



The Employer's Course

The Proclamation issued under the Military Service Act calls Class One men—bachelors and widowers without children (not otherwise excepted) who were 20 years old on the 13th October, 1917, and whose 34th birthday did not occur before January 1st, 1917.

The claim for exemption may be made by the man himself, by his employer or by a near relative. So far as practicable, not more than one claim should be made in respect of any man. For reasons stated in the next paragraph, the claim is often best made by the employer.

When Employer Should Make Claim for Exemption

Where claim for exemption is based on the assumption that it is in the national interest that the man should, instead of being employed in Military Service, be engaged in other work in which he is habitually engaged, it is usually preferable that the claim be made by the EMPLOYER, inasmuch as the decision of the claim will involve amongst other things, a consideration of the nature of the business, the number of men employed, etc.

Medical Examination

It will simplify the employer's problem if all Class One men in his employ present themselves for Medical Examination at the nearest Medical Board Centre.

Upon examination they will be placed in Medical Categories—A, B, C, or E. Class One men placed in Categories B, C, or E satisfy immediate requirements if they attach the medical report they will receive to their claim for exemption.

Where an employer claims exemption for an employee on the ground that it is expedient in the national interest that the man should continue in the work in which he is habitually engaged, he should attach to the claim for exemption a statement and a schedule as follows:

The Employer's Statement

Total number of employees, grouping them according to their respective occupations and qualifications, and stating the number in each group. Indicate the possibility or otherwise of replacing the labor of Class One men with the labor of those not in the statutory class called up, or of women; also the extent to which the withdrawal of men in the statutory class would affect the business, the reason for considering that the carrying on of the business is in the national interest, and such other facts and circumstances as may appear to be relevant.

The Employer's Schedule

This should state the names, ages and occupations of all Class One men employed, noting against each name whether or not claim for exemption is being made, and whether in the employer's opinion, exemption, if granted, should be conditional on the man's continuing his present occupation, or whether it would suffice if exemption were granted for one, two, or more months, as the case may be.

Forms for Exemption

These forms may be obtained on request from any Postmaster who will transmit the forms, when filled in, to the Registrar.

Issued by The Military Service Council.