction, to last three months; on the termination of which the Commandant of the School may select from those officers and non-commissioned officers one or more of the most efficient and recommend their being retained for a "Long Course," but in no case is the establishment to be exceeded. The "Long Course" of instruction for the Cavalry and Infantry will last six months; for the Artillery

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COURSES OF INSTRUCTION—contd.

nine months. In the case of officers three of such months to be passed in attendance at the Royal Military College, as provided in paragraph 1076. G. O., 4, 2, 87.

(2.) In order to afford all the facilities possible, Commandants of Schools may, without reference to Head Quarters, permit officers, non-commissioned officers and men belonging to the Active Militia who prefer to reside at their homes or in lodgings, to receive instruction in their respective schools by daily attendance thereat, during specified hours; but no person attached for instruction who does not reside in barracks will receive either transport, pay, rations or other allowance as a charge against the public.

(3.) The number authorized to receive instruction with permission to reside at their homes or in lodgings may be in addition to the ten officers and twenty non-commissioned officers or men authorized to be "attached for instruction." G. O., 3, 10, 84.

(4.) No officer or Instructor of the Schools of Instruction is to receive extra pay or pecuniary remuneration from any attached officer, non-commissioned officer or man, for instruction imparted either in or out of the regular hours. G. O., 19, 3, 85.

(5.) Each person attached for instruction will receive a free issue of one copy each of the Regulations for the School, and of the Standing Orders of the Corps forming the School to which he is attached. All other books, and the paper and stationery required for instructional purposes, must be procured at the expense of the person requiring such for his use. The books of authorized editions and the paper of uniform description to be as directed by the Commandant of the School. G. O., 14, 11, 84.

Messing.

1052. The officers and non-commissioned officers attached

ROYAL SCHOOLS OF MILITARY INSTRUCTION. 309

MESSING—contd.

for instruction, those referred to in para. 1051 (2) excepted, will be members of the established regimental messes.

(2.) Each officer who becomes a member of the established Regimental Mess of the School to which he is attached for a course of instruction will be required to contribute a sum not exceeding \$4 monthly, in advance, to cover entrance fee, subscriptions, band and newspapers—\$2.50 monthly in the Schools of Cavalry and Artillery, and \$1.50 monthly in the Schools of Infantry, for servant—and in addition the current charge for messing, which at present varies from 50 to 66 $\frac{2}{3}$ cents per diem, according to locality and the arrangements made by mess committees.

(3.) In the case of "Long Course" Officers, the monthly contribution will be reduced to \$1.50 after payment of the higher rate for six months. Those who require to be sent from other Schools to be attached for 3 months to the School of Artillery at Kingston will pay three of their six monthly subscriptions at the higher rate to the Artillery Mess at that station.

(4.) The authorized ration for each officer living in "mess" will be issued to the messman for the benefit of the mess.

(5.) Bills incurred at Regimental Messes will form a first charge upon the pay of the person who incurred them, and to this end the pay cheques of all attached officers will be transmitted to them through the commandant.

(6.) If an officer on completion of his course—or when about to leave the School—is in arrear in his Mess Bill, he is not to be detained at the School pending payment, but return transport to his home, if he is otherwise entitled to it, is not to be granted him, and the Commandant will without delay report the case to Head Quarters stating the amount the Officer is in arrear. G. O., 5, 8, 87.

Officers joining.

1053. Officers who desire to join for a course of instruction are required to forward their applications through the

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OFFICERS JOINING—*contd.*

ordinary channel of communication to the Deputy Adjutant General of the district in which they reside, who will refer it to the Commandant of the School for report as to when there will be a vacancy and for transmission to the Adjutant General. If their admission is authorized, their names will be communicated to the Commandant of the School and to the Deputy Adjutant General of the Military District. The Commandant will notify the applicants of such approval, and of the date they are to join for the required course of instruction. No officer is to proceed to join a School of Military Instruction until he has received such notification. Par. 533, R. & O., 83.

(2.) If any individual applies to join a School of an arm of the service other than his own, or to join a School of his arm other than the one authorized for corps in his district, such application, with explanations relating thereto, are to be forwarded by the Deputy Adjutant General of the District direct to the Adjutant General.

(3. Hereafter no officer is to be retained at any School of Military Instruction for a "Long Course," without authority therefor from Head Quarters, G. O., 27, 2, 85.

(4.) Applications on behalf of "Long Course" officers, who desire, under the provisions of para. 1076, to attend at the Royal School of Artillery, Kingston, and the Royal Military College of Canada, for 3 months of their Long Course, are to be made by the respective Commandants of Schools, not less than one month before the commencement of the College Course, to the Commandant of the Royal Military College of Canada, who will pass the same to the Commandant of the Royal School of Artillery, Kingston, for the purpose of ascertaining whether there is a vacancy, and, on return by that Officer, will forward the application to the Adjutant General of Militia for final instructions, which, on their receipt by the Commandant Royal Military College, will be communicated by him to the Commandant of the School who forwarded the application, G. O., 5, 3, 86.

ROYAL SCHOOLS OF MILITARY INSTRUCTION. 311

N.C.-Officers and Men joining.

1054. Officers commanding corps of active militia will make application to the Commandant at least a fortnight before the commencement of each short course, stating the number of N.-C. officers and men of their corps wishing to join. Upon receiving a notification from the Commandant of the number of vacancies which can be allotted to their corps, the officer commanding the corps will apply to the Commandant of the School for transport for the required number. Those authorized will join on the 1st or 2nd of the month specified, so as to begin the course at its commencement. Par. 534, R. & O., 83.

1055. Officers commanding corps are requested to exercise care and judgment in the selection and recommendation of the non-commissioned officers and men they are desirous of sending for a course of instruction; they should in all cases be able to read and write fairly. Persons who cannot do so, do not possess the requisite qualification for non-commissioned officers, and should not, therefore, be sent for instruction. Par. 535, R. & O., 83.

(2.) These Schools are instructional in military subjects, not educational in the sense of teaching persons to read and write. A primary object is that those instructed may become the instructors of others when they return to their several corps. It will thus be seen how necessary it is to send only persons to the Schools who possess requisite qualifications, physical and mental, for the acquirement of instructional ability.

(3.) If any N.C. officer or man who is physically unfit for service, or who cannot read and write fairly, is sent to a school at the public expense, he will not be admitted for instruction, but shall be returned to his corps, and the commanding officer thereof will be required to make good the expenses incurred.

1056. Commanding officers are *not to appoint* members of their corps, about to join a school, *non-commissioned officers*

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N.-C. OFFICERS AND MEN JOINING—*contd.*

merely to give them rank. They should see that all persons sent to the school are provided with proper uniforms. Par. 536, R. & O., 1883.

Certificates of Captains and Surgeons.

1057. Each non-commissioned officer or man proceeding to join a School must be provided with a certificate (on printed form) from the Captain of his corps, of residence, and of his having taken the oath of allegiance to the Sovereign. Also, on same form, a Surgeon's certificate of required standard, state of health and fitness for service. These certificates are to be produced on joining a School to the officer in command. Par. 537, R. & O., 83.

1058. The certificate of required standard, state of health, and fitness for service, of men belonging to a corps at a city or place where a School is maintained, is to be given only by the respective Surgeons of those Schools. This order applies also in cases where the person to be examined belongs to a different arm of the service and is about to proceed to another station to join a School of his arm of the service. No fee will be charged for any such examination and certificate. Par. 538, R. & O., 83.

1059. The allowance for the medical examination and certificate in places where no School is maintained will be one dollar for each man examined and accepted. The fee must be paid in the first instance by the man examined. The amount will be refunded him by its being made a charge in the pay list after he has joined the School for a course of instruction. Par. 539, R. & O., 83.

1060. The printed form of certificate (No. 350) will be supplied by Deputy Adjutants General of Military Districts and by Commandants of Schools. Par. 540, R. & O., 83.

(2.) Form (No. 199) return showing issues of stores to accompany each non-commissioned Officer or man proceeding to a School of Military Instruction, may be obtained by

ROYAL SCHOOLS OF MILITARY INSTRUCTION. 313

TRANSPORT EXPENSES—contd.

the Officer Commanding a Corps from the Deputy Adjutant General of his Military District.

Transport Expenses.

1061. Officers authorized to join a School will be entitled to requisitions for First Class Fares. The requisitions, when for transport by railway, must be exchanged for a ticket at the Railway Station *prior* to entering the car.

(2.) Officers authorized to join a School for a few days for the purpose of passing the examination only, required for "Special" Course, will not be entitled to Transport Expenses unless successful in passing the examination. Par. 541, R. & O., 83.

1062. Non-commissioned officers and men proceeding from their Troop, Battery or Company Head Quarters to join or returning thereto after completing their course of instruction in the School, will be entitled to "Transport Requisitions" for Second Class fares by Railroad or Steamboat. Par. 542, R. & O., 83.

1063. When proceeding to or returning from the School, the requisitions will be issued by the Commandant of the School. Officers issuing a requisition to non-commissioned officers and men, are to state on the face thereof that the passages required are for "Second Class," and that it must be exchanged for a regular ticket at the Railway Station *prior* to entering the cars. Par. 543, R. & O., 83.

(2.) The names of the persons authorized to receive transport at the public expense, the corps to which they belong, and the nature of the service to which the transport is chargeable must be shown in writing upon the face of each such requisition.

(3.) If any person authorized to join a School obtains transport at the public expense, and fails to join for the course of instruction or permits the requisition to be used for other than the person for whom it was issued, he will be held to account therefor.

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TRANSPORT EXPENSES—*contd.*

(4.) Any requisition issued to a person authorized to join a School but who fails to do so for the course indicated on its face, must be returned without delay for cancellation to the Commandant who issued it.

(5.) Commandants of Schools will see that requisitions for transport issued by them are properly accounted for. G. O. 6, 2, 85.

1064. It is to be understood that no person, Engineers excepted, is to receive free transport for more than one journey going to the School and one journey returning from it, during the whole of the period or periods he is attached for instruction, and that no travelling expense beyond the transport covered by the requisition will be paid by the public. Par. 544, R. & O., 83.

(2.) Such Engineers as have obtained Short Course Engineer Certificates at the Royal Military College, may, if they rejoin for a Long Course in Engineering, within five years, be again allowed transport for one journey going to Kingston, and one returning from it.

Pay, Rations and Allowances.

1065. Commissioned officers attached for a 3 months (Short Course) instruction	\$1.00 per diem.
Non-commissioned officers and men attached for a 3 months (Short Course) instruction	0.50 per diem.

Trumpeters or Buglers under 18 years of age, attached for a (Short) Course of instruction, 30 cents per diem. Par. 546, R. & O., 83.

1066. Officers and non-commissioned officers attached for a "Long Course" will be paid at the same rates as those attached for a "Short Course." In either case, pay is only to be drawn for the days the person is actually present at the School.

ROYAL SCHOOLS OF MILITARY INSTRUCTION 315

PAY, RATIONS AND ALLOWANCES—contd.

(2.) Each special course officer who obtains a certificate of qualification after 7 days' residence at a school, will receive pay at the rate of one dollar per diem for the days actually present thereat. Par. 546, R. & O., 83.

1067. Rations, and allowances of fuel and light for those who reside in barracks, will be in the same proportions as detailed for officers, N.C. officers and men belonging to the Permanent Corps. Par. 547, R. & O., 83.

Uniform.

1068. The officers of the Schools of Military Instruction and those attached for instruction, are at all times to appear in uniform in barracks or camp, or in the streets of the city or town near which they are quartered. The exception being when plain clothes are worn for boating, athletic exercises, walks, rides or drives in the country, or evening entertainments of a private or unofficial character. Par. 548, R. & O., 83.

1069. Officers joining for a Short Course will be required to provide themselves with the following articles of uniform, viz: Tunic, patrol jacket, undress trousers, undress belts, sword and knot, forage cap and gloves. Pantaloon and high boots, with spurs for mounted duties. Additional for winter months: great coat, fur cap and gloves, winter boots. Par. 549, R. & O., 83.

(2.) Officers must, when proceeding to School, be provided with these articles of uniform clothing.

(3.) Commandants will see that this regulation is strictly carried out in the several Schools.

(4.) Officers who join for seven days only for the purpose of obtaining a Special Course certificate, may, if unprovided with a full dress tunic, be permitted to wear undress uniform during the period of such attendance.

1070. The use of mess jacket, and waistcoat, and full dress trousers for wearing at mess, is left optional for officers attending for a Short Course. Par. 550, R. & O., 83.

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UNIFORM—*contd.*

1071. Non-commissioned officers and men joining for a Short Course must take with them the tunic, trousers and forage cap issued to them in the corps to which they belong. Upon joining the School they will only be provided free of charge with a serge jacket and a pair of serge trousers. Great coats will be issued at the school for wear during course of instruction, also fur caps during winter course. Par. 551, R. & O., 83.

(2.) The non-commissioned officers and men of the several Schools of instruction, Sergeant Majors, Master Gunners, Trumpet or Bugle Majors, and servants excepted, are not to be permitted to wear plain clothes, under any circumstances whatever, at the stations where the Schools are located. When going on leave away from the stations, Commanding officers may use their discretion in allowing plain clothes to be worn by non-commissioned officers or men; but such permission should be sparingly given and should appear on the face of the pass. G. O., 14, 11, 84.

(3.) Sergeant Majors, Master Gunners or Trumpet or Bugle Majors may be permitted to wear plain clothes when approved by their Commanding Officers.

Certificates.

1072. Certificates obtained prior to the 17th December, 1883, at Military Schools or from Boards of officers, by individuals who have failed prior to that date to join the Active Militia, will be considered as having lapsed. Par. 554, R. & O., 83.

1073. The standard of military education and competency for which certificates are granted will be the same in all Schools of the same arm of the service. Par. 552, R. & O., 83.

(2.) The certificates to be issued will be "Long" "Short" and "Special" Course. The "Long" and "Short" Course will be each of two "Grades:" "A" for officers, and "B" for non-commissioned officers and men; and each grade

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CERTIFICATES - contd.

will be of two "Classes:" 1st and 2nd. The "Special" Course will be grade "A" restricted to officers, and divided into two "Classes:" 1st and 2nd.

(3.) The Commandant of the Royal Military College and the Commandants of the several Schools will certify to the result of the examination in the subjects taught at their respective Schools. Par. 560, R. & O., 83.

(4.) Certificates are to be in duplicate, one copy for the person entitled to it, and the other for file in the office of the Adjutant General. The names of the successful candidates will be published in General Orders. Par. 553, R. & O., 83.

(5.) Both grades of certificates for each course will be on the same general form, and will be applicable only for those branches of the service in which the qualifying number of marks have been obtained. Par. 558, R. & O., 83.

(6.) Inspecting officers will be responsible that uniformity of system is carried out in the different Schools of their respective branches. Par. 559, R. & O., 83.

Short Course.

1074. To obtain a "Short Course" certificate of either grade, the candidate will be required to pass the necessary examination after attendance of not less than three months at a School of Military Instruction. Par. 553, R. & O., 83.

(2.) 1st Class Grade "A" Short Course or Special Course certificates must be held by all Field officers and Adjutants in the Cavalry, Artillery, Engineers, and Infantry who do not now hold 1st Class certificates; and 2nd Class, Short Course or Special Course, Grade "A," certificates by all other regimental officers, with the exception that the possession of a 1st Class "Short Course" Grade "B" certificate will qualify the holder for the rank of Lieutenant.

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CERTIFICATES—*contd.*

Special Course.

1075. "Special Course" certificates will be obtainable by officers only on passing the required examination for Short Course certificate after not less than seven days' residence at one of the Permanent Schools of Military Instruction. Par. 561, R. & O., 83.

Long Course.

1076. "Long Course" certificates, except under very exceptional circumstances, will be required to be held by all officers, and by non-commissioned officers of Artillery and Engineers, recommended for Staff employment, and must be obtained by all subaltern officers appointed to permanent corps before such appointments are confirmed. Par. 555, R. & O., 83.

(2.) To obtain a "Long Course" certificate of either grade, the candidate will be required to be in possession of a Short Course certificate, which has been held by him not more than five years, obtained after three months' attendance at a permanent Military School, of his arm of the service, and to undergo a further period of instruction if belonging to the Cavalry or Infantry lasting six months Artillery nine months, all of which period—except the three months an officer holding a Short Course Grade "A" certificate is under instruction at the Royal Military College—must be at the School he joins for a Long Course.

(3.) A "Long Course" Grade "A" certificate will not be issued by the Commandant of a School of Military Instruction until he has received the corresponding Long Course certificate for the Officer from the Commandant of the Royal Military College, or been notified from Head Quarters that such has been issued.

(4.) As there is but one term for "Long Course" Officers at the Royal Military College, the date for attendance will be some day in March of each year, of which candidates

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CERTIFICATES—*contd.*

will be notified by the commandant of the School which he is attending, who will obtain the information from the Commandant of the Royal Military College, Kingston.

Royal Military College Diploma and Certificate.

1077. A Diploma of Graduation at the Royal Military College will be recognized as of equal value as a 1st Class "Long Course" Grade A certificate.

(2.) A certificate of "Military Qualification" *only* may be issued by the Commandant of the Royal Military College of Canada to any Gentleman Cadet who has left the College with the permission of the Commandant for reasons satisfactory to him, having completed not less than two years' service thereat, whose conduct has been good and who has qualified in all the *obligatory* portions, *theoretical and practical*, of the Military Subjects comprised in the first two years of the course of instruction at the College. Such certificate, a duplicate of which will be filed in the office of the Adjutant General of Militia, will entitle the holder to the same substantive rank in the Active Militia as if in possession of a "1st Class, Short Course, Grade A Certificate" of a permanent School of Military Instruction. G. O., 3, 10, 84.

INSTRUCTIONAL.

1078. The Commandants will detail the days and hours during which instruction will be given in the different subjects in their several Schools, and will be held responsible for the maintenance of regularity and order therein, as well in the system of instruction as in attendance at the various instructional exercises.

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Syllabus.

1079. The following is a list of the subjects which will be taught and the full number of marks allotted to each subject. Each person under instruction will be awarded marks in each subject, according to the degree of merit shown at the examinations.

1080. Twenty-five hours practical and three hours theoretical instruction will be given each week during each "Short Course" of three months, consisting of seventy-five drill days.

Theoretical Instruction.

1081. This instruction apart from that given during the hours of actual drill will be comprised in a course of 36 lectures of about one hour each—three to be given during each week by the Commandant, or in his absence by such of the officers or Sergeant Instructors as are detailed by him; and the lecturers are to pay particular attention to illustrating the subject in hand by diagrams and models when available, and refer their Squads to the particular portion of the "Regulations or Manuals" which are being illustrated.

These lectures will include the following subjects, viz :

In Schools of Cavalry :—*Military Law*—Discipline—The line of March—Reconnoitring—Outpost duty—and Patrolling—Scouting duties—Management and Care of Horses and Stables—Veterinary training—and the Employment of Cavalry with Field Artillery, Interior Economy, &c.

In Schools of Artillery—*Military Law* :—*Ammunition*.—Twelve lectures. As comprised in the Manual for Siege and Garrison Artillery, Vol. 1, and the Canadian Field Artillery Manual. This subject includes gunpowder, cartridges, projectiles, fuzes, tubes, &c. *Gunnery*.—Twelve lectures. As comprised in the above Manuals, including all details relative to the flight and effect of projectiles; Artillery fire, Range finding, &c. *Artillery*.—Twelve

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SYLLABUS—contd.

lectures. Comprising description of Service Ordnance ; Sighting and Rifling ; Carriages ; Material and appliances ; Machines and Transporting Carriages ; Field Equipment and details of packing, entrenching Field Gun.

In Schools of Infantry :—Drill and Exercises - Discipline and Law—Interior Economy—Regimental Duties, &c. : Duties in aid of Civil Power, and the mode of conducting Official Correspondence, as laid down in the Regulations and Orders for the Militia, shall form an obligatory portion of each course of Instruction. In the correspondence, which comprises letters, reports, &c., on official subjects and the preparation of returns and states, conciseness and correctness of expression, and the mode of addressing officers of different ranks are to be insisted upon.

Gymnastic Exercises will be encouraged in all the Schools.

1032. Cavalry Subjects, Short Course.

Dismounted, 30 days.

Squad Drill—Carbine Exercise—Sword Exercise—Signalling, each 5 days.

Marching, 3 days—Troop Drill and Formations, 7 days.

Dismounted Exercises—Full Marks, 150.

Distributed as follows :—*Foot Drill* includes Troop Drill, 20. *Carbine Exercise*, includes Manual and Firing Exercises, 25. *Sword Exercise*, includes practices in attack and defence, 25. *Stable Duties*, including the detail of saddling and mode of fitting saddle and bridle, 50. *Signalling*, 25.

Mounted, 33 days.

Military Equitation and Stable Duties, 20 days.
Formation and movements of the Troop and Squadron, 5 days.

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CAVALRY SUBJECTS, SHORT COURSE—*contd.*

Outposts, Patrolling, Scouting, 8 days.

Mounted Exercises—Full Marks, 250.

Distributed as follows :—*Military Equitation*, includes Single and Double ride. Post practice and training horses, 100. *Formation and movements of Troops and Squadron*, including Escort duty on State occasions, and for Stores, Baggage, &c., 50. *Sword Exercise*, 25. *Carbine and Pistol Exercise*, 25. *Outpost* includes Patrolling and Scouting duties, 50 marks.

Regimental Duties, 12 days.

With the exception that the first month will be devoted to instructing the Cavalry Soldier on foot previous to his commencing mounted exercises, it is not to be considered obligatory that the above drills shall all be completed in the order mentioned. A sufficient number of afternoon dismounted drills may be given on such days as mornings are required for Riding School—in order that the total number of 75 days of actual drill be not exceeded.

All officers going through a course of instruction will invariably attend (unless otherwise employed) daily at mid-day stable hour; and take their ordinary tour of duty whenever considered qualified therefor by the Commandant—they will also attend the Orderly Room daily until dismissed—and all Courts Martial. All non-commissioned officers and men will attend all stable hours, unless otherwise employed, and take their tour of duty whenever considered qualified.

Officers attached for instruction are required to attend a special course of instruction in Military Law, Queen's and Militia Regulations and Orders, Interior Economy, and Military Reports.

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CAVALRY SUBJECTS, SHORT COURSE—*contd.*

Instructional Ability—Full Marks, 100.

Theoretical—Full Marks, 200.

Drills and Exercises—Dismounted, 50.

Drills and Exercises—Mounted, 50.

Discipline, Militia Law and Interior Economy, 50.

Regimental duties, 50.

1083. **Artillery Subjects, Short Course.**

Garrison Artillery.

Squad drill—Company drill—Traversing platform drill, each 5 days. Rifle Exercise—Shifting Ordnance, each 8 days. Standing gun drill, 10 days. B. L. Siege gun drill, 7 days. Elementary Exercises—Transporting Ordnance—Gyn drill, each 4 days. Knotting and lashing, 3 days. Regimental duties, 12 days. Total, 75 days.

Field Artillery.

Squad drill—Mounting and dismounting field gun—Sword drill, each 5 days. Rifle Exercises—Field manoeuvres—Riding, each 8 days. Company drill, 2 days. Standing gun drill, 14 days. Disabled Ordnance—Harnessing, each 4 days. Regimental Duties, 12 days. Total 75 days.

With the exception of squad drill and rifle exercises, which should be completed before Artillery exercises are commenced, it is not to be considered obligatory that the above drills should be all completed in the order mentioned. Company drill, for instance, may advantageously be practised at the weekly marching order drills throughout the course. In the Garrison Artillery course, drill with transporting carriages, and in the Field Artillery course, riding and sword drill, may be omitted in the case of attached men who are backward in the remainder of their drills.

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ARTILLERY SUBJECTS, SHORT COURSE—*contd.*

Examination—Garrison Artillery—Full marks, 500.

Infantry Exercises, including manual and firing exercises, and Company drill, 60. *Gun Drill*, Standing Gun drill on Ground and Traversing Platform, 100. *Siege Gun Drill with 40 pr. B. L.*, includes coming into action and limbering up, and mounting and dismounting Gun, 100. *Shifting Ordnance*, mounting or dismounting Gun, by par-buckling, or by the rear, and elementary exercises, 100. *Gyn Drill*, as detailed in Manual, 40. *Instructional ability*, 100.

Field Artillery—Full marks, 500.

Infantry Exercises, including manual and firing exercises, and Company drill, 30. *Gun drill*—Standing Gun drill; post of detachments, limbering up and coming into action, 100. *Disabled Ordnance*, includes mounting and dismounting gun and carriage, changing wheels—and disabled ordnance, 100. *Field Manœuvres*, mounting detachment and not less than six field manœuvres, 50. *Harnessing*, as detailed in Manual, 30. *Sword Drill*, 50. *Riding*, 40. *Instructional ability*, 100.

Theoretical Full marks, 300.

Ammunition—Gunnery—Artillery, 100 each.

Artillery, Long Course.

1084. Officers and N. C. officers belonging to the Regiment or others, who, being attached for instruction and having obtained a "Short Course" certificate are permitted to remain for a "Long Course" of instruction, will be required in the first instance to attend a Short Course of Instruction in whichever branch of the Artillery service they have not previously received instruction.

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ARTILLERY, LONG COURSE—*contd.*

They will, if officers, be required to attend the special course of instruction at the Royal Military College in Military Surveying and Engineering, Strategy, Tactics and Reconnaissance and Military Administration.

All ranks will also be required to pass through such a course of instruction in all Artillery and Infantry drills and as are suitable to their branch of the service, and as the possibilities of the School of Artillery to which they are attached will afford, and will be finally examined in all such drills and exercises.

The theoretical course of instruction will, besides a more extended course of lectures on Ammunition, Gunnery and Artillery, include Tactics, Military Law, Queen's and Militia Regulations, Standing Orders and Interior Economy and as an additional subject Signalling may be taken up with advantage.

1085.

Syllabus for Long Course.
Theoretical.

Ammunition.—General Description and use of all Ammunition used for the ordnance at the station, 100 marks.

Material.—Field or Garrison, description and construction of Service Ordnance, Carriages, Platforms, Field Equipments and Artillery material, &c., 100 marks.

Gunnery.—Sighting, Rifling, Artillery fire—its use and employment, Range finding, &c., 100 marks.

Interior Economy.—R. and O. for the Militia. Standing Orders. Regimental Accounts, Official Correspondence, &c., 50 marks.

Military Law.—Army Act. Queen's Regulations. Powers of Courts Martial and of C. O., 50 marks.

Artillery (Field).—Field Movements—Choice of position. Advance and Rear Guards. Escorts. Field Artillery Entrenchments, 50 marks.

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SYLLABUS FOR LONG COURSE - contd.

Artillery (Garrison).—Principles regulating the efficiency of Artillery fire from Siege or Garrison Guns. Construction of Gun Batteries, Platforms, Magazines, &c., 50 marks.

For each of the above subjects, one paper of not less than 10 questions to be prepared by the Commandant and answered by the Candidate—under the General Rules for Examinations.

Practical.

Company and Rifle Drill.—As detailed in Infantry Exercises, 50 marks.

Battalion (Garrison).—As detailed in Infantry Exercises, with the exception of movements in extended order, 50 marks.

Gun Drill (Garrison and Siege or Field).—Squad to be instructed by candidate in gun drill, on ground and traversing platform, and siege gun and field gun, 100 marks.

Shifting Ordnance (Field).—Mounting and dismounting field gun, changing wheels and disabled ordnance, 100 marks.

Shifting Ordnance (Garrison).—Mounting and dismounting garrison and siege gun, parbuckling, skids and rollers, 100 marks.

Field Manœuvres (Field).—As detailed in Manual, 75 marks.

***Sheers (Garrison).**—As detailed in Manual, 75 marks.

Riding and Sword Drill (Field).—Field Artillery Candidates will be required to instruct, 100 marks.

Riding and Sword (Field Officers and Adjutants Garrison).—Garrison Artillery will be required to show proficiency only, 50 marks.

Gun Drill.—Garrison Artillery only, 25 marks.

***Mortar Drill.**—Garrison Artillery only, 25 marks.

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SYLLABUS FOR LONG COURSE—*contd.*

**Transporting Carriage.*—Garrison Artillery only, 25 marks.

Signalling.—Voluntary, 50 marks.

NOTE.—All subjects marked * are obligatory only for officers and N. C. Officers of Permanent Artillery, who will also be required to pass the examination in both Field and Garrison subjects.

1086. Infantry Subjects—Short Course.

Grade A.—2nd Class.

(For Company Officers.)

Drill and Exercises.—Squad, Company, Company in Battalion; advance and rear guards; rifle, bayonet and shelter trench exercises; instructions of recruits in drill and practice of Musketry. Sword exercise.

Discipline and Law.—Administration of discipline; Courts of Inquiry and Boards; disposal of prisoners; Military and Militia Law respecting minor crimes and punishments; Regimental Courts Martial.

Interior Economy.—Officers and non-commissioned officers; system of payment; messing; supply of necessaries; books and returns; correspondence; transfer and discharge of a Company.

Duties.—Of a Company in garrison and field; honours and salutes; guards and sentries; funerals and aid to the Civil Powers.

Grade B.—2nd Class.

(For Company Non-commissioned Officers.)

Drill and Exercises.—Squad, Company, Company in Battalion; advance and rear guards; rifle, bayonet and shelter trench exercises; instruction in position and aiming drill.

Discipline and Law.—Military and Militia Law respecting minor crimes and punishments.

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INFANTRY SUBJECTS—SHORT COURSE—*contd.*

Interior Economy.—Officers, non-commissioned officers; system of payment; messing and supply of necessaries of a Company.

Duties.—Of non-commissioned officers in garrison and field; guards and sentries.

Grade A.—1st Class.

(For Field Officers and Adjutants.)

The same subjects as for 2nd Class, applying them to a Battalion in detail and Brigade generally, with the addition of all Courts Martial.

Grade B.—1st Class.

(For Staff Sergeants and Lieutenants.)

The same subjects as for 2nd Class, Grade B, as applying to a Battalion, with the addition of Regimental Courts Martial, administration of discipline; Courts of Inquiry and Boards; disposal of prisoners.

Special Course.

The same subjects as Grade A, according to class.

Practical Examinations.

1087. The following are subjects in which the candidates will be tested practically.

For 2nd Class, Grade A:—

- (a.) Drilling a Company in close and extended order.
[“Field Exercise, 1884,” Part II.]
- (b.) The command of a Company in Battalion.
[“Field Exercise, 1884,” Part III, so far as it applies.]
- (c.) Duties of Commander of a guard, and mode of marching reliefs and posting sentries.

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PRACTICAL EXAMINATIONS—contd.

- [“Queen's Regulations and Orders for the Army, 1885,” sec. 8, pars. 10 to 34; “Field Exercise, 1884,” Part VII, secs. 14 to 21.]
- (d) Knowledge of the Rifle Exercises (manual and firing): aiming and position drill, and blank firing; targets and the conduct of target practice.
 [“Rifle Exercises and Musketry Instruction, 1879,” as adapted by the Supplement to Troops armed with the Snider Rifle.]
- For 1st Class, Grade A.
- (a) Drilling a Company and a Battalion.
 [“Field Exercise, 1884,” Parts II and III.]
- (b) Movements of a Battalion in Brigade.
 [“Field Exercise, 1884,” Part IV.]
- (c) Proper mode of route marching and the duties of guards.
 [“Field Exercise, 1884,” Part VII, secs. 3 to 9.]

Practical—Full Marks, 450.

Squad Drill, 50. Company Drill, 50. Battalion Drill, 100. Sword Exercises, 60. Rifle Exercises, 100. Instructional ability, 100.

Theoretical—Full Marks, 400.

Drill and Exercises, 100. Discipline and Military Law, 100. Interior Economy, 100. Regimental duties, 100.

Examinations. All Schools of Military Instruction.

1088. Examinations for “Short Course” certificates, grades “A and B” will be held at the termination of each course of instruction and will be open to all officers, N. C. officers and men belonging to the Corps or attached for a course of instruction.

The practical examination in all drills and exercises will be personally conducted by the Commandant, assisted when necessary by such officers of the Corps as may be

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EXAMINATIONS. ALL SCHOOLS OF INSTRUCTION—*contd.*

named by him for that purpose. The knowledge of each candidate in drills and exercises is to be tested practically on parade, and, in addition to giving the words of command, the candidate is to be required to give the explanation of the exercise or manoeuvres about to be performed to the men on parade, in a clear and audible manner.

The examination in subjects of theoretical instruction will be conducted by means of papers containing not less than ten (10) questions in each subject, and Candidates will be required to give written replies to these questions. Three hours being allowed for each paper.

The papers of questions will be prepared by the Commandant of the School who will also examine and mark the value of the answers sent in.

The questions will be limited to the subjects actually treated on, and explained by the previous course of lectures, and must be answered without extraneous assistance of any kind.

The questions will be numbered, and the full number of marks assigned to each question will also be shown in the examination paper.

The date and hour for issue and the full time allowed for answering the whole set of questions will be conspicuously stated at the head of each paper.

The papers of answers in writing of each candidate will be indicated by a number at the top of each. Under no circumstances may his name appear in any such papers.

Places must be allotted to the candidates so that they may be seated at least five feet apart from centre to centre. All diagrams, maps or other objects having reference to the subject of examination must be removed from the examination room; also all books, scraps of paper or other things of which the candidate might make use.

1089. An Officer will be required to be present during the examination, and it will be his duty to see that no conver-

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EXAMINATIONS. ALL SCHOOLS OF INSTRUCTION—contd.

sation whatever takes place between the candidates, that no one is permitted to leave the room before handing in his written answers, and that no opportunity is afforded to any candidate to obtain information from any other.

The officer detailed to be present during the examination will certify at the foot of each set of worked paper as follows, viz.: "I hereby certify that having been detailed to attend during the examination, I was present thereat, that these papers were worked in my presence by the candidate, of whose identity I am satisfied, and that the rules for the conduct of the examination have been strictly complied with.

Signature _____

Rank and Corps _____

Place _____

Date _____"

1090. To obtain a 1st Class "Short Course" certificate, Grade A or B, seventy per cent. of the whole number of marks for both practical and theoretical subjects must be obtained, and for a 2nd class fifty per cent.

Any candidate obtaining less than forty per cent. of the whole number of marks allotted for either practical or theoretical subjects will be disqualified.

In the awarding of marks ability to impart instruction will be considered as of the highest importance.

For a "Special Course" certificate (either 1st or 2nd Class) the above rules will apply.

In all subjects taught at the Royal Military College the examinations will be conducted in that institution.

1091.

Engineers.

Short Course—Officers, N.C. Officers and Men.

For the present, Engineers will be attached to the Royal School of Artillery, Kingston, for quarters, rations, pay and

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ENGINEERS—*contd.*

discipline, and for instruction in Infantry drill, Musketry, Regimental duty, Military Law and Interior Economy.

They will receive instruction in Military Engineering at the Royal Military College.

The Short Course of instruction for officers, non-commissioned officers and men of Engineer Militia will cover a period of 75 actual drill days, *i.e.*, Sundays and days of joining and leaving exclusive.

The Infantry Instruction at the Royal School of Artillery, including examination, will occupy 30 days' drill, *viz.* :

Squad drill, 5 days; Rifle Exercises, 8 days; Company drill, 5 days; Regimental duties, 12 days.

Officers will also be instructed in the Sword Exercise.

The Engineer Instruction at the Royal Military College, 45 drill days.

The percentage of marks necessary for qualification for an Engineer Short Course Certificate is the same as that specified for a Short Course Certificate at schools for the other branches of the service.

The course will commence annually on 1st day of February. Should the 1st of February fall on Sunday, the course will commence one day later.

The names of Officers, Non Commissioned Officers and men desiring to attend these courses will be forwarded to the Commandants of Royal School of Artillery and Royal Military College not less than 14 days prior to the day on which the course commences.

Officers, non-commissioned officers and men of Engineers will be relieved from all other military duty on the days assigned for instruction in Military Engineering at the Royal Military College, and all applications for leave on such days must be approved by the Commandant of that Institution.

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**1092. Syllabus of Short Course in Military Engineering,
Royal Military College,**

(45 days of 6 hours each.)

Section 1.—Drawing.

Use of instruments, simple geometrical drawing, simple scales, reading plans.

Section 2.—Entrenching.

Objects and use of Fortification, principles of Defence, different kinds of firearms in use and their penetration, choice of position, clearing ground.

Hasty entrenchments, cover for shooting line, supports and reserves; cover for guns.

Improvised defences, defence of walls, cuttings, embankments, hedges, fences, houses, villages and woods, stockades, blockhouses, field casemates.

Obstacles, rules for their use and construction, abatis, entanglements, military pits, stakes, palisades, fraises, chevaux-de-frise, barricades, &c.

Revetments, their use and method of construction, hurdle work, planks, logs, sods, sand bags, gabions, fascines, miscellaneous.

Field works, profile, names of parts, their objects and uses, profiling; rules of trace and profile; garrisons, défilade, details of works; blindages, traverses, splinter proof cover, magazines, embrasures, barbettes, caponiers, flanks, entrances, gates.

Section 3.—Communications and Camping.

Construction, repair and demolition of roads, railways, &c. Selection of sites for camps. Bivouacs, huts, thatching, straw mats, water supply, field filters, field kitchens and ovens; latrine.

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SYLLABUS OF SHORT COURSE, &c.—*contd.*

Section 4.—Bridging.

Improvised bridges; sling bridges; suspension bridges; railway bridges; strength of materials.

Section 5.—Explosives.

Making joints in wires and cables; use of the Service Frictional Electric Machines for firing charges (Tension and Quantity Dynamos); simple testing; connecting up charges; Service electrical fuses and detonators; deliberate demolitions.

Section 6.—Siege Works.

“Short Course” work in greater detail, with special reference to the rules for design, executing, tracing, &c., &c.

Mining with “cases,” and “frames,” and “sheeting”; loading and tamping mines; ventilation and lighting of mines; charges of mines.

The close attack. The Engineer park.

Section 7.—Miscellaneous.

Boning and leveling; taking sections; setting out slopes; —in greater detail.

Supervision of labour; charge of stores; estimating and drawing tools and materials.

Tracing by night.

Section 8.—Special.

The rudiments of Permanent Fortification.

Officers will receive more advanced “theoretical” instruction than the N.C. officers and men.

1093.

Officers of All Arms.

Long Course of Instruction at Royal Military College.

Officers who have obtained Short Course certificates, and who are desirous of obtaining Long Course certificates, are

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OFFICERS OF ALL ARMS—contd.

required to undergo the necessary instruction and qualifying examination at Royal Military College in Elementary Military Engineering, Strategy, Tactics, Military Administration, and Military Surveying and Reconnaissance, within five years of their having obtained a Short Course certificate.

While going through the course at Royal Military College, officers will be attached to the Royal School of Artillery, Kingston, for Quarters, Messing, and Discipline.

(a.) The Course of Instruction at Royal Military College for Long Course officers will commence about 10th March of each year, and continue for about three months.

Application to attend the course will be made through the Commandant Royal Military College to Adjutant General not less than one month before the commencement of the Course.

(b.) The several courses will consist (including examination) of the following subjects, A, B, C, D, with attendances, as specified:—

(A) *Elementary Military Surveying.*

2 attendances per week, each of 4 hours, for 7 weeks.

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(B) *Elementary Strategy, Tactics, and Military Administration.*

9 attendances per week, each of 2 hours, for 12 weeks.

(C) *Elementary Military Engineering.*

3 attendances per week, each of 3 hours, for 12 weeks.

(D.) *Elementary Reconnaissance.*

2 attendances per week, each of 7 hours, for 3 weeks.

(c.) The proportion of marks necessary to qualify for a 1st Class Long Course Certificate, Grade A, shall be *seven-tenths*; that for 2nd Class, Grade A, *one-half*.

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OFFICERS OF ALL ARMS—*contd.*

(d.) The proportion of marks necessary to be obtained in order to qualify in the several subjects shall be *one-half*.

(e.) Officers who may obtain a proportion of *three-fourths* marks in any subject shall be entitled to the distinction of "Special Mention" in that subject.

(f.) In order to be *eligible for examination* in any subject an officer must have been present throughout the whole of at least three-fourths of the number of attendances assigned to that subject.

(g.) Officers who fail to qualify in any subject at their *first examination*, may (on recommendation of Commandant Royal Military College), in order to have a second opportunity of passing, attend Royal Military College at any future Regular Course of that subject (provided there are other officers attending the Course), but they cannot be permitted to record "*Special Mention*" on the result of their second examination.

(h.) The period assigned to the Long Course officers for special courses of Royal Military College being *primarily* for instruction in, and private study of, the subject directed to be taught at the Institution, officers will not, *while attending the College Course*, be required to perform at Royal School of Artillery, Kingston, either orderly or court martial duties; and drills and military exercises shall be restricted to such hours as shall not interfere with their Courses at the College.

(i.) During the period of their instruction at Royal Military College, officers shall not be granted leave of absence by the Commandant of the Royal School of Artillery except on approval of Commandant of Royal Military College, and for clearly exceptional and pressingly urgent cases only.

(j.) The syllabus for subjects A, B and D will be the same for all arms, that of C for all arms except Engineers, for which corps qualification in *Military Engineering*, as defined

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OFFICERS OF ALL ARMS—contd.

for "Long Course" officers of *Engineers*, is required in lieu.

Section 4.—Bridging.

Cordage, knotting, lashing, use of spars, derricks, sheers, gins. Trestle, lock and floating bridges; bringing expedients.

Section 5.—Explosives.

Hasty demolitions; use of gunpowder, gun cotton, dynamite, Bickford's fuze, Bickford's instantaneous fuze, powder hose, port fire, quickmatch, &c.

Section 6.—Siege Works.

Execution of batteries, magazines, parallels, saps; laying platforms.

Section 7.—Miscellaneous.

Brushwood, its use; cutting brushwood, construction of hurdles, fascines, gabions, pickets.

Timber, its uses; splinter proofs, frames, sheeting, mining frames and cases, &c., platforms.

Field geometry and use of field level. Boning and leveling, taking sections, laying out slopes.

Working parties; deployment and supervision; civil labour; tasks, reliefs, &c. Tools.

Tracing works from plans.

As much work as possible will be executed full size, the remainder will be done model size. All will be dealt with in lectures.

The carrying out of the full course will necessarily be dependent on the strength of the class and on the weather.

The practical portion of the work will be done equally by officers, N.-C. Officers and men.

The officers will receive theoretical instructions of a more advanced nature and will be required to work out simple projects.

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1094. Long Course—Officers.

This course must be taken during the period assigned for instruction, in Military Engineering at Royal Military College, *i. e.*, between 1st February and 10th June.

The qualification necessary *prior* to commencing Long Course is the possession of a Short Course *Engineer Certificate*, Grade A.

The qualification to entitle to a Long Course *Engineer Certificate* is, to qualify in the manner and subjects specified as necessary for Long Course Certificate for all arms, with the exception that the course of *Military Engineering* will be special, *viz.*, that herein defined in Syllabus for Long Course *Officers of Engineers*.

The percentage of marks necessary for qualification will be the same as specified for R. M. C. Long Course for all branches of service.

1095. Long Course—N. C. Officers and Men.

This course must be taken between 1st February and 30th April.

The qualification necessary *prior* to commencing a Long Course, is the possession of a Short Course *Engineer Certificate* Grade B.

The qualification to entitle to a Long Course *Engineer Certificate* is, to qualify in the course specified in the Syllabus of Instruction.

The percentage of marks necessary for qualification will be the same as for Short Course.

SYLLABUS FOR LONG COURSE IN MILITARY ENGINEERING.

(45 days of 6 hours each.)

Those undergoing a Long Course will, as far as is practicable be afforded an opportunity of renewing their knowledge of the "Short Course" work, and will be afforded all available opportunities of supervising and laying out work. Portions of the "Short Course" work will be done again in greater detail, and also, in addition the following sections:

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LONG COURSE—N. C. OFFICERS AND MEN—*contd.*

Section 1.—Drawing.

Scales; drawing plans, plotting; calculating parapets; conventional signs; reading maps.

Section 2.—Entrenching.

Field works with special regard to details.
 Defence of posts and positions.
 Use of fortification by attack, clearing the way, removing and surmounting obstacles, crossing ditches, occupying captured works, entrenching when attack is checked, &c.

Section 3.—Communications and Camping.

Examining and reporting on roads, railway, etc. Use of Norton's tube well.

A.

SYLLABUS OF INSTRUCTION IN ELEMENTARY MILITARY SURVEYING.

Marks 700.—Time about 28 attendances, or about 84 hours. Two-thirds of each to be allotted for field work and one third for examinations.

Text Book.—Richard's "Military Topography."

General principles of surveying. The construction and use of scales. The conventional signs and colors used in military sketches. The uses of contours and shading in giving the slopes and form of ground. The clinometer and scale of horizontal equivalents, and their use in drawing contours. The principles and construction of the prismatic compass and pocket sextant. The employment of the former in combination with pacing and the protractor in making surveys and in traversing. The method of making a triangulation with the sextant from a given base, and of filling up the details with the compass. The use of the chain, and how to make a survey of a small piece of ground.

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LONG COURSE—N. C. OFFICERS AND MEN—*contd.*

with the chain alone. Surveying without instruments, using the sketching book as a plane table.

The officers will be practised in making surveys by the above method, and will afterwards have to make examination surveys of ground in a given time.

B.

SYLLABUS OF INSTRUCTION IN ELEMENTARY STRATEGY, TACTICS AND MILITARY ADMINISTRATION.

Total Marks, 1,000.—Time, 36 attendances, or about 72 hours.

Military Administration.

Marks, 250.—About 9 attendances.

Text Book, "Military Administration," by Major Jones, R. A.

General formation of Armies.

Special organization of units in British Army. Their strength. System of recruiting—Reserves—Supply of Ammunition in the field; its expenditure—Reserve of ammunition—Equipment—Rations.

Supply of Food and Forage to an Army in the Field.

Transport—Railways in war.

Marches—Rates of marching—Protection of communication.

Encampments—Bivouacs.

Embarkation and disembarkation.

Tactics.

Marks, 500.—Time, about 22 attendances.

Text Books } "Minor Tactics," by Lt. Col. Clery.

 } "Tactical Notes," by Major Jones, R.A.

Information and security—Outposts.

Reconnoitring—Advanced and Rear Guards.

Tactical employment of each arm—Of the three combined.

ROYAL SCHOOLS OF MILITARY INSTRUCTION. 341

LONG COURSE—N. C. OFFICERS AND MEN—contd.

Infantry formations for attack and defence.
 Cavalry attack formations.
 Mounted Infantry.
 Rivers—Forcing a passage—Selection of Point—Attack
 and defence of woods, villages, defiles, convoys, &c.
 Occupation of a defensive position.
 Attack and defence of positions.
 General course of an engagement.
 Night attacks.
 Tendency of modern tactics, illustrated by examples
 from late wars.

Strategy.

Marks, 250. Time, about 6 attendances.
 Text Book, "Operations of War," by General Sir E.
 Hamley.
 General principles—Selection of objective.
 Base of operations—Line of operations.
 Offensive and defensive warfare.
 Advantages and disadvantages.
 Influence of formation of frontier.
 Selection of theatre of operations and base.
 Influence of obstacles, as rivers, mountain ranges and
 fortresses.
 General study of a campaign.
 Customs of war.

C.
**SYLLABUS OF INSTRUCTION IN ELEMENTARY MILITARY
ENGINEERING.**

Total marks, 1,000. About 36 attendance, or about 108 hours.

Section 1.—Field Fortification. 17 Attendances.
 Objects and use of Fortification, principles of defence,
 different kinds of fire-arms in use and their penetration,
 choice of position, clearing ground.

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LONG COURSE—N. C. OFFICERS AND MEN—*contd.*

Hasty entrenchments including cover for shooting line, supports and reserves, cover for guns.

Improvised defences, including defence of walls, cuttings, embankments, hedges, fences, houses, villages, woods, &c., blockhouses, stockades.

Obstacles, including abatis, wire entanglements, military pits, inundations.

Revetments, their use and the method of construction, hurdle work, planks, logs, sods, sand-bags, gabions, fascines, &c.

Field works, their design, trace, profile and method of construction, including calculation of parapets, profiling, defilade, garrisons.

Section 2.—Miscellaneous. 9 Attendances.

Use of brushwood, including construction of gabions, fascines, hurdles, &c.

Camping arrangements, including huts, bivouacs, selection of sites for camp, water supply, field kitchens, latrines.

Working parties, including deployment and supervision of parties, tasks, reliefs, tools, &c.

Field Geometry and use of Field Level. Construction and use of Scales—reading maps, &c.

Section 3.—7 Attendances.

Bridging, including cordage, use of spars, knotting and lashing. Trestle, lock and floating bridges.

Construction and improvement of communications, roads, railways, rivers, reports on existing lines, materials, &c.

Hasty demolition with and without explosives, use of gunpowder, gun cotton, dynamite, &c., Bickford's fuse; powder hose, &c.

ROYAL SCHOOLS OF MILITARY INSTRUCTION: 343

LONG COURSE—N. C. OFFICERS AND MEN—concluded.
Project.—3 Attendances.

As much as possible of the above work will be executed full size, the remainder, either modelled or dealt with in lectures.

The carrying out of the full course is necessarily dependent on the strength of the class, and also on the weather. In addition to and in preparation for the instruction given in lectures, officers will be required to read up during their own time, and further work out such examples and problems as may be given them and for which marks will be assigned.

Sub-division of marks.

Project	100
Field Fortification	400
Miscellaneous	250
Communications	250

In addition to the above regular course of instruction there will be some special practical out door work depending on the size of the class, the weather and the opportunities available.

D.
SYLLABUS OF INSTRUCTION IN ELEMENTARY MILITARY RECONNAISSANCE.

Marks, 300. Time about 14 attendances, or 42 hours.

The general principles of Reconnaissance, both when maps of the country are available and otherwise.

The necessity for making reconnaissances in every case.

The various points on which information is to be obtained in reconnoitring roads, rivers, railways, positions, camping grounds, and districts.

The scales usually employed and forms of report.

The officers will execute at least two reconnaissances.

As a rule one will be of a road, another of a piece of ground selected for a defensive position.

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The following paragraph was omitted by error in publishing the present edition, and should follow immediately after paragraph 866 :—

When active Militiamen are confined in any Local Prison for a civil offence, no charge is to be included for either pay or rations during the period of such confinement, but 25 cents a day will be allowed for each prisoner. Par. 988, R. & O., 83.