

**INTRODUCING MANAGEMENT SERVICES IN
THE PUBLIC SERVICE**

STATE SERVICES COMMISSION

34 p. 1982 reprinted. \$2.75 plus 55c p & p
Management Services is one means by which managers may obtain objective advice on their methods of carrying out their management role. This booklet is designed to explain to Public Service Managers how Management Services may help them to fulfil their management task.

OPEN JUSTICE

A Guide to Information Within the Department of Justice

DEPARTMENT OF JUSTICE

88 p. 1982. \$3.50 plus 55c p & p
Produced jointly by Brian Priestley and the Department of Justice, this publication is intended to capture and hold the reader's attention and facility to ready referencing of the subject covered. It does this admirably in being a guide to the information available to the public within one of New Zealand's most important and complex Government departments, as well as a booklet which is likely to be read and considered by many people interested in the campaign for more openness in government.

WAYS AND MEANINGS

A Guide to Interviewing Pacific Islanders

STATE SERVICES COMMISSION

8 p. 1981. \$1.00 plus 40c p & p
This booklet is intended as a guide for those whose work involves interviewing, for various purposes, recent Pacific Island migrants to New Zealand.

WHO MAKES SOCIAL POLICY?

N.Z. PLANNING COUNCIL

60 p. 1982 N.Z. Planning Council. Paper No. 20.
\$5.25 plus 85c p & p

This report is largely descriptive and interpretive. It reaches conclusions, but stops short of making recommendations for improvement. It is believed that its analysis and conclusions will be useful to many people concerned with social policy, inside and outside the Government system.

THE BOAT OWNER'S GUIDE TO CORROSION

by L. H. Bolton

DEPARTMENT OF SCIENTIFIC AND INDUSTRIAL
RESEARCH

31 p. 1982. Illustrated. D.S.I.R. Info. Series No. 155
\$4.25 plus 55c p & p

Much has been written about marine corrosion and its mitigation and yet the same problems and many old misconceptions still seem to persist. This booklet aims to assist the boat owner to identify the basic types of metallic corrosion, to understand their causes and the procedures that should be followed to avoid corrosion situations from developing in the first instance.

THE PATH TO REFORM

Edited by C. Burns

219 p. 1982. \$15.75 plus \$1.50 p & p

The Path to Reform, derived from the 1981 Convention of the New Zealand Institute of Public Administration is about the path to administrative reform in the State Services in New Zealand. It continues the exploration of the States Services begun in "*State Servants and the Public in the 1980's*" and continued in the "*Accountability of Executive*." Like its predecessors, "*The Path to Reform*" reads like a Who's Who of New Zealand public administrators.

EFFECTIVE MANAGEMENT: For Busy Managers

STATE SERVICES COMMISSION

114p. 1974. \$4.95 plus 55c p & p

Management has been described as "what managers do". But what is that? Getting things done? Getting other people to do them? Using resources economically? And what does the 'effective' manager do? This book looks at answers to such questions. It has been written as an introduction to the subject, especially for New Zealand managers who want to manage their organisation better.

THE NEW ZEALAND GAZETTE

The *New Zealand Gazette* is published on Thursday afternoon of each week. Notices from Government departments must be received by the Gazette Clerk, Department of Internal Affairs, Wellington, by noon on Tuesday. Advertisements will be accepted by the Government Printer, c/o Gazette Clerk, Government Printing Office, Private Bag, Wellington until noon on Wednesday.

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CANCELLED NOTICES

Advertisements cancelled after being accepted for printing in the *Gazette* will be subject to a charge of \$8.00 for setting up and deleting costs.

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