

slightly oily nature, named dustolio. Any dust rapidly settles on the floor, and does not again rise. The absence of dust in the London office was remarkable. Anything of the kind which can conduce so far to the health of postal officers as to eliminate the nuisance caused by dust is worthy of adoption; and I recommend that a quantity of the preparation be obtained for use wherever necessary. This particular preparation improves the look of the floor, and facilitates sweeping operations, which can be carried on at any time without raising the dust.

In San Francisco I saw a very complete suction plant for cleaning the building. This consisted of a central pump and reservoir, with metal tubes throughout the building, having stand-pipes at convenient places, to which hose-pipes can be affixed. A similar plant could with great advantage be installed in our new buildings at Auckland and Wellington. The cost of the installation should not be great, and would soon be recouped by the saving of cleaners and the rapidity with which the work of cleaning can be accomplished. Too much attention cannot be paid to the question of making office-cleaning really sanitary, instead of using methods which disturb dust and dirt without effectually removing it.

Great attention is paid in Europe and Great Britain to the physical comfort of the staff. In all large offices airy dining-rooms and well-equipped kitchens are provided, where officers can obtain light meals at a very moderate rate. Provision has been made in the plans of the Auckland and Wellington offices for such refectories, which I hope will favourably compare with those in Europe.

TIME-CLOCKS.

There is nothing new in the principle of time-clocks throughout a building, which are controlled by a master-clock; but the difficulty has been to find the most suitable kind. As it will be advisable to install such clocks in the new offices in Wellington and Auckland, I ascertained from the London Post Office that the most suitable master-clock is made by the Magneta Time-clock Company. The use of this system of clocks will effect a considerable saving of labour and expense, while the initial cost will probably not exceed that of individual clocks in each room.

The matter of a system of clocks of the kind has often been considered in the Department; but I have been so far unable to recommend any suitable pattern, most of those previously brought under notice being only partially effective. I am assured that the Magneta Time-clock is the survival of the fittest.

MOTOR-CARS FOR MAILS.

After looking into the question of the use of motor-cars for clearing letter-boxes in the larger cities and their suburbs, I have been compelled to come to the conclusion that until these vehicles are more reliable it is not advisable to alter the present system. So far as I could learn, cars are successful in places like London, where the roads are asphalted, and where there are few hills, and where spare parts and repairs are instantly available. In London the Post Office work is performed by contract, and there are comparatively few self-propelled vehicles in use. It is recognised that the petrol-car is faster than horse-drawn vehicles, and it is the intention to require a greater proportion of cars to be used when tenders are called for the next contract. In Berlin a few cars are in use, and appear to do their work well, but the Post Office relies principally on horse-drawn vehicles.

This Department has been experimenting for some time with motor-cars; but the frequent breakdowns have rendered the service very unsatisfactory. I would recommend that there be no further experimenting at present, and that the cars now in possession of the Department be disposed of. In calling for tenders for the city work at Auckland, Dunedin, and Christchurch, alternative offers might be invited for the use of motor-cars. We at present perform our own work at Wellington.

SUMMARY OF ESTIMATED SAVINGS PER ANNUM.

Abolition of back-stamping	1,000
Use of lead seals	900
Parcel-post	1,000
Registered letters	400
Dead letters	200
Use of self-addressed telegram form	3,500
Abolition of office copies of telegrams	3,700
						£10,700

NOTE.—Experience will probably show that the last item is underestimated by about £1,000. There will be a saving, not shown above, of from £600 to £1,000 per annum by the installation of facing-up tables of the Chicago pattern.

Approximate Cost of Paper.—Preparation, not given; printing 1,560 copies, £7 8s.

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