



TREASURY CIRCULAR No. 6 OF 1953

FEES (PUBLIC OFFICERS) REGULATIONS, 1953

The Fees (Public Officers) Regulations, Appended to this circular, are published for general information.

2. Those Regulations have also been accepted by State and Settlement Governments, for uniform application throughout the Federation and have been drafted accordingly. They will be reproduced in Financial General Orders in due course.
3. Heads of Departments are requested to bring these Regulations to the notice of all members of their Staff who may be affected by them and to invite their attention to the proviso to Regulation 1.
4. Treasury Circular No. 4 of 1952 is cancelled with effect from 1st April, 1953.

By Command,

J.E.PEPPER,
Secretary to the Treasury.

THE TREASURY,
Kuala Lumpur, 24th March, 1953.

FEDERATION OF MALAYA
THE FEES (PUBLIC OFFICERS) REGULATIONS, 1953.

Chapter I - GENERAL

1. These Regulations may be cited as "The Fees (Public Officers) Regulations, 1953" and shall come into force with effect from 1st April, 1953.

Provided that with the exception of Regulation 2 of this Chapter which shall apply to all officers, they shall not apply to any officer who, on the date of commencement of these Regulations, was already drawing fees in accordance with the conditions of service applicable to him at the time of his original appointment to the post or grade in respect of which he became eligible to draw fees, unless he shall expressly and in writing opt to have these Regulations applied to him.

2. All fees received from the public by an officer in his public capacity, even though authority may be hereinafter given for a part to be appropriated to his remuneration, will be dealt with in the same manner as other receipts of public money and the total amount paid into the Treasury. The amount to which the officer is entitled as refund will then be drawn on a voucher from the Treasury. The sum collected will be brought to account as Federal or State revenue as the case may be, the amount paid to the officer being charged against the appropriate vote in the Departmental Estimates of the officer concerned.

3. Fees paid to an officer for services performed other than in his public capacity may be retained by the officer. This Regulation does not relieve the officer of the duty first to obtain the permission of Government before undertaking any work for remuneration.

4. When a non-government concern wishes to use the services of a qualified professional expert the fee should be equal to three times the officer's pensionable emoluments subject to a maximum of \$100 per day or part thereof.

5. In exceptional cases when an officer carried out private work during normal working hours which could not be performed at any other time, he should be permitted to retain any fees paid subject to the approval of the Treasury in the case of Federal officers, or the State/Settlement Secretary in the case of State/Settlement officers.

6. Government Officers giving instruction to Government Staff, whether of his own or of another Department, during office hours shall not receive fees for so doing.

Chapter II - BROADCASTING

1. (i) No question of payment to the Government officer employed in the preparation or delivery of a lecture or talk, arises in connection with lectures or talks which are necessary or desirable in order to enable Government to carry out its recognized duties to the Community. For example, the publication of weather intelligence or, on the occasion of a census, of information regarding the procedure to be followed in filling up census returns, is part of the ordinary duty of Government officer, and no payment is permissible in respect of broadcast lectures or talks on these subjects, which are merely a means of enabling Government to perform its normal functions.

(ii) Lectures or talks, which are not necessary for Government purposes, may be given in their private capacity by Government officers as experts in a particular subject, whether or not they have specialised in this subject in their official capacity. In all such cases, if the subject matter is related to the work or the policy of Government, or if the broadcaster is to be announced by his official title, the prior authority of Government is required with the object of ensuring that:

(a) there is nothing in the lecture or talk contrary to the public interest or inconsistent with the status of a Government officer; and (b) the standing of the speaker is sufficient to justify the delivery by him of a lecture under his official title.

2. Subject to these conditions and to the due observance of any professional rule that may be in force as to the acceptance of a remuneration for such services, a Government officer may receive the same fee as would be paid to members of the public in similar circumstances; provided always that in all such cases the work involved in the preparation and delivery of the lecture or talk is done outside official hours.

Chapter III - CHEMISTRY

1. The fee chargeable for examining vessels for freedom from inflammable vapour shall normally be credited in full to revenue. Where, however, a supplementary fee is chargeable in respect of inspections made out of office hours or on public holidays this supplementary fee is refundable to the inspecting officer.

2. No part of any fee chargeable to any other Government or Government Department, shall be refunded to the officer undertaking the analysis or examination on such behalf.

3. All fees chargeable for consultations, professional advice or reports, to private individuals or firm on matters falling outside the normal work of the Department, shall be refunded to the officer concerned.

4. The supplementary fee under para. 1 and fees under para. 3 shall include an amount sufficient to cover the overhead costs involved in the use of Government buildings and apparatus, which shall be credited to revenue.

Chapter IV. - MARINE AND MARINE SURVEYS

1. One half of the fee payable to the Government for the inspection of vessels either before they enter port or for permission to berth, shall be refunded to the inspecting officer.

2. The whole of any fee paid for inspection of a vessel which has been damaged or stranded carried out with a view to providing a Certificate of Seaworthiness, shall be refunded to the inspecting officer.

3. The whole of any fee paid for invigilating and carrying out any examination on behalf of the Ministry of Transport, shall be refunded to the officer concerned.

4. The whole of any fee, payable in respect of the collection of Revenue for Imperial Light Dues shall be refunded to the Marine Officers responsible for the collection of the Dues, but shall not

be payable to any clerk employed on such duty.

5. The whole of any fee payable in respect of compass adjustments, shall be refunded to the officer concerned.

6. The whole of any fee payable in respect of services for the maintenance of privately owned buoys shall be paid to Government.

7. Seventy-five cent. of the pilotage fees at any port where there is not a Pilot Board shall be refunded to the officer concerned. The whole of the charges for any Government vessel used to carry the pilot shall be paid to Government.

Chapter V. - MEDICAL

1. The fees which may be charged for medical services rendered to paying patients are set out in the Schedule to this Chapter.

2. The Director of Medical Services may, by notification published in the Gazette, appoint officers by name to be Clinical or non-Clinical Specialist Officers for the purposes of these Regulations, provided that if hereafter a Medical Board or similar body is duly constituted for the purpose by the Government, the Director of Medical Services shall act on the recommendations of such body, and provided further that, until such Medical Board or similar body is duly constituted, the Director of Medical Services shall make such appointments on the advice of a Board consisting of the Director of Medical Services and two senior Specialists nominated by him.

3. No officer shall be appointed to be a Specialist Officer unless:

- (a) he is performing the duties of a post calling for the exercise of specialist functions; and either
- (b) he is in possession of recognised academic and professional qualifications and has experience to the satisfaction of the Director of Medical Services; or
- (c) he has practised specialist functions over a considerable period.

4. In this Chapter:

"Miscellaneous Fees" means the fees referred to in Regulations 9 and 10 of this Chapter;

"Nett Fees" means the sum of 75 per cent. of any Specialist

Fees added to the full amount of any Miscellaneous Fees paid in respect of the services of any medical officer;

"Specialist Fees" means any fees charged to paying patients in respect of the service of a specialist officer duly appointed under the provisions of Regulation 2 of this Chapter.

5. One-quarter of all Specialist Fees shall be retained by the Government and the remaining three-quarters shall be Nett Fees.

6. "Consultation" shall be deemed to cover an occasion when a patient, who is not an in-patient in a Government Medical Institution, is referred by a medical practitioner not in the Government

service to a Government Medical Officer for an opinion on his case, but not when a patient is referred by the private practitioner solely with the request for the patient's admission to a Government Medical Institution, and the consultant shall in all cases notify the private practitioner of his findings and the treatment recommended.

In cases of doubt, the Chief Medical Officer or other officer in charge of the Medical Department in the State or Settlement shall decide what may properly be classified as "Consultation". Any appeal from his decision shall be to the Director of Medical Services, whose decision shall be final.

7. Consultation Fees shall be refunded in full to the officer called into consultation but they shall be taken into account in calculating the deductions from nett fees in the manner prescribed in paragraph (a), (b) or (c) of Regulation 13 of this Chapter as the case may be.

8. Private practice in any form whatsoever is prohibited.

9. (1) In cases where a Government officer is summoned to give evidence as an expert on behalf of a party to a civil suit other than the Government, the Head of the Department of the officer concerned shall call upon the party so summoning him to deposit a sum of money as a fee.

(2) In the event of a dispute as to whether the officer has been called as an expert witness or as to the amount of the fees, the officer summoned should appear in answer to the summons and should apply to the Registrar to regulate the amount of his fee under the Rules of the Supreme Court applicable in the State or Settlement concerned.

(3) Fees paid in respect of expert evidence given by a Government Medical Officer shall be deemed to be Miscellaneous Fees.

10. To ensure uniformity in the application of Regulation 9 of this Chapter in the case of medical witnesses, the following principles shall be followed:

(i) (a) If the evidence required is merely for the purpose of verifying certain facts such as the date, place or cause of death, then no fee may be charged.

(b) A simple report on a case in hospital or a simple progress report may be considered as part of an officer's duty and no fee charged.

(c) Where a medical opinion is given on the facts connected with illness or death a fee \$10 may be charged, and such fee shall be deemed a Miscellaneous Fee.

(d) A report containing expert opinion is an expression of the doctor's professional knowledge and a fee of \$10 may be charged, and such fee shall be deemed a miscellaneous Fee.

(ii) In the case of Medical Certificates given under the provisions of the Workmen's Compensation legislation, the fee shall be deemed a Miscellaneous Fee. In cases where the compensation, if any, will fall to be paid by the Government no fee shall be chargeable for the issue of such certificates.

(iii) Any fee in respect of any evidence of a professional nature by a Government Medical Officer on behalf of a party to a civil suit other than the Government shall be deemed a Miscellaneous Fee.

11. An officer, summoned to give evidence as an ordinary witness and as an expert, is entitled to his expenses but not to a fee.

12. Consultation fees shall be payable for consulting Dental Officers who have been appointed under Regulation 2 to be Specialist Officers and Regulation 7 of this Chapter shall apply thereto.

13. To officers who have performed services for which Consultation, Miscellaneous and Specialist Fees are received, the following portions of such Fees shall be refunded, the balance in each case being retained by the Government.

(a) Fees paid to Clinical Specialists, i.e., Surgeons, Physicians, Anaesthetists, Ophthalmologists, Obstetricians, Gynaecologists, Ear Nose and Throat Specialists and such other specialist officers as may be declared by the Director of Medical Services to be Clinical Specialists -

of the first \$500 per mensem inclusive of consultation and nett fees, the full sum of the next \$750 per mensem,

consultation fees in full and nett fees (if any), one half;

of the next \$2,000 per mensem, consultation fees in full and nett fees (if any), one-quarter;

of any sum in excess of \$3,250 per mensem, consultation fees in full and nett fees, one-tenth.

(b) Fees paid to non-Clinical Specialists, Radiologists,

Pathologists, Bacteriologists, Biochemists and such other specialist officers as may be declared by the Director of Medical Services to be non-Clinical Specialists.

of the first \$500 per mensem inclusive of consultation and nett fees, the full sum;

of the next \$750 per mensem, consultation fees in full and nett fees (if any), one-quarter;

of any sum in excess of \$1,250 per mensem, consultation fees in full and nett fees one-tenth.

(c) Fees paid to other officers -

such portions of fees as are prescribed for non-Clinical Specialists in paragraph (b) of this Regulation.

Examinations conducted by the Nursing Boards

14. Government Officers may receive from the funds of the Nursing Boards remuneration for assisting in these examinations on the same basis as that to which examiners not in the Government service may be entitled.

The scale of fees shall be the same scale of fees as that laid down by the Nursing Council in the United Kingdom, subject to round off the figures to the nearest convenient number of dollars.

Remuneration to Government Officers for Lectures given to Nurses in Training

15. Government Officers with the exception of Sister Tutors may receive from the Nursing Boards the prescribed fees for authorised lectures given as part of a systematic course of training in any recognised Nursing school. The scale of fees shall be the same scale of fees as that laid down by the Nursing Council in the United Kingdom, subject to round off the figures to the nearest convenient number of dollars.

SCHEDULE.

CHARGES FOR MEDICAL SERVICES TO BE MADE TO PAYING PATIENTS.

TREATMENT FEE.

To be charged to a paying patient who is under the care of a Specialist (except maternity cases).

Paying patient in First

Class Ward \$5 per diem with a minimum of \$10 and maximum of \$50.

Paying patient in Second

Class Ward \$1 per diem with a minimum of \$2 and maximum of \$10.

Out-patient up to \$5 per treatment.

(Note: The patient will be liable to pay the fee in any hospital where there is a recognised Specialist dealing with the type of illness from which the patient is suffering).

OPERATION AND PSYCHIATRIC FEE.

Paying patient in First

Class Ward Minimum \$25, maximum \$500.

Paying patient in Second Class Ward Maximum \$200.

The maximum charge for surgical and psychiatric services for the relief of the same condition, even if more than one operation is required, will be limited to \$750.

Where an operation fee is charged, no treatment fee will be charged in respect of treatment of the same condition by the same Specialist.

ACCOUCHMENT AND MATERNITY FEES (including all requisite ante natal and post natal examinations conducted in hospitals at pre-arranged times).

Paying patient in First

Class Ward Maximum \$200 (unless attended by private practitioner).

Paying patient in Second Class Ward Maximum \$100 (unless attended by private practitioner).

ANESTHETIC FEE.

When a general anaesthetic is administered with or without a local or spinal anaesthetic by a Specialist Anaesthetist, the total anaesthetic fee will be 20 per cent. of the Operation or Accouchment fee, subject to a maximum of \$75.

For a spinal or local anaesthetic only administered by a Specialist Anaesthetist, the face will be not more than 10 per cent. of the operation fee, subject to a maximum of \$30.

CONSULTATION FEE.

Twenty-five dollars for a patient attending at the Consultant's clinic or office;

Thirty-five dollars for a domiciliary visit to a patient's home or to the private practitioner's clinic or office;

and in both cases, an additional charge of \$10 for attendance by night, i.e., between 7 p.m. and 7 a.m.:

provided that a higher fee may be charged at the Consultant's discretion if he is required to visit a patient outside the State or Settlement in which he is stationed.

X-RAY FEES.

X-Ray Examination:

Limbs \$30

Head, neck and trunk 40

Opaque meal, Cholecystography... 50

Pyelography or similar examination 50

Dental films, complete set ... 40

One tooth 5

Partial examination only One half of standard fees above.

Subsequent repeat or progress

examinations One-quarter of standard fees above.

X-RAY AND ELECTRO-THERAPEUTICAL TREATMENT.

X-Ray therapy, superficial ... \$10 for each treatment with a maximum of \$200.

X-Ray therapy, deep ... \$25 to \$50 for first treatment.

\$25 each treatment thereafter with a maximum of \$350.

Ultra Violet therapy ... Maximum of \$5 for each treatment.

Electro-Surgery ... \$10, \$25.

Other electrical treatment ... \$5-\$10 for each treatment with a maximum of \$100.

Radium treatment ... A charge of \$5 for each milligramme in use.

OPHTHALMIC CASES.

(a) Consultation cases ... Standard fees for Consultation as above.

(b) Other ophthalmic work ... At the same rates and subject to the same limitations as for Operation fees and Treatment fees (reading "per treatment" for "per diem") whether the patient or an in-patient.

I - SCALE OF CHARGES FOR BACTERIOLOGICAL AND PATHOLOGICAL

\$ c

1. Agglutination tests 10 00

2. Bacteriological or pathological examinations of body fluids, excreta, etc. 10 00

3. Bacteriological examination of body fluids, excreta, etc., with animal inoculation 25 00

4. Blood -
 - Complete count 25 00
 - Differential count 10 00
 - Haemoglobin estimation 5 00
 - Enumeration of erythrocytes 5 00
 - Fragility test 10 00
 - Sedimentation test 10 00
 - "Rhesus" grouping 25 00
5. Examination of sores, ulcers, etc.... .. 10 00
6. Examination of stained films for parasites 5 00
7. Pregnancy tests 25 00
8. Section cutting and examination of tumours 25 00
9. Vaccine preparation (autogenous) 25 00
10. Fractional test meal 25 00
11. Determination of gastric acidity 10 00
12. Assay of antibiotic potency 25 00
13. Bacteriological examination of water, milk ice-cream or foods 25 00
14. Tests for bacteriological sterility ... 25 00
15. Seminal assays 25 00

II. - SCALE OF CHARGES FOR BIOCHEMICAL EXAMINATIONS

Examination of Body Fluids and Excreta

Blood

\$ c.

1. Determinations of: Albumin, globulin ratio, amylase, ascorbic acid, bilirubin, calcium, chlorides, cholesterol, creatinine, fibrinogen, glucose, haemoglobin and haematocrit, icterus index, non-protein nitrogen, phosphatase (acid), phosphatase (alkaline), potassium, protein, prothrombin, sodium, sulphenamides, thiocyanate, urea, uric acid, vitamin A and carotene, other organic and inorganic constituents.

Aldehyde test, cephalin-cholesterol flocculation test, colloidal gold curve, Takata-Ara reaction, thymol turbidity test, carbon-dioxide combining power ... 10 00

2. Three or more determinations ... each 5 00

Urine

3. Qualitative tests for: acetone bodies, albumen, bile pigments, indican, mepacrine, reducing sugars ... 5 00

4. Full examination 10 00

5. Determinations of: calcium, chlorides, creatine, diastase, glucose, hippuric acid, phosphates, potassium, protein, sodium, urea, other organic and inorganic constituents... .. 10 00

6. Three or more determinations... .. 5 00

7. 17-Keto-steroids 25 00

8. Examination of urinary calculus 10 00

Faeces

- 9. Examinations for: bile pigments, occult blood; microscopical examination 5 00
- 10. Determination of fats and fatty acids ... 25 00

Cerebro-spinal fluid

- 11. Pandy's test, Nonne Appelt test 5 00
- 12. Determinations of: chlorides, glucose, protein urea 10 00
- 13. Full examination 15 00
- 14. Colloidal gold curve 10 00

Tests of body function

- 15. Galactose tolerance test, glucose tolerance test, insulin tolerance test, laevulose tolerance test, urea clearance test 25 00
- 16. Half-hourly blood sugar curve 30 00
- 17. Basal metabolic rate 50 00

Examinations of Foods and Vitamin Preparations

- 18. Determinations of: ascorbic acid, vitamin A and carotene 20 00
- 19. Determinations of: aneurine, nicotinic acid, ribo-flavin, other vitamins of the B-complex ... 50 00

III. - SCALE OF CHARGES FOR BACTERIOLOGICAL, PATHOLOGICAL AND BIOCHEMICAL EXAMINATIONS FOR LABOURERS ON ESTATES AND MINES

\$ C.

- 1. Agglutination tests (Widal, Weil-Felix, etc.) ... 2 00
- 2. Kahn test 3 00
- 3. Bacteriological or pathological examinations of body fluids, excreta, etc. 2 00
- 4. Bacteriological examinations with animal inoculation 5 00
- 5. Examination of sores, ulcers, etc. 2 00
- 6. Examinations of stained films for parasites ... 2 00
- 7. Gastric test-meal 10 00
- 8. Glucose tolerance test 10 00

(Other Biochemical Examinations 20% of Rates listed in Section II)

- 9. Section cutting and examination of tumours ... 10 00
- 10. Vaccine preparation (autogenous) ... 10 00

IV. - SCALE OF CHARGES FOR ANTIGENS, SERA, VACCINE LYMPH, AND VACCINES -

\$ c.

- 1. Kahn Antigen ... 10 cc. ... 10 00
- 2. Amboceptor ... 10 cc. ... 20 00
- 3. Vaccine lymph - 30 cents per tube.*
(Free to all Government and Municipal and Health Services) ... - -

* Half rates for quantities over 10,000 tubes.

4. Anti-human presipitin sera 10 cc. ... 10 00
5. Blood-grouping sera ... 1 cc. ... 5 00
6. Typhoid (T.A.B.) vaccine... 25 cc. ... 5 00
7. Cholera vaccine ... 25 cc. ... 2 50
8. Rabies vaccine (human) ... 30 cc. ... 17 50
9. Rabies vaccine (canine) ... 6 cc. (per dose) 1 00
10. Yellow fever inoculation+.. ... 10 00
11. Antivenin }
12. Plague vaccine } At ruling commercial rates.
13. Various }

"(i) Any fee may be reduced or waived at the discretion of the Director of the Institute for Medical Research or by the Senior Medical Officer in a State or Settlement:

- (a) when the patient is unable to pay, or able to pay only at a reduced rate;
- (b) when more than ten specimens are submitted at the same time for the same examination;
- (c) where an examination is made in the public interest.

(ii) No fee will be charged -

- (a) in respect of examinations for all notifiable and dangerous infectious diseases, typhoid, typhus, diphtheria, tuberculosis, leprosy, and for malaria and intestinal parasites;
- (b) in respect of examinations on behalf of the members of the Security Forces (the definition of 'Security Forces' being at the discretion of the Secretary for Defence).

(iii) The Director of Institute for Medical Research (or other appropriate authorities) may at his discretion fix the charges for examinations not included in this schedule;

(iv) Where any specimen is sent for examination, the fee is to be deemed a laboratory fee, not a consultation fee. Where a patient is sent by a private practitioner to a laboratory for examination by a Pathologist or Bacteriologist for an opinion on his condition, this will be deemed to be a consultation."

Chapter VI. - VETERINARY

1. Fees paid for treatment given in a Government Veterinary Centre shall be retained in full by the Government.

2. If a Veterinary Officer, Research Officer, Deputy or Assistant Veterinary Officer is required to visit an animal at the owner's premises for treatment, the full amount of such fees shall be Miscellaneous Fees, if the visit is made outside office hours and he certifies that the animal could not be brought to a Government Veterinary Centre or seen during office hours. If the visit is made during office hours, half the amount of such fees shall be Miscellaneous fees, if he certifies that the animal could not be brought to a Government Veterinary Centre.

 + No charge to Mecc pilgrims, or to labourers or detainees, and their families, repatriated by order of Government, or to Government servants and their families.

3. The full amount of fees payable for certificates or reports given to private persons or non-

Government bodies or for laboratory work or professional advice falling outside the normal work of the Department shall be Miscellaneous fees.

4. Consultation fees shall be refunded in full to the officer called into consultation but they shall be taken into account in calculating the deductions from nett fees in the manner prescribed in Regulation 5 of this Chapter.

5. There shall be refunded to Veterinary Officers, Research Officers, Deputy and Assistant Veterinary Officers, who have performed services for which Consultation or Miscellaneous Fees are paid, the following portions; the balance being retained by the Government:

of the first \$500 per mensem inclusive of Consultation and Miscellaneous Fees the full sum; of the next \$750 per mensem, Consultation Fees in full and Miscellaneous Fees (if any) one-quarter; of any sum in excess of \$1,250 per mensem Consultation Fees in full and Miscellaneous Fees one-tenth.

6. The schedule of fees which may be charged for Veterinary services is as published in the Government Gazettes from time to time.

7. In the event of any doubt as to whether a fee or what portion of it may be classified as a Consultation Fee or Miscellaneous Fee the Director of Veterinary Services or the person for the time being acting as the Director of Veterinary Services shall decide, and his decision shall be final.

Chapter VII. - EXAMINATIONS AND INSTRUCTION

1. Any officer in the Public Service may be called upon by the State or Settlement Secretary or Head of Department at any time to set and mark Government examination papers, or to invigilate Government examinations or to conduct an organised course of instruction but only where these duties have to be undertaken outside normal office hours will any fees or remuneration be paid to the officer concerned.

2. Where, in accordance with Regulations 1, remuneration is payable it will be paid direct to the officer concerned as follows:

- (a) for invigilating a paper, one per cent. per hour of the officer's basic monthly salary;
- (b) for a course of instruction, two per cent. per hour of the officer's basic monthly salary. No additional remuneration will be paid for preparation;
- (c) for the setting of a paper plus marking thereof, per paper marked half of one per cent. of the officer's basic monthly salary, with a minimum of \$25 and a maximum of \$250.

In calculating the sum due, hours will first be reckoned to the nearest one-tenth of an hour, and thereafter cents to the nearest ten cents upwards.

3. The whole of any fees payable by any non-Government candidate permitted to take a Government examination shall be paid to Government but the Government officer (or officers) who mark and set the papers, and invigilate the examination will be entitled to payment in accordance with the preceding Regulations.

4. An officer who is permitted by Government to set and mark papers in, or invigilate examinations held under, the authority, of non- Government for instructions may retain in full the fee paid by the examining body provided that his appointment as examiner is not within the scope of his normal official duties, and that the work is done outside normal office hours or while he is on leave.

5. Where a Government officer is invited by a non-Government institution to give a lecture or instruction and is offered a fee or honorarium therefor, the officer concerned will report the fact to Government for instructions. Each case will be decided ad hoc by the Chief Secretary, Menteri Besar, or Resident Commissioner as the case may be but as a normal rule:

(a) if the work is performed out of normal office hours and the subject is not connected with the officer's past or present duties as a Government officer the whole of the fee or honorarium shall be paid direct to the officer;

(b) otherwise, the whole of the fee shall be paid to Government and one half thereof shall be refunded to the officer.

"NOTE: Paragraph 2 of this Chapter has been amended vide Try. (Est) 1807 Pt. VII/15 dated 1.5.54, a copy of which is at page 17."

Chapter VIII. - EDUCATION

Any Government officer who is called upon to undertake extra-curricula professional services may receive fees and allowances as set out in the Schedule to this Chapter.

SCHEDULE

Fees and Allowances payable for Extra-Curricula Professional Services

\$ c.

1. Residential Colleges and Institutions:

(a) Officers in Divisions I and II; Vernacular

Teachers, Special Grade; Teachers in English Schools, Normal Trained, Special Grade;

Translators; G.C.S. Clerks, Special Grade;

who are required by the Principal to take their full share in the extra duties of a Residential College 50 00 per month

(b) Teachers other than those in (a) above religious instructors; handwork and craft instructors; who are required by the Principal to take their full share in the extra duties of a Residential College 40 00 "

2. Schools, Institutions and Departments with Hostel attached:

Officer in charge of Hostel -

For smaller hostels 35 00 "

For larger hostels 50 00 "

3. Assistant Inspector of Vernacular Schools 30 00 "

4. Vernacular Group Teachers, Visiting
Teachers and Specialist Teachers ... 15 00 "

5. Senior Normal Instructors (where these are required by the volume of work) ... 25 00 "

6. Instructors (English medium):

(a) Normal Classes and Teacher Training Classes }

(b) Evening Classes in Vocational, Technical and Scientific subjects. } 10 00 an hour with a
maximum

(c) Evening Continuation Classes and Adult } of \$40.00 a Classes } } week.

(d) Extra-curricula Post-Secondary Classes }

(e) English in vernacular schools } 5 00 an hour

7. Science in English Schools 7 50 "

8. Instructors (Vernacular medium):

(a) Teacher Training Classes, Instructor with English school qualifications ... 5 00 an hour

(b) Teacher Training Classes, Instructor with vernacular school qualifications ... 3 00 "

(c) Handwork and Craft Classes, Instructor with vernacular school qualifications ... 3 00 "

(d) Afternoon or Evening Classes, Instructor with vernacular school qualifications ... 3 00 "

(e) Malay in Chinese schools; Chinese in Malay schools ... 3 00 "

(f) Miscellaneous Classes for Trained Vernacular Teachers, Instructor with vernacular school
qualifications 3 00 "

9. Vernacular Pupil Teacher Classes ... 3 00 "

10. Superintendent, Government Evening Classes, Penang 80 00 per month

10. Superintendent, Government Evening Classes, Kelantan 20 00 "

Chapter IX. - MISCELLANEOUS

1. Provided always that he has complied strictly with the relevant Government Regulations, Orders and Circulars governing journalistic work, the whole of any fee payable in respect of such work may be paid direct to the officer concerned.

2. The fee payable under item 20 of Supreme Court Rule No. 9 of 1948 for copies of Notes of Evidence taken in any cause or matter shall be refunded in full to the Judge's Secretary.

3. When the expert advice of an officer is sought by a non-Government undertaking, the officer concerned shall in each and every case obtain the decision of the Government (Federal, State or Settlement as the case may be) as to whether and on what terms his services may be made available.

4. When express and written approval has been given for an officer to give expert advice, and provided that the giving of such advice is not within his normal duties, the whole of any fee paid may be refunded to the officer concerned.

5. Translators and Interpreters are not normally permitted to undertake translations which are not required for the conduct of public business. All requests for translations made by members of the public should be directed through the Head of the Department concerned. If a translation is undertaken on the instructions of or with the permission of the Head of Department, one half of any fee levied for such translation may be refunded to the translator.

COPY

Sir,
The Fees (Public Officers) Regulations, 1953
Chapter VII Examinations and Instruction

I am directed to inform you that it has been decided to replace paragraph 2 of Chapter VII of the Fees (Public Officers) Regulations 1953 (Treasury Circular No. 6 of 1953) by the following new paragraph 2 with effect from 1st May, 1954.

"2. Where, in accordance with Regulation 1, remuneration is payable it will be paid direct to the officer concerned as follows:

\$ c.

(a) for invigilating paper per hour 5.00

(b) for a course of instruction, per hour 10.00

No additional remuneration will be paid for preparation.

(c) for conducting an oral examination, per hour 10.00

(d) for the setting of a paper for which the examination time allowed is -
less than 1 hour 5.00

1 hour or more but less than 1 1/2 hours 10.00

1 1/2 hours or more but less than 2 hours 15.00

2 hours or more but less than 2 1/2 hours 20.00

2 1/2 hours or more but less than 3 hours 25.00

3 hours or more 30.00

(e) for the marking of a paper for which the examination time allowed is -
less than 1 hour, per paper marked30

1 hour or more but less than 1 1/2 hours, per paper marked60

1 1/2 hours or more but less than 2 hours, per paper marked90

2 hours or more but less than 2 1/2 hours, per paper marked ... 1.20

2 1/2 hours or more but less than 3 hours, per paper marked ... 1.50

3 hours or more, per paper marked ... 1.80

In calculating the sum due, hours will first be reckoned to the nearest one-tenth of an hour, and thereafter cents to the nearest ten cents up-wards; and where a paper is set or marked by more than one examiner, the fee payable will be shared in proportion to the number of questions set or marked."

I am, Sir,
Your obedient servant,

Sgd/ R.W. Smith
for SECRETARY TO THE TREASURY

All Heads of Federal Departments
c.c. All State/Settlement Secretaries.