

When exceptional qualifications or professional knowledge is required for any office the Civil Service Commissioners may dispense with examinations wholly or partially, and may grant their certificate of qualification upon satisfactory evidence that the person whom it is proposed to appoint possesses the requisite knowledge and is otherwise qualified.

After a candidate has passed his examination he must enter on a six months term of probation as a test of his conduct and capacity for the transaction of business, and is not to be finally appointed to the public service until the head of his Department is satisfied of his fitness.

A Lower Division of the Civil Service is established, and no Department is to be permanently increased without introducing a system whereby such of its duties as are of a suitable character shall be performed by members of the Lower Division.

The Civil Service Commissioners are at fixed intervals to hold competitive examinations for Clerks in the Lower Division.

An estimate is to be made by the Commissioners of the number of permanent clerkships likely to become vacant within the next six months. And on this basis a computation is to be made of the number of persons to be selected at the next ensuing examination.

A list of competitors at these examinations is to be made out in the order of merit up to the number arrived at by the computation above mentioned

From the lists so made, the Commissioners, on the application of the Departments having vacancies, supply on probation the requisite clerks, whether for permanent or temporary duty. Selections, as a general rule, are to be in the order of the names on the list, but any clerk may be selected who, in his examination, has shown special qualification for any particular subject.

No clerk is allowed to remain more than one year in any Department unless at the end of that time the head of the Department shall signify in writing to the Commissioners that the clerk is accepted by the Department, and if he is not so accepted the cause of his rejection is to be reported to the Commissioners, who shall thereon supply another clerk and decide whether the rejected clerk shall be struck off the list or allowed another trial in another Department.

Promotions from the lower to the higher divisions of the Service are only to be made upon a special certificate of the Civil Service Commissioners, to be granted exceptionally, after not less than ten years service, upon a special recommendation from the head of the Department.

All appointments, promotions and transfers from one office to another, shall be notified to the Civil Service Commissioners as they are made, and shall by them be published together in the *London Gazette*, first issued in each month.

Under the regulations thus briefly stated, a Secretary, a Director of Examinations and two permanent Examiners, with such number of occasional Examiners as are from time to time found necessary, have been appointed, and examinations are held in the principal cities in the United Kingdom.

32. The organization thus provided has been well considered by competent authority. It is the outcome of vast experience, and the details are the result of more than thirty years of cautious tentative action. The