

sistence is not included in the passage money. In the event of a passage being afforded to Secretaries or Attachés on board one of Her Majesty's ships of war, the allowances made will be in conformity with the Admiralty Regulations. But the travelling expenses and subsistence of the families of Secretaries or Attachés will not be allowed.

No allowance will be made to Members of the Diplomatic Service for journeys undertaken for their own convenience, in pursuance of leave of absence.

**14. Secretaries and Attachés may be required to carry Despatches.**

In the case of any journey of which the expense is to be allowed, all Secretaries and Attachés will be bound to take charge of despatches, if required; and in that case they will be expected to perform the journey without delaying on the road.

**15. Members of the Diplomatic Service to go to any Posts to which they may be appointed.**

It is to be distinctly understood that, in future, all the Members of the Diplomatic Service will be expected to take their turn in whatever part of the world their services may be required, and that, except as regards Teheran and Peking, where no accommodation can be procured for married men, every Secretary or Attaché, whether married or unmarried, must be prepared to go to the post at which the requirements of the Public Service demand his presence, and to which he may be appointed.

**16. Interchange of Employment between Second and Third Secretaries, and Junior Clerks in the Foreign Office.**

The Secretary of State, should he see occasion, will, for the advantage of the Public Service, allow Second and Third Secretaries, and Attachés, to interchange for a time their duties with Clerks of the three Junior Classes in the Foreign Office; the several parties being bound, for the whole period through which the interchange extends, in every respect to perform the duties and to submit to the obligations attaching to the situation which they may temporarily occupy.

The Secretary of State will, moreover, if he sees reason to do so, direct such temporary interchange of duties to be made, irrespective of the wishes of the parties, between Second or Third Secretaries, or Attachés, and Clerks in the Foreign Office; or he will direct such persons to be employed for a time, at home or abroad, without any interchange, making in either case any allowance to such parties that he may consider just and reasonable.

In the case of temporary interchanges between Secretaries and Clerks, they will respectively rank, in the Embassy or Mission, and Foreign Office, as the case may be, during the period for which the interchange shall last, after the Junior in the class of Secretaries or Clerks to which either of them belongs.

A First-Class Junior Clerk who may be permanently transferred to the Diplomatic Service, will receive a Commission as Second Secretary; a Second or Third Class Junior Clerk will similarly receive a Commission as Third Secretary.

Junior Clerks in the Foreign Office temporarily employed in a Special, or in an Ordinary Embassy or Mission, will in like manner receive, according to their class, Acting Commissions as Second or Third Secretaries.

**17. Annual Reports on conduct of Junior Secretaries and Attachés.**

Heads of Missions will be required to report annually, on the 1st of January in each year, to the Secretary of State the mode in which during so much of the preceding year as they shall have served in such Mission, each Second and Third Secretary and Attaché in his Mission has discharged his public duty, and such reports will be duly considered before any promotion or increase of pay or promotion is accorded to the persons to whom they apply. These reports will be considered to be strictly confidential, and it will rest with the Secretary of State to determine as to extenuating circumstances when they are unfavourable.

**18. Promotion and Appointments to high Diplomatic Posts.**

The Secretary of State reserves to himself the power to recommend to the Queen to name any person, even though not in the Diplomatic Service, for the higher and more responsible posts in it, and, generally, in regard to all promotions whatever in the Diplomatic Service, the Secretary of State will not be restricted by claims founded on seniority or membership of the profession from making any such selection as on his own responsibility he may deem right.

**19. Duration of Appointments of Heads of Missions.**

The duration of the appointments of Heads of Missions at foreign Courts shall not exceed, though it may be less than five years; and, at the expiration of five years, the question of reappointment, though in that case not involving fresh credentials, or of transfer to another Mission shall be open for consideration.

**20. Deductions to be made from Salaries of Heads of Missions on Leave of Absence.**

With a view to relieve the Heads of Missions on leave of absence on private grounds, the deduction to be made from their salaries will in future be limited, for a period not exceeding sixty days from the date of their departure from their posts, to the sum required to provide for the allowances of the Acting Chargé d'Affaires according to the Regulations which may be in force at the time being; on the expiration of which period the deductions will be at the rate of one-half of their salaries. Such period of sixty days may either be one of sixty consecutive days, or of sixty days occurring at intervals in the course of one year beginning on the 1st of January, and ending on the 31st of December. As regards, however, Heads of Missions whose continued residence abroad may have extended over several years, and also as regards Heads of Missions in non-European countries, the Secretary of State will be prepared to consider whether some extension of the period of exemption from being placed on half-pay beyond sixty days may not be recommended to the Treasury.

**21. Addresses of Members of the Diplomatic Service. Notice to be given of Addresses of Persons on Leave of Absence, and in the case of Junior Members, of intended Departure for their Posts.**

Members of the Diplomatic Service of all ranks on leave of absence must leave with or send to the Doorkeeper of the Foreign Office an address to which letters may be sent for them; and Secretaries and Attachés, previously to leaving England