

GOVERNMENT EMPLOYMENT

January 2010

In this guide

General Lists/
Public Service Lists

Departmental Employment
Records (alphabetical)

Note: Records are held in Wellington unless specified as Auckland (AK), Christchurch (CH) or Dunedin (DN)

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Introduction

The government in New Zealand has usually employed a considerable proportion of the country's workforce. Information relevant to family historians may be found in general lists of public service employees or in the records of specific government departments, though most departmental records are far from complete.

Unless otherwise indicated, the records listed in this Research Guide are held in the Wellington office.

GENERAL LISTS

There are many different lists of public service employees in New Zealand, and the majority of them have been published in some form or other.

Blue Books (1840-1855)

[IA 12/1-19 & NM 11/1-6]

These books of information about the colony include the earliest public service lists, of the 'Civil Establishment' – those employed by the fledgling British government in New Zealand. Usually there is little information about a person. All those named in the Blue Books are entered in the General Biographical Index [Bio 1] in the Wellington Reading Room. See also 'Internal Affairs' (page 6) for early civil servants.

Blue Books were not published every year but in some years two were published. For 1848-1852, when New Zealand was divided into two provinces, Blue Books were published for both New Ulster [IA] and New Munster [NM].

Access to *digital images* of Blue Books may be gained through ARCHWAY.

Gazettes

For the years 1851-1951 the *New Zealand Gazette* (and various provincial gazettes 1851-1876) listed appointments to military and civilian positions. It is necessary to search the volume indexes to locate a name and appointment (but see next column for published lists from 1913). Some *Gazettes* are available in Archives New Zealand offices, but they may also be found in other institutions and online.

Public Service Lists

Public Service Lists were published in various forms. General Lists appeared from 1866 in the *AJHR* (*Appendices to the Journal of the House of Representatives*), and also in the *New Zealand Gazette* on 28 May 1872 (pp306-345), and then from 1913 to 1941. The Government Printer produced the lists from 1942 until their end in 1988. Many lists, especially from 1913, were printed as separate books.

The lists, particularly in the early years, were given various titles, such as 'Public Servants', 'Alphabetical List of Officers of the New Zealand Government', 'Civil Establishment' and 'Nominal Roll of Persons Employed in each Department'.

AJHR

The lists in the *Appendices to the Journal of the House of Representatives* are found first under the code D 1866-1870, under G 1871-1872, and under H 1873-1875 and later. The number following the letter code varies from year to year.

- In 1866 (D-3) and 1872 (G-10,-28,-53) there were three different lists.
- Between 1875 and 1907 only one 'Roll of Persons in Government Employ at or near each post office in the colony' was published, *AJHR* 1881 H-2, Repro 68 in the Wellington Reading Room.
- A list was published in 1907 (H-5), but then not again before regular Public Service Lists began in the *New Zealand Gazette* in 1913.

Bound Volumes

Many *AJHR* and *NZ Gazette* lists were published, especially 1913-1988. These bound volumes are in the Wellington Reading Room and other institutions.

For most of the years 1866-1875 the lists are alphabetical, except for lists of Maori in the Public Service which are roughly north to south. However, from 1881 until 1971, the lists were not organised in alphabetical order of surname, but by department, job and classification. Searching for individual names is therefore laborious. The only exceptions are lists for 1915-1916 and 1918 where the volumes sometimes include an alphabetical index.

Departmental Lists

- The Post & Telegraph Department produced separate lists from 1891, published in the *New Zealand Gazette* 1891-1892 and then in the *AJHR* (F-) from 1893. These were also produced as separate books.
- The Railways Department published its own lists from 1893 in the *AJHR* (D-). These were also produced as separate books.
- A Nominal Roll of Employees in the Lands & Survey Department appeared in the *AJHR* 1901 (C-1A). This list includes the full name, date of birth, age, date of joining department, length of service, place and salary.

Civil Service Examination Board Results

Civil Service examination results were published for a number of years, firstly in the *AJHR* 1873-1886 (H-... but a different number each year), and then in the *New Zealand Gazette*.

The results in the *AJHR* are listed in order of performance, with passes of 1st, 2nd and 3rd class noted. For each person listed, details are given of schooling. In the *New Zealand Gazette* the results are listed in overall order of merit.

DEPARTMENTAL EMPLOYMENT RECORDS

Most government departments maintained staff registers and service schedules or personal files. A few departments published their own employee lists.

Archives New Zealand holds some employment records from a variety of government departments and agencies, which may include life and employment data interesting to family researchers. However, the records vary considerably from one department or agency to another. Many of the records are limited and all of them are incomplete.

Access restrictions usually apply to salary information and may apply to other employment records. Where possible restrictions have been given, but ARCHWAY should always be consulted for restrictions.

AGRICULTURE

Ceased Employees (Classification cards 1947-1967 – alphabetical) [ABLY W4201/1-6]

ARMED FORCES

See also separate Research Guide: *War*

Personnel Records

Archives New Zealand holds individual personnel files from the Anglo-Boer War 1899-1902 [AABK 18805 W5515] and from the period 1914-1920, which includes the First World War. References to individual records may be found by name in ARCHWAY, accessible from the Archives New Zealand home page:

www.archives.govt.nz

Later Military Service files, such as from the Second World War, are still held by the New Zealand Defence Force. Contact details are:

New Zealand Defence Force
Personnel Archives
Private Bag 905
Upper Hutt
Phone: 04 527 5280
Fax: 04 527 5288 / 527 5275
Email: personnel.archives@nzdf.mil.nz

Army Department

- Staff Miscellaneous [(AAYS 8638) AD 1/43]
This subseries deals with staff matters and includes civil staff. Some files contain staff returns for various sections/divisions within the Defence Department.
- Administrative Staff at General Headquarters 1922 (Turkish War – military and civilian)
[AD 1/163 (Box 1391)]
- Civil Staff Occupation Classification Policy 1963-69 [AD 1 (second sequence) 265/8/1]
This file contains a list of staff and details of designation and duties

ARTS COUNCIL

- Personnel Files (38) 1964-1993
[ABRL 7517 W5068/1-2] **R70**

AUDIT

- Register of Civil Servants 1841-1869 (Printing, Electoral & Audit Depts only)
[(ACGO 8358) IA 26/1]
- Salary Registers 1884-1909
[(ADAV 16029) A 6/1-18]
- Staff List for Pay Period ending 24 February 1982 (computer print out of staff by surname)
[AAWR W4351/97] **R25**

**BROADCASTING
(NZBS/NZBC/BCNZ/TVNZ)**

- ZLD Auckland – Personal Files (27) 1924-1986
[BBGZ 20454 A1037/44b-48b] **R70** (AK)
- Personnel files (306) 1939-1995 [AAHT 7422] **R70**
- Staff (various files 1945-1963 which may refer to individuals) [AADL 564 1/3/2-30 (8c-12a; 31b-32b)]
- Staff – Applications for Appointment 1950-1957
[AADL 564 4/1/1 (119c)]
- Staff – Applications for Appointment 1957-1963
[AADL 564 4/2/1 (113b)]
- Staff, Etc, Addresses, Telephone numbers 1968-1974
[DAFN D297/76e] (DN)
- Lists of Persons Employed on the Permanent and Temporary Staff of the New Zealand Broadcasting Corporation, 1971-1974 [DAFN D297/7b-7e] (DN)

CRI**(Crown Research Institutes)**

Personnel Listings 1992 (computer printout, alphabetical) [ABMQ 7381 W4189/1] **R**

CUSTOMS**Auckland office:**

- Return of Staff 1866 [BBAO 5571 1c] (AK)
- Attendance Book 1902-1903
[BBAO 5571 1f] (AK)
- Staff Lists 1915-1961 & 1948-1973
[BBAO 5571 4a-4b] (AK)
These include officers at the ports of Auckland, Hokianga, Kaipara, Mangonui, Russell, Whangarei.
- Staff Establishment – Customs Department 1962-1987
[BBAP 4106 65d] (AK)
- Photographs – Auckland staff 1908-1913 & 1935-1938
[BBAO 5570 1a & 2a] (AK)

Wellington office:

- Nominal List of Officers etc (entered bonds) 1866-1884
[(ACIF 16485) C 23/12]
- Staff Index 1878-1879 [(ACIF 16485) C 23/14]
- Salaries Books 1882-1914
[(ACIF 16485) C 23/7-11]
- Staff (overall range 1882-1965, various files)
[(ACIF 16475) C 1 21/...]
- Appointments, transfers and salary changes 1884-1890
[(ACIF 16485) C 23/15]
- Personal Letter Files 1925-1941
[(ACIF 16486) C 24/19-22]

DSIR**(Department of Scientific and Industrial Research)**

Access restrictions apply from file closure.

- Personnel Files (603) 1912-1992
[AAYY 7474 W4230] **R70**
- Head Office – Personnel Files – Non-Scientists
[ARCH 7804 W5093 (Box 9) 83/233] **R100**
- Head Office – Staff Section – Registered Files 1983
[ARCH 7804 W5093 (Box 9) 83/234] **R100**
- Head Office – Staff Section – Scientists Personnel Files/ – Non-Scientists 1983-1987
[ARCH 7804 W5093 (Box 10) 83/253] **R100**
- Head Office – Staff Files 1985-1987
[ARCH 7804 W5093 (Box 24) 85/46] **R100**
- Head Office – Personnel Files 1987-1988
[ARCH 7804 W5093 (Box 43) 87/56] **R100**
- Staff Personnel Files (36) 1879?-1930?
[(AEKN 19608) SIR 2/1-10] **R100/40**
- Personnel Files (46) 1937-1974
[AAOQ W3922/1-3] **R70**

EDUCATION**Teachers**

Teacher records held at Archives New Zealand are limited and incomplete. See separate Research Guide: *Education*.

Education Department

- Education Department Staff Register c1878-1954 (includes departmental staff, teachers at Maori & special schools; few entries after 1910)
[(ACIG 17269) E 16/1]
- Service Schedules & Leave Cards of Department Staff (8283, not teachers) c1910-1988
[AAAD W3460/1-91] **R100**
Full files were retained for employees dismissed or whose appointments were annulled, and for those in senior positions or otherwise notable.

Nelson Education Board

- Nelson Salary Cards (not teachers) 1947-1989
[ABQA W4480/1] **R100/40**

Christchurch office:**Christchurch Teachers' College**

- Staffing Files 1965-1975
[CALN CH155/92-96,100,106-107,110] **R70** (CH)
- Staff Photographs 1879-1988
[CALN 3082 CH182/1-2] (CH)
- Staff Photographs 1972-1989
[CALN CH320 ctc300/...] (CH)
- Staff Photographs (4, some with students) 1915, 1933, 1988 [CALN 3082 CH537/2] (CH)
Most of these accessions also include files and photographs relating to students.

ELECTRICITY / STATE HYDRO

For many years Electricity or State Hydro was a division of the Works Department, so records of that Department may also need to be searched.

Access to some files is restricted from the last date on the file.

Wellington office:

- Personal Files 1905-1977 (employees who attained senior positions)
[AADO 7237 (Boxes 262-281)] **R70**
- Personal Files/Transit cards: Electricity 1981-1987 (those who left in that period)
[AAFH 7237 W4822 (Boxes 1-261)] **R70**
- Service Schedule Cards (96) 1947-1981 (mostly 1962-1981) [AADO 684 (Boxes 1-67)] **R100/40**
- Field Staff General: Hydro-Electric Supply 1945-1948 [AANU 7740 W4121 30/34/H (Box 1)]
- Reorganisation Proposals of State Hydro-Electric Department 1946 (includes lists of staff)
[AANU 7740 W4121 30/32/0/2 (Box 1)]
- Draughtsmen from England 1947-1949
[AANU 7740 W4121 30/31/A (Box 1)]
- Accidents to Workmen:
1945-1963 (29 files, 30 men, mostly fatal accidents)
[ED 1 W2673 4/20/5-91 (Boxes 40-41)] **R40**
1955-1971 (3 files) [AANU W4199/1]
1961-1971 (15 files) [AADO W3004 28/13/3-43]

ENERGY

See above, especially the second listing.

ENVIRONMENTAL SCIENCE & RESEARCH (ESR) Institute of

Among a variety of records are:

- Salary Classification Cards / Leave Cards A-Z
c1950-1990 [ABLQ W4146/4-6] **R100**

FIRE SERVICE**Auckland Office:****[Auckland] Number 1 Region**

Service record books 1908-1943 [BCAQ A380/1-4]

Attendance books

Central 1928-1935	[BCAQ A380/31]
Mt Albert 1938-1961	[BCAQ A380/29-30]
Onehunga 1933-1956	[BCAQ A380/27-28]
All areas 1946-1955	[BCAQ A380/32]

Service cards

Beachlands 1967-1968	[BCAQ A1025/4b]
Headquarters 1933-1963	[BCAQ A1025/4c]
Manurewa 1967-1968	[BCAQ A1025/4d]
Mt Wellington 1933-1968	[BCAQ A1025/4g]
Onehunga 1930-1968	[BCAQ A1025/4e]
Otahuhu 1920-1968	[BCAQ A1025/4a]
Papakura ?-1969	[BCAQ A1025/4h]
Western Districts 1936-1968	[BCAQ A1025/4f]

Mangonui Fire Authority

Staff returns 1973-1974 [YCBF A330 box 2]

Mt Wellington Fire Station

Roll books 1942-1969 [BCAQ A1025/5a-5g]

Volunteers roll books 1959-1972 [BCAQ A1025/6a-6b]

Tauranga Fire Brigade

Roll books 1912-1974 [BAPW A388/1-7]

Mt Maunganui volunteers roll books 1941-1974

[BAPW A388/8-11]

Wellington Office:**Fire Board Lower Hutt**

Occurrence Books 1939-1972 (109 volumes)
[FB-LH W2027 (Boxes 1-7)]

Roll Books 1905-1965 [FB-LH W2027 (Box 8)]

Duty Rosters 1934-1938 [FB-LH W2027 (Box 8)]

Hutt Park Occurrence Books 1945-1953 (6 volumes)
[FB-LH W2027 (Box 7)]

Waterloo Occurrence Books 1953-1955 (2 volumes)
[FB-LH W2027 (Box 8)]

Fire Board Masterton

Roll Books 1893-1909 [FB-LH W2020 (Box 2)]

Occurrence Books 1910-1949
[FB-LH W2020 (Box 5)]

Occurrence and Roster Books 1939-1949
[FB-LH W2020 (Boxes 6-7)]

Volunteer Fire Brigade Roll Book 1898-1900
[FB-LH W2020 (Box 4)]

United Fire Board Association Roll Book 1912-1914
[FB-LH W2020 (Box 4)]

Fire Brigade, Roll 1912-1929
[FB-LH W2020 (Box 5)]

Fire Board Palmerston North

Brigade Members 1893-1945 [FB-PN W2022 (Box 3)]

Brigade Members 1945-1955 [FB-PN W2022 (Box 3)]

Drill Attendance Records 1927-1956
[FB-PN W2022 (Box 11)]

Brigade Members Leave/Shift records (23 notebooks)
1930s-1940s [FB-PN W2022 (Box 10)]

Wages Book 1946-1950 [FB-PN W2022 (Box 10)]

Wages Sheets 1952-1958 [FB-PN W2022 (Box 4)]

Fire Board Petone

Fire Call Attendance Register 1946-1952
[FB-P W2036 (Box 6)]

Occurrence Books (Vol.1-86) 1960-1978
[FB-P W2036 (Boxes 1-5)]

Roll Books 1971-1973, 1973-1975
[FB-P W2036 (Box 6)]

Fire Board Upper Hutt

Occurrence Books 1965-1974
[FB-UH 3/1a-3d (Boxes 1-3)]

Fire Board Wellington

Service Record Book Permanent Staff Vol.2 1899-1925
[FB-W W2026 (Box 2)]

Service Record Book Permanent Staff Vol.3 1910-1935
[FB-W W2026 (Box 3)]

Service Record Book Permanent Staff 1932-1947
[FB-W W2026 (Box 4)]

Service Record Book Permanent Staff 1932-1955
[FB-W W2026 (Box 4)]

Auxiliary Staff Registers 1931-1944, 1944-1961
[FB-W W2026 (Box 4)]

All these volumes include alphabetical indexes.

Appointments/Promotions 1942-1957
[FB-W W2026 (Box 7)]

Occurrence Books 1931-1970s (250 vol.)
[FB-W W2026 (Boxes 10-21)]

Christchurch Office:**Christchurch Fire Board**

Employees Register 1920-1951
[CASS CH224/53 329] (CH)

Employees Register 1939-1947
[CASS CH224/53 330] (CH)

Dunedin Office:**Dunedin Fire Board / New Zealand Fire Service, Otago/Southland**

Photographs/certificates (various) [DABA D48] **R** (DN)

Fire Reports, Occurrence Books, Log Books, Nominal Rolls, etc [DABA D50] **R** (DN)

FOREIGN AFFAIRS

- New Zealand Representation Overseas (overall dates) 1913-1961
[(ACIE 8798) EA 1 62/1/1 – 62/280/4]
- New Zealand Representation Overseas (overall dates) 1950-1957 [(ACIE 8798) EA W2619/17-18, 62/2/34 – 62/202/2]
- New Zealand Representation Overseas (overall dates) 1923-1985 (a mixture of general files and those for specific postings)
[ABHS 950 W4627 62/1/1 – 62/521/1] **R30**

FOREST SERVICE**Auckland Office:**

- Rotorua forestry staff classification cards c1920-c1990 [BBQI 11140/1-21] (AK)
- Waipa sawmill staff classification cards c1950-c1990 [BBQI 11714/1-2] (AK)
- Staff Classification Cards (Auckland region) 1920-1990 [BBQI 11140/1-21] (AK)

Wellington Office:

- Personnel Files 1894-1973 (154, mostly senior staff) [(ADSQ 18181) F W2338/1-18]
- Applications for Appointment as First Director and First Chief Inspector of Forest Service 1919-1920 (55 applications by surname) [(ADSQ 18540) F W1921/348]

- Return of Discharged Soldiers Employed January 1920 to October 1925 [(ADSQ 17639) F 1 3/1 Part 3 (Box 52)]
- Personnel – Staff – Miscellaneous papers 1920-1927 (6 files) [(ADSQ 17639) F 1 W3129 2/2/16 (Box 28)]
- Staff files 1929-1972 (9 files Box 1; 4 files Box 2) [(ADSQ 18181) F W2479/1-2)]
R25 from retirement
- Personnel Files 1929-1988 (9326) [AAFH 20506 W5555 (Boxes 1-36)] **R 70 from closure**
- Staff files (5 selected files, senior staff) 1936-1974 [(ADSQ 18181) F W2841 (Box 1)]
R25 from retirement
- List of Semi-permanent Employees with over 2 years service November 1930 to December 1931, in file [(ADSQ 17639) F 1 3/0 Part 1 (Box 51)]
- List of Semi-permanent Employees with under 2 years service November 1930 to December 1931, in file [(ADSQ 17639) F 1 3/0 Part 1 (Box 51)]
- Personal Record of Employees 1932-1947 [(ADSQ 17639) F 1 3/1 Part 2 (Box 52)]
Includes some lists and details of individuals, but no overall records of the period.
- Workers – Regulation 130 Employees – Fatal Accidents 1943-1976 (40 accidents by surname) [(ADSQ 17639) F 1 W3129 3/6 (Boxes 29-30)]
- Workers – Regulation 130 Employees – Non-Fatal Accidents 1937-1975 (75 accidents by surname) [(ADSQ 17639) F 1 W3129 3/6 (Boxes 30-31)]
- Grievances & Dismissal of Workers 17/5/1946 to 26/1/1954 [(ADSQ 17639) F 1 3/3 Parts 1-2 (Box 53)]
- Appointment of State Forest Officers as Fire Officers – 6/9/1948 to 29/9/1958 [(ADSQ 17639) F 1 2/4/5 Parts 1-4 (Boxes 50-51)]
- Honorary Forest Rangers 15/12/1948–20/9/1957 [(ADSQ 17639) F 1 2/4/3 Part 1 (Box 50)]
- Correspondence – Workmen – Wellington Conservancy 16/11/1951–1/8/1957 [(ADSQ 17639) F 1 3/1/3 Vol.2 (Box 52)]
- Warrant of Appointment as Forest Officer 2/12/1953–27/11/1957 [(ADSQ 17639) F 1 3/4/8 (Box 51)]
- Appointment of Forest Rangers under Wild Life Act 1953, 1954-1956 [(ADSQ 17639) F 1 2/4/1 Part 3]

Photographs

- Black & White Reference Prints [AAQA 6506 (Boxes 1-34)]
This series includes prints of staff, and of staff in the field. Names of individuals are generally recorded on the back. Access is through the Indexes, below.
- Black & White, Colour, Slide, Subject Index 1922-1987 [AAQA 6507 (2 drawers)]
- Portraits and Groups Index [AAQA 6511/1]
This complements the Index by subject and provides references to group and individual photographs.

Dunedin Office:**New Zealand Forest Service**

- Southland Conservancy – Staff (Mostly administration; some Diaries, a few Personal Files. Overall dates 1937-1986) [CAMP D23 2/...] (DN)
- Southland Conservancy – 6 Personal files 1936-1945 [CAMP D23/127p-u 3/1/1 – 3/1/5] (DN)
- Otago Coast Forest Station – Forest Diaries 1962-1981 (may contain information on individual employees) [DACB 9005 D244/1a-6c] (DN)

HEALTH RESEARCH COUNCIL

- Staff and members – Salary cards c1950 [YCBN 5997/14a]

INTERNAL AFFAIRS

See Blue Books (page 1) for early officials at a time when the Colonial Secretary, later Internal Affairs, was virtually the only Government department.

- Register of Civil Servants 1841-1869 (indexed) [(ACGO 8358) IA 26/1]
- Registers of Warrants 1862-1901 – Appointment of individuals to public office (each volume indexed) [(ACGO 8340) IA 8/5-7]
- Civil Service Appeal Book 1871 (indexed; few entries) [(ACGO 8358) IA 26/2]
- Civil Servants under 'The Civil Service Act Amendment Act 1871' (Unindexed entries made February to July 1872. Many of those listed entered the government service years earlier.) [(ACGO 8358) IA 26/3]
- Schedule of Applications for Employment 1877-1882 (unindexed) [(ACGO 8358) IA 26/5]
- Staff Files (32) 1880-1970 [(ACGO 8370) IA 38/1-8] **R70**
- Internal Affairs Registers for 1913-1937 [IA 3 3/1/71-72, 74-75]

These registers may include lists of:

- Staff Appointments (alphabetical)
- Applications for Employment (non-alphabetical) File numbers are given, but the files themselves do not seem to exist.

ISLAND TERRITORIES

- Staff Files (139, in islands) 1906-1974 [(ACGA 8290) IT 11] **R100/40**

JUSTICE**Coroners**

Coroners' appointments were recorded individually in the *New Zealand Gazette*. One other record is:

- Warrants for the appointment of Coroners 1865-1882 (alphabetical index) [(ACGS 16222) J 23/4]

Court Employees

- Correspondence Files [(ACGS 16211) J 1 W1190 (Boxes 994-1129)]
These files include, in the first few boxes which cover up to about 1930, a number of individual appointment files, generally consisting of the letter of appointment and related correspondence.

- Warrant Books 1859-1909, 1913-1919 (some indexing) Appointments to court officer positions: clerk, court registrar, coroner, warden, etc. [(ACGS 16219) J 20/1-14, 16-19]
- Warrants of Clerks to Bench 1867-1880 (non-alphabetical index) [(ACGS 16222) J 23/3]
- Department of Justice, Nominal Rolls (Staff Registers) 1863-1900 & 1902-1921 [(ACGS 16258) J W2356/1-2]
- Staff Files (8 Justices) 1956-1992 [ABVR 7757 W5063/18] **R70**

Departmental Personnel

- Nominal Rolls 1863-1921 [(ACGS 16258) J W2356/1-2]
- 27 records 1924-1995 [ABVP 7915 W5167] **R70**
- 29 records 1908-1990 [ABVP 7972 W5166/32-35] **R70**
- Personal & Payroll computer printouts 1989-1990 (not alphabetical) [ABVP 7982 W5166/32]

Justices of the Peace

Early JP appointments were recorded individually in *New Zealand Gazette* general appointments. Some copies were filed by the Justice Department. Lists of all JPs from 1877 were gazetted as Supplements to the *New Zealand Gazette*. Records held include:

- Justices of the Peace 1856-1876 (appointments, unindexed) [(ACGS 16222) J 23/1]
- Lists of Justices of the Peace 1863, 1877-1957 (mostly *Gazette* Notices, annotated or amended) [(ACGS 16241) J 56/1a-4e]
- Register of Justices of the Peace Nominations 1881-1888 (no indexing) [(ACGS 16238) J 53/1a]
- Indexes to Nomination Files 1892-1963 [(ACGS 16237) J 52/1-5]
These indexes (alphabetical by year) provide some information in their own right and may lead to:
 - J 1 correspondence before 1934
 - Registers of Nomination files from about 1934 (see below)

- Record of Attendance of Justices of the Peace, Dunedin, 1896-1901 [DAAC 20905 D437/508] (DN)
- Nomination Files 1907-1989 (alphabetical by year) [ABVP 7912 W5155/1-123] **R70 from file closure**
- Justice of the Peace nomination files (3561) 1915-1983 [(ACGS 16239) J 54 W2703/1-24] **R70 from file closure**
- Registers of Nomination files 1933-1957 (no indexing) [(ACGS 16236) J 51/1-3]
- Minute Book of Nominations for appointment to the Commission of the Peace 1952-1953 [AEAR 21522 W5516/83]

Prisons

- Prisons Department Register of Service Appointments (national) 1867-1906 [(ACGS 16258) J W2356/3]

Resident Magistrates

- Warrants of Resident Magistrates Appointments 1859-1880 (non-alphabetical index) [(ACGS 16222) J 23/2]

LABOUR

- Miscellaneous Files (some relating to Staff) 1896-1928 [(ACGV 8822) L 9]
- Staff Personal Files – 21 senior staff 1920s-1970 [(ACGV 8826) L 13/1-6] **R100**

LANDS & SURVEY

- Various Lists of Surveyors (in one box) [(ACGT 18482) LS 48/7]
 - Alphabetical List Authorised Surveyors c1860s-1880s
 - List of Authorised Surveyors June 1896 (alphabetical; names only)
 - Rough Index Book 1896 (alphabetical – seeking to update addresses)
 - Roll of Surveyors and Authorised Assistants 1907-1921 (alphabetical). Includes *NZ Gazette* List of Surveyors 15 January 1925
 - Secretary Survey Board: Rough Minute Book & Notes 1935-1940s. Includes names of applicants to sit survey examinations.
 - Licenses to Surveyors under "The Land Transfer Act" 1880s-1890s (alphabetical; names only). Includes *NZ Gazette* Lists of Surveyors 21 January 1926 & 12 January 1928.
- Register of Staff, Survey Department c1870-1890 (indexed) [(ACGT 18478) LS 36/6*6]
- Register of Departmental Officers 1877-1882 (by district) [(ACGT 18478) LS 36/8*8]
- Register of Staff, Lands & Immigration Department 1878-1890 (indexed) [(ACGT 18478) LS 36/5*5]
- A Nominal Roll of employees in the Lands & Survey Department was published in *AJHR* 1901 (C-1A). This list includes the full name, date of birth, age, date of joining department, length of service, place and salary.

LEGISLATIVE

- Personnel Files (36) 1918-1987 [(ABIK 7507 W4850/1-2] **R**

MAORI AFFAIRS

- Personnel Files 1892-1977 (88, MA, MLC etc) AAMK W3112] **R100**

Maori/Native Interpreters

(Possible **Access** restrictions)

- Interpreters – 75 individual files, by name (overall range 1892-1971) [(ACIH 16036) MA W2490/351-359 114/2/...]
- List of Native Interpreters 1907-1944 [(ACIH 16036) (MA W2490/349 114/1/2)]
- Maori Interpreters' Examinations – Enquiries 1924-1964 [(ACIH 16036) MA W2490/350 114/1/3 parts 1 & 2]

Iwi Transition Agency

Staff Personal Files (447) 1936-1983 (most 1970s-1980s) [AAVN W3599/368-379] **R100/40**

MARINE

LIGHTHOUSES

Individual Lighthouse records

(Search on ARCHWAY by lighthouse name)

Many lighthouse records, located by region in the different Archives New Zealand offices, are of little help to family historians. The most useful records are Daily Journals, if they exist, which record day-to-day activities of the lighthouse keeper and his staff, and dates of staff arriving and leaving. Some 20th century correspondence about staff matters, such as friction between keeper and assistant keeper, has survived.

Lighthouse Keepers

Archives New Zealand holds a number of records of early lighthouses and lighthouse keepers around the New Zealand coast, mainly for the period 1870-1920.

Wellington Office:

There are some service records for the whole of New Zealand which give details such as dates of birth, places and dates of stationings, and salary.

- Staff Registers (overall dates) 1860-1920 [(ADOE 16618) M 7/4-7]
- Lighthouse Keepers' Service Book 1865-1912 [(ADOE 16618) M 7/1]

These records refer to 19th century Marine Dept Inwards Correspondence [M 1] but most of those files were destroyed or badly damaged by fire in the Hope Gibbons building, 1952. In the paper finding aids is an alphabetical list of lighthouse keepers c1867-1913, which includes many details of individual service. This list was created before the fire, from the Service Book [M 7/1] and from correspondence.

Dunedin Office:

The Dunedin Regional Office holds various records – daily journals, inwards and outwards correspondence and visitors' books, etc, (overall date range c.1870-1979) – for the following lighthouses:

Cape Saunders	[(DAAL D28/1a-2d] (<i>DN</i>)
Centre Island	[(DAAL D28/2e-3g; DAMT D372/1] (<i>DN</i>)
Dog Island	[(DAAL D28/4a-4d] (<i>DN</i>)
Moeraki	[(DAAL D28/4e-5g] (<i>DN</i>)
Nugget Point	[(DAAL D28/6a-8a; DACA D97/1a-7b] (<i>DN</i>)
Puysegur Point	[(DAAL D28/8b-11g] (<i>DN</i>)
Waipapa Point	[(DAAL D28/11h-14h] (<i>DN</i>)

MACHINERY INSPECTION

Staff Register – Machinery Inspection c1875-1907 [(ADOE 16617) M 6/2]

SHIPPING**Government owned vessels**

There were a number of vessels working around the New Zealand coast which were government owned. Archives New Zealand holds some Ships' Logs and other papers for these vessels, which make reference to workers employed on the vessels.

The early ships and the dates of records held are:

- Hinemoa* (ship) 1897-1898, 1913-1915
[(ADOE 16626) M 23/1-3]
- Tutanekai* (ship) 1897-1898, 1905-1906, 1923-1930
(some items missing) [(ADOE 16626) M 23/4-11]
- Sparrow* (ship) 1905-1906 [(ADOE 16626) M 23/12-13]
- Port Kembla* copy of logbook to its sinking 1917
[(ADOE 16626) M 23/35]
- Amokura* (ship) 1907-1919
[(ADOE 16626) M 23/14-30]
- Index to Applications for Enrolment
[(ADOE 16626) M 23/31]
- Register of Boys 1907-1921 [(ADOE 16626) M 23/32]
- Matai* (ship) 1936 [(ADOE 16626) M 23/33]
- Pamir* (barque) 1942-1948 [(ADOE 16626) M 23/34]

Other shipping

Ships' Logs, Crew Lists and Articles of Agreement
c1960s-c1980s [(ADOE 16633) M 30]

This series includes ships' logs, crew lists, and other papers for coastal shipping and inter-island ferries, some of which may have been privately owned. The records are arranged alphabetically from *Acheron* to *Westport*. These can be searched for on ARCHWAY.

MINES

- Staff (mostly general files, but some appointment files, by name or job description)
[(ADOL 19282) MD 1 2/...]
- Mine Accidents (some files relate to particular individuals) [(ADOL 19382) MD 1 7/1/...]
- Compensation for Accidents (alphabetical) **R30**
[(ADOL 19399) MD 6 W2677 (Boxes 1-9)]

**NATIONAL ORCHESTRA /
NZ SYMPHONY ORCHESTRA**

Personal Files (members of orchestra and its predecessors) 1936-1995 [AAHT 7422/1-11] **R70**

Schola Musica (orchestral training group) Personal Files 1961-1992 [AAHT 7423/1-2] **R70**

PENSIONS – CIVIL SERVICE

Nominal Rolls, containing details of pensions paid under the Civil Service Act, were published in some nineteenth century *AJHR* (*Appendices to the Journal of the House of Representatives*). These include details such as name, date pension was granted, annual amount, position held and length of service. Rolls were published in the following *AJHR*:

- 1866 D-3 (p74)
- 1873 I-1
- 1878 H-16
- 1882 B-23
- 1888 B-18
- 1896 H-26

POLICE

Police Department archives include a number of registers and files which can give information on individuals who served in the police and related forces. Access is restricted until 70 or 100 years after a file was closed. The main archives are:

Armed Constabulary 1867-1886

For records of the Armed Constabulary, see separate Research Guide: *War*

Police Record Books

- Police Description Books 1857-1948 (with alphabetical indexes) [AAAJ 977 W3176/1-2]
Use Microfilm copies: Micro 3348 & 3349
- Police Record Book (alphabetical by Police station; officers entered chronologically) Use Microfilm copy: Micro 3347 [AAAJ 978 W3176/1] **R**

Personnel Files

- Individual Files (35 staff sworn in 1909-1928)
[(ACIS 17698 W2857) P 38]
- Personal Files (4316 staff who retired 1946-1976) (Alphabetical within year; nominal card index in Reading Room) [(ACIS 17698 W2538) P 38] **R100**
- Police Sworn Members Personal Files 1963-1981
[AAAJ 7773 W3480/1-35] **R70**
- Police Sworn Members Personal Files 1982-1985
[AAAJ 7773 W4092/1-53] **R70**
- Police Sworn Members Personal Files 1986
[AAAJ 7773 W4413/1-21] **R70**
- Police Sworn Members Personal Files 1987-1989
[AAAJ 7773 W4852/1-134] **R70**
- Police Sworn Members Personal Files 1949-1993
[AAAJ 7773 W5161/1-220] **R70**
- Personnel List 1993 [AAAJ W4454] **R70/100**
- Personnel List 1994 [AAAJ W4455] **R70**
- Personnel List 1995 [AAAJ W4647] **R100**

Regional Offices

- Staff Lists 1993-1995 [AAAJ 4889/1a-1c] **R70** (AK)
- Staff Register 1861-1943 (Nominal index; many personal and service details. Includes Charge Book 1851-1861) [DABX D376/159] (DN)
- Staff List 1994 [AAAJ D119/1a] **R70** (DN)
- Staff List 1995 [AAAJ D238/1a] **R70** (DN)

POST OFFICE

The Post & Telegraph Department produced separate lists 1891-1976, published in the *New Zealand Gazette* 1891-1892 and then in the *AJHR* (F-) from 1893. These were also produced as separate books, held in the Wellington Reading Room. Other records:

- Live Index Classification Cards c1920-1987
[AAME W3280/1-119] **R100**
- Dead Index Classification Cards (alphabetical)
1969-1987 [AAME W3280 Drawers 41-59] **R100**
- Former Heads of Department (11) 1904-1982
[(ADOU 17214) PO 19] **R100/60**
- Dunedin Staff Establishment Record cards c1921-
c1957 [DAJH D374/1] (*DM*)
- Greymouth District Personnel Files 1941-1985
[CAIV CH554] **R100** (*CH*)

PRINTING

- Register of Civil Servants 1841-1869 (Printing,
Electoral & Audit Departments only)
[(ACGO 8358) IA 26/1]
- Photographs: [ACIX 8739 W5368/1]
Stationery Branch Staff 1934
Government Printing Staff 1937?

PRISONS

- (Justice Dept) Prisons Department Register of
Service Appointments (national) 1867-1906
[(ACGS 16258) J W2356/3]

PUBLIC SERVICE COMMISSION

See *State Services Commission*

RADIO NEW ZEALAND

See *Broadcasting*

RAILWAYS

The first New Zealand railways were created by Provincial Governments in the 1860s, but the real development of Railways, as both a government department and a means of transport, began in the 1870s as a key element in Vogel's schemes for progress. Many of those who worked on the railways came in the immigration boom of the 1870s. For that see separate Research Guide: *Migration*.

Archives New Zealand holds many records of New Zealand Railways when it was a government department, from the 1870s to the 1980s. The records include lists of railway employees in general lists of public service employees, and published lists of Railways employees 1898-1980. Some material is held in regional offices.

Staff service schedules (cards) and other personnel records can be useful to family historians. Other railways records, less useful to family historians, include general registers and files on a wide variety of topics, as well as photographs and plans.

Staff Lists

Railway personnel were included in the 'Roll of Persons in Government Employ at or near each Post Office in the Colony' in the *AJHR* 1881 H-2. A copy [Repro 68] is held in the Wellington Reading Room.

Lists of Railways staff, covering the period 1889-1894, appeared in the *AJHR* 1894:

- D-10 Railway Employes: Details of Promotion, Pay and Length of Service, January 1889-1894 (not alphabetical).
- D-10A Railway Employes engaged by the Commissioners during the last four years (not alphabetical).
- D-10B Railway Employes who have received promotion between January 1889 and January 1894 (alphabetical).
- D-15 Railway Officials (Details of Salaries, Allowances, Appointments, and Promotions) (salaried staff only – alphabetical)
- D-16 Railway Cadets: Return of details of Appointments and promotions since 1887 (not alphabetical).

From 1895 the lists were published annually, in the *AJHR* until 1925, in the *New Zealand Gazette* 1926-1941 (searchable by online index) and then by the department. The Railways annual lists were published as bound volumes and most of those for 1898-1980 are held in the Reading Room at Archives New Zealand Wellington.

It can be difficult to find people in these unindexed lists because until 1971 they are arranged by job classification. Only the volumes 1915-1916 and 1918 have alphabetical indexes. Job designation, grading, pay and service record are given, and after 1921 the location of salaried staff.

For **access** to restricted Railways information contact:

Euan McQueen, Chairman
Rail Heritage Trust of New Zealand
PO Box 2493
Wellington

Railways Service Schedules

Three groups of H6A Railway Service Schedules (nominal cards) are held by Archives New Zealand Wellington, with the following Archives references:

- (ADQD 17476) R 13 (boxes 1-261)
- ABIW 589 W4026 (boxes 1-14)
- AAJM 589 W5383 (drawers 1-128)

These series overlap through the period 1880s-1980s, and it may be necessary to look for the same name in each series. All the series are incomplete and overall they do not include all Railways employees.

The cards are (sometimes roughly) arranged alphabetically and typically include: name, date of birth, marital status and date of marriage, date of commencement of service, education or qualifications, railways designations – date of appointment, location, pay, grading. They may record staff correspondence with management, record incidents in which staff were involved, and refer to other files.

Other Personnel Files

- Staff (167) in senior positions, etc, 1875-1982
 [(ADQD 17467) R 7 W2494/1-9] **R100/40**
- 311 records 1900-1987 [AAVK W3183] **R100**
- 11 records 1906-1948 [ABJP W4293]

Railways Nominal Cards

Information varies, but many cards record little.
 [AAEB 7007/1-35] **R100/40**

Staff Register

Staff Register 1903-1945 [ABIW W4026/17]

Registers of Application for Employment

Letters of application for employment with the Railways were registered. Archives New Zealand holds the registers for 1880-1907 [AAEB 587/1-10]

The first two volumes 1880-1896 have indexes. A card index has been created for the whole ten registers, but it is held in the Queen Margaret Room and is only accessible to staff. [AAEB 587/1-35]

Later unindexed volumes for 1936-1986 are also held. [AAEB W3734]

Registers of Vacancies and Appointments

[ABIN W3337/218]

This volume is not alphabetical and there is no index, so it is difficult to search for a name. The entries are arranged by area. There are no clear dates for the record, but it seems to cover the period 1900s to 1920s.

Photographs

Archives New Zealand holds an extensive collection of Railways photographs [AAVK W3493]. Reference prints of many of these are available for viewing in Wellington. These are arranged by subject and include some staff portraits, as well as photographs of stations, engines, lines, etc.

General Managers Files

While most of these files deal with equipment and administration, some about accidents and discipline refer to individuals [R 3 and later accessions].

- Appointment of casuals to permanent staff 1906-1939
 [(ADQD 17422) R 3 W2278/106-107 1906/237]
- Roll of Honour c1915-1948 (names & photographs)
 [(ADQD 17422) R 3 W2381/34 1915/3212]

Railways Corporation Library

The records from the Railways Corporation Library include Railways periodicals which contain details of staff appointments, transfers, promotions, as well as of individual contracts with Railways for bookstalls, etc.

- NZ Railways Officers Institute – Advocate 1910-1916 & 1946-1982 [ABIN W3337/15-16]
- NZ Railways Staff bulletin 1952-1977 [ABIB W3337/17]

The Railways Corporation Library also holds copies of:

- NZ Railways Magazine 1926-1940 [ABIN W3337/18-19]
- Superannuation Registers 1912-1991 (Railways contributors) [AAJM 8964 W5383]

Christchurch Office:

- Returns of authorised and actual staff 1947 & 1948 [CAHV CH21 1914/836] (CH)
- Authorised and actual staff 1 April 1949 [CAHV CH21 1914/836] (CH)
- Greymouth – Staff Register 1886-1924 [CAHV CH142/44a] (CH)
- Westport – Staff Locomotive Workshops 1914-1954 [CAHQ CH15] (CH)

Dunedin Office:

- Dunedin Traffic Manager's Staff Record Book c1863-1884 (nominal index) [DAFV 19857 D455/384] (DN)
- Staff Register No.1, District Engineer's Dept Dunedin 1872-1926 (indexed) [DAFD D224/1]
- Staff Register c1887-1928 (unindexed, roughly chronological) [DABB D53/1] (DN)
- Staff Registers, District Engineer Invercargill 1891-1927 [DABB 20413 D453/252-254] (DN)
- Staff Register No.3, District Engineer's Dept Dunedin 1903-1928 [DAFD D224/2]
- Registers of Casual Workmen, Resident Engineer's Office Invercargill (unindexed, roughly chronological) c1903-1927 [DABB 20144 D453/255-257] (DN)
- Register of Staff Changes (Loco 15) 1918-1955 (unindexed, roughly chronological) [DALV D458/24] (DN)
- Staff Lists (1964, 1969, 1976, 1981-1984) and Photograph (1930s) [CAUO D40] (DN)

RESERVE BANK

- Attendance Books 1934-1936 [ABTW 6999 W4656 1*1 & 1*2]

SOCIAL SECURITY/WELFARE

- Personnel files (29 high-ranking staff) 1889-1980 [(ABDO 16139) SS 5 & SS W2406] **R**

STATE ADVANCES CORPORATION

(Housing Corporation)

- Staff Files (13 senior) 1956-1983 [AALF W4113/1-2] **R100/40**

STATE SERVICES COMMISSION

(Public Service Commission)

- Personnel Files (3) 1910-1966 [ABVP 7971 W5166/43]
- Computer Services Division – Personal Classification cards (971) 1937-1985 [AAFH 7203 W4702/1-10] **R70**
- Personnel records (997 total) 1933-1996 [AAFH 18203 W5362/1-36] **R70**

TRANSPORT

Personnel Files (7 people, 9 files) 1969-1989
[ABKL 7903 W5156/1] **R70**

TREASURY

Personnel Files (6) 1912-1977
[(ADRK 17582) T 90 W2220/1] **R70**

WORKS / PUBLIC WORKS

Public Service lists (see page 1) record many Works staff. A great variety of other Works employment records exist, but none of the groups of records are complete. **Access** restrictions apply to many records.

- Registers of Staff Service c1880-1914 (Register Room) [(ACHL 19200) W 14/1-10]
- Indexes to Staff Registers 1893-1913 (Register Room) [(ACHL 19200) W 14/11-14]
- Public Works Classification Cards c1910s-1960s (mostly 1940s-1960s; some Housing Division from 1945) [AAQB 7858 W4054/1-22] **R100/40**
- Public Works Service Records 1936-1991 (mostly 1960s-70s) [ABGS W3916/1-11] **R 100/40**
- Personal Files 1927-1981 (a few important personnel) [ABGS W3916/12-13] **R 100/40**
- Personnel Files (223) 1928-1999 [AAQB 7840 W5108/88-90] **R70**
- Applications for Employment during Depression (after Napier earthquake 1931) [ABKU W3748 20/2 (Box 35)]
- Ministry of Works Classification Cards 1941-1985 (1008 alphabetical) [AAFH 7227 W4714/1-6] **R 70**
- Personnel Records 1946-1999 (223 employees only) [AAQB 7840 W5108/88-90] **R70**
- Service Cards c1957-1983 [AATE W4283/1-5] **R100/40**
- Ministry of Works General Index includes:
 - Staff Cards (national index to MOW staff to late 1980s) [ABKK W4599 (Drawers 87-101)]
 - Examination Cards (alphabetical) [ABKK W4599 (Drawer 83)]
 - Transfer Cards (alphabetical) [ABKK W4599 (Drawers 84-86)]
- A few regional records are held:
 - Nelson – Timebooks of Workmen 1893-1901 [(AEHI 19432) W-N 1/4-8]
 - Wanganui – Service Cards (alphabetical) [AATC W3542/1-5] **R 100/40**
 - Wanganui – Personal files 1950s & 1960s (a few by surname in registered files) [AATC W3457 7/45/0/1/4-10 (Box 138); 10/15/0/2-13 & 15-23 (Boxes 203-204)]

Photographs

- Staff 1871-1958 – Head & District Offices, Projects, Sports teams [AADX W3143 Vol.1,3 & 4]
- Senior Works Officials 1871-1988 [AATE W4323]
- Draughting Staff 1909 [ABKK W4358 Box 83]
- PWD Staff Stratford 1913 [ABKK W4358 Box 83]
- Head Office and District Office Picnic, Days Bay 1926 [ABKK W4358 Box 83]
- Auckland Staff (4) 1935-1949 [BBAD 4370/1a & QAAC 4370/1b-1d] (AK)

Dunedin Office:

'Workmen' files (overall range 1912-1969)

[DADE 9001 D445 6/...]

(Files 6/1-6/64 mostly relate to men in unemployment relief camps in 1930s Depression, Otago & Southland.)