



SUPPLEMENT TO THE
**CEYLON GOVERNMENT
GAZETTE**

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THE DEFENCE FORCE ORDINANCE, 1910.

THE following Regulations and Rules relating to the Ceylon Army Service Corps of the Ceylon Defence Force, that is to say :—

- (1) the regulations under sections 9 and 12 of the Defence Force Ordinance, 1910, which are set out in Part I., and
- (2) the Rules under section 20 of that Ordinance, which are set out in Part II., hereunder

made in the prescribed manner, and duly approved by the Governor, are hereby published for general information.

The Regulations relating to the Ceylon Supply and Transport Corps published by Notification in *Gazette* No. 7,512 of February 12, 1926, and all Notifications in amendment thereof are hereby cancelled.

By His Excellency's command,
F. G. TYRRELL,
Chief Secretary.

Chief Secretary's Office,
Colombo, April 21, 1936.

CEYLON ARMY SERVICE CORPS.

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PREFACE.

These regulations and Rules are in two parts, namely—

PART I. Corps Regulations.

PART II. Corps Rules.

They will be known as “Corps Regulations”. They are intended to supplement Ceylon Defence Force Regulations and should be read in conjunction with them.

INTRODUCTION.

During the riots in Ceylon in 1915 it was found necessary to appoint Supply and Transport Officers in various parts of the Island. These officers were found from units of the Ceylon Defence Force.

As a result of the experience gained it was decided to continue the organization as a permanent one, and thus on April 12, 1918, the Ceylon Supply and Transport Corps came into being.

The Corps continued under this title until March 17, 1933, when the title was changed to that of the Ceylon Army Service Corps.

The Corps is allied with the Royal Army Service Corps, the alliance having been approved by His Majesty The King on March 31, 1930.

His Royal Highness The Duke of Connaught accepted the Honorary Colonelcy of the Corps and was so appointed by His Majesty The King on November 3, 1932.

CEYLON ARMY SERVICE CORPS.

PART I.—CORPS REGULATIONS.

(Regulations made under sections 9 and 12 of Ordinance No. 8 of 1910.)

CHAPTER I.—ORGANIZATION, ORDINANCES, REGULATIONS.

1 The Ceylon Army Service Corps is a volunteer Corps consisting of Europeans only and forming part of the Ceylon Defence Force. The main object of its existence is to fulfil for the Ceylon Defence Force in war the duties which the Royal Army Service Corps fulfills for the Regular Army.

2 The Corps consists of members on the Active List and members on the Reserve. The organization is as follows :—(see Appendix B, Table VII., C. D. F. Regulations.)

(a) Active List :—

Headquarters.

Two Transport Companies of two sections each.

One Supply Company of four sections.

The cadre of a Vehicle Reception Depot.

(b) The Reserve consisting of both officers and other ranks and for which there is no fixed establishment.

3 The Corps is subject to the provisions of the Defence Force Ordinance, 1910, to Ceylon Defence Force Regulations and to these Regulations.

4 One copy of Ceylon Defence Force Regulations and one copy of Corps Regulations will be issued free to each member of the Corps. Any further issues will be made only on payment. All members of the Corps are expected to make themselves fully acquainted with the C. D. F. Regulations and these regulations.

CHAPTER II.—DUTIES OF COMMANDERS, &c.

1. THE COMMANDING OFFICER.

5 Subject to the provisions of the Ordinance and C. D. F. Regulations, the authority of the Commanding Officer in matters connected with the Corps is paramount. He is responsible for the maintenance of discipline, efficiency, and proper system in the Corps and for the systematic and efficient instruction in all professional duties of the officers under his command.

2.—THE SECOND IN COMMAND.

6 The Second in Command will act for the Commanding Officer during his absence and will carry out his policy and wishes. During any period whilst he is temporarily in command he shall not, except with the permission of the Commanding Officer, cause any alteration to be made in the Corps Regulations.

7 He or an officer specially selected is responsible for the management of the Sergeants' Mess, and will be President of the Sergeants' Mess Committee.

3.—COMPANY COMMANDERS.

8 Company Commanders are responsible for all matters in connection with their companies. They will give decisions and rulings in all cases where they have power to do so and will not forward to Corps Headquarters correspondence with which they themselves are empowered to deal.

9 Company Commanders will correspond with the Commanding Officer only through the Adjutant.

10 Company Commanders will be responsible for submitting recommendations for the filling of any vacancies which may occur in the non-commissioned ranks of their companies.

4.—THE ASSISTANT ADJUTANT.

11 The Assistant Adjutant will be appointed by the Commanding Officer. He will, where possible, act for the Adjutant during the latter's absence and will assist him at all times. In camp, he will normally carry out the duties of an Adjutant. He will also act as Quartermaster of the Corps and in camp will be charged with the supervision and control of the Quartermaster's Store.

5.—SECTION COMMANDERS.

12 Section Commanders will, under the orders of their Company Commanders, be in charge of their sections. They should make themselves fully acquainted with the members of their sections.

6.—SPORTS OFFICER.

13 The Sports Officer will be appointed by the Commanding Officer and will be responsible for the organization and direction of all Corps' sports and games. He will be in charge of all sports equipment and accessories belonging to the Corps. He will, if necessary, have the assistance of a committee and a secretary.

7.—THE REGIMENTAL SERGEANT MAJOR.

14 The Regimental Sergeant Major is the senior warrant officer of the Corps. He will work under the immediate orders of the Adjutant. He will at all times set an example of smartness, keenness and devotion to duty and maintain the highest traditions of the volunteer movement.

CHAPTER III.—OFFICERS—APPOINTMENT, &c.

1.—APPOINTMENT.

15 Candidates for commissions in the Corps will be selected by the Commanding Officer, either from members of the Corps or from those who do not belong to it. Gentlemen desirous of being considered for appointment to a commission in the Corps should make application to the Adjutant who will forward the necessary forms for completion. Candidates should normally be not less than 18 years of age and not more than 31 years of age on the date of their applications, but exceptions may be made. Candidates selected for appointment will normally be appointed in the rank of Second Lieutenant.

16 As soon as possible after his appointment to a commission in the Corps, and in any case within two months from the date of his appointment, an officer will provide himself with the uniform and equipment as laid down in Appendix D, and on satisfying the Adjutant that the articles are of approved Corps pattern and design will be entitled to the outfit allowance prescribed in C. D. F. Regulations. An officer who fails to be returned as efficient on the active list in each of the first four years after his appointment will be liable to refund all, or such portion as the Commanding Officer may decide, of the outfit allowance paid to him.

2.—CONTRIBUTIONS AND SUBSCRIPTIONS.

17 An officer on appointment, and on promotion, shall make such contributions to the Officers' Mess Fund as may be laid down in the Officers' Mess Rules.

18 All officers shall pay an annual subscription to the Officers' Mess Fund and to the Sports Fund in accordance with the rules of these Funds. Such annual contributions shall be paid on or before January 31 of each year.

3.—PROMOTION, TRANSFER TO RESERVE, RETIREMENT.

19 The promotion of officers is governed by C. D. F. Regulations.

20 Conditions governing the examinations for Second Lieutenants for promotion to the rank of Lieutenant are laid down in Chapter VII.

21 Examinations for the promotion of officers of the rank of Lieutenant and above will be held under C. D. F. arrangements and will be notified from time to time. An officer will not be permitted to attend an examination for promotion to any rank other than that immediately above the rank which he holds.

22 The Adjutant will as far as possible assist officers in their special studies for promotion examinations.

23 An officer will be liable to be transferred to the Reserve on attaining the age of 50 years. The decision will rest with the Commanding Officer. An officer will normally be transferred to the Reserve on attaining the age of 55 years, and will be retired from the Corps on reaching the age of 60 years.

4.—GENERAL.

24 Officers must at all times show the best example to others in their bearing, in their dress, in their ready and cheerful compliance with orders, and above all in their loyalty to the Commanding Officer and the Corps.

25 Officers shall acquaint themselves fully with all orders and regulations affecting the Corps.

26 Officers must endeavour to acquire that personal influence over their men which is so essential to successful command. They will consider punctual and regular attendance at parades as being of prime importance.

27 An officer desirous of being considered for extra-regimental employment or for transfer to another unit of the C. D. F. will make application to the Commanding Officer through the Adjutant.

CHAPTER IV.—OTHER RANKS: RECRUITMENT, ENROLMENT, PROMOTION, DISCHARGE, &c.

1.—RECRUITMENT AND ENROLMENT.

28 Recruitment will not normally be carried out in excess of the authorized establishment of the Corps.

29 Applications for enrolment in the Corps should be addressed to the nearest Detachment Commander or to the Adjutant.

30 The approval of the Commanding Officer must be obtained for the enrolment of any member and such approval must be obtained before an applicant is permitted to undergo any training.

31 The physical standards for enrolment in the Corps are laid down in C. D. F. Regulation 83, and are as follows :—

(a) Age not less than 18 and not more than 40 years.

(b) Height not less than 5 ft. 4 in., chest measurements not less than 33 inches normal and 35 inches expanded.

32 Medical officers are informed that all recruits desirous of joining the Ceylon Defence Force, who appear at the hospital or dispensary should be examined free of charge. The recruit must report at the Hospital or Dispensary during working hours, and must bring with him a written request from the Adjutant of his Corps for medical examination. When possible the medical officer should be advised some days in advance of the day and time the recruit will report for examination.

2.—CONDITIONS OF SERVICE.

33 Subject to his rights under the Defence Force Ordinance a recruit on enrolment must undertake to serve efficiently on the active list of the Corps for a minimum period of five years and shall sign an agreement to that effect, subjecting himself to a fine should he fail to do so. The Commanding Officer may however, in his discretion, exempt a member from the payment of such fine, or portion of it. (See rule 180.)

34 A recruit, on enrolment, will be required to take the Oath of Allegiance, notwithstanding the fact that he may have already taken such oath in another capacity.

35 A member of another Corps of the Ceylon Defence Force, on transfer to the Corps will be bound by the C. A. S. C. Regulations as from the date of his transfer and his term of service, under Regulation 33 will commence from the date of such transfer.

3.—PROMOTION, TRANSFER, DISCHARGE, &C.

36 All promotions and appointments within the Corps are made by the Commanding Officer, normally on the recommendations of Company Commanders. All such promotions and appointments, and the dates from which they are effective, will be notified in Corps Orders. Promotions and appointments will be by selection and not by seniority.

37 A member shall serve in any Company or Section to which he may be posted.

38 The Commanding Officer may allow a warrant or non-commissioned officer to revert to any lower grade or to the ranks for reasons which to him may appear sufficient.

39 Members will be considered for transfer to the Reserve on attaining the age of 50 years and will be discharged from the Corps on attaining the age of 60 years. The Commanding Officer may however transfer any member to the Reserve at any time.

40 Except when on active service members may at any time be discharged from the Corps by the Commanding Officer in his discretion.

41 A member who is reported as being unfit for service by an officer of the Ceylon Medical Corps or other duly appointed medical officer will be discharged from the Corps.

42 A member who in the opinion of the Commanding Officer is unlikely to become an efficient soldier will be liable to be discharged from the Corps.

43 The Commanding Officer may permit a member to resign from the Corps at any time subject to the provisions of Regulation 33.

CHAPTER V.—PERMANENT STAFF.

(See C. D. F. Regulations, Chapter V and Appendix B.)

1.—THE ADJUTANT.

44 The Adjutant is the Staff Officer of the Commanding Officer and all orders issued by him in that capacity are to be obeyed as though issued by the Commanding Officer himself.

45 It is the duty of the Adjutant to ensure that all regulations and orders are strictly adhered to, and he will report to the Commanding Officer any irregularities which he himself cannot check.

46 It is also the duty of the Adjutant to advise the Commanding Officer on the direction and supervision of the training and administration of the Corps.

47 The Adjutant is responsible for the direction and supervision of the Orderly Room and the duties of the Regimental Sergeant Major Instructor.

48 Under the Commanding Officer's direction the Adjutant is responsible for the accurate preparation of the Annual Report on the Corps and the Annual Weapon Training and Ammunition Reports. (A. F. B. 153 and A. F. E. 569.)

49 The Adjutant will forward to each officer on the active list, confidentially, an extract from the Annual Report of the Corps (A. F. B. 153) showing the opinion of the officer's efficiency as recorded by the Commanding Officer therein.

50 The Adjutant will maintain an accurate record of the services of all officers of the Corps.

2.—INSTRUCTORS.

(a) *The R. S. M. I.*

51 The Regimental (or Company) Sergeant Major Instructor (or other Instructor attached to the Corps) is directly responsible to the Adjutant, and will carry out such orders as may be issued to him by that officer.

52 He will assist the Adjutant in the direction and supervision of the Orderly Room and is responsible to the Adjutant for the accurate compilation and maintenance of the Corps efficiency registers, weapon training registers, other ranks seniority rolls, and the capitation returns.

53 Under the direction of the Adjutant he will supervise and co-ordinate the instruction imparted by warrant and non-commissioned officers of the Corps, and will assist in the preparation of the latter for promotion examinations.

54 He will be in charge of the initial training of recruits.

55 He will be the guide and mentor of the Regimental Sergeant Major.

(b) *Other Instructors.*

56 The services of Other Instructors attached to the Ceylon Defence Force may be placed at the disposal of the Corps by Headquarters, Ceylon Defence Force.

57 The training and instruction imparted by such Instructors shall be under the direction of the Adjutant.

CHAPTER VI.—DISCIPLINE AND GENERAL DUTIES.

1.—DISCIPLINE.

(i.) *General.*

58 The highest standard of discipline will be observed by all ranks in all duties connected with the Corps.

59 The wearing of uniform, or any articles thereof is prohibited except when proceeding to, engaged in, or returning from military duty or when special permission has been obtained from the Commanding Officer.

60 When in uniform members of the Corps will at all times be correctly and smartly dressed. Every member must invariably remember that he is the custodian of the good name and traditions of the Corps and he should never behave in any manner which is likely to bring the Corps or himself into disrepute or disfavour.

61 No group of members of the Corps, acting as such, may take part in any public ceremony without permission being previously obtained from Corps Headquarters.

62 Members are forbidden to draw up or sign memorials concerning matters connected with the Corps.

63 Any member who is convicted by the Civil Power may, in the discretion of the Commanding Officer, be discharged from the Corps, and the Commanding Officer shall take cognizance of all such convictions.

64 Any member may be discharged from the Corps for any offence which in the opinion of the Commanding Officer merits such discharge.

65 Any warrant or non-commissioned officer may be reduced in rank or be deprived of his appointment by the Commanding Officer on being convicted of charges duly framed and heard.

66 Any member detailed to serve on any Court, Board, Committee or in any other duty and who is unable to so serve should inform Corps Headquarters immediately.

(ii.) *Channels of Communication.*

67 The normal channel of communication for warrant officers, non-commissioned officers, drivers and privates is through their section or detachment commanders to the Company Commander who will if necessary forward communications, with his remarks, to the Adjutant. Members may however reply direct to any communications sent to them direct unless specially ordered to the contrary.

68 Officers will forward correspondence to the Adjutant, and through him to the Commanding Officer.

(iii.) *Complaints, &c.*

69 All orders will be instantly obeyed without question or retort. Should a member feel himself aggrieved by any order he will carry out the order without question and afterwards make his complaint in the prescribed manner.

70 A member who feels himself aggrieved may represent his grievance through the normal channels to his Company Commander who will investigate it and if possible give a decision. Should the member be dissatisfied with his decision he is at liberty to appeal to the Commanding Officer through the Company Commander and the Adjutant. Should the member be dissatisfied with the decision of the Commanding Officer he may appeal to the Commandant, through the Commanding Officer.

Note.—For procedure in connection with appeals and complaints when the Corps or any portion of it is subject to Military Law see C. D. F. Regulation 198.

2.—LEAVE.

71 Leave of absence from their military duties may be granted to members by the Commanding Officer on application made through the normal channels. Members desirous of proceeding on leave out of the Island must obtain leave accordingly. Applications for leave must be submitted in ample time and must state the date on which leave is required to commence, the period required, the country or countries where leave is to be spent and the address of the applicant whilst on leave.

72 All Government or Corps property in charge of an applicant for leave must be returned by him to Corps Headquarters before leave can be sanctioned. Members desiring to retain in their possession, during their leave, articles of Corps property issued to them must obtain special permission from the Commanding Officer.

3.—ORDERS.

73 Orders issued for the general information and guidance of members will be published in Corps Orders issued by the Commanding Officer periodically.

74 Orders or instructions for particular individuals may be issued by letter or circular.

75 Copies of Corps Orders will be issued to all members and to the Press.

76 A copy of the current issue of Corps Orders will be posted up at Corps and Detachment Headquarters.

77 It is the duty of all members to make themselves acquainted with Corps Orders and ignorance of published orders will not be accepted as an excuse for their non-observance.

78 A member returning from leave of absence shall make himself fully acquainted with all orders issued during his absence.

79 Unless specially authorized no officer other than the Adjutant is entitled to issue orders in the name of the Commanding Officer.

4.—CORRESPONDENCE, REPORTS, RETURNS, TRAINING MANUALS.

80 It is of the utmost importance that all communications should be promptly answered and it is the duty of every member to reply at once to any communication addressed to him.

81 The Commanding Officer and the Adjutant are the only officers of the Corps who are authorized to frank envelopes or covers for the free transmission by post of official correspondence.

82 Franked envelopes or covers will be issued by Headquarters as required. These envelopes or covers shall not be used to enclose correspondence other than that of an official nature.

83 Members will immediately notify Headquarters of any change in their official or private addresses or telephone numbers.

84 The telegraphic address of the Commanding Officer is "COCASC" and that of the Adjutant "ADCASC".

Note.—For regulations regarding State Telegrams see C. D. F. Regulations 447-448.

85 The reports and returns enumerated in Appendix B to these Regulations will be promptly furnished by those concerned.

86 Training Manuals will be issued by Headquarters as required. (See C. D. F. Regulations, Appendix L).

5.—MESSES.

(i.) *The Officers' Mess.*

87 The Officers' Mess will be controlled and administered by a Committee in accordance with the Officers' Mess Rules.

88 The Committee will be responsible to the Commanding Officer for the proper conduct of the Mess in accordance with the Mess Rules.

89 Every officer will be provided with a copy of the Mess Rules and copies will be kept at Headquarters.

90 Every officer will promptly pay to the Mess all subscriptions and charges authorized by the Mess Rules.

(ii.) *The Sergeants' Mess.*

91 The Sergeants' Mess will be controlled and administered by a Committee in accordance with the Sergeants' Mess Rules.

92 The Second in Command or any officer specially selected shall be President of the Sergeants' Mess Committee, and will be responsible to the Commanding Officer for the proper administration of the Mess.

93 The Regimental Sergeant Major is responsible to the Second in Command or the officer selected for the immediate supervision of the Mess.

94 Every member, on joining the Mess, will be provided with a copy of the Mess Rules, and copies will be kept at Headquarters.

95 Every member will promptly pay to the Mess all subscriptions and charges authorized by the Mess Rules.

96 Minutes of all meetings of the members of the Mess will be recorded in a Minute Book. The minutes of every meeting will be submitted through the Second in Command and the Adjutant to the Commanding Officer.

(iii.) *The Corps Canteens.*

97. Corps Canteens when established will be under the direction and immediate supervision of the Second in Command who will be President of any Committee which may be formed for the administration of the Canteens.

6.—ARMS, AMMUNITION, EQUIPMENT, STORES.

(i.) *Responsibility.*

98 The Commanding Officer is responsible for all arms, ammunition, equipment and stores which have been supplied by Government for the use of the Corps.

99 Company and Detachment Commanders are responsible to the Commanding Officer for the proper custody and preservation of all arms, ammunition, equipment and stores, whether Government or Corps property, issued to them. "Corps property" means all articles which have been purchased out of Corps or Corps Private Funds or presented to the Corps, and all clothing in use which is not the property of members.

(ii.) *Losses and Damage.*

100 All cases of loss or damage to any Corps or Government property on charge will be at once reported to Headquarters.

101 Loss or damage to Corps or Government property not occasioned by fair wear and tear will be made good by the person or persons responsible for such loss or damage.

(iii.) *Return of Uniform and Equipment.*

102 A member who resigns or is discharged from the Corps will return to Headquarters without delay all articles of uniform and equipment, the property of Government or the Corps, in his possession. Articles damaged other than by fair wear and tear, or not returned, will be paid for by the member concerned.

103 On the death of a member steps will be taken by Headquarters to recover from his legal representative such articles of uniform and equipment as are the property of Government or the Corps.

(iv.) *Handing Over.*

104 The provisions of C. D. F. Regulations 339 and 340 will apply, *mutatis mutandis*, to changes of command of companies or sections in the Corps in cases where Government or Corps property is held on charge.

CHAPTER VII.—TRAINING.

I.—QUALIFICATIONS FOR PROMOTION.

(i.) *Officers.*

Note.—See also C. D. F. Regulations, Chapter VII. 1.

105 The qualifications required by officers before they can be promoted are laid down in C. D. F. Regulations, Appendix D.

106 Examinations for Second Lieutenants will be held under the orders of the Commanding Officer, as required. A Second Lieutenant will not be permitted to attend an examination until he is reported upon by the Adjutant as being fit to do so.

107 Lieutenants and Captains who wish to be examined for promotion to the next higher rank should inform the Adjutant of their desire as early as possible before the date of the examination which they wish to take in order that steps may be taken to give them the necessary preparation.

(ii.) *Non-Commissioned Officers.*

108 The qualifications required by N. C. Os. before promotion will be as laid down in Appendix A.

109 To be eligible to take the examination for Sergeant or Corporal a N. C. O. must have attained the rank or appointment of Corporal or Lance-Corporal, as the case may be.

110 Examinations will be held at frequent intervals as required and will normally be conducted by the Adjutant. Due notice of dates and places will be given in Corps Orders.

111 Company Commanders when forwarding applications from N. C. Os to take up examinations must state whether they consider the applicant to be sufficiently trained to undergo examination.

112 Every assistance will be given to N. C. Os desirous of qualifying themselves for promotion:

113 There are no examinations for appointments to Lance-Sergeant or to that of Lance-Corporal. A Lance-Corporal is expected to qualify for the rank of Corporal within 2 years of his appointment, and failure to do so may entail his *reversion*.

2.—TRAINING.

(i.) *Principles.*

114 Company Commanders are responsible to the Commanding Officer for the efficient training of their companies.

115 Section Commanders are similarly responsible to the Company Commanders.

116 Officers, warrant officers and non-commissioned officers will be the instructors of their men. The services of the permanent staff are available to assist in this work but this assistance in no way absolves commanders of their individual responsibilities.

117 Training programmes will be issued monthly in advance by Headquarters and wherever possible out station detachments should follow these programmes.

118 Classes for the preparation of officers and other ranks for promotion will be arranged as required.

(ii.) *Efficiency.*

119 The minimum requirements for efficiency and the definitions of camps and parades are laid down in C. D. F. Regulations, Appendix E. Whilst it should be regarded as a point of honour with every member of the Corps to comply with these minimum requirements, yet it is expected that members will not content themselves with this. It should equally be a point of honour to attend as many parades as possible and to lose no opportunity of acquiring greater efficiency.

120 The facilities for technical training in Corps duties are not plentiful, and the Commanding Officer therefore expects that members who proceed on leave to the United Kingdom will devote a portion of their leave to an attachment to a unit of the Royal Army Service Corps. Apart from the value of such attachments from the point of view of training, they have a very definite value in fostering *esprit de corps* and cementing our relations with our parent Corps. Members proceeding on leave should intimate to the Adjutant as early as possible their desire for attachment to a unit of the Royal Army Service Corps and should state the period which would best suit them for such attachment.

(iii.) *Drills.*

121 Drills are held at Headquarters at regular intervals, normally once a week. The monthly training programmes give details of such drills.

122 Drills at stations outside Colombo are held as often as practicable under arrangements made by Detachment Commanders in consultation with the Adjutant.

123 Members of detachments outside Colombo who visit Colombo are expected to attend drills at Headquarters should they happen to be in Colombo on drill days

(iv.) *Camps.*

124 An annual camp will normally be held either at Diyatalawa or some selected location. The duration of the annual camp will normally be ten days.

125 Every member should endeavour to attend the annual camp for the full period. It must be appreciated that practical training in certain matters is only possible during the annual camp.

126 Government Departments afford special facilities to members of the Corps in them to attend camp. Private employers will be asked to extend such facilities to their employees if members will advise the Adjutant in good time.

127 Details of the arrangements for the annual camp, and the programme thereof will be notified to members normally at least one month before the commencement of camp.

128 All members attending camps at Diyatalawa must make themselves familiar with Diyatalawa Camp Standing Orders.

129 Camps, other than the annual camp, may be held whenever considered desirable or necessary, but no camp may be held without the prior sanction of the Commanding Officer.

(v.) *Annual Weapon Training Courses.*

130 Annual Weapon Training Courses will be carried out as laid down in C. D. F. Regulations, Appendix F.

131 The classification of members in this annual course will be duly notified in Corps Orders.

132 Every member of the Corps is expected to complete his Annual Weapon Training Course before camp.

(vi.) *Ammunition.*

(See C. D. F. Regulations 267-276.)

3.—ALLOWANCES, TRAVELLING, &C.

(See C. D. F. Regulations, Chapter XII.)

(i.) *Camp Allowances.*

133 Claims for camp allowances will be prepared by Corps Headquarters.

134 All allowances received from Headquarters, Ceylon Defence Force, in respect of these claims will be credited to the Camp Account.

135 Allowances received on behalf of officers and members of the Sergeants' Mess will be credited in bulk from the Camp Account to the accounts of the Messes concerned and will be utilized, under the rules of these Messes, for the messing and other expenses of the members.

(ii.) *Batta, Mileage, and Transport Allowance.*

136 Claims for the above allowances must be submitted on the prescribed forms and in duplicate, immediately. Claims which are delayed are liable to be refused payment.

(iii.) *Railway Warrants.*

137 Railway warrants will be issued only by Corps Headquarters.

138 Application for railway warrants for duly authorized journeys will be made, through the normal channels, to Corps Headquarters in sufficient time to admit of the warrants being received in good time.

4.—THE CEYLON VOLUNTEER RIFLE ASSOCIATION.

139 All ranks are recommended to join the C. V. R. A. and participate in its monthly competitions. Full particulars can be obtained from the Honorary Secretary, C. V. R. A. c/o C. D. F. Headquarters, Colombo.

CHAPTER VIII.—CEREMONIAL.

(See C. D. F. Regulations, Chapter IX.)

140 Whenever the Corps March is played (except on parade) all ranks, whether in uniform or plain clothes, will stand to attention.

CHAPTER IX.—THE RESERVE.

(See C. D. F. Regulations, Chapter XIV.)

141 The Reserve is an integral part of the Corps and is commanded by the Commanding Officer. It has no fixed establishment for officers or other ranks, and is not organized into sub-units.

142 All members of the Reserve will render themselves efficient each year. (See C. D. F. Regulations, Appendix E) and a member failing to do so is liable to be discharged by the Commanding Officer.

143 A member of the Reserve may, on application made by him, be permitted by the Commanding Officer to transfer to the active list.

144 A member of the Reserve is not entitled to any issues of arms, equipment or uniform.

145 A member of the Reserve may be permitted to attend a camp at the discretion of the Commanding Officer and under such conditions as the Commanding Officer may prescribe.

146 Members of the Reserve will normally correspond on Corps matters, direct with the Adjutant.

CHAPTER X.—UNIFORM, DECORATIONS, MEDALS.

1.—UNIFORM.

147 The orders of dress and the normal occasions on which they are worn are laid down in Appendix A of C. D. F. Regulations, and Appendix C of these Regulations.

148 The authorized patterns of dress and equipment for those orders of dress are as laid down in Appendix C and no deviations from these patterns are permitted.

149 Regulation uniform or articles of it will not be worn at fancy dress balls but there is no objection to military uniform of obsolete patterns being worn on such occasions.

150 No article of uniform will be worn with civil clothes.

151 The scale of free issue of articles of uniform to other ranks is as laid down in Appendix E. Free issues will only be made to efficient members unless the Commanding Officer shall specially authorize otherwise. Issues of uniform may be made on repayment on application to Corps Headquarters.

152 Badges for skill-at-arms, specialist qualifications and efficiency, and the conditions governing the wearing of them are as laid down in Appendix F., and no other badges of this nature may be worn.

153 Sealed patterns of certain articles of uniform and equipment are kept at Corps Headquarters and may be seen by all ranks by arrangement with the Adjutant. They will not under any circumstances be removed from Headquarters without the permission of the Commanding Officer.

2.—DECORATIONS AND MEDALS.

See C. D. F. Regulations 321-324.

154 Applications for the award of the Efficiency Decoration and Efficiency Medals (and clasps) will be submitted on behalf of members by Corps Headquarters quarterly. Members who consider that their service renders them eligible for the award of the Decoration, Medal or Clasps will forward particulars of their service, through the usual channels, to reach Headquarters not later than the last day of March, June, September, and December in each year. Applications from ex-members of the Corps may be submitted at any time. The conditions governing these awards are contained in C. D. F. Regulations.

PART II.—CORPS RULES.

(Rules under Section 20.)

CHAPTER XI.—MANAGEMENT OF PROPERTY, FINANCE, &c.

1.—REQUIREMENTS OF DEFENCE FORCE ORDINANCE.

155 These rules are made in compliance with the Defence Force Ordinance and are framed in accordance with C. D. F. Regulation 4.

156 These rules have been approved at a general meeting of members of the Corps before their submission to the Governor.

157 The Governor has approved these rules and this fact has been notified to the Corps.

2.—FINANCE COMMITTEE AND CORPS FUNDS.

(i.) *Finance Committee.*

158 There shall be a Finance Committee appointed by the Commanding Officer to assist and advise him in the control and administration of Corps Funds and the accounts of the Private Corps Funds hereinafter referred to in these rules.

159 The Commanding Officer shall be *ex-officio* Chairman of the Finance Committee.

160 The Committee shall consist of not less than three officers in addition to the Commanding Officer.

161 At any meeting of the Finance Committee three members inclusive of the Commanding Officer shall form a quorum.

162 The minutes of the meetings of the Finance Committee shall be recorded in a book kept for that purpose.

(ii.) *Corps Funds.*

163 The Commanding Officer is responsible for the administration and correct application of Corps Funds in accordance with the provisions of C. D. F. Regulations and these rules.

164 The following separate accounts of Corps Funds shall be kept :—

Capitation Account.

Camp Account.

Suspense Account.

165 A cheque drawn on any of these accounts of Corps Funds shall be signed by the Commanding Officer and any two other members of the Finance Committee. This rule shall also apply to cheques drawn on any of the accounts of Private Corps Funds which are administered by the Committee.

166 All accounts of Corps Funds shall be balanced and an accurate statement of receipts and expenditure be prepared each half year. Such statements shall be posted up at Corps Headquarters and shall be open to inspection by all members of the Corps.

Note.—For regulations governing the detailed administration of Corps Funds see C. D. F. Regulations, Chapter XII., 5.

(iii.) *Petty Cash Accounts.*

167 For the purpose of paying incidental expenses a petty cash account may be maintained at Headquarters, and at such Detachments as the Commanding Officer may from time to time authorize.

168 The balance in any petty cash account shall at no time exceed Rs. 30.

169 Payment for labour or cart hire for range or railway station duty is the type of payment for which petty cash accounts are authorized to be held. Under no circumstances shall the wages of arms cleaners or advances of cash to them be paid from petty cash accounts.

170 Any question as to the propriety of making a payment from petty cash accounts shall be referred to Corps Headquarters for a ruling.

3.—PRIVATE CORPS FUNDS.

171 There shall be kept the following separate accounts of Private Corps Funds.

Officers' Mess Account.

Sports and Entertainment Account.

Sergeants' Mess Account.

The No. 4 Account.

172 The various accounts of Private Corps Funds are not subject to audit or inspection by any person or authority outside the Corps except as hereinafter provided.

173 The Commanding Officer is responsible for the proper administration and application of the Private Corps Funds in accordance with these rules.

(i.) *Officers' Mess Account.*

174 The Officers' Mess Account shall be administered and audited in the manner laid down in the rules of the Officers' Mess.

175 Subscriptions shall be paid to the account in accordance with the rules of the Officers' Mess.

(ii.) *Sports and Entertainment Account.*

176 The Sports and Entertainment Account shall be administered by the Finance Committee and shall be audited half yearly by a Corps Audit Board to be appointed by the Commanding Officer.

(iii.) *Sergeants' Mess Account.*

177 The Sergeants' Mess Account shall be administered by the Sergeants' Mess Committee and shall be audited half yearly by a Corps Audit Board to be appointed by the Commanding Officer.

178 Subscriptions shall be paid to the account in accordance with the rules of the Sergeants' Mess.

(iv.) *The No. 4 Account.*

179 The No. 4 Account shall be administered by the Finance Committee and shall be audited half yearly by a Corps Audit Board appointed by the Commanding Officer.

4.—FINES.

180 A member of the Corps who resigns before he has completed five years' efficient service on the active list shall be liable at the discretion of the Commanding Officer to pay a fine not exceeding the amount of capitation grant which the Corps would earn on his behalf were it not for his resignation.

181 A member of the Corps who is discharged for any cause except medical unfitness shall be liable at the discretion of the Commanding Officer to pay a fine similar to that mentioned in para, 180 above.

182 A member who is non-efficient in any year shall be liable at the discretion of the Commanding Officer to pay a fine not exceeding the amount of the capitation grant which the Corps has lost on account of his non-efficiency.

183 In the case of a soldier transferred from another Corps of the Ceylon Defence Force to the Corps, his term of service in the Corps, shall for the purposes of rules 180 and 181 above be reckoned from the date of such transfer.

APPENDIX A.

N. C. Os' Promotion Examinations.

SYLLABUS.

1.—For Rank of Sergeant.

(i.) Written :—

Supply.—A paper calling for a good knowledge of the methods of examining and determining the condition of the various commodities to be supplied by the C. A. S. C., source from which they are obtained and methods of fully accounting for them.

Mechanical Transport.—A paper calling for a good knowledge of the functions of the various parts of the Internal Combustion Engine, petrol systems; ignition, starting and lighting sets; accumulators; transmission; suspension; lubrication and cooling systems; detection and rectification of faults. Maintenance of vehicles; diagnosis and report on mechanical breakdowns. Keeping of Section Records in respect of vehicles.

(ii.) Practical :—

Supply.—(a) Command of a Section in Company Drill.

(b) Elementary knowledge of map reading.

(c) Knowledge of the duties of a Section Sergeant in respect of clothing, arms and equipment of his section, care of barrack rooms, &c.

(d) Supervision of duty at a main Supply Depot including detail issues, cutting up of meat, &c.

Mechanical Transport.—(a), (b), and (c) as for Supply, and in addition a knowledge of the employment of Anti-Aircraft light automaties.

(d) Examination and inspection of vehicles. Handing over of vehicles.

(e) Ability to drive efficiently all types of vehicles in use in the Corps.

(f) Carrying out of running repairs, such as decarbonizing, valve grinding, tappets and carburetor adjustments, magneto timing, brake relining, clutch adjustment, &c.

(g) General knowledge of various methods of "Un-ditching" a vehicle.

2.—For Rank of Corporal.

(i.) Practical only :—

Supply.—(a) Ability to instruct in Squad Drill.

(b) Knowledge of and ability to instruct in the care and mechanism of the rifle.

(c) Elementary knowledge of map reading.

(d) Ability to supervise detail issued from a small Supply Depot.

(e) Ability to examine and recognize condition of supplies and account properly for them.

Mechanical Transport.—(a), (b), and (c) as for Supply.

(d) Ability to drive all types of vehicles.

(e) Ability to carry out minor runnings repairs.

(f) Ability to detect and report on mechanical faults and breakdowns.

APPENDIX B.

Reports and Returns.

1. Reports and Returns will be rendered to Corps Headquarters as follows :—

Return and Form.	By whom rendered.	When Due.
Efficiency Progress Report .. M. S.	.. Detachment Commander	<i>Monthly.</i> 5th
Training Programmes .. M. S.	.. do. ..	5th
Annual Weapon Training Course Registers C. D. F. 19, 21, 22	do. .. On completion of firing	
List of Government Property on Charge M. S.	.. do. ..	<i>Half-yearly.</i> 20th March and 20th September
Ammunition Return .. C. D. F. 17	.. do. ..	<i>Annually.</i> 20th December
Renewal Equipment Receipt .. C. A. S. C. Form	Individual ..	When required by H. Qrs.

2. Corps Headquarters will render to C. D. F. H. Qrs. the Reports and Returns as laid down in C. D. F. Regulations, Appendix K. I.

3. Reports and Returns in connection with the Annual Camp will be rendered to C. D. F. H. Qrs. in accordance with C. D. F. Regulations, Appendix G, para 40.

APPENDIX C.

Dress Regulations.(i.) *Officers.*

1. The following regulations, and details of the various articles of uniform and equipment are laid down for the guidance of all concerned. No deviations from the authorized patterns will be permitted, and officers are advised, in case of doubt, to consult Headquarters before making any purchases.

2. The uniforms authorized for wear by officers of the Corps are classified as follows :—

Full Dress (White). The possession of this dress is optional.

Undress.

Service Dress.

Mess Dress.

Mess Dress (Blue). The possession of this dress is optional.

Details of these appear in the following paragraphs.

Colonels (late Ceylon Army Service Corps) on the General Reserve, Ceylon Defence Force, will wear the above uniform with the exception contained in paragraph 3 under the heading "HELMET".

3. *Full Dress (White)*.—This dress corresponds to the Full Dress of the Regular Army but is more suitable for wear in a tropical climate. It will not be worn by officers when on duty with troops. It may, if desired, be worn in a cold climate, but officers who prefer to do so may wear instead the Full Dress uniform laid down for officers of the Royal Army Service Corps with the exceptions that badges and buttons of Corps pattern, silver badges of rank, shoulder belt and sword slings of Corps pattern, silver sword knot and the white Wolsley helmet will be worn.

Helmet : Wolsley pattern, with white pagri ; all fittings of silver. A ball in a leaf, on a cup mounted on an ornamental base is worn in the top of the helmet ; the height of the ball and cup is $1\frac{3}{4}$ inches ; the base is of acanthus leaf pattern as for cavalry in the Regular Army. Chain of standard pattern, mounted on white leather ; chain hook fixed on the right rear seam of the helmet $\frac{1}{2}$ inch from the base plate. The badge which is as for the forage cap is worn on the front of the helmet and is fixed so that the bottom of the badge is immediately above the centre of the top of the pagri.

Colonels will wear instead of the ball and cup, a plume of white feathers, drooping outwards, 8 inches long, with red feathers under them long enough to reach to the ends of the white ones ; feathered stems 3 inches long.

Tunic : White drill, full in the chest, with broad back and slits at sides, fastened with five large buttons down the front ; two patch breast pockets outside $5\frac{1}{2}$ inches wide and 6 inches deep, the top edge of the pocket in line with the second button on front of tunic, three pointed flap, medium button and hole, loose pleat vertical in centre $1\frac{1}{2}$ inches wide ; stand up collar $1\frac{1}{2}$ to $1\frac{3}{4}$ inches high ; shoulder straps of same material as tunic, rounded ends, fastened with medium button ; sleeves with pointed cuffs, 6 inches high, with $2\frac{1}{4}$ inch slits, two medium buttons and button holes. The skirt of the tunic will vary in length in proportion to the height of the officer and for an officer 5 feet 9 inches in height will be 10 inches in length. Badges of rank on shoulder straps ; no collar badges and no shoulder titles.

Overalls : Blue cloth or serge, with two white cloth stripes $\frac{3}{4}$ inch wide and $\frac{1}{4}$ th inch apart down the outside seams. To be worn firmly strapped down to the boots with black leather straps, and fitting closely above the spurs.

Boots : Wellington, black, patent or polished leather, with spur boxes.

Spurs : Dress pattern, box, plated.

Sword and Scabbard : Sword of Royal Army Service Corps pattern, with plated scabbard.

Sword Knot : Silver and blue cord, round, with silver and blue acorn.

Sword Belt : Waist belt of blue web, with adjustable fastener. Slings of silk mixture, silver colour, one inch wide mounted on blue morocco leather ; blue silk stripe $1/16$ th inch wide in centre. Silver billet studs ; square buckles with rounded corners.

Shoulder Belt and Pouch : Belt of silk mixture, mounted on blue Morocco leather 2 inches wide, with $\frac{3}{4}$ inch blue silk stripe in centre ; chased buckle, tip and slide. Pouch of black bridle leather ; ornament on flap as for cap badges.

Note.—The above sword belt, shoulder belt and pouch are specially suitable for use in the tropics. If desired, officers may wear with Full Dress (White) the ordinary patterns of these articles which are similar to the above but have silver lace instead of the silk mixture ; the pouch being of black patent leather with an ornament of silver, device as on buttons but with the monogram pierced.

4. *Undress*.—This dress is similar to that worn by the Royal Army Service Corps. It is not worn when on duty with troops. It is worn on certain occasions less formal than those on which Full Dress (White) would be ordered, and it may also be prescribed for wear in camp.

Frock, Serge : Blue angola or serge, full in the chest, cut with broad back, slits at sides, five medium buttons down the front ; length of skirt as for tunic. Two breast patch pockets outside, $5\frac{1}{2}$ inches wide, 6 inches deep, the top edge of the pocket in line

with the second button, three pointed flap, medium button and hole, loose pleat on the rear side of the pocket, two similar outside patch pockets below, with a three pointed flap. Two inside breast pockets up and down with hole and button. Black alpacca lining. Shoulder straps of the same material as the frock, fastened with a medium button. Stand-up collar from $1\frac{1}{4}$ to $1\frac{3}{4}$ inches high. Sleeves with pointed cuffs 6 inches high, with $2\frac{1}{4}$ inch slit, two medium buttons and button holes. Badges of rank in metal on shoulder straps; no collar badges and no shoulder titles. A single collar of white linen, showing $\frac{1}{8}$ th inch above the collar of the frock will be worn at all times with this dress. The shade of the frock should be similar to that of the overalls.

Overalls : As for Full Dress (White).

Boots : Wellington, black.

Spurs : Dress pattern, box, plated. To be worn by Field Officers only.

Shoulder Belt and Pouch : As for Full Dress (White). If a sword be ordered to be worn with this order of dress the R. A. S. C. pattern sword, with plated scabbard and silver sword knot will be worn.

Note.—On certain occasions trousers and shoes may be permitted to be worn in this order of dress in lieu of overalls and Wellington boots. The possession of these articles is optional.

Trousers : Of similar material as frock; no stripes; ends turned up; two side pockets; one hip pocket with buttoned flap; single pleat in waistband on each side to ensure correct crease; adjustable strap at back.

Shoes : Black Oxford, to be worn with black silk or cotton socks.

Cap (Forage) : Forage pattern, blue cloth with band of blue cloth and white welts. Chin strap of black patent leather, $\frac{3}{8}$ th inch wide, fastened with two small Corps buttons. Black patent leather peak. Field Officers will wear $\frac{3}{4}$ inch plain silver embroidery on the lower edge of peak, other officers wear plain peak. Cap badge in silver.

Cap (Field Service) (Optional) : Standard pattern of blue cloth; white cloth top; flap fastened in front with two small buttons of Corps pattern. The top of the cap is cut curved so as to provide a depth of $3\frac{1}{2}$ inches in the front and $2\frac{1}{4}$ inches at the back; the bottom edges of the cap are straight. A cap badge, as for forage cap, is worn on the left front of the cap, the top point of the badge being $\frac{1}{2}$ inch from the top edge of the cap and $2\frac{1}{4}$ inches from the front edge.

Cane : Corps pattern, officers.

5. *Service Dress*.—The shades of khaki drill now available being somewhat numerous, a standard shade for use by all officers of the Corps has been approved. It is essential that all officers should be dressed alike.

Helmet : Wolsley pattern, khaki, with khaki pagri; chin strap of brown leather; flash of Corps colours, 2 inches square on the left side of helmet, affixed so that the lower edge of the flash is $\frac{1}{4}$ inch from the bottom edge of the pagri.

Cap : Forage pattern of approved shade of khaki. Chin strap fastened by two small Corps buttons. Cap badge in silver.

Jacket : Khaki drill, single breasted, cut as a lounge coat to waist with back seam; loose at the chest and shoulders, but fitted at waist; military skirt to bottom edge; opening at back from bottom of garment to waist line, length of skirt 13 inches for an officer 5 feet 9 inches in height, varying in proportion to height; step collar, depth of opening about 3 inches; two cross patch breast pockets above, $6\frac{1}{2}$ inches wide and $7\frac{1}{2}$ inches deep to the top of the flap, box pleat in centre $2\frac{1}{4}$ inches wide, three pointed flap $6\frac{1}{2}$ inches wide and $2\frac{1}{4}$ inches deep; two expanding pockets below the waist at sides, $9\frac{1}{4}$ inches wide at the top and $10\frac{1}{2}$ inches at the bottom, 8 inches deep to the top of the pocket and fastened at the top with a medium button, flap with button hole to cover pockets $3\frac{1}{2}$ inches deep, $10\frac{3}{4}$ inches wide, the top of the pockets should be sewn down at the corners in such a manner that on service the pocket can be expanded at the top also. Pointed cuffs $2\frac{1}{2}$ inches wide rising to 6 inches at the point, with $2\frac{1}{4}$ inch slits, two medium buttons and button holes; shoulder straps of the same material as jacket, rounded ends, fastened with a medium button. Badges of rank in metal on shoulder straps. Jacket fastened with four large buttons down the front. Collar badges above step of collar.

Shirt : Khaki drill; polo collar; two patch breast pockets $5\frac{1}{2}$ inches wide and 6 inches deep, loose pleat in centre $1\frac{1}{4}$ inches wide, three pointed flap; shoulder straps of same material as shirt. Shirt pockets and shoulder straps fastened with small bone buttons. When worn *WITHOUT* the jacket, badges of rank in metal and shoulder titles will be worn on the shoulder straps.

Tie : Khaki, of special material and shade. A plain gold tie pin may be worn in the collar to hold the tie in position if desired.

Breeches : Khaki cord, similar shade to that for jacket ; self strappings, two cross pockets ; fly front ; buckle (detachable) and strap at back ; openings at bottom of legs about 5 inches long with eyelet holes for laces on either side, the top eyelet holes to be $\frac{1}{2}$ inch from the top of the opening, the eyelet holes being $\frac{1}{2}$ inch apart. Breeches to be fairly loose over the hip and thigh with good fullness above the knee. In camp, except on ceremonial parades, similar breeches of Cavalry twill, light shade, may be worn.

Trousers : Khaki drill, of same material as jacket ; two side pockets ; turned up ends $1\frac{3}{4}$ inches

Shorts : Khaki drill, of same material as jacket ; two side pockets ; two loops for belt at each side ; deep waist band ; strap with detachable buckle at back.

Leggings : Brown pigskin, fastened in front with six studs, twelve eyelet holes, and laces. The end of the lace is to be tucked under the top of the leggings.

Puttees : Fox's spiral, of special shade.

Hose Tops : Wool, khaki, of special shade.

Stockings : Wool, of same shade as khaki drill ; plain ribbed ; single turnover tops. Garters, if worn, should not be visible.

Shoes : Brown leather.

Boots : Brown leather, Derby pattern ; eyelet holes for laces, no studs ; plain toecaps.

Spurs : Light hunting, stainless steel or plated ; maximum length of neck $1\frac{1}{2}$ inches, minimum 1 inch ; sides of neck flat, brown leather straps and guards, the straps to pass over the edges of the guards on the outside. (Spurs are worn, in service dress, only by Field Officers).

Belt : Sam Browne, with silver plated fittings.

Sword and Scabbard : Sword of Royal Army Service Corps pattern ; brown leather scabbard ; brown leather sword knot, worn neatly coiled round the guard of the sword.

Whistle and Lanyard : Standard pattern (" Metropolitan Police ") whistle ; khaki lanyard ; worn on left shoulder, the whistle being carried in the left breast pocket of the shirt or jacket.

6. *Mess Dress* : This mess dress will be worn on all Mess occasions when the officers of the Corps act as hosts or are present as a Corps.

Jacket : White drill, roll collar ; shoulder straps of same material as jacket $1\frac{1}{2}$ inches wide at the base tapering to 1 inch at the top, rounded tops, fastened with small silver button ; pointed cuffs 6 inches deep at the point and $2\frac{3}{4}$ inches deep behind, $2\frac{1}{4}$ inch slits, four medium buttons and button holes ; badges of rank in silver on shoulder straps ; badges of special design and size (sealed pattern) on lapels, worn so that the top of the crown is $\frac{3}{8}$ inch below the bottom of the miniature medals, if worn.
• (Miniature medals are worn suspended from a bar one inch below the point of the shoulder.)

Vest : White drill ; no collar ; fastened with four small silver buttons of Corps pattern.

Shirt : White dress, stiff front ; two small flat silver studs showing ; cuff links of Corps design.

Collar and Tie : White evening collar, square wings. Black silk tie, square ends.

Overalls : As for Full Dress (White).

Boots and Spurs : Black Wellington boots, patent leather, with spur boxes. Plated spurs, dress pattern.

Cap : Forage cap, blue, or Field Service cap ; as described in paragraph 4 above. In Ceylon a white cap cover will be worn on the Forage Cap in this order of dress.

7. *Mess Dress, Blue*.—The possession of this dress is optional, except for officers attending courses in England or other cold climate. In Ceylon it will not be worn on Mess occasions when the officers of the Corps act as hosts or are present as a Corps, but it may be worn by officers attending functions, e.g., Government House Dinners, &c., when such officers attend as individuals.

Jacket : Blue cloth, with white cloth roll collar and pointed cuffs, the latter 6 inches deep at the points and $2\frac{3}{4}$ inches deep behind, with a $2\frac{1}{4}$ inch slit at the bottom and two small buttons and button holes, shoulder straps of same material as jacket, $1\frac{1}{2}$ inches wide at the base tapering to 1 inch at the point, rounded points fastened with a small silver button. Badges of rank in silver on shoulder straps ; badges as for Mess Dress (see paragraph 6 above).

Vest : White cloth ; no collar ; fastened with four small silver buttons of Corps pattern.

All Other Items : As for Mess Dress. (see paragraph 6 above).

8. *Miscellaneous*.—Sealed patterns of various articles are available for inspection at Headquarters, and buttons, badges, mess badges, &c., are issued from Headquarters.

Medals and Ribands : Medal ribands are worn on the Undress Frock, on the Service Dress Jacket, unless medals be ordered, and on the Service Dress Shirt, when the latter is worn without jacket. Ribands will be $\frac{3}{4}$ th inch in length, and will be worn on a bar (or sewn on to the jacket) without intervals, immediately above the left breast pocket, the button being below the centre of the ribands. When there is not sufficient room to wear the medals in one row, they will be worn in two or more rows, at convenient intervals not more than $\frac{1}{2}$ inch apart. No riband should be covered by the lapel of the Service Dress Jacket.

Medals will invariably be worn on the tunic in Full Dress. Instructions regarding the wearing of Orders, Foreign Orders, Decorations and Medals can be obtained in Dress Regulations for the Army, 1934, or from Headquarters.

Medals and miniatures of them, are worn in one horizontal line suspended from a bar of which no part is to be seen. The length of the bar must vary with the number of medals or miniatures, but in no case should it project beyond either the lapel or shoulder seam of the jacket; when they cannot on account of their number be suspended from the bar so as to be fully seen, they are to overlap.

Buttons and Badges : The buttons and badges are of Corps pattern. The device is an eight pointed star, on which is a wreath of laurel; within the wreath the Garter and motto surmounted by a Crown sunk so that the top replaces the top point of the star; within the Garter the monogram A. S. C.; below the motto, the word CEYLON. There are three sizes of buttons, "large", "medium", and "small", sealed patterns of which are available at Headquarters. Buttons should not be purchased from outside tailors but should invariably be obtained from Headquarters.

In the cap and collar badges the monogram is pierced; whilst in the badges for Mess Dress, the monogram is of gilt, pierced and backed with red enamel, the motto being also pierced and backed with blue enamel. All buttons and badges are of white metal or silver.

Badges of Rank : Stars and crowns are as prescribed for the Regular Army, but are of silver. In all orders of dress, except Mess Dress and Mess Dress Blue, stars are of metal and are $\frac{3}{4}$ th inch square; crowns are also of metal and are 1 inch broad and 1 inch high. For Mess Dress and Mess Dress Blue, stars are of silver and are $\frac{3}{4}$ th inch square crowns are also of silver and are $\frac{3}{4}$ inch high and $\frac{3}{4}$ inch wide.

Canes : Officers' canes are of cane, leather covered, with a small Corps button at one end. They are 22 inches long.

Revolvers : No special pattern of revolver is prescribed, but the revolver carried must be capable of taking the standard service ammunition.

Field Glasses : Field glasses of any good make, with a magnification not exceeding X8 may be used.

Helmet Chin Straps and Chains : The chin strap of the helmet, Service Dress, is worn down on ceremonial parades. When so worn it should pass over the point of the chin.

In Full Dress (White), the chain is worn down, *except* at Levees, when it is worn up whilst *actually in the presence* of the official holding the Levee. When worn up, the chain will be suspended from the hook at the right rear of the helmet, will pass down the right side and across the helmet, and be fastened to the hook underneath the left side.

Raincoats : No special pattern of raincoat is authorized, but officers are advised to procure *double breasted* raincoats, from the Corps tailors. Shoulder straps of same material as coat; badges of rank in worsted or metal on shoulder straps, as for service dress.

Swords : The Royal Army Service Corps pattern sword is similar to the Royal Artillery one *except* that in the case of the former the holding nut at the top of the hilt does not project above the hilt; it is sunk level with the top of the hilt and is covered by it and is not visible.

Swords will invariably be worn in Full Dress (White) and in Review Order unless otherwise ordered. In Full Dress (White) the sword scabbard will be carried in the left hand and will not be hooked up. The sword belt is worn under the tunic in this order of dress.

Compass Prismatic : Any pattern.

Waterbottle : A description of the pattern of the waterbottle, with which officers are recommended to provide themselves is given in Dress Regulations for the Army, 1934.

(ii.) *Other Ranks.*

9. Service Dress is the only dress necessary for other ranks and all articles of it are either issued to members by Corps Headquarters or obtained through the Corps tailors. All articles are of sealed pattern and no detailed descriptions are given here.

10. Other Ranks may however provide themselves, at their own expense, with certain other articles of uniform, namely, UNDRRESS, MESS DRESS, and CAMP MESS DRESS, descriptions of which are given below. The possession of these articles is entirely optional.

11. *Undress*.—This dress is somewhat similar to that worn by the Royal Army Service Corps. It will be worn by those in possession of it, when ordered and it may also be worn in camp in lieu of Camp Mess Dress by those who desire to do so.

Frock, Serge : Blue angola or serge, stand-up collar $1\frac{1}{4}$ to $1\frac{3}{4}$ inches high, slits at sides ; two breast patch pockets outside, 5 inches wide and 6 inches deep, the top edge of the pocket being in line with the second button from the top of the frock, three pointed flap to each pocket fastened with a medium button ; sleeves with pointed cuffs 6 inches deep at points and $2\frac{3}{4}$ inches deep at the backs ; frock fastened with five medium buttons of Corps pattern. Badges of rank on right sleeve only, chevrons being of silver lace and other badges of white metal. Collar badges of Corps design, worn with the centre of the badge 2 inches from the opening of the collar of the frock. No badges other than those of rank and for efficient service will be worn on the frock. Ribands of medals or decorations will be worn immediately above the top of the left breast pocket.

Trousers : Of same material as frock, serge ; plain ends shaped so as to fit well over the heels ; two stripes of white cloth $\frac{3}{4}$ inch wide and $\frac{1}{8}$ th inch apart down the outside seams ; two pockets at sides.

Shoes : Black, walking, Oxford or Derby pattern, worn with black silk or cotton socks.

Cap (Forage) : Forage pattern of blue cloth with band of blue cloth and white welts ; chin strap of black patent leather fastened with two small buttons of Corps pattern ; black patent leather peak. If desired the Field Service Cap, blue, may be worn in place of the Forage Cap. (For description see paragraph 6 above.)

12. *Mess Dress*.—

Jacket : White drill ; roll collar ; shoulder straps of same material as jacket, $1\frac{1}{2}$ inches wide at the base tapering to 1 inch at the top, fastened with small button of Corps pattern, rounded tops ; pointed cuffs 6 inches deep at points and $2\frac{3}{4}$ inches deep at backs, with $2\frac{1}{4}$ inch slits, two medium buttons and button holes. Corps badges as issued, will be worn on the collar the top of the crowns being on the left side $\frac{3}{4}$ inch below the bottom of miniature medals if worn (miniature medals will be worn suspended from a bar one inch below the point of the shoulder) ; badges of rank in miniature on right sleeve only, chevrons being of silver lace on dark blue background, other badges being of white metal. No badges other than those of rank will be worn.

Vest : Of same material as jacket ; no collar ; two side pockets ; four small buttons and button holes.

Shirt : White dress, stiff front, plain pattern, two silver studs.

Collar and Tie : White evening collar with square wings. Black evening dress tie with square ends.

Trousers : As for UNDRRESS above.

Shoes : Black patent leather evening shoes worn with plain black socks.

Cap : As for UNDRRESS above, the Field Service cap, blue, being permissible in place of the Forage Cap.

13. *Camp Mess Dress*.—

Jacket : As for Blue Undress Frock except that the material is white drill.

All other articles as for UNDRRESS above.

Note.—If MESS DRESS be ordered to be worn at any function, e.g., a Corps Ball, Camp Mess Dress will not be permitted to be worn in lieu.

Mess Dress will not normally be worn in Camp except at the Corps Dinner.

14. *Miscellaneous*.—

Helmet Chin Strap and Flash : See paragraph 5 above.

Whistle and Lanyard : Warrant Officers, Staff Sergeants and Sergeants will carry a whistle the whistle being carried in the left breast pocket of the shirt or jacket. White lanyard on left shoulder.

Badges of Rank, Efficient Service, and Skill-at-Arms : (i.) Badges of rank of sealed pattern will be worn on each sleeve of the K. D. Tunic by warrant and non-commissioned Officers and on the right sleeve in all other orders of dress

(ii.) Badges for Efficient Service and Skill-at-Arms will be worn, immediately above the point of the cuff of the left sleeve, on the K. D. Tunic, Undress and Camp Mess Dress jackets.

2.—ORDERS OF DRESS.

(i.) Officers.

Designation.	Detail.	Occasions when Worn.	Remarks.
<i>Full Dress (White).</i>	.. White helmet ; white tunic ; overalls ; Wellington boots ; box spurs ; shoulder belt ; sword belt and slings ; sword, plated scabbard ; silver sword knot ; orders, decorations and medals.	(a) Levees. (b) As may be specially ordered.	The possession of this dress is optional. Apart from Levees it is worn on occasions such as the State arrival or departure of a Governor, opening of the State Council, &c.
<i>Service Dress—Review Order</i>	.. Khaki helmet ; tunic ; shirt ; collar and tie ; breeches ; leggings ; spurs (Field Officers only) . boots ; Sam Browne belt ; sword in leather scabbard ; leather sword knot ; whistle and lanyard ; decorations and medals.	(a) State Ceremonies. (b) Guards of Honour. (c) Church Parades. (d) Military Funerals. (e) As may be specially ordered.	The State ceremonies contemplated are ceremonies such as the King's Birthday Parade when the representative of the Sovereign is present.
<i>Service Dress—Drill Order</i>	.. Helmet ; shirt ; shorts ; hose tops ; puttees ; boots ; Sam Browne belt with frog ; whistle and lanyard ; cane ; ribands of decorations and medals. Field Officers may wear breeches with leggings and spurs with this order of dress, if desired, in place of shorts, hose tops and puttees.	(a) All drill and Weapon Training Parades. (b) Parades in Camp unless another dress be ordered.	Sleeves of shirts will be neatly folded up, not rolled, bottom of sleeve to be level with elbow joint. Stockings and shoes may be worn instead of boots and puttees at lectures.
<i>Mess Dress</i>	.. Blue forage or field service cap, white cover on forage cap ; white jacket and vest ; overalls ; Wellington boots ; box spurs ; shirt ; collar and black tie ; miniatures of orders, decorations and medals.	(a) When dining with His Excellency the Governor, His Excellency the Naval Commander-in-Chief or Officer Commanding Troops, Ceylon, unless another dress be ordered. (b) When dining at a Naval or Military Mess.	Mess Dress, Blue, will be worn in cold climates and may be worn in Ceylon except on occasions when the officers of the Corps act as hosts or are present as a Corps. In Camp, the orderly officer will wear sword slings (Full Dress pattern) at Mess, the end of the slings being looped together.
<i>Mess Dress—Blue</i>	.. As for Mess Dress except that the blue jacket and white cloth vest are worn in place of the white ones.	(c) At Naval or Military Balls. (d) At evening entertainments at which His Excellency the Governor has notified his intention of being present.	
<i>Undress</i>	.. Blue forage or field service cap ; frock, serge ; overalls ; Wellington boots ; box spurs (Field Officers only) ; shoulder belt (Full Dress pattern) ; ribands of decorations and medals ; cane, if and when this order of dress is worn out of doors.	(a) After 4 P.M. in Camp. (b) At Mess in Camp unless Mess Dress is ordered. (c) As may be specially ordered.	Plain blue trousers with black shoes may be worn in place of overalls and Wellington boots in Camp, except at Mess. In Camp, at Mess, the shoulder belt will not be worn <i>except</i> by the Orderly Officer.

(ii.) *Other Ranks.*

Designation.	Detail.	Occasions when Worn.	Remarks.
<i>Service Dress—Review Order</i>	.. Helmet; tunic; shorts; boots; hose tops; puttees; lanyard; whistle (Warrant Officers and Sergeants only); web waist belt; bayonet and frog; rifle and sling; decorations and medals.	(a) State Ceremonies. (b) Guards of Honour. (c) Church Parades. (d) Military Funerals. (e) As may be specially ordered.	On Church Parades the rifle will not be carried.
	<i>Note.</i> —Warrant Officers, Class I will conform to the order of dress for officers, except that puttees will be worn in place of leggings.		
<i>Service Dress—Drill Order</i>	.. Helmet; shirt; shorts; boots; hose tops; puttees; lanyard; Whistle (as above); Complete set of web equipment less haversack and waterbottle; rifle and sling; bayonet; ribands of decorations and medals.	(a) All Drill and Weapon Training Parades. (b) Parades in Camp unless another dress is ordered.	Shirt sleeves will be neatly folded up not rolled, bottom of sleeve to be level with elbow joint. Forage Cap will be worn after 4 P.M.
<i>Service Dress—Marching Order</i>	As for Service Dress—Drill Order, with the following additions, haversack and water-bottle (filled).	(a) Field Training. (b) Annual Range Courses. (c) Guards and Picquets. (d) As may be specially ordered.	
<i>Walking Out Order</i>	.. As for Service Dress—Review Order, less rifle and bayonet. (Sergeants and above will carry sidearms). Regimental cane will be carried.	(a) Walking Out or On Pass.	Khaki drill trousers may be worn in lieu of shorts by those in possession of same. Forage Cap will be worn after 4 P.M.
<i>Undress</i>	.. Blue forage or field service cap; blue frock, serge; trousers; shoes; ribands of decorations and medals; cane, if and when this dress is worn out of doors.	(a) After 4 P.M. in Camp. (b) At Mess in Camp in lieu of Camp Mess Dress unless Mess Dress be ordered. (c) As may be specially ordered.	
<i>Mess Dress</i>	.. Blue forage or field service cap; white jacket and vest; trousers; shoes; shirt; collar and tie; miniatures of decorations and medals.	As may be ordered.	
<i>Camp Mess Dress</i>	.. Blue forage or field service cap; white jacket; trousers; shoes; ribands of decorations and medals.	(a) As Mess Dress in Camp, if Undress be not worn or Mess Dress ordered. (b) As may be ordered.	

APPENDIX D.

1. Articles of uniform and equipment to be provided by an officer within two months of first appointment—*vide* Regulation 16.

(i.) *Service Dress.*

Boots (2 pairs).	Breeches.	Cap (Forage).
Haversack.	Helmet.	Hose Tops.
Jacket	Leggings.	Puttees.
Prismatic Compass.	Sam Browne Belt.	Shorts (2 pairs).
Shirts (2).	Sword and Scabbard.	Revolver.
Raincoat.	Ammunition Pouch.	Waterbottle.
Whistle.	Lanyard.	Leather Sword Knot.

(ii.) *Mess Dress.*

Cap.	Collar.	Jacket.
Overalls.	Shirt.	Wellington Boots
Vest.	White Cap Cover (Forage Cap).	

(iii.) *Undress.*

Frock, serge.

2. The following articles are normally issued to officers, but remain Corps Property :—

Shoulder Belt and Pouch.	Mess Dress silver Buttons and Badges.
Mess Dress Sleeve Links.	Sword Belt, slings and silver sword knot.
Cane.	

3. Officers are recommended to provide themselves with other articles of uniform mentioned in the Dress Regulations.

APPENDIX E.

1. Scale of free issue of articles of uniform to Other Ranks on the Active List *vide* Regulation 151.

(i.) First Issue. (Recruit on joining).—

Badges, Cap	..	1
Badges, Collar, prs.	..	1
Boots, prs.	..	1
Buttons, sets	..	1 (5 large, 4 medium, 2 small).
Cap, forage	..	1
Helmet and flash	..	1
Hose Tops, prs.	..	1
Lanyard, white cord	..	1
Puttees, prs.	..	1
Shirts	..	2
Shorts, prs.	..	2
Titles, shoulder, prs.	..	1
Tunic	..	1

(ii.) Subsequent Issues (if Efficient).—

Annually—

Shirts	..	1
Shorts, prs.	..	2

After 2 years'—

Boots, prs.	..	1
-------------	----	---

After 3 years'—

Puttees, prs.	..	1
Tunic	..	1

After 4 years'—

Cap, forage	..	1
Helmet and flash	..	1

APPENDIX F.

SPECIALIST AND OTHER BADGES.

1. Badges for Efficient Service.

- (i.) A badge for efficient service shall be conferred on a member under the rank of corporal, as a token of efficient service, and shall be marked by a chevron worn as laid down in Appendix C, paragraph 14 (ii.).
- (ii.) *Service required for Badges.*—Badges may be granted after the following periods of service.
- (1) Badge after 2 years efficient service.
 - (2) Badges after 5 years efficient service.
 - (3) Badges after 12 years efficient service.
 - (4) Badges after 18 years efficient service,
- and one extra badge for each additional period of 5 years' efficient service.
- (iii.) *Reckoning of Service.*—Service on the Active List will only count towards the grant of the badges. A member, who has previously served in another Corps of the C. D. F., shall be permitted to reckon towards the grant of badges for efficient service all efficient service in a unit of the C. D. F., provided that he acknowledged his former service on enrolment or transfer from a Corps of the C. D. F.
- (iv.) *Grant of Badges.*—A member must be returned as Efficient in the Capitation Return for two consecutive years before being awarded the 1st Badge. A second or later badge shall not be granted until the badge or badges previously awarded have been held through a complete " term of efficient service ", immediately preceding the date of the grant.
- (v.) *Forfeiture of Badges.*—The Commanding Officer may order the forfeiture of a badge or badges at any time for any good and sufficient reason.

2. Badges for Skill-ar-Arms.

(i.) *Badge for good shooting with the rifle.*

Rifle Marksmen—" Crossed Rifles ".

Issuable to members below the rank of Warrant Officer, Class 1, who qualify as rifle marksmen in the Annual Weapon Training Course.

(ii.) *Badge for good shooting with the Light Automatic.*

L.A. 1st Class Gunner—" L.G." in Wreath.

Issuable to members below the rank of warrant officer, who qualify as 1st Class Anti-Aircraft Light Automatic Gunners in the Annual Light Automatic classification practices.

Note.—For method of wearing the above badges see Appendix C, paragraph 14 (ii.).

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