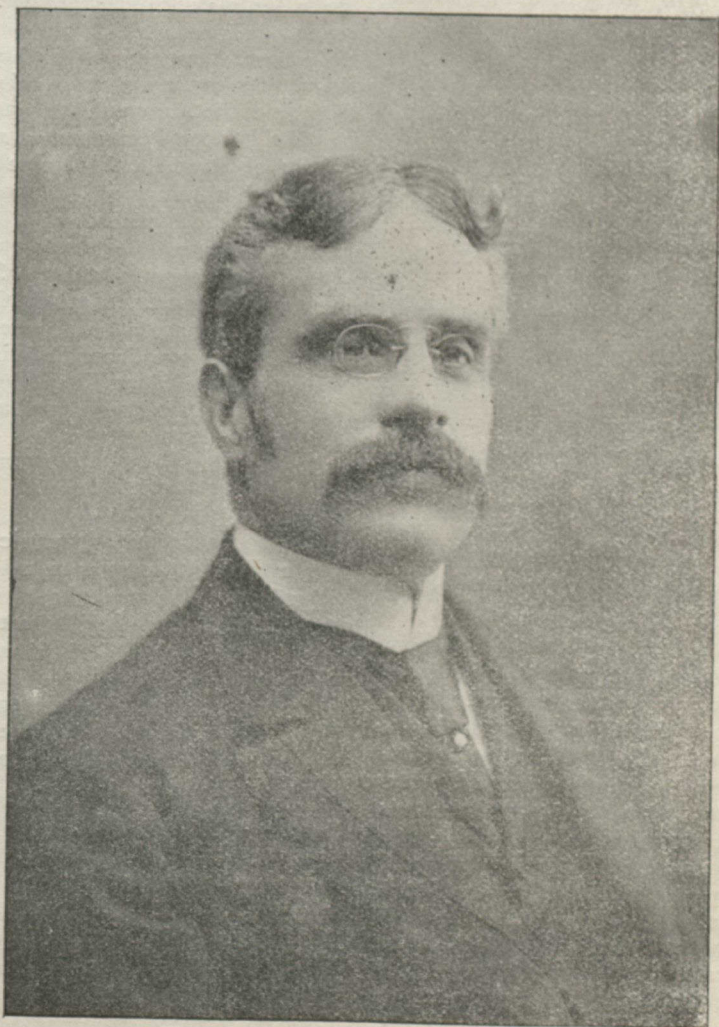


THE CIVILIAN

Vol. I.

MAY 22nd, 1908

No. 2



Mr. R. L. BORDEN, K.C., M.P.
Leader of His Majesty's Loyal Opposition

THE BRITISH SERVICE.

A Brief Account of a Subject of Great Present Interest to Canada: Regulation by Commission in Full Operation.

In the year 1885 commissioners were appointed for the purpose of testing the fitness of candidates for the British Civil Service. Previous to that time appointments were made by nomination, the candidate being required to pass an examination somewhat similar to that which qualifies entrants to the Canadian service at the present time. The principle of open competition was not formally adopted until the year 1870.

Under the regulations now in force the commissioners practically control all appointments and promotions in the service and there can be no question as to the difficult character of the examinations for appointment. It is interesting to note, however, that all appointments are not open to public competition. The exemptions are (a) Situations filled by limited competitions among candidates nominated by the heads of the departments in which vacancies exist; (b) Situations filled by nominations subject to a qualifying examination only; and (c) Situations which the chief of a department deems it requisite to fill by the appointment of a person whose qualifications are wholly or in part professional or otherwise peculiar and not ordinarily to be acquired in the Civil Service. To obtain any of these appointments some influence, direct or indirect, is indispensable. In many of the offices where clerkships are open for competition, appointments to subordinate positions, such as messengerships, are made by nomination.

Classification.

The clerical establishments are divided into two main classes known as Class I and the Second Division.

In addition to these there are the Assistant Clerks or Abstractors, Boy Clerks and Women Clerks.

Clerks of the First Class fill the most important offices and their opportunities for advancement are very great. Their duties are in part, and in some instances wholly, of an administrative nature, and secretaryships, assistant secretaryships and other high staff posts are within the reach of those who by long and meritorious services show their fitness for them. As an instance of this it may be noted that a candidate successful in 1880 is now Permanent Under Secretary of State for the Home Department with a salary of £2,000 a year. Heretofore vacancies in the First Class have, for the greater part, been filled by open competition. Some of the inferior appointments in this division have, however been made by promotions from the Second Division and as there is an increasing tendency in this direction, it seems probable that in the future the number of appointments to this class to be made from the outside world cannot be very great.

The more important clerical work of many of the departments is performed entirely by clerks of the Second Division, and they have to a considerable extent taken the places formerly held by Clerks of the First Class. In many instances they perform duties of a very responsible nature. The scale of salaries for the Second Division is as follows:

| | | |
|------|------------------------------------|----------|
| £ 70 | increasing by £ 7 10s. annually to | £130 |
| £130 | “ “ £10 | “ “ £200 |
| £200 | “ “ £10 | “ “ £300 |

Certain staff appointments, with salaries higher than those indicated above, are reserved for clerks of this Division. The salaries range from £300 to £500.

The increments of salary are not allowed without an annual certificate from the immediate superior of each clerk, countersigned by the Head of the Department, or such officer as he may designate for that purpose, to

the effect that such clerk's conduct during the year immediately preceding the date of such report has been approved. Before an advance beyond £200 is permitted a certificate is required, in like form, to the effect that the clerk concerned is competent to perform efficiently the highest duties ordinarily assigned to clerks of the Second Division. The salary of a clerk of not less than six years service, who is exceptionally meritorious, may be specially advanced by an amount not exceeding four annual increments. Promotion in the Second Division is according to positive merit, not seniority.

Assistant Clerks or Abstractors have taken the place of men copyists who are, as a class, practically extinct. Their appointments are permanent and the salary commences at £55 per annum and rises by annual increments to £150.

Boy Clerks are employed for temporary service and are paid 15 shillings per weeks for the 1st year. If deserving they may at the end of the 4th year attain to the munificent salary of 19 shillings per week. The Boy Clerks are not retained as such after the age of 20; but facilities are afforded them of obtaining a permanent status as Abstractors or Assistant Clerks, all vacancies in this class being filled by competition amongst Boy Clerks.

Women Clerks are employed in the Post Office Department. They secure appointment by public competition and the positions are eagerly sought after. The limits of age at appointment are from 18 to 20. Candidates must be unmarried or widows and are required to resign their appointments on marriage. After six years service they are entitled to a gratuity, when they retire on marriage. The salary of a Woman Clerk of the second class commence at £55 and rises by annual increments of £5 to £110. On promotion to the first class the salary commences at £115 and rises £5 per annum to £140.

Female typists are employed in a number of the Departments. The salary is 18 shilling per week during one year of probation, and afterwards 19 shillings per week, rising by 2 shillings a week yearly to 25 shillings. Appointments are permanent and a gratuity is granted when resigning on marriage.

Examinations.

Competitions for Class I Clerkships are held in August concurrently with those for the Civil Service of India and for the Eastern Cadetships in the Colonial Service and in the same papers. Candidates must have attained the age of 22 and must not have attained the age of 24 on the 1st day of August in the year in which the examination is held. A fee of £6 is required from each candidate. The subjects set for these examinations are as follows, viz: English composition, Sanskrit language and literature, Arabic, Greek translation, composition and literature; Latin translation, composition and literature; English, Italian, French, German, Mathematics, Advanced Mathematics, Natural Science, Greek History, Roman History, English History, General Modern History, Logic and Psychology, Moral and Metaphysical Philosophy, Political Science, Roman Law, English Law. The marks assigned to candidates in each branch (except in mathematics and English composition) are subject to such deduction as the Civil Service Commissioners may deem necessary in order to secure that a candidate be allowed no credit at all for taking up a subject in which he is a mere smatterer.

Successful candidates are allowed to choose, according to their places on the list, among the vacancies for which they are duly qualified, or they may elect to wait for the chance of a vacancy. When vacancies occur they are filled in rotation to the qualified candidates then on the list who will be free to decline them without forfeiting their claim to subsequent vacancies.

Public competition for Second Division Clerkships do not occur at regular intervals, but are held from time to time according to the needs of the service. The limits of age are 17 and 20 and the fee is £2. The subjects of examination are as follows: Hand-writing and orthography, including copying manuscripts; arithmetic; English composition, Précis, including indexing and digest of returns; book-keeping and shorthand writing; geography and English history; Latin, French, German, elementary mathematics, inorganic chemistry with elements of physics. Only four of the last seven of these subjects may be taken.

A list of successful competitors is made in the order of merit and from this list the Civil Service Commissioners, on the application of the departments having vacancies, may assign, on probation, the requisite

Continued on page 36

THE REPORT OF THE CIVIL SERVICE COMMISSION.

II.—Superannuation.

1. The following summarized statement will show the present-day condition of affairs as regards superannuation rights. All members of the classified service are upon one or other of the Funds mentioned:

Fund No. I: Embracing survivors of entrants to the service prior to 1893. Number of members, 1,900 (approximately); rates of contribution, $1\frac{1}{4}$ and 2%; rate of superannuation, 1-50th for each year of service average salary during last three years of service.

Fund No. II: Embracing survivors of entrants between the years 1893 and 1898. Number of members, 290 (approximately); rates of contribution, 3 and $3\frac{1}{2}$ %; rate of superannuation — as under No. I.

Retirement Fund (Saving Bank

System): Embracing survivors of all who entered after July 1st, 1898. Number of members, 3440; rate of contribution, 5%; no superannuation allowances granted — accumulated compulsory savings withdrawable at death or retirement.

2. This brief history is not complete, however, if we confine ourselves to the classified service. There are many public servants whose employment has been life-long, —who to all intents and purposes have been permanent officials,—but who do not come within the four corners of the inelastic Civil Service Act, and are not upon any of the Funds. This undesirable state of affairs has been allowed gradually to extend itself until now the situation is almost out-of-hand. Many officials, at Ottawa as well as elsewhere, who are doing work of responsible character, will from time to time have to face retirement with no provision made for their maintenance. Coming within this category also, are many officials who have terms of service to their credit prior to admission to the classified service. Their case is in essence the same as where the whole term of service goes for nothing, the difference between them being merely one of degree.

3. As regards Funds Nos. I and II, the rates of contribution are not objected to by reasonable persons, but no one has yet succeeded in giving a proper explanation of why one body of individuals should at one and the same time be called upon to pay approximately twice as much as another such body for the same service. Both the Funds are open to very serious criticism, however, because of their restricted nature. It has long been held regarding them that, while the main superannuation provisions are good, they should be supplemented by providing for the return of contributions in event of death while in harness, and for the grant of allowances to dependents in event of death before or after superannuation. As

to the Retirement Fund, it has received more kicks than half-pence, and deserves them all.

4. Now, what of the Royal Commission in relation to the state of affairs outlined in paragraphs 1 and 2 above? The Commissioners brought their heaviest artillery to bear upon the Retirement Fund, and on the need for a new superannuation measure. Again and again they bring out from witnesses, including the principal men of the service, admissions as to the inadequacy of the Retirement Fund and the hurtful effects upon the public service of an abandonment of superannuation. The burden of the song which witnesses sing is uniform: almost unanimously they state their judgment to be that the public service is certain to suffer, and that great hardship will result for individuals. Thus the chief men of the service reason; thus reason the Commissioners themselves. They urge in set terms that the new measure proposed by them be accepted. To quote their own vigorous language,—“Does it not seem wrong and cruel that, except in the case of a few favoured officials, there should be no provision for sickness, debility or old age throughout the public service except the Retirement Fund, which is no provision at all?”

5. The Superannuation measure which the Commissioners propose has met on the whole with general approval, and needs not therefore to be discussed here. A perusal of the definitive clauses of the Bill will make it clear that it is much wider in scope than the existing system, and that the cases referred to under paragraph 2 above could never again occur, as to those entering in future, if it were given effect to. For the benefit of those who may think it superfluous to provide collateral allowances to widows and children, it may be observed that the service now contains numbers of those same widows and orphans, taken on because largely through compassion; that therefore the

Government now contributes, and under any imaginable conditions must continue to contribute, to their support; and that provision should consequently be made systematically instead of at haphazard. There is no escape from this dilemma in a country such as ours. Another point that deserves passing notice is the rate of contribution, which in the Commissioners' Bill is fixed at 4%. It is the general opinion of experts that a graded rate of contribution is generally necessary for equity, and there can be no valid objection to such a provision, if the case warrants it.

6. The Report of the Commission does not specify the terms upon which present members of the Retirement Fund ought to be placed under a Superannuation act. The problem, however, would not be a difficult one. Members of the Retirement Fund should be permitted to qualify under the Superannuation Act **as from their respective dates of entry to the service.** The case is simplified because of the fact that each member has funds to his credit sufficient or more than sufficient to effect this object. Moreover, all members of the Retirement Fund who have given service prior to their entry to the classified ranks, should be allowed, upon making the proper payment, to have such periods taken into account for superannuation purposes.

7. The Report makes reference to officials performing duties of great responsibility, who are under neither the Superannuation nor Retirement Acts. They say — “As in the course of time their services will become of less value, it is respectfully suggested that early steps should be taken to bring them under a Superannuation Act.” This certainly is a suggestion to be seriously entertained, although the practical execution would not be without its difficulties.

The writer of this article hopes to continue this subject in the next issue, and will devote particular attention to the question of the basis upon which, in his judgment, such persons might become entitled to the benefits of superannuation.

THE CIVILIAN

A fortnightly journal devoted to the interests of the Civil Service of Canada.

Subscription \$1.00 a year;
Single copies 5 cents.

Advertising rates are graded according to position and space, and will be furnished upon application to

OTTAWA PRINTING CO.

MSS intended for publication, and all communications relating to the editorial policy of the journal, must be addressed

THE BOARD OF EDITORS,
THE CIVILIAN,
P. O. Box 484, Ottawa

Communications on any subject of interest to the Civil Service are invited and will receive careful consideration.

Ottawa, May 22nd, 1908

TWO HUNDRED PER CENT.

Consider the evil trade of the Shylock money-lender, and his baleful effects in a community like ours. That the abuse is a serious one is beyond question, although by the nature of the case exact statistics are not to be had. Borrowers are a secretive class everywhere. Nevertheless every Civil Servant must know of at least several instances of this kind, any one of which should be sufficient to leave in the mind a feeling of wholesome indignation and dread. The very fact that the Service supports about ten of these well known parasites is a tolerable demonstration of the extent of the evil, and the equally notorious fact that the real rate of interest is

often as high as 250 per cent. per annum is an indication of its intensity. During the past few years civil servants have been living on such narrow margins that the resort to lenders has become more frequent than ever before. Relief in the matter of remuneration will have a proportionately good effect, but when all is said and done the salaried classes are everywhere peculiarly liable to be infested with this particular parasite.

Let it be at once admitted that in every community there are a few wasteful and unthrifty persons who must and will run their profligate course. But let it be admitted also that even the economical sometimes need financial help. There are times when the life-plan is interrupted; expectations fail, sickness or death eats up the small savings and borrowing becomes the only resort. "When troubles come, they come not single spies, but in battalions." At such times even the usurer seems a friend; but, sad to say, **raising the wind** with his help, means reaping the whirlwind.

If it be true, therefore, that borrowing is sometimes a necessity, and lending socially productive, the immediate question is — can the evil of usury, as it affects the Service here and now, be abated? Addressing ourselves to that direct question, we venture to think that the evil can be abated, and that numerous plans to that end might be formulated. The following proposal may prove helpful:

Let a loan association of civil servants be formed—an incorporated association would probably afford greater advantages than a partner-

ship—with suitable provision for obtaining loanable capital, as might readily be done. Remembering that the average loan would be of the short-date variety, and that the turnover would be rapid, a great deal could be done on \$2,000 or \$3,000. A well-selected loan committee should pass upon every application, giving special, though not necessarily inquisitorial, attention to the merits of each case. Where loans are granted—

(a) Re-payment may be required, for small advances, in one sum; or, for larger advances, by monthly instalments, interest of course being reckoned only upon the amount outstanding. Loans made under this arrangement would be subject to a higher rate of interest than if made under (b), since expenses of management would be greater, and occasional losses might be incurred. As to security, it would doubtless be found that in most cases a liberal policy would be consistent with safety; or

(b) Re-payment might be by abatement from salary. In such case no security would be necessary other than the borrower's agreement to that course being adopted, and the rate of interest to be charged would be considerably less than under plan (a). Probably 6 per cent. at most would be sufficient.

Plan (b) is unquestionably superior and eminently feasible. The official mind will shudder, of course. The official mind hates to be bothered. We even fear that it might consider the whole business undignified, bless its conservative heart! One ventures to think, however, that what is truly useful cannot lack for dignity, and at all events reasonable, open-minded men shall judge.

The remedy fortunately does not hinge on this specific proposal, although its simplicity and effectiveness certainly recommend it strongly. Such an association as is here suggested could, merely by making suit-

able arrangement with one of the local banks, effect its object in part at least, though at greater trouble and cost. Let a few of our more public-spirited fellows take up the question without delay, for the Service cannot be made free of the loan vultures one day too soon.

We have every intention of persisting in our efforts to bring this matter to a head, and we shall probably again take up the burden of our song in the next issue.

THE LATE PRIME MINISTER OF GREAT BRITAIN.

From all that can be learned of him—by the testimony of friend and foe alike,—the late Sir Henry Campbell-Bannerman possessed not a few of the attributes of greatness. To us, under another sky, one act of his stands out pre-eminent: we refer to the granting of responsible government to the conquered Boer republics. It is by acts such as this that the magnanimous Mother of Nations holds her proud leadership, and remains perennially young. Truly, his country owes Sir Henry Campbell-Bannerman much, and, had he lived, would have owed him more. But Death, the great god that pulls down the strength of the strongest kings, would take no denial: he has passed to his rest, and the British peoples mourn him as "one of the simple great ones gone for ever and ever by." Many and touching are the tributes called forth, with tears, from the hearts of the stern people that he ruled. But for simple dignity and perfect appropriateness, it would be difficult to surpass Mr. Asquith's tribute, delivered in the House of Commons, and reported in the Times of April 28th. Space compels us to be brief; otherwise we should feel constrained to quote in full:—

"There have been men who, in the cruel phrase of the ancient historian.

were universally judged to be fit for the highest place only until they attained and held it. Our late Prime Minister belonged to that rarer class whose fitness for such a place until they had attained and held it was never adequately understood. . . .

What was the secret of the hold which in these later days he unquestionably had on the admiration and affection of men of all parties and men of all creeds? If, as I think was the case, he was one of those men who require to be fully known to be justly measured, may I say the more we knew him, both followers and opponents, the more we became aware that on the moral as on the intellectual side he had endowments, rare in themselves, still rarer in their combination? For example, he was singularly sensitive to human suffering and wrong-doing, delicate and even tender in his sympathies, always disposed to despise victories won in any sphere by mere brute force, an almost passionate lover of peace; and yet we have not seen in our time a man of greater courage.

. . . . In politics, I think he may be fairly described as an idealist in aim, and an optimist by temperament. Great causes appealed to him. He was not ashamed, even on the verge of old age, to see visions and to dream dreams.

How happy is he born and taught
That serveth not another's will;
Whose armour is his honest thought,
And simple truth his utmost skill.

* * *

This man is freed from servile bonds
Of hope to rise or fear to fall;
Lord of himself though not of lands,
And, having nothing, yet hath all."

HALF A LOAF.

It was our intention, as we stated in our issue of the 8th, to devote a special article in the present number

to the ever-absorbing topic of civil service salaries. Not that it was hoped to say anything particularly new, or in the space of a few columns of reading matter, comprehensive, on that well-worn theme. Far be it from *The CIVILIAN* to essay anything so impossible! But who, short of heaven, will not joy ever to weigh the prospects of a raise in pay? It was felt that at least an analysis of the commissioners' findings in the matter might be made, with special reference to the needs of the service (on which a very brief word was ventured in our last) and the proposed measure of relief by the government. But, alas, the day of printing has arrived, and there is still no definite word of cheer from the government. Bills and rumours of bills fill the air of Parliament, "thick as autumnal leaves on Vol-lombrosa." Among them, however, are not to be found the welcome, the thrice-prayed-for two (or is it three?) which are to soothe the Civil Service breast for ever and a day. It would seem a bootless thing to discuss so trite a subject, with a future so portentous, and so immediately to be realized, overhanging.

Meanwhile, another cloud, no bigger, or as yet not so very much bigger, than a man's hand, has crept into our sky, already overcast. Any salary is better than no salary at all. The deadlock in Parliament has stopped supplies, and the monthly pay-cheques of May 15th were in several of the Departments for exactly one-half. Half a loaf is better than no bread, but it is a motto which is not appreciated by the average civil servant at the present pass. It means, as it pointed out by a correspondent in another column, that credits will have to be prolonged, discounts lost, or debts and interest charges incurred. This is an ill time at which to contemplate such things. In all conscience the Civil Service has sufficient woes to carry without this last embarrassing straw. That such

contingencies as the present must from time to time arise it would ill become a non-political journal like the CIVILIAN to question. But they may fairly be pointed to as additional reason for a liberal treatment of the salaries question by the government.

SHADOW-FIGHTING.

Speculation appears to be rife just now in the Service regarding the **personnel** of the Board of Editors of this periodical. But any person who will reflect for a moment must acknowledge the reasonableness of withholding names for the present. Those responsible for the existence of this periodical acknowledge no motive that can properly be called in question. They are busy men, with their regular duties to perform as public servants, and any practical person will readily appreciate the serious inconvenience that would result for them were they required as individuals to listen to the numberless representations that would certainly be made upon matters both great and small. As it is, they are just as accessible in all real senses as if their names were published on the title-page, and their responsibility is the same while the inconvenience is less. Is anyone so credulous as to believe that we can hope to shield ourselves from the consequences of wrong-doing or wrong-thinking as editors? We, at all events, are not so simple-minded; for we are convinced that any serious mis-step on our part will not only imperil the cause which we have embraced, but will come home to us as individuals, and to us alone.

A word as to a variant of the above-noted criticism: Why, it is asked, does not the Civil Service Association become responsible for the CIVILIAN? For our part, we should be glad to see it so, but we have not deemed it advisable that the Association should be asked for its endorsement at present.

When this periodical shall have demonstrated its success, the question will then be upon a different footing. Until then, however, the CIVILIAN considers itself entitled to the support and confidence of the service for so long a time as its pages reflect the good intentions of its founders.

THE BRITISH SERVICE.

Attention is directed to the special article in this issue dealing with the regulations governing the Civil Service of Great Britain under an independent commission. Our readers will also find most interesting a communication, dealing with the same subject, from Mr. John Roe, Accountant of the Royal Mint. It is rather unfortunate that both articles cover, to some extent, the same ground; but as the former was in type when Mr. Roe's communication was received, we concluded, in view of the importance of the subject, to publish both articles. Mr. Roe intends dealing with the practical working of the system in future issues and The CIVILIAN considers itself most fortunate in securing the assistance of so competent an authority.

THE CONFEDERATION OF THE CIVIL SERVICE.

The Civil Service Association would be undertaking a work well worth the doing if it were to address itself at once to the task of securing some closer bond of union between the outside and the inside branches of the Civil Service throughout Canada. We understand that a special committee of the association has already taken the matter in hand and will present a recommendation at an early date. If we might be permitted an off-hand word of advice, it would be to emphasise the need of attacking

the problem at the earliest moment, and of avoiding with the most sedulous care, in any form of organization adopted, the giving to any one branch of the service a greater degree of power than that to which it is entitled on a strict *per capita* basis. As to the general demand for such an organization no two opinions can prevail. It is the lesson of the hour. There are numerous questions that concern the civil service as a body and that can be dealt with effectively only by presenting a united front. At the present moment, for example, the taxing of the incomes of civil servants is an issue which might never have arisen had there been a vigilant central organization whose special office it was to grapple with such problems the moment they appear. As it is, the matter can only be solved in proper fashion by concerted action implying more or less of unanimity among the civil servants of the Dominion. To the government, an organization of that sort would be, as in the past, a welcome simplification of many of its relations with the service. The difficulty involved is wholly one of the best method to be chosen. Let the effort of the local association be concentrated upon the evolution of some efficient working plan, as simple preferably as may be possible, whereby all elements within the service may meet on common ground (if nothing but a perennial interchange of views were accomplished it would be enough) without sacrifice of the various aims and objects of the several branches. Without going into details, it would appear to us that a federation rather than an affiliation of the existing organizations within the service would offer the fewest difficulties. This, however, is a subject to which, if necessary, we would prefer to revert at a later stage. In the meantime the civil service association will do well to offer itself as the pioneer in the movement. It has the crowning advantage of being at headquarters; it is numerically im-

portant; and, if it can receive the compliment without embarrassment, it possesses no small share of the ability of the service. In any event its cordial assent to the movement will furnish the most powerful impetus that is available. The service will await the report of the committee and the ensuing action of the Association with the keenest interest.

PUSH AND PULL.

Now PUSH and Pull fared forth to win
 Their way in the realms of earth;
 And one had faith in his bone and brawn,
 And one in the power of birth.

They were counselled each by his sire and
 dam
 To be cool 'mid the world's alarms.
 For PUSH was encased in his coat of mail
 And PULL in his coat of arms.

Over fallen foes, over friends that fell,
 PUSH straight to his mission kept;
 And, at night came Pull in his gilded coach
 To the inn where his rival slept.

To the highest seat in the synagogue,
 Passing priest and the Levite o'er,
 PUSH elbowed up; while the placid PULL
 Slipped in at the vestry door.

For each was true to the pledge he made
 With his heart at the break of day,
 "To be first at the feast, or be paid at least
 A bonus for being away."

So now at the courts of the mighty kings
 Their names may be plainly seen,
 "PUSH" blazoned in brass on the door with-
 out
 "PULL" graven on gold within.

But the gods who will wait at the western
 gate
 When the Cup of Time is full,
 Will say "go slow" to the venturesome PUSH
 Will say "Begone" to PULL.

Mercutio.

AS OTHER SEE US.

As Seen by a Member of Parliament.

To the Editors The CIVILIAN:

Dears Sirs,—I have read with very great interest the first number of The CIVILIAN. You have begun well and if the lines indicated by your editorial announcements are followed, deserve to succeed.

It is perhaps, not unnatural that the great majority of the tax-payers of this country should know little about the work performed by the splendid body of men and women composing the Canadian Civil Service. It will be your privilege to institute a campaign of education in this direction, and if you can demonstrate as well as promote the efficiency of the Service the result will be of assistance to those who are sometimes called to account for our votes on civil government estimates. To do this a journal such as The CIVILIAN is absolutely essential, and you should have the hearty support of every well-wisher of the Service,

Your faithfully,
A. J. S. COPP.

House of Commons,
May 12th, 1908.

* * *

An organ of the civil service is a novelty, but that is the role to be filled by The CIVILIAN, a fortnightly journal, the first number of which has been issued at Ottawa. It is a serious, well-written publication, which presents the grievances of the civil servants with force and skill.—The Toronto Globe.

* * *

The initial number of a new periodical, named The CIVILIAN, has just appeared. It is a fortnightly, published at Ottawa, and is devoted to the interests of the civil service of Canada. The first number is graced by a fine

new portrait of the prime minister. The literary matter embraces several special articles — Memorial to the Prime Minister, Report of the Civil Service Commission, Civil Service Athletics, Civil Service Association, Petition of Foremen in Government Printing Bureau. The editorials are excellent and the periodical will prove instructive and helpful to every citizen interested in Canadian civil service.—Toronto World.

* * *

The Civil Service.

There is a popular delusion to the effect that a civil servant is a person creeping like snail unwilling to office, entering at the stroke of ten and wearily waiting for the stroke of four. Probably there are in this occupation, as in all others, men who take no interest in their work, and their lot is not to be envied, for work done without interest, hope, or enthusiasm is the hardest of all.

But it is clear that the business of the civil service of Canada, growing, as it does, with the growth of the Dominion, could not be done unless there were public officials of another kind, who are not only industrious, but enthusiastic. The civil servants of Canada have given many evidences of life, including the formation of an association and the publication of a fortnightly journal "The CIVILIAN." It is pointed out in this journal that the multiplying arts of society necessitate the extension of the work of government. The writer regards the civil servant as a necessary helper of the citizen, whose duty is to protect his rights, advance his interests, and promote his well-being. "With half a continent to fill and develop, with a rapidly increasing and intensely modern population to minister to, with duties multiplying so rapidly that they cannot be manned fast enough, the public service of Canada has opportunity so great and responsibility so heavy that the best of our people's leaders may well ardently desire to

see the service so united, devoted, and self-respecting that, in all things, from the greatest to the least, Canada shall be served as becomes her present position and her advancing greatness."

Those who advocate civil service reform must be gratified to know that this spirit exists within the service, and that the officials will co-operate heartily in efforts to improve the service and increase its efficiency so as to keep pace with the expansion of the country. The service, of course, should be strictly non-partisan, and yet, in a sense, it plays an important part in party government. It is the instrument with which the Government of the day, whatever its politics may be, must work and carry out its policy. And therefore every Government is interested in the question of civil service reform. It is responsible for the condition of the civil service. It suffers when the civil service is inefficient at any point, and it gains credit for itself and for the party in power when the civil service is an effective instrument for advancing the welfare of the people.—The Toronto Star.

CORRESPONDENCE.

We do not hold ourselves responsible for opinions expressed under this heading.

An Englishman's Account of the British Service.

To the Editors of the CIVILIAN,
Ottawa.

Gentlemen,—You must be congratulated on having introduced a new fortnightly journal devoted particularly, if not entirely, to the interests of all members of the Canadian Civil Service, and it may safely be assumed that its columns will always be available for the use of those whose sole aim will be the general uplifting of the Service.

One of the first objects would perhaps be in the nature of an enquiry

as to the methods adopted in other countries for staffing the Service in its various branches. In this connection, the system obtaining in the British Civil Service immediately looms into prominence, and a few particulars in regard to that particular service may not be amiss at the present juncture.

In the British Civil Service there is not such a thing as political patronage. But there is a body established and known as the Civil Service Commission to which all applications are made by the heads of the various Government Departments whenever any vacancy or vacancies arise in their particular branches of the Service. This information enables the Commissioners to periodically announce in the columns of the principal London and Provincial newspapers that on certain specified dates and at stated centres, examinations will be held for a definite number of Clerkships or other Government appointments. The various grades are announced as well as the number of vacancies in each grade, and as full particulars respecting the examination for each grade of the Service are prescribed and readily available, prospective candidates have no difficulty whatever in deciding upon that particular examination which is best adapted to their acquirements.

Now comes a point which is of peculiar interest to members of the Canadian Civil Service. The successful candidates to a number equalling the number of vacancies mentioned in the advertisement in respect to each grade can rely implicitly on being ultimately appointed, provided of course that their health and general character are found to be satisfactory. There is no such thing as holding an examination merely as an examination with no guarantee of employment. It may therefore be pardonable to again remark that every successful candidate, within the limits of satisfactory health and character mentioned above, is certain of receiving an appointment.

An Abstract of Rules and Regulations respecting examinations for the Home Civil Service, the Army, the Navy, and the Civil Service of India is published periodically and can be obtained by the public by direct purchase or through the medium of any bookseller for 25 cents.

These rules and regulations are set out in perfect detail and show besides the subjects of examination, age, etc., whether the various positions are obtainable by mean of

1. Open competition,
2. Nomination, subject to a qualifying examination only, or
3. Limited Competition, — that is, limited to candidates nominated by the heads of Departments to which the situations belong.

There is also a further heading under which certificates are granted under Clause VII of the Order in Council of 4 June 1870, which empowers the Civil Service Commissioners to dispense wholly or partially with examination on evidence satisfactory to them that the candidate possesses the requisite qualifications.

By far the greatest number of Clerks in the British Civil Service are graded as Second Division Clerks, Abstractors, and Boy Clerks, and all of these come under the rule for absolutely open competition. Second Division Clerks are now employed in 62 Departments or Sub-departments, and the entire assignment of such Clerks from the 12th February 1876 (the date of the Order in Council creating the division) to the end of 1906 was no less than 10,227. The number of Abstractors and Boy Clerks is not readily available, but it is safe to say that they form a very considerable number.

As the growth of education made itself unmistakeably felt year by year so it became more and more necessary to increase the stringency of successive examinations until the present standard has been reached. It may be of interest to give particulars of the subjects for examination at the pre-

sent time for Clerkships of the Second Division:

Age limit, 17-20.

1. Handwriting and Orthography, including Copying Manuscript,
2. Arithmetic,
3. English Composition,
4. Precis, including Indexing and Digest of Returns,
5. Book-keeping, Double Entry, and Shorthand Writing,
6. Geography and English History,
7. Latin (translation from the language, and composition),
8. French (translation from the language, and composition.),
9. German (translation from the language, and composition),
10. Elementary Mathematics.
11. Inorganic Chemistry, with elements of Physics.

Only two of these languages may be taken up, and not more than four of the subjects numbered 4-11 may be offered.

Service marks for each full period of three calendar months of actual approved service, subject to a maximum of twelve of such periods, may be allowed to candidates attending an examination who are serving or have served as Registered Boy Clerks or Boy Copyists. These service marks were instituted as an incentive to boys to enter the ranks of the Boy Clerks etc. and thus to form an early acquaintance with the rudiments of official life.

In a future article I propose to deal among other subjects, with promotion by merit versus by seniority alone, the benefits to the country generally of appointments by competition as compared with appointments through political influence, and the political rights of Civil Servants.

JOHN ROE

Accountant, Royal Mint.

Ottawa, 18 May, 1908.

Thinks Our First "Flat"—but Establishes His Right to say So.

Editors The CIVILIAN,

Dear Sirs—I do not find your first number very interesting; in fact there is not a thing in it that every well-posted civil servant is not perfectly informed of. However, as a duty, I send you my cheque for one year's subscription. Hoping future numbers will not be quite so flat.

Yours truly,

Ottawa, May 11th, 1908.

The Editors of The CIVILIAN,

Gentlemen,—Permit me to congratulate you upon the contents and appearance of your first number. Your editorials indicate that you are familiar with existing conditions and that you realize the promise as well as the difficulties of the future. The CIVILIAN makes its appearance at a most opportune time. We, of the Service, are beginning to discover and to understand ourselves, and soon we hope to penetrate the black clouds of misrepresentation which have obscured the outside world's vision of us. Much has to be done, however, before the service can be placed in that efficient, self-respecting position it should have long since occupied. Properly conducted, and I believe it will be, The CIVILIAN will be able to do more to advance our interests than the most optimistic can now realize.

In proffering my good wishes, I do so in the only practical method open to me at the moment, by becoming

A SUBSCRIBER.

West Block, May 14th, 1908.

To the Editors of the CIVILIAN:

As at this date, May 14, I understand that our cheques for the permanent service will only be for half the monthly amount, and as this is

the month in which the first half of the year's city taxes must be paid in order to secure the customary discount, I would suggest the propriety, unless the usual mid-monthly cheque is to be followed by a supplemental one, before the end of the month, of making a suggestion to the city authorities that the discount period should be extended, in the case of civil servants, until such time as the Government resumes normal payment.

Yours truly,

IMPECUNIOUS

PERSONALS.

Invitations are out for the marriage of Mr. B. S. Scott, of the Dominion Lands Branch, Interior Dept., to Miss Alice, daughter of Major E. D. Sutherland, of the Auditor General's Dept.

Miss Floretta K. Maracle, of the Indian Dept., has accepted superannuation dating from May 1st on account of ill-health. Miss Maracle has been 17 years in the service.

Dr. E. Stone Wiggins has retired from the Department of Finance being superannuated on account of ill-health. Dr. Wiggins has been 28 years in the service and is 69 years of age.

It is reported that Mr. W. J. Johnstone, accountant of the Post Office Dept., is to be appointed to the office of Financial Inspector of Post Offices and that Mr. W. J. Glover is to succeed to the accountantship.

It is reported that Mr. Rodolphe Girard, of the Secretary of State Dept. is appointed French translator on the Hansard staff.

We have with us to-day in Ottawa the Honourable Alexander Henderson, Commissioner of the Yukon Territory. The Commissioner has expressed himself as highly pleased with the first number of the CIVILIAN. He became a subscriber and offered to introduce our publication to the Government

employees in the far North country. In this connection it may be interesting to note that from the opposite extremity of Canada we have an early subscriber to the CIVILIAN in the person of Mr. I. H. Mathers, Assistant Receiver General, at Halifax.

ATHLETICS.

As mentioned in our last issue, the reports of the various sub-committees of the athletic association for the past year, having had very little publicity, would be published in the CIVILIAN as space permits. The reports of the lawn-bowling committee appears in this issue.

Lawn-bowling is the most unique feature in the athletic association's departments of games. We depend on this game to bring out our seniors, those who have passed the time of life for more strenuous pastimes, but who nevertheless require some outdoor relaxation from office work. The sun bath, the cool breeze from the Lawrentian hills, and the rythmic and calisthenic motions of the body peculiar to this game and the mental abstraction from the daily grind serve to fit us for the next day's duties of office. The game lends itself to great variety in its participators. Here we have consorting on common ground the gay and frivolous sophomore and the staid and dignified deans of the civil service faculty.

It is the most sociable of all the civil service games and most useful in the moulding of that community of interests and ideas which it is the purpose of the association to achieve. A casual observer of civil service organization has only to survey the bowling-greens on a fine summer's afternoon to have his enthusiasm kindled and new hopes and anticipations aroused.

Operating for the greater part of the season without practice greens, Mr. Urquhart is to be congratulated upon doing as much for the service bowlers as his report and other

sources of information show he did. We would suggest to President Payne especially in his capacity of chairman of this sub-committee that a friendly match might be arranged with the team of Canadian bowlers about to tour the old country, sailing about June 26th. The Secretary of the Canadian team is Mr. Franklyn Smoke, Paris, Ont.

* * *

Report of the Lawn-bowling Committee.

In submitting the second annual report of the Lawn Bowling committee, I beg to say that for almost the entire season the bowlers suffered a serious handicap owing to the fact that the green which was at their disposal the previous season was almost entirely taken by the contractors for the extension of the Parliament Buildings, and the new green which was in course of preparation not being available until the 1st of September we were practically without grounds during the best part of the summer.

In the meantime, however, through the courtesy and kindness of the Ottawa Bowling Club our players had several matches with that club on their magnificent grounds on Third Avenue. Six matches were played with the Ottawa Club, in nearly all of which the result was close, as indicated by the following scores:—

| | | | | | |
|-----------|----------|-----------|-----|--------|-----|
| 13th July | 3 rinks. | Civ. Ser. | 52 | Ottawa | 53 |
| 20th July | 3 | " | 41 | " | 48 |
| 23th July | 3 | " | 103 | " | 121 |
| 30th July | 7 | " | 116 | " | 104 |
| 14th Sept | 7 | " | 121 | " | 125 |
| 21st Sept | 8 | " | 107 | " | 163 |

We also entered six rinks besides doubles and singles for the tournament during the week of the Old Boys Reunion, and considering the fact that we were a young club and without proper grounds on which to practice our record was not a bad one. The rink composed of Messrs. Thomas, Skead, Lindsay and Birtch, Skip, secured second place in the consolation event, Messrs. Doherty and Payne,

second in the doubles, and Mr. Steeves fourth in the singles. Besides these at least one of our rinks got as far as the semi-finals in each of the other events.

The new grounds were formally opened on the 14th Sept. with a match of seven rinks against an equal number from the Ottawa Club, and although the green was not perfect it was in fairly good condition. Upwards of 75 members took part in the game last season and it is expected that during the next season this number will be doubled.

Lawn Bowling is by no means an old man's game. It is a game where skill tells, and above all a gentleman's game.

By far the most interesting feature of the season was the 12 rink matches held, which were not finished until the 11th October. Every player taking part in this contest contributed to a fund to purchase individual prizes for the winners and after a very close and interesting contest the rink composed of Messrs. Thomas, Goodspeed, Blair, Duplessis and McCharles, Skip, came out victors. When I say that even after this contest was closed some of the members, whose names I will not divulge, were accused of having been seen at the game clothed in winter garments, you can form some idea of the enthusiasm which had been created.

We look forward to a very interesting season next summer when it is hoped rink matches, doubles and singles, will be in progress early in the season, and in this connection I beg to suggest to the committee who may have charge of this branch of sport that arrangements be made which will enable our lady members to participate in the game, and if this suggestion is carried out I have no doubt but that our lady friends will be seen in large numbers enjoying the advantages of the grand old game of bowls.

In conclusion the Bowling Committee beg to thank the C. S. A. A. A.

for the assistance rendered them financially and otherwise and submit an invitation to all who can find it convenient to join the lawn bowlers for 1908, and we can assure them an interesting and attractive summer's entertainment.

W. T. URQUHART,
Chairman.
J. McCHARLES,
Secretary.

THE BRITISH SERVICE.

Continued from page 24.

clerks. Assignments as a rule are made according to the order of the names on the list. Successful competitors are allowed within reasonable limits to select the departments in which they wish to serve, but the requirements of the public service take precedence of all other considerations and any candidate refusing to serve in the department to which he is assigned will be finally removed from the lists.

Promotions.

A clerk of the Second Division may be promoted to the Higher Division or to posts not classified as Higher Division, but carrying a maximum salary exceeding £500 per year, or leading in the ordinary course of promotion to posts of which the maximum salary exceeds £500 per year, upon a special certificate from the Civil Service Commissioners. Such certificate to be granted after not less than eight years service, upon a special recommendation from the head of the department and with the assent of the Treasury. Every promotion, including the recommendation, certificate and assent to be published in the official Gazette.

Assistant Clerks or Abstractors may be promoted to the Second Division on the ground of special merit after not less than six years of service.