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Court, 26th April, 1923.TEMPORARY CLERKSAnnual increases of SalaryList 1 - includes 76 names.

The work of these men has been in all respects satisfactory.

51 are recommended for an increase of 10/-^s.

G.W.S.Alexander	S.V.Larkin
T.B.Bates	C.Y.Lawrence
W.K.Bourne	C.R.Lewis
H.W.Bradley	A.H.McMurray
A.E.Brown	H.C.Menzies
C.A.Butler	W.V.Miller
I.F.Caffarey	W.Murray
E.P.Chapman	J.N.Oglethorpe
R.G.A.Chappell	H.E.F.Parr
D.A.Cheshire	H.S.Parr
A.T.Coe	A.E.Poole
H.Corin	D.Powles
F.J.Curtis	H.S.Scarlett
R.K.Davidson	A.E.Smith
M.R.Dealtry	T.R.Smith
G.D.Dean	J.S.Souter
J.A.Ellis	F.I.Squire
W.E.Emerson	J.W.Steward
S.H.Ewins	E.H.Stubington
J.H.Finch	C.L.Symonds
N.A.Green	G.E.Taylor
H.A.W.Hervey+	W.E.Warren
R.B.Hobson	M.Wilson
W.G.Hunt	R.G.Witts
W.C.Keith	A.B.Worcester
E.A.Kelsey	

25 are already in receipt of £7 - the limit:-

E.Amies	T.G.Mason
W.M.Baxter	W.J.H.Nagle
J.D.Breffit	D.E.Oram
W.Clark	A.H.Powney
P.J.L.Collins	R.Prosser
C.de Rheims	H.C.Riddell
H.G.Dicker	A.C.Simpson
J.B.Drower	E.G.Taylor
B.J.Dunn	A.H.Thacker
F.T.Hambling	W.C.Warren
A.E.Hawes	J.Wotherspoon
A.H.Hawke	
E.R.Heasman	
E.Markland	

76

=

+ = Previous Service

List 2 - includes 280 names

238 whose work has been satisfactory are recommended for an increase of 10/-.

S.W.Alcock	K.W.Fraser	C.W.Massey
G.E.Allen	R.H.Frogley	J.C.F.Mathiesen
W.Anderson	D.Gayler	W.J.G.Merrifield
E.W.C.Arnell	J.Gemmell	H.G.Merry
W.H.Back	G.S.Godbehear	H.Messent
E.C.Baker	W.R.Goddard	C.F.Millett
A.Ball	G.B.Goode	H.Moore
W.G.Banfield	R.Goodhall	J.C.Morgan
C.F.Barber	E.A.Goosey	J.E.Morris
G.F.Barrow	H.K.Gow	A.Moyses
B.Beckton	C.F.Gray	W.M.Mull
S.R.R.Belham	J.D.Green	A.Murray
H.R.C.Benham	R.E.Greenhill	J.P.Murray
W.S.C.Berridge	F.C.Gurney	S.V.Mussett
W.J.Berry	W.Guthrie	D.Neale
A.Birch	C.W.Habrow	J.Nesbit
F.W.Bird	C.R.Hall	O.G.Nichols
J.H.Bishop	E.J.Hallam	R.W.Cutram
J.S.Blunt	J.M.Hall	J.W.Owens
B.Boothby	J.D.Hamilton	S.Paddey
S.E.Boston	R.C.Hancock	H.C.Pannell
A.A.Bowden	H.A.Haswell	A.V.F.Parrett
S.W.Bowen	J.R.H.Hazard	H.J.Pearse
W.E.Bowen	J.D.Henderson	C.Pegram
S.H.Brown	F.Henry	C.S.Perrin
A.R.J.Buck	J.Hildreth	G.H.Petley
A.D.Buckmaster	S.Hinds	D.Petrie
G.E.Bull	J.B.Hitchcox	H.W.Pick
H.J.Burton	H.Hodder	E.A.S.Pitman
F.Capell	W.Hodson	F.W.Ponsford
G.H.H.Chambers	A.T.Holmes	W.A.Pratt
H.Charge	E.R.Hurst	J.Price
T.Cheesman	C.W.Irving	O.L.Puckle
F.W.Cherry	H.A.B.James	W.Purves
C.G.F.Clarke	C.Johnson	W.J.Raby
E.C.Clarke	A.A.Johnston	C.G.Ramsay
W.J.Clarke	T.J.Johnstone	H.H.Ray
F.W.Coates	C.A.Jones	F.Ridley
P.J.Coatsworth	C.P.Jones	W.C.W.Rix
E.T.Cockerton	F.S.Jones	U.Roberts
H.A.Colyer	H.L.Jones	E.F.Robertson
R.A.Cook	H.S.Jones	H.G.Salmon
T.A.Cook	E.H.Jupp	E.Scarlett
T.W.Cook	R.J.Kear	H.Searby
W.C.Cooke	B.M.Kefford	H.Seddon
E.H.Corney	J.Kehoe	W.S.Scriven
H.Cotton	W.D.Keyes	C.Sharrow
H.Cox	R.T.Kimber	H.S.Shields
W.J.Croft	S.T.J.King	F.J.Shrosbree
C.N.Dandridge	H.S.Kortright	G.A.Sinclair
C.F.Davis	H.T.Lambert	A.Smith
C.N.Daws	A.Land	A.R.Smith
L.W.Dawson	W.C.Langford	B.T.K.Smith
H.L.Dixon	R.S.Lea	E.F.Smith
H.J.Dreweatt	L.H.Lee	H.G.Smith
J.J.I.Draper	A.C.Legge	L.G.Smith
F.Eagling	A.J.Lloyd	W.J.Smith
A.Edwards	F.J.Lomas	B.J.Smythe
P.F.C.Elliott	G.Long	A.H.L.Snow
S.J.Emerson	F.H.Lovett	E.J.Sooley
G.F.S.Emmett	G.M.Lowe	J.W.Speakman
G.T.Evans	W.B.Lynch	A.G.Spearman
T.Fernee	S.A.Maeer	H.A.Speechly
S.H.P.Finch	H.G.Manley	W.H.Stangroom
W.A.Flide	H.B.Mann	S.M.Stapley
W.Foreman	E.W.Mars	A.F.B.Stebbing

Court 26th April, 1923

PRIVATE. NOT FOR PUBLICATION.

REGULATIONS
GOVERNING THE ENGAGEMENT AND EMPLOYMENT
OF
WOMEN CLERKS
IN THE SERVICE OF THE
BANK OF ENGLAND.

QUALIFICATIONS.

1. Candidates must be 18 years of age and not over 21 unless in exceptional circumstances. They must be unmarried or widowed, and their parents must have been British born. Candidates must be recommended by some person known to the Bank.

BIRTH CERTIFICATE
and TESTIMONIALS.

2. They must produce a certificate of birth and also written testimonials as to character from at least two persons satisfactory to the Bank.

EXAMINATIONS.
(MEDICAL).

3. Candidates must be examined and approved by the Bank Medical Officer.

Vaccination, either previously or at the time of candidature, will be insisted upon.

(EDUCATIONAL).

They will also be required to pass an examination in Handwriting, Composition, Dictation and Arithmetic. If they are able to produce a certificate of the London University Matriculation or the Oxford or Cambridge Senior or Junior Local Examinations, the examination may be limited to Handwriting and Dictation.

CONDITIONS OF
APPOINTMENT.

4. If successful they will be appointed to serve, subject to the reports made on them from time to time being entirely satisfactory, for a probationary period of two years.

REMUNERATION AS
PROBATIONARY CLERKS.

5. The scale of Salary for the probationary period will be as follows:—

Ordinary Salary £85 per annum, plus a War Bonus of £20 per annum for so long as the Bonus granted under an Order of Court of the 31st October, 1918, remains in force, and the Sliding Scale Bonus (if any) granted under an Order of Court of the 22nd February, 1923, calculated as on a salary of £110 per annum.

*Amended
by O/C 18 & 26*

LUNCHEON.

6. Luncheon will be provided by the Bank.

OVERTIME.

7. The arrangements regarding Overtime, etc., will be those sanctioned from time to time by Order of Court.

APPOINTMENT TO
PERMANENT STAFF.

8. After completing two years' service, Probationary Clerks will be medically re-examined and, if approved, appointed to the Permanent Staff of Women Clerks as vacancies occur, provided that their reports are in all respects satisfactory.

REMUNERATION AS
PERMANENT CLERKS.

9. The Ordinary salaries of Permanent Clerks commence at £90 per annum, rising at the rate of £5 per annum to £150. An Additional salary of from £5 to £50 may be paid to those showing special ability.

At present a War Bonus of £26 per annum, granted under an Order of Court of the 31st October, 1918, is also paid, together with a Sliding Scale Bonus granted under an Order of Court of the 22nd February, 1923, calculated as on a salary of £130 per annum.

*Amended
by O/C 18 & 26*

All periodical rises in salaries to take place on the 1st March. A Clerk is not entitled to such rise in salary unless appointed to the position she then holds on or before the previous 1st September.

APPROVED PROBATIONARY
CLERKS AWAITING A
VACANCY.

*Omitted following
9/2 18.6.66*

10. If, at the termination of the second year of a Clerk's probationary service, there is no vacancy in the establishment of Permanent Clerks, she will, if approved for permanent service, be retained as a Probationary Clerk pending the occurrence of a vacancy, and her Ordinary salary [and War Bonus] will be at once increased as if she had been appointed to the Permanent Staff. [The basis on which the Sliding Scale Bonus is calculated will, however, remain at £110 per annum.] During this waiting period an Additional salary may also be granted as in the case of Permanent Clerks and all such increases of salary will remain unaffected by her subsequent appointment to the Permanent Staff.

PENSION.

11. A Clerk may apply for permission, or may be required, to retire at, or over, 45 years of age, and retirement will be compulsory at 50 years.

Pensions may be granted to Clerks retiring at or over 45 years of age at the rate of one-fiftieth of their salary at the date of retirement for each completed year of service: and on a similar scale to those of not less than 10 years' service, who, in the opinion of the Bank Medical Officer, are incapacitated for a satisfactory discharge of their duties.

Pensions will not be granted to Women Clerks of less than 10 years' service. Probationary service counts for Pension.

LEAVE OF ABSENCE.

12. Subject to the due performance of the work of the Bank, leave of absence of 21 working days will be granted within the year, commencing the 1st January, to all Probationary Clerks, and 27 days to Permanent Clerks.

GUARANTEE

13. On appointment to the Permanent Staff, or at the age of 21 whichever is the later date, Clerks will be required to make a single payment of £1 to the Clerks' Guarantee Fund, being their contribution at the rate of 10/- per cent, in respect of £200, part of the required Guarantee of £1,000. The subscription in respect of the remaining £800 will be paid by the Bank.

BRANCH SERVICE.

14. Clerks appointed to the permanent staff at the Branches must be prepared to work at the Head Office or at another Branch if called upon to do so.

RESIGNATION OR
DISMISSAL.

*Added to "rule"
following 22. 11. 23*

15. The service of a Probationary or Permanent Clerk is terminable at any time by three months' notice in writing on either side.

NOTE.—Women Clerks will be required to resign their appointments on marriage.

*Pursuant to an Order of the Court of Directors of the
26th April, 1923.*

H. TILDEN,
Secretary.

BANK OF ENGLAND,
26th April, 1923.

W.A.Stephenson
 T.J.Stevens
 J.B.Stockens
 C.Stockwell
 S.S.Storey
 F.E.Stratten
 G.R.R.Symons
 C.H.Talbot
 A.J.Thomas
 D.A.Thompson
 W.Thorley
 H.B.Thornton
 W.Tilden
 W.Tolhurst
 F.G.Tompson
 W.H.Towers
 S.F.Tribe
 A.Tringham
 J.C.Turnbull
 J.W.Uff

G.P.Vining
 H.D.Wallace
 G.J.Ward
 J.Ward
 H.B.Watson
 G.H.Watts
 H.P.S.Webb
 H.G.Wetherfield
 C.J.White
 S.P.Whitefield
 B.Whiteside
 N.A.Wicks
 R.D.Widocks
 J.Winbolt
 H.C.St.J.Woods
 L.E.Worge
 C.W.Worger
 A.F.Wright
 J.H.Wright
 A.E.Young

2 are recommended for an increase of ^s 5/-:

A.E.Beecheno

A.W.Creese

1 is dealt with in List 1:

W.M.Baxter

4 are dealt with in List 3:

R.Chamberlain

E.C.Roberts

B.Scarf

F.Stuart

34 are already in receipt of £7 (the limit):-

H.Allen	W.J.de N.Guy	H.E.W.Peattie
H.Ames	C.T.Hallett	E.S.Perry
H.Barnes	C.E.Henry	G.Rose
W.H.Bussey	F.Hooton	E.N.Ruddock
J.Cockbain	W.S.Loftus	G.W.Simmers
F.A.Cook	F.J.Loynes	D.G.Smith
A.S.Croome	J.C.Masters	H.Thacker
G.B.de Chameroy	J.M.McClure	A.F.Thompson
W.F.Evans	W.K.Monroe	H.Todd
E.C.Gates	W.L.Morgan	F.Walton
A.Geer	E.F.J.Morris	T.B.Wright
T.W.Gilbert		

1 is not recommended for any increase:-

J.V.Gibberd

List 3 - includes 56 names

10 are recommended for an increase of 5/-:

R.E. Butler
H.W. Calow
W. Dawe
A. Laing
J.G.P. Morgan
H.H. Neighbour
J.L. Rogers
J. Warry
E. Wickham
W.H. Winckworth

1 is dealt with in List 1:-

R.J. Dunn

24 are dealt with in List 2:-

W. Anderson	E.W. Mars
G.H.H. Chambers	O.G. Nichols
T. Cheesman	E.S. Perry
F.W. Cherry	C. Sharrow
D. Gayler	A. Smith
J.M. Hall	A.R. Smith
S. Hinds	A.G. Spearman
J.B. Hitchcox	A.F.B. Stebbings
W. Hodson	H. Thacker
E.R. Hurst	H. Todd
R.J. Kear	H.P.S. Webb
S.A. Maer	L.E. Worge

21 are not recommended for any increase:-

J.R. Chalmers	F.R. Metcalf
R. Chamberlain	H.W. Millard
R.A. Clifford	R.H. Pogue
A.E. Cooper	A.G.A. Read
G.F. Edwards	E.C. Roberts
P. Foster	B. Scarf
J.N. Frost	F. Stuart
F.W.F. Haskell	J.M. Wells
H.C. Hogan	F. Wherrett
W.J. Hollington	A.N. Wheston
W. Hunter	

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56

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List 4 - includes 1 name which has been dealt with in List 3:-

F. Stuart.

27th March, 1923.

bourt, 14 June, 1923

ST. LUKE'S PRINTING WORKS.

Regulations for the Employment of the Clerical Staff (Permanent and Auxiliary) at St. Luke's Printing Works.

1. Members of the Staff at St. Luke's (Permanent and Auxiliary) cannot, generally speaking, be regarded as interchangeable with the Staff at the Head Office, at any of the Bank's establishments in London, or at the Branches.

2. Vacancies in the Permanent Staff may be filled by selection from the Staff of any Department, or of any of the Branches.

3. Members of the existing Permanent Staff and also those who may hereafter be selected will not be regarded as ineligible for re-appointment to the Department at Head Office from which they were originally transferred. Their names will be recorded in the seniority list of such Department and they will be duly considered as vacancies occur. Men transferred from the Cashier's Department will not be regarded as ineligible for Cashierships.

4. All members of the Staff are liable to attend from 8 a.m. to 6 p.m. (Saturdays 12 noon), with half-an-hour for breakfast—if they attend at 8 a.m.—and an hour for lunch, except on Saturdays. Any occasional concessions which may be permissible by way of departure from these early and late hours must, as far as possible, be equally distributed.

5. In consideration of the domestic difficulties which cannot be dissociated from these early and late hours and having regard also to the inconveniences in travelling to and from St. Luke's, as compared with the Head Office, members of the Staff will receive per annum (and proportionately for shorter periods) special remuneration upon the following scale, viz. :—

Superintendents at the rate of . . .	£90 per annum.
Senior Clerks	£90 "
First Class Clerks	£80 "
Second Class Clerks	£70 "
Third Class Clerks	£60 "
Fourth Class and other Clerks and Auxiliary Staff at the rate of . . .	£50 "

This special remuneration is not pensionable. The duties must be equally shared; exchanges may however be made with the approval of the Supervisor of the Section, but any money payment in connection therewith is strictly forbidden. It is subject to reduction in the event of absence (other than absence on Governor's Leave) for periods exceeding four consecutive weeks in any Leave Year, and is only granted to those employed in the Printing Section, the Security Paper Store and the Commercial Paper Store, to Clerks seconded for whole time employment in any one of these Offices, and to such others as the Governors may from time to time direct. Clerks seconded for very short periods will be paid for early and late attendances at their appropriate overtime rates.

In addition to the special remuneration, each member of the Staff will receive in turn, when the work permits, an extra half holiday commencing not earlier than 1 o'clock. Extra half holidays may not be taken oftener than once a week, and the qualification for the privilege shall be four attendances, early or late.

6. With the approval of the Principal Supervisor, or the Second Supervisor, members of the Staff are liable to be called upon to work overtime—reckoned from 6 p.m.; Saturdays 1 p.m.—when required at the rates of payment which may from time to time be determined by Order of Court. The present rates are:—

For Superintendents and Senior Clerks	4s. 3d. per hour.
„ Clerks of the 1st, 2nd and 3rd Classes	3s. 9d. „
„ Auxiliary Clerks	3s. 0d. „
„ 4th Class and other Classes	2s. 6d. „

Members of the Staff are also liable to employment upon night work at the special rates of remuneration from time to time determined by one of the Governors, at present £1 per night, reckoned between the hours of 8 p.m. and 9 a.m. in addition to payment for 4 hours overtime at the rates then current.

They are also liable, whenever exceptional circumstances may render it necessary, to Sunday attendances, for which remuneration will be given at ordinary overtime rates plus 50 %.

(Work on Sundays will not be sanctioned except in case of grave emergency or under very exceptional circumstances).

The following meals will be provided by the Bank:—

To those attending at 8 a.m.	breakfast.
To those engaged on overtime until at least 7 p.m.	tea.
To those engaged on overtime until at least 8 p.m.	tea and dinner.
To those engaged upon night work	three meals.
To those engaged on Sunday	lunch and tea.

7. The Supervisor and Deputy Supervisor of the Printing Section and of the Security Paper Store to receive £50 per annum each in respect of late hours (*i.e.* attendance between the hours of 5 and 6 o'clock) and any reasonable amount of overtime beyond. In the event of continuous overtime being necessary, the case to be considered at the close of each half-year. This special remuneration of £50 per annum is not pensionable.

Pursuant to an Order of the Court of Directors of the 14th June, 1923.

H. TILDEN,
Secretary.

Count, 14th June, 1933.

Bank of England.

General Regulations relating to the Employment, Leave of Absence, Sickness, &c., of Mechanics engaged in the Printing Section of St. Luke's Printing Works.

EMPLOYMENT.

1. The Supervisor of the Printing Section shall be responsible for ascertaining the character and efficiency of every man whom it is proposed to employ either occasionally or permanently. He shall record in a book kept for the purpose the date of a man's engagement and subsequent employment, his age, character, &c., together with such details of his previous employment as seem desirable, and, more particularly, the source from which his character was ascertained.

2. No person shall be placed on the Staff if over 35 years of age, except under special circumstances, when the written approval of one of the Governors must be obtained. So far as may be expedient all persons continuously required should be placed on the Staff.

3. No person shall be continuously employed for more than one year who has not been certified by the Bank Medical Officer to be in sound health and suitable for the work required of him.

4. No person shall be temporarily employed if over 70 years of age.

ABSENCE and PAY DURING SICKNESS.

5. Any person unable to attend through Sickness shall immediately inform the Supervisor of the Printing Section by letter and, if absent more than two consecutive days, shall furnish a Medical Certificate of his inability to resume work. "Sick notes" must not be sent to the Overseers or Foremen.

6. At the discretion of the Supervisor of the Printing Section full pay to men of over two years' service and half pay to men of over one year's service may be allowed during Sickness for a period not exceeding four weeks.

7. The continuous absence of any person for a period of over four weeks shall be reported to the Principal Supervisor. All cases of continuous absence for two months during any quarter shall be reported at the next meeting of the St. Luke's Committee. After three months' continuous absence pay shall cease unless specially sanctioned by one of the Governors.

LEAVE.

8. An Annual Leave of Absence on full pay may be granted as follows:—

For the first 2 years' service	6 days
From 2—10 years	8 "
" 10—15 "	10 "
" 15—20 "	12 "
" 20—25 "	15 "
Over 25 years and Foremen	18 "

but such Leave cannot be claimed and can only be granted as the work will permit.

Men who have been absent during any year owing to Sickness or any other cause for a number of days greater than the Annual Leave which may be granted to them under the foregoing scale may be deprived of the whole or a portion of such Annual Leave at the discretion of the Supervisor of the

LEAVE (continued).

Printing Section. Should such absence occur in any year after the completion of the Leave of that year, it must be taken into account before granting any Leave for the following year. (The Leave year commences on the 1st January and ends on the 31st December in the same year).

OVERTIME.

9. Overtime when necessary may be paid for at the rate of time-and-a-half for the first five hours on any one day, and double-time thereafter. Double-time may be paid after 4 o'clock on Saturdays and for all Sunday work.

ALLOWANCES.

10. Extra allowances not exceeding 2s. 6d. per ordinary day with proportionate payment when working Overtime may be paid to men temporarily engaged on "Security" work, such as the printing and examination of Bank Notes, Postal Orders, &c.

MONEY LENDERS;
DEALINGS WITH.

11. Every person is strictly prohibited from obtaining money by means of Accommodation Bills, or from entering into Bill transactions of any kind, either by drawing, accepting or endorsing Bills or Promissory Notes on behalf of himself or any other person; nor may he under any circumstances have dealings with professional Money Lenders or Loan Offices. He is also strictly prohibited from betting and from gambling transactions of any kind. Any infraction of this Rule will involve immediate dismissal.

OTHER REGULATIONS.

12. These Regulations shall be read in conjunction with the ordinary Regulations issued from time to time by the Principal Supervisor or by the Supervisor of the Printing Section, with his approval.

NOTE.

Women employees shall be subject, as far as practicable, to the Regulations.

Pursuant to an Order of the Court of Directors of the 14th June, 1923.

H. TILDEN,
Secretary.

Court, 14th June, 1923.

Bank of England.

REGULATIONS RELATING TO PENSIONS TO PRINTERS, MACHINISTS AND OTHER WORKERS IN THE PRINTING SECTION OF THE ST. LUKE'S PRINTING WORKS.

1. Pensions may be granted, subject to the conditions hereafter mentioned, in accordance with a scale, commencing after the twentieth year of continuous service with $\frac{2}{3}$ ths of the Salary or Wages, and advancing by $\frac{1}{5}$ th of the Salary or Wages for each year's service until the expiration of the forty-fifth year of service, when the maximum of $\frac{2}{3}$ ths (*two-thirds*) will be attained.
2. Until the age of 65 has been reached no person will be considered eligible for a pension unless certified by the Bank Medical Officer as mentally or physically incapacitated for further duty.
3. On completing the 65th year of his age, any person shall be at liberty to apply for a retiring Pension; but at any age any person considered by the Bank to be unfitted for further efficient service may be called upon to retire.
4. On completing the 70th year of his age the service of every person shall terminate.
5. No Pension shall be granted to any person of less than 20 years' continuous service. In cases however where the Bank's requirements have rendered such continuous service impossible, occasional service—but only when amounting in the aggregate to 20 years—may be counted as continuous. Widows of workers qualified by service for a pension and widows of pensioners shall be granted an allowance of 5/- per week until such time as they are entitled by age to an Old Age Pension.
6. No service of a person under 20 years of age shall be taken into consideration in any matter affecting a Pension.
7. The Salary or Wages on which the amount of Pension will be calculated shall be the average annual amount of Salary or Wages, together with 50 % of the average amount of War Bonus, exclusive of Overtime, received during the last three years of service.
8. Women workers shall be entitled to the same privileges and be subject to the same conditions in the matter of Pension as men, but a woman may apply to retire at 55 years of age, and must retire at 60 years of age.
9. Pensions shall only be granted during the pleasure of the Court, and may be subject to revision on the passing by Parliament at any time of laws relating to Old Age Pensions—contributory or non-contributory—insurance against ill-health, or other similar provisions, the benefits of which may apply to persons affected by these Regulations.
10. The Court may grant a Pension of an amount beyond the limits of the scale, for exceptional causes, or of an amount less than that specified in the scale when an estimate of the services rendered appears to justify such a course.

Pursuant to an Order of the Court of Directors of the 14th June, 1923.

H. TILDEN,
Secretary.

Count, 14th June, 1928.

Regulations for the Permanent Engagement, by Selection,
of a Staff of Auxiliary Clerks.

MEN ELIGIBLE. Selected Temporary Clerks who had not attained the age of 55 years on the 1st May, 1923, whose reports have been good and who are now receiving not less than £5 : 10s. per week, excluding Sliding Scale Bonus.

REQUIREMENTS. They must be of British parentage on both sides.

They must produce a certificate of birth.

They must satisfy the Bank Medical Officer as to their physical fitness for employment under this scheme.

(The test in the case of the older men will be less searching than that applied to candidates for election to the Permanent Male Clerical Staff of the Bank).

GUARANTEE. On appointment they must give security to the extent of £1,000 by payment of the sum of £5 to the Clerks' Guarantee Fund.

BONUS AS TEMPORARY CLERK. Each Clerk on appointment will receive the amount of bonus earned by him up to that date.

SCALE OF PAY. Auxiliary Clerks will be appointed at a Basic Salary of £165 per annum, rising, subject to satisfactory reports, by £5 annually on the 1st March to a maximum of £300 per annum. Not more than 10 such increases will be granted before a Clerk attains the age of 40 (maximum Basic Salary at that age £215), nor more than 20 such increases before he attains the age of 50 (maximum Basic Salary at that age £265).

Auxiliary Clerks will also receive a Supplementary Salary equal to 40% of the combined total of their Basic Salary and increases, together with a Sliding Scale Bonus—now 52%, up to the 1st September next—at the same rate as the Permanent Male Clerical Staff. The Salaries of the whole of the Staff of the Bank are subject to re-consideration on or after the 1st March, 1926.

The following Statement shews how the new Scale will be applied to selected Temporary Clerks and illustrates the effect of its application at the present time in comparison with the present weekly wages:—

Temporary Clerks.		Will receive on appointment.		Total of Basic Salary and increases.	Add Supplementary Salary 40% and Bonus 52%	Totals per annum.	
Provided they have reached the age of	and are now in receipt of a Weekly Wage of	(a) Basic Salary of	(b) The number of Annual increases of £5 shown below.			*New Scale.	Present Wages, including Sliding Scale Bonus.
30	£5 : 10 :-	£165	Nil	£165	£151 =	£316	£316
31	£5 : 15 :-	£165	1	£170	£156 =	£326	£329
32	£6 : - :-	£165	3	£180	£165 =	£345	£342
33	£6 : 5 :-	£165	4	£185	£170 =	£355	£355
33	£6 : 10 :-	£165	5	£190	£174 =	£364	£368
34	£6 : 15 :-	£165	7	£200	£184 =	£384	£381
34	£7 : - :-	£165	8	£205	£188 =	£393	£394

(Selected Temporary Clerks in receipt of any of the above-mentioned rates of weekly wage, who have not attained the minimum age applicable to the new rate, will be eligible for appointment to the Staff of Auxiliary Clerks at the Basic Salary, with increases, appropriate to their age).

* It should be pointed out that under the new scale a decrease in the cost of living figure will result in a more rapid reduction of total Salary than under the old scale.

SALARY.

Salaries will be paid monthly in the same proportion as those of the Permanent Male Clerical Staff.

ANNUAL LEAVE.

When the work permits, Governor's Leave of 21 working days in the year will be granted, but such leave may be wholly, or in part forfeited in case of prolonged absence on account of sickness or otherwise.

RETIREMENT.

Retirement will be compulsory on attaining the age of 65 years, but the Bank may call for a Clerk's retirement at any time should his service be unsatisfactory.

PENSIONS.

Pensions may be granted during the pleasure of the Court of Directors on the following scale:—

£7 per annum for each year's service up to 35 years including service as a Temporary Clerk. Maximum pension £245.

(In the case of a Clerk retiring, owing to ill-health, at or before the age of 45 years, the pension will be calculated for the first 15 years' service at the rate of £6 for each year's service).

No Auxiliary Clerk will be entitled to a pension before attaining the age of 65 unless certified by the Bank Medical Officer as incapacitated for further service, and in no case will a pension be granted for less than 10 years' service (including service as a Temporary Clerk), of which at least 5 years must be served under these Regulations.

LIFE ASSURANCE.

Any Auxiliary Clerk may, if he so desires, and subject to further medical examination, effect an Assurance with the Bank Provident Society on the same conditions as those applicable to Members of the Permanent Male Staff.

WIDOWS' ANNUITY SCHEME.

Auxiliary Clerks will not be eligible for insurance under the Widows' Annuity Scheme.

NOTICE.

All appointments will be subject to termination by three months' notice in writing on either side.

Auxiliary Clerks will be liable for service at the Head Office, at St. Luke's Printing Works, or at any of the Bank's Establishments in London. They will be subject to certain Rules and Orders, a copy of which will be furnished to them on appointment, and to the Regulations applicable to the Permanent Male Clerical Staff wherever they may be employed.

NOTE.

It must be clearly understood that all Auxiliary Clerks appointed under these Regulations will be junior in standing to all members of the Permanent Male Clerical Staff, and will not be eligible for any higher appointment.

Pursuant to an Order of the Court of Directors of the 14th June, 1923.

H. TILDEN,
Secretary.

Court, 14th June, 1923.

VI.

PROVISIONAL RULES AND REGULATIONS FOR THE GENERAL MANAGEMENT

OF ST. LUKE'S PRINTING WORKS.

PROVISIONAL RULES AND REGULATIONS FOR THE GENERAL MANAGEMENT
OF ST.LUKE'S PRINTING WORKS.

- (1) Subject to Orders of Court and of the Governors, and to the Rules and Regulations which may from time to time be adopted, the principal Supervisor, or the Second Supervisor, will have the control of, and be held responsible for, the business and discipline of St.Luke's Printing Works.
- (2) The Supervisors of the Printing Section and of the Security Paper Store and the Superintendent of the Commercial Paper Store will, subject to the orders and supervision of the Principal Supervisor or the Second Supervisor, have the systematic control of, and be responsible for, the performance of the routine duties carried out by their respective sections.
- (3) The Permanent Clerical Staff of the Bank working at St.Luke's will be employed under the Regulations approved by the Court of the 14th June, 1923 and the Auxiliary Staff under the Regulations, governing their employment throughout the Bank, approved by the Court of the 14th June, 1923, jointly with any special Regulations in force at St.Luke's.
- (4) The Supervisor of the Printing Section will be responsible for the engagement, discipline and dismissal of the Mechanic Staff employed in the Works. The Mechanic Staff are employed and pensioned under the Regulations approved by the Court of the 14th June, 1923.
- (5) The arrangements at present in force for the proper control of strong rooms and those governing the safety of the property by night must be strictly carried out and must not be varied or altered except by permission of one of the Governors. The report books kept by the Superintendent of the Watch and the Watchmen-in-Charge shall be submitted each morning to the

Principal

Principal Supervisor, or the Second Supervisor, who will draw the attention of the Governors to any serious departure from Regulations or other matter of grave importance. In case of need, the Superintendent of the Watch shall communicate by telephone with either the Principal Supervisor or the Second Supervisor, or the Supervisor, or Deputy Supervisor of the Printing Section.

- (6) The building and the Bank's surrounding properties will be under the control of the Principal Supervisor or the Second Supervisor, who will be responsible for general upkeep, but capital or any other expenditure of any magnitude in connection with the premises must not be incurred unless the sanction of one of the Governors has first been obtained.
- (7) The Principal Supervisor, or the Second Supervisor, must be in daily attendance at the Works. They must never be absent at the same time, unless unavoidably in case of sickness.
- (8) The St. Luke's Committee which has been appointed and will meet monthly, to consider all matters connected with the Printing Works, must be furnished at each meeting with a report covering the period which has elapsed since their last meeting and all matters requiring a decision must then be brought before them. Any question of urgency, however, is to be referred to one of the Governors pending the next meeting of the Committee.
- (9) No new business is to be undertaken without the approval of the St. Luke's Committee or the sanction of one of the Governors, in writing.
- (10) Visitors must not be shown over St. Luke's Printing Works without the sanction, in writing, of one of the Governors.

Pursuant to an Order of the Court of Directors of the 14th June 1923.

H. TILDEN.

Secretary.

PRIVATE AND CONFIDENTIAL.

**Regulations for the Permanent Engagement, by Selection,
of a Staff of Female Auxiliary Clerks.**

WOMEN ELIGIBLE.

Selected Temporary Women Clerks who had not attained the age of 35 years at the time of entering the Service and whose Reports have been satisfactory.

NOTE.—The age limits in the case of future entrants to be 18 to 25.

REQUIREMENTS.

They must be unmarried, widowed, or if already married be able to satisfy the Bank that the husband is permanently incapacitated.

NOTE.—Future entrants must be unmarried or widowed.

They must be of British-born parentage on both sides.

They must produce a certificate of birth.

They must satisfy the Bank Medical Officer as to their physical fitness for employment under this Scheme.

Vaccination, either previously or at the time of candidature, will be insisted upon.

NOTE.—Future entrants will be required to produce written testimonials as to character from at least two persons satisfactory to the Bank. They will also be required to pass an examination in Handwriting, Orthography and Arithmetic.

If successful they will be appointed to serve, subject to the reports made on them from time to time being entirely satisfactory, for a probationary period of six months.

GUARANTEE.

On appointment they must give security to the extent of £200 by payment of the sum of £1 to the Clerks' Guarantee Fund.

NOTE.—In the case of future entrants the Bank will pay the premium during their Probationary period. If a Clerk completes the Probationary period before she reaches the age of 21 she will be required to pay a premium at the rate of 10s. per annum until she reaches 21 when she will be called upon to make a final payment of £1.

**BONUS AS
TEMPORARY CLERK.**

Each Clerk on appointment will receive the proportionate amount of the £20 bonus earned by her up to that date; those to whom the full £20 has already been paid will receive no further payment.

SCALE OF PAY.

Female Auxiliary Clerks will be appointed at a Basic Salary of £100 per annum (which includes a proportion in lieu of free luncheon) rising subject to satisfactory reports, by £10 annually on the 1st March for 3 years and thereafter by £5 on the completion of the 4th, 5th, 6th, 7th, 8th, 10th, 12th and 14th years to a maximum of £170 per annum.

Section Leaders on appointment to receive an additional £10 per annum rising to £20 by increases of £5 at intervals of two years.

Female Auxiliary Clerks will also receive a Sliding Scale Bonus—now at the rate of 17½ per cent. up to the 1st March next—on a minimum Salary of £110.

A Clerk shall not be entitled to a rise of Salary in March unless appointed on or before the 1st September.

The Salaries of the whole of the Staff of the Bank are subject to reconsideration on or after the 1st March, 1926.

The following Statement shews how the new Scale will be applied to Selected Temporary Clerks and illustrates the effect of its application at the present time in comparison with the present weekly wages:—

Head Office Temporary Clerks who on the 1st January, 1924, were in receipt of a Weekly Wage of	Will receive on appointment		Total of Basic Salary and Increases.	Add Sliding Scale Bonus (17½% on a minimum of £110).	Totals per annum.	
	(a) Basic Salary.	(b) The number of Annual Increases shown below.			New Scale.	Present Wage in- cluding Sliding Scale Bonus of £15 : 15s. per annum and Free Luncheon.
£ s. d. 2 - -	£ 100	2 = £20	£ 120	£ s. d. 21 6 -	£ s. d. 141 6 -	£ s. d. 145 16 -
2 2 6						
2 5 -	£ 140	5 = £40	140	24 17 -	164 17 -	171 16 -
2 7 6						
2 10 -	£ 150	7 = £50	150	26 12 6	176 12 6	184 16 -
2 12 6						
2 15 -						
2 17 6						

It should be pointed out that under the new Scale a decrease in the Cost of Living figure on which the present Sliding Scale is based will result in a more rapid reduction of total Salary than under the old Scale.

SALARY. Salaries will be paid monthly.

OVERTIME. The arrangements regarding Overtime, etc., will be those sanctioned from time to time by Order of Court.

ANNUAL LEAVE. When the work permits Governor's Leave of 21 working days in the year will be granted, but such Leave may be wholly or in part forfeited in case of prolonged absence on account of sickness or otherwise.

RETIREMENT. Retirement will be compulsory on attaining the age of 50 years, but the Bank may call for a Clerk's retirement at any time should her service be unsatisfactory.

PENSIONS. Pensions may be granted during the pleasure of the Court of Directors on the following scale:—

£2 : 10s. per annum for each year of the first 10 years of service to count from the date of entry or the age of 18, whichever is later, and £3 for each subsequent year of service. Maximum Pension £91.

No Female Auxiliary Clerk will be entitled to a Pension before attaining the age of 50 unless certified by the Bank Medical Officer as incapacitated for further service and in no case will a Pension be granted for less than 10 years' service (including service as a Temporary Clerk) of which at least 5 years must be served under these Regulations.

NOTICE. All appointments will be subject to termination by three months' notice in writing on either side.

Female Auxiliary Clerks will be liable for service at the Head Office or at any of the Bank's Establishments in London. They will be subject to certain Rules and Orders, a copy of which will be furnished to them on appointment, and to the Regulations applicable to the Permanent Female Clerical Staff wherever they may be employed.

A Female Auxiliary Clerk will be required to resign her appointment on marriage.

NOTE.

It must be clearly understood that all Female Auxiliary Clerks appointed under these Regulations will be junior in standing to all members of the Permanent Female Clerical Staff and will not be eligible for any higher appointment other than that of Section Leader.

Pursuant to an Order of the Court of Directors of the 21st February, 1924.

- H. TILDEN,
Secretary.

Regulations for the Permanent Engagement, by Selection, of a Staff of Female Auxiliary Clerks.

WOMEN ELIGIBLE.

Selected Temporary Women Clerks who had not attained the age of 35 years at the time of entering the Service and whose Reports have been satisfactory.

NOTE.—The age limits in the case of future entrants to be 18 to 25.

REQUIREMENTS.

They must be unmarried, widowed, or if already married be able to satisfy the Bank that the husband is permanently incapacitated.

NOTE.—Future entrants must be unmarried or widowed.

They must be of British-born parentage on both sides.

They must produce a certificate of birth.

They must satisfy the Bank Medical Officer as to their physical fitness for employment under this Scheme.

Vaccination, either previously or at the time of candidature, will be insisted upon.

NOTE.—Future entrants will be required to produce written testimonials as to character from at least two persons satisfactory to the Bank.

They will also be required to pass an examination in Handwriting, Orthography and Arithmetic.

If successful they will be appointed to serve, subject to the reports made on them from time to time being entirely satisfactory, for a probationary period of six months.

GUARANTEE.

On appointment they must give security to the extent of £200 by payment of the sum of £1 to the Clerks' Guarantee Fund.

NOTE.—In the case of future entrants the Bank will pay the premium during their Probationary period. If a Clerk completes the Probationary period before she reaches the age of 21 she will be required to pay a premium at the rate of 10s. per annum until she reaches 21 when she will be called upon to make a final payment of £1.

BONUS AS TEMPORARY CLERK.

Each Clerk on appointment will receive the proportionate amount of the £20 bonus earned by her up to that date; those to whom the full £20 has already been paid will receive no further payment.

SCALE OF PAY.

Female Auxiliary Clerks will be appointed at a Basic Salary of £100 per annum (which includes a proportion in lieu of free luncheon) rising subject to satisfactory reports, by £10 annually on the 1st March for 3 years and thereafter by £5 on the completion of the 4th, 5th, 6th, 7th, 8th, 10th, 12th and 14th years to a maximum of £170 per annum.

Section Leaders on appointment to receive an additional £10 per annum rising to £20 by increases of £5 at intervals of two years.

Female Auxiliary Clerks will also receive a Sliding Scale Bonus—now at the rate of 17½ per cent. up to the 1st March next—on a minimum Salary of £110.

A Clerk shall not be entitled to a rise of Salary in March unless appointed on or before the 1st September.

The Salaries of the whole of the Staff of the Bank are subject to reconsideration on or after the 1st March, 1926.

The following Statement shews how the new Scale will be applied to Selected Temporary Clerks and illustrates the effect of its application at the present time in comparison with the present weekly wages:—

Tabernacle Street Clerks who on the 1st January, 1924, were in receipt of a Weekly Wage of	Will receive on appointment.		Total of Basic Salary and Increases.	Add Sliding Scale Bonus (17½% on a minimum of £110).	Totals per annum.	
	(a) Basic Salary.	and (b) The number of Annual Increases shewn below.			New Scale.	Present Wage including Sliding Scale Bonus of £18.16s. per annum.
£ s. d.	£		£	£ s. d.	£ s. d.	£ s. d.
2 - -	100		100	19 10 6	119 10 6	122 16 -
2 2 6	100	1 = £10	110	19 10 6	129 10 6	129 6 -
2 7 6	100	2 = £20	120	21 6 -	141 6 -	142 6 -
2 12 6	100	3 = £30	130	23 1 6	153 1 6	155 6 -
2 15 -	100	4 = £35	135	23 19 3	158 19 3	161 16 -
2 17 6	100	5 = £40	140	24 17 -	164 17 -	168 6 -
3 - -	100	6 = £45	145	25 14 9	170 14 9	174 16 -

It should be pointed out that under the new Scale a decrease in the Cost of Living figure on which the present Sliding Scale is based will result in a more rapid reduction of total Salary than under the old Scale.

- SALARY.** Salaries will be paid monthly.
- OVERTIME.** The arrangements regarding Overtime, etc., will be those sanctioned from time to time by Order of Court.
- ANNUAL LEAVE.** When the work permits Governor's Leave of 21 working days in the year will be granted, but such Leave may be wholly or in part forfeited in case of prolonged absence on account of sickness or otherwise.
- RETIREMENT.** Retirement will be compulsory on attaining the age of 50 years, but the Bank may call for a Clerk's retirement at any time should her service be unsatisfactory.
- PENSIONS.** Pensions may be granted during the pleasure of the Court of Directors on the following scale:—
£2 : 10s. per annum for each year of the first 10 years of service to count from the date of entry or the age of 18, whichever is later, and £3 for each subsequent year of service. Maximum Pension £91.
No Female Auxiliary Clerk will be entitled to a Pension before attaining the age of 50 unless certified by the Bank Medical Officer as incapacitated for further service and in no case will a Pension be granted for less than 10 years' service (including service as a Temporary Clerk) of which at least 5 years must be served under these Regulations.
- NOTICE.** All appointments will be subject to termination by three months' notice in writing on either side.
Female Auxiliary Clerks will be liable for service at the Head Office or at any of the Bank's Establishments in London. They will be subject to certain Rules and Orders, a copy of which will be furnished to them on appointment, and to the Regulations applicable to the Permanent Female Clerical Staff wherever they may be employed.
A Female Auxiliary Clerk will be required to resign her appointment on marriage.

NOTE.

It must be clearly understood that all Female Auxiliary Clerks appointed under these Regulations will be junior in standing to all members of the Permanent Female Clerical Staff and will not be eligible for any higher appointment other than that of Section Leader.

Pursuant to an Order of the Court of Directors of the 21st February, 1924.

H. TILDEN,
Secretary.

161 WOMEN CLERKS RECOMMENDED TO RECEIVE AN INCREASE OF
 £5 "ADDITIONAL" SALARY AS FROM THE 1ST MARCH, 1924.

147 CLERKS AT THE HEAD OFFICE -

R.S.S. HOLMES	A. MACNAUGHTAN	M.V. ARPIN	JOAN AUGUST
M. BLANDEN	L.M. BARTON	K.E.C. STRAIN	M.G. CABRELU
W.B. DICKSON	M.H. DENCOON	K.I.M. BROOK	UNA WOOLF
W.A. GIBSON	J. WILSON	E.M. AINGE	H.M. BRITTEN
C.L. DAVISON	M.A.R. NORFOLK	D.M. COURTENAY	N.A. BOND
F.M. McDONALD	K. ANGEL	G.E. FISH	ETHEL CROSS
C.R. STEVENS	D.N. COLLINGS	M. OLDROYD	O.R. ANDREW
A.M.D. FOURDRINIER	D.W. AMSDEN	E.J.D. FORD	V.D.W. RAFFER
D.M. STEPNALL	H.C. BOLTON	NORA AYLWIN	D.M. ANDOE
LAURA BRISTOW	GRACE CURTIS	K.W. DONOVAN	G.L. SMITH
WINIFRED RENNIE	MARJORIE CURTIS	I.M. DALLAGHAN	M.B. BIRCH
L.C. PATRICK	V.M. STRAIN	E. HEPPENSTALL	P.M. FAULKNER
V.M.K. HAVINDEN	E.M.M. SHARPE	H.M. WARDEN	D. KERSHAW
G.F. BOVEY	M.A. BALDWIN	A.M.R. THURNELL	W.A.T. LITTLE
V.S. JONES	E.L. TROTTER	G.M.H. HOBBS	D.A.L. KING
A.I. WARD	H.B. WOLF	V.M. WALKER	M. BATTY
E.L. POOK	L.C. MEADOWS	Y.A. TURNER	M.J. ARGENT
N.H. STEELE	A.M. DEAN	I.M.A. BREEDEN	P.H. JOHNSON
T. GRAHAM-BEARL	I.K. AMES	J.M. IDE	H.J.P. WOOD
M.E. MORRISON	F.M.A. GIBSON	K. KEENAN	M.M. FRISBEE
O.M. WILSON	L.E.A. McLELLAN	I.C. SMITH	PHYLLIS SAYLE
H.M. STONHAM	E.M. BARWICK	A.J. STRAIN	K.A.H. DOWNING
F.E. GREENWAY	A. DANCASTER	A.V. SAVILL	K.M. BIRKETT
W.E. CARTER	C.E. BUTLER	MARY SAYLE	D. MORRISON
M.J. SKYMOUR	MILDRED MEADE	M.E. CAIGER	I.A. WEENS
C.H. LUCKHURST	E.M. HOGAN	M.K. FIELDS	B. McD. POOLE
E.M.A. WARNER	M.A. SPENCE	F.C. LAWES	J.M. STOPS
M.C. SACHEVERELL	E.P.A. PHILLIPS	MARGARET TAIT	H.W. HUNDLEY
C.V. GROVES	C.E. SCOTT	M. BEVERIDGE	W.C.J. BECKER
V.M. HOOKER	I.B. AIREY	M.R.D. KING	E.S. DENNIS
M. MACKENZIE	M.E. PATON	F.M. TURNBULL	D.S. CRISP
V. TRIGGS	M.E. BECKNALL	D.B. ROBERTS	C.M.P. DIXON
P.M. PUTNAM	S.V. HOTTAN	E.M. THOMPSON	I.H.C. GOSLING
	M.E. FRANKLIN		

P.D. STAPLEY	GLADYS CLEMENT	K.E.M. HAVINDEN
I.M. SANDS	E.M. SMITHERS	K.M. BREWER
M.F. ANTHONY	V.V. GOODENOUGH	M.W. PAIN
C.H. YOUNGER	V.C. BRANDT	G.A. CULLEN
O.M. SCRIVENER	D.G.L. POLLARD	

14 CLERKS AT THE BRANCHES -

Manchester	-	G.E. RYLEY
		E.L. WINFIELD
		AMY ALEXANDER
Birmingham	-	E.M. GRAHAM
Liverpool	-	F.M. DANIELS
		A.M. SLATER
		M.E. MAYES
Bristol	-	K.M. LAVINGTON
Leeds	-	M. HALLEWELL
		J. HALLEWELL
Newcastle	-	E.B. LIDDAL
Hull	-	E.M. CURTIS
Plymouth	-	A.F.B. PENFOLD
		B. COLLINGE