

1. Subscriptions to and advertising in newspapers ;
2. The purchase of books of reference, maps, &c. ;
3. Telegraphing ;
4. Postages, freight and express charges ;
5. Wages of charwomen, and other expenses of cleaning offices ;
6. Travelling expenses, including cab hire ;
7. Extra clerks, to the extent only sanctioned by the Civil Service Act ;
8. Petty expenses, not exceeding in any Department a sum to be apportioned by Order in Council.

Heating, repair, and furnishing Government buildings to be under charge of Public Works.

How paid for.

2. The Department of Public Works is hereby charged with the heating, maintenance and keeping in repair of the Government Buildings at the Seat of Government, and with any alterations, from time to time, requisite therein, and with supplying furniture or fittings or repairs to the same ; and no charge in respect thereof shall be made against or paid out of the vote for contingencies, but an Estimate shall be annually laid before Parliament, of sums required for such purposes, respectively, and any expenditure therefor shall be defrayed out of such sum as may be specially appropriated therefor.

Deputy Heads to give orders for contingencies.

3. So often as any Contingency is required by any Department, whether for an article to be furnished or service to be performed, the Deputy Head of the Department shall apply therefor by requisition, in writing, to the person by whom the same is to be furnished or performed ; and such requisition shall, in cases where it can be so made, be antecedent to the delivery of the article or performance of the service.

And certificates for payment.

To whom to be sent.

4. Every account rendered to a Deputy Head for certificate, shall be accompanied by the original requisition, in respect of which such account accrued, and, when certified by him, shall be forwarded to an officer of the Finance Department, to be called the Accountant of Contingencies, for payment ; and, except as hereinafter mentioned, shall then be paid by him.

What the certificate shall state expressly.

5. Every such certificate shall expressly state that each item contained in the account has been incurred by the authority and upon the order of either the Head or Deputy Head of the Department, and that the articles or services charged for, have been received or performed, and that the prices charged are in his opinion, severally fair and just, and that the expenditure incurred is necessary for the public service ; but the
Accountant