

The principal staff changes made during the year were as follows :—

- Mr. A. C. Dick, District Public Trustee, Dunedin, appointed Controller, Estates Division, Head Office, *vice* Mr. H. W. S. Pearce, promoted.
 Mr. D. Campbell, Supervising Estates Clerk, Head Office, appointed District Public Trustee, Auckland, *vice* Mr. A. S. Faire, retired.
 Mr. J. G. McGhie, District Public Trustee, Napier, appointed District Public Trustee, Wellington, *vice* Mr. F. M. Whyte, retired.
 Mr. A. Bell, District Public Trustee, Invercargill, appointed District Public Trustee, Dunedin, *vice* Mr. A. C. Dick, promoted.
 Mr. F. H. Muirhead, District Public Trustee, Masterton, appointed District Public Trustee, Invercargill, *vice* Mr. A. Bell, promoted.
 Mr. W. R. Millier, District Public Trustee, Timaru, appointed District Public Trustee, Palmerston North, *vice* Mr. P. C. Dwyer, retired.

Officers Deceased.—I record with regret the deaths of the undermentioned officers :—

- Mr. H. Williams, District Solicitor, Wellington. (Died while on retiring leave.)
 Mr. T. K. Wills, Clerk, Ashburton.
 Mr. A. F. A. Wingrove, Clerical Assistant, Wellington.
 Mr. C. D. Burrows, District Manager, Taihape.

Staff Training.—A staff training scheme has been carried out in this office for many years with the object of ensuring that officers obtain a sound knowledge, both theoretical and practical, of their duties. Having regard to the fact that much of the work relating to estates administration is both involved and technical, officers are encouraged to qualify themselves further by taking professional examinations in law and accountancy.

The following statement of professional qualifications held illustrates the high standard of education reached by members of the Office staff :—

Degree or Other Professional Qualification.	Number of Officers.
LL.M. Degree 11
LL.B. Degree 27
Law Professional Examination 50
M.A. Degree 2
B.A. Degree 4
B.Com. Degree 26
Accountants' Professional Examination 175

ORGANIZATION

Reference was made in last year's report to a survey that was being undertaken of the Department's organization and systems with a view to simplification of procedures so that the work of the Office could be carried out by fewer staff.

During the year all phases of the work were closely reviewed and steps were taken to modify systems and to eliminate unnecessary checks and precautions where this could be done without adversely affecting the services rendered. The delegation of powers to district officers, already on a generous scale, was further extended, and junior officers have been encouraged to assume increased responsibilities.

As an illustration of the increased authority granted to district officers, the change made in the method of administering estates under the control of a District Manager is cited. Previously the administration of these estates, although to a large extent performed by the District Manager, was nevertheless subject to a fairly rigid oversight by the controlling District Public Trustee. This oversight entailed detailed reference to the District Public Trustee (on matters which could well have been decided by the District Manager himself), with consequent loss of time and unnecessary work at the parent office. Under the new system the District Manager has been given much wider powers to deal with the administration locally, referring to his controlling District