

PROSPECTUS

for a Scheme for the Employment of Discharged Sailors and Soldiers as Preventive Men in the Waterguard Service of the Customs and Excise Department.

I.—CONDITIONS OF ELIGIBILITY.

1. **Naval, Military or Air Service.**—Candidates for employment under this scheme must have been discharged from the Navy, Army, or Air Force after service during the present war.

2. **Nationality and Parentage.**—Candidates must be natural-born British subjects, and the children of natural-born subjects or of natural-born subjects or citizens of an allied country.

3. **Age.**—Candidates must be at least 17 years of age, and must have been born on or after the 2nd September 1894.

4. **Character.**—Candidates will be required to satisfy the Civil Service Commissioners as to character, and to furnish those Commissioners with particulars of their civil employment (if any) before joining the Navy, Army, or Air Force.

5. **Physical Standard.**—Candidates must be in good health, must possess good eyesight and hearing, and must be physically capable of performing the active duties of the Waterguard Service. (*See* paragraph 10 below.)

6. **Educational Qualifications.**—A candidate must satisfy the Civil Service Commissioners that his educational qualifications approximate to a standard which would have enabled him to compete with a fair prospect of success at the last competitive examination, *i.e.*, that he has attained a standard equal to that represented by the 7th Standard in Public Elementary Schools.

II.—CONDITIONS OF SERVICE.

7. **Period of Probation.**—An accepted candidate will not be nominated for permanent appointment until he has served in the employment of the Board of Customs and Excise for a probationary period of at least six months. During this period he will receive pay at the initial rate appropriate to his age (*see* paragraph 13 below). Ordinary leave with full pay will be allowed on Public Holidays and one day for every completed month of service; for purposes of sick leave the candidate will be left entirely to the operation of the National Health Insurance Act, 1911. His employment on probation will be terminable by 7 days' notice on either side; he will be liable to summary dismissal if he is found guilty of serious misconduct.

8. **Conditions of Permanent Employment.**—A candidate whose period of probation has been approved by the Board of Customs and Excise will be nominated by them, if he so desires, to the Civil Service Commission for the issue of a Civil Service Certificate of appointment as Preventive Man. A candidate so nominated will be required by these Commissioners—

- (a) to pass a qualifying examination in the following subjects:—
English (including writing and spelling);
Reading Manuscript;
Arithmetic;
Geography.

- (b) to satisfy the Commissioners that he is physically fit for a pensionable post in the Civil Service.

9. **Pension Rights.**—A candidate whose period of probation is not approved by the Board of Customs and Excise or who fails to qualify for a permanent appointment as provided in paragraph 8, will be entitled to no pension or gratuity on termination of his employment. In the case, however, of a candidate who receives a permanent certificated appointment as Preventive Man, his whole continuous service as Preventive Man in the Customs and Excise Department, including the period of probation, will be reckoned as pensionable subject to the usual conditions.

III.—DUTIES AND PLACE OF EMPLOYMENT.

10. Duties.—Preventive Men are part of the Customs Waterguard Service, which is primarily a Revenue force charged with the duty of detecting and preventing smuggling. The Waterguard meet and board all vessels arriving from foreign ports, secure the dutiable stores of such vessels under seal, receive duty on the personal stores of crews and passengers, and examine their personal effects. They rummage vessels while in harbour, watch shipping generally, and supervise the loading and unloading of non-dutiable cargo not enclosed in packages. They also perform non-Revenue duties in connection with the laws relating to Public Health, Alien Immigration, and other matters concerning shipping. Preventive Men act under the general supervision of Preventive Officers, and will be expected to perform any miscellaneous duties of a subordinate character ashore or afloat which may be required of them.

11. Hours of Employment.—The hours of employment are uncertain: they extend over Sundays and Public Holidays when required, and vary according to the nature of the duties, which frequently call for attendance by night as well as by day. The pay (*see* paragraph 13) covers an attendance of 48 hours on the six weekdays. Overtime payment is allowed for all attendance (a) in excess of 48 hours on the six weekdays, and (b) on Sundays and Public Holidays. Attendance between the hours of 8 p.m. and 6 a.m. is reckoned at the rate of 6 hours counting as 7.

12. Place of Employment.—Preventive Men are liable to employment at any port in the United Kingdom. Preventive Men on the present establishment are not, as a rule, appointed to serve at their native place, or at places where they have recently resided for any length of time; but this rule will not necessarily be enforced in the case of candidates for employment under this scheme during the preliminary period of probation.

IV.—PAY AND PROSPECTS.

13. Rate of Pay.—The regulated scale of pay for Preventive Men begins at 18s. a week, proceeding by annual increments of 1s. 6d. a week to 36s. a week. Men of good conduct and efficiency are, on completion of 5 years' service, granted a star; similarly on completion of 9, 13, 17, 21 and 25 years' service, additional stars are awarded. Each star carries an allowance of 1s. a week. Uniform clothing is also provided free of cost. Further, Preventive Men are at present entitled to a War Allowance of 3s. a week, and a War Bonus at rates varying with age and salary; but the War Allowance and War Bonus are dependent on the existence of the abnormal conditions now prevailing.

For candidates seeking employment under this scheme the initial rate of pay will be graduated according to age, one increment in the regulated scale being allowed for each year by which the age of the candidates exceeds 20 at the time of his acceptance on probation. The present effect of this arrangement is as follows:—

Age at Time of Acceptance on Probation.	Initial Pay.	War Allowance. Per Week.	War Bonus.	Total.
17	<i>s. d.</i> 18 0	<i>s. d.</i> 3 0	<i>s. d.</i> 11 6	<i>s. d.</i> 32 6
18 to 20	18 0	3 0	17 0	38 0
21	19 6	3 0	23 0	45 6
22	21 0	3 0	23 0	47 0
23	22 6	3 0	23 0	48 6
24	24 0	3 0	23 0	50 0

Pay at these rates will start from the beginning of the probationary period, and will be in addition to any pension received from Navy, Army, or Air Force Funds.

14. Promotion Prospects.—Promotion to higher grades depends on merit and on the occurrence of vacancies; but no right of probation to higher classes or grades is recognised. Every candidate who accepts appointment under this scheme will accept it on the express condition that the staff of the Customs and Excise Department is liable to reorganisation from time to time, as the interests of the public service may require, and that no claim to compensation on his behalf can be admitted if such reorganisation shall in effect reduce the number, or alter the conditions or superior appointments in the Department.