

## APPENDIX XI.

## CIRCULARS, MEMORANDA, AND PUBLICATIONS ISSUED BY THE BOARD IN CONNECTION WITH ITS WORK.

## NATIONAL EFFICIENCY BOARD, DISTRICT.

*Kindly read Instructions.*—Fill in and return this form at your earliest convenience. This information is essential to decide what men are necessary to keep up the production of the country.

*INSTRUCTIONS.*—In the case of a man doing, say, ploughing for part and other work the rest of the year, kindly show him under the heading of the work at which he is principally occupied, and the same with other classes of workmen.

*Permanent Hands, not including Shearers, Harnesters, and Shed Hands.*

	In March, 1914.	In March, 1917.	Minimum necessary to carry on Farm.
Number of dairy hands (males) .. .. .			
"      (females) .. .. .			
Number of ploughmen .. .. .			
Number of shepherds or stockmen .. .. .			
Number of general farm hands .. .. .			
Number of men working on improvement .. .. .			
Manager or owner .. .. .			
Totals .. .. .			

How many of those shown above are members of the family?

How many of those shown above are in the First Division?

How many of those shown above are in the Second Division?

How many shearers did you employ?

How many shed hands and pressers did you employ in addition to permanent hands?

How many members of family are available for shearing?

How many members of family are available for slaughtering-work?

Area of farm:           acres.

Number of sheep:           .   Number of cattle:           .

How many cows did you milk last season?

How many do you hope to milk next season?

How many acres do you intend ploughing this season?

What crops do you intend putting in, and how many acres of each?

How many acres did you have ploughed last season?

What crops did you grow, and how many acres of each?

Did you shear lambs last season?           .   If so, how many?           .

[Signature.]  
[Address.]

REMARKS.

## NATIONAL EFFICIENCY BOARD.

## MEMORANDUM RESPECTING TRUSTEE BOARDS APPOINTED BY GOVERNMENT UNDER THE NATIONAL EFFICIENCY BOARD'S SCHEME TO ASSIST SOLDIERS IN CONNECTION WITH BUSINESSES.

The necessity of providing some practical facility by which assistance may be given to soldiers engaged in or concerned with businesses has been recognized by the Government, which has placed the obligation of providing such facilities upon the recently constituted National Efficiency Board. The Board has adopted a policy under which Trustee Boards have been formed. These Trustees are carefully selected by the National Efficiency Board, and appointed by the Government. Trustee Boards have been formed in centres as per list attached. As occasion requires, further Trustee Boards will be formed, and Trustee Boards may be amalgamated, added to, or reconstituted. A soldier, by reason of his being called up for military service, may have business difficulties either in providing for the management or the disposal of his business. The object of the Board is to render such practical assistance as may enable him to either have his business maintained as a going concern pending his return to it, or have it realized without a forced sale or undue sacrifice on the realization of his assets. It is proposed to give wide publicity to the fact that these Trustee Boards have been created for this object, and it is thought that once it is generally known among soldiers engaged in business many will be glad to avail themselves of such means of assistance. It will then devolve upon the soldier who may desire assistance to make application to that Trustee Board which may be nearest to his business. The Trustees should be willing to afford the soldier valuable preliminary advice. All applications for assistance to Trustee Boards must be made on a form as per copy attached hereto, which form should afford the fullest information in respect to the soldier's financial position, and generally as to his business. It must be a matter entirely for the judgment of the Trustees as to whether the business is of such a character and the interest of the soldier therein sufficient to warrant