

ABOUT SUPERVISION**STATE SERVICES COMMISSION**

23p. 1979. \$1.50 plus 65c p & p

You may be anxious about your new duties and responsibilities on your first job as a supervisor. This booklet will introduce you to some ways of making those duties and responsibilities easier to cope with.

AN INTRODUCTION TO TRAINING METHODS**STATE SERVICES COMMISSION**

26p. 1978. \$1.10 plus 65c p & p

This booklet is an introduction to training methods and summarises much of the content of a teaching methods course. It should prove helpful to people who have not had any formal training in teaching methods.

NO MARGIN FOR ERROR**STATE SERVICES COMMISSION**

80p. 1977. \$5.00 plus \$1.50 p & p

This book is a style book for typed correspondence. It is intended for use by typists and by people who prepare letters, memoranda and reports for typing.

TRAINING WAYS

By Geoffrey Moss

119 p. 1983. Illustrated. \$12.95 plus \$2.00 p & p

'Training Ways' is the third and last book in the series of Advisory Aid Books. Like 'Way with Words' and 'Visual Aids' it is a book to help the supervisor, training manager, the tutor and the extension worker provide a successful training programme and a learning experience for adults.

FIELD GUIDE TO TOWN BIRDS OF NEW ZEALAND

By Dr P. C. Bull

93 p. 1983. Illustrated. \$9.95 plus \$1.50 p & p

Each bird description is accompanied by a full colour photograph of the bird in its natural habitat. The birds are defined as either introduced or native and if it is a protected species. Then follows a full description of the adult bird, its call, where it is commonly found, its eating and nesting habits, how to identify the eggs, incubation period and lastly details of the young.

THE HOME VEGETABLE GARDEN

by Bee Baldwin

177 p. 1984. Illustrated. Softcover \$19.95 plus \$2.00 p & p
Hardcover \$27.95 plus \$3.75 p & p

This book is a comprehensive, clearly-written, illustrated grow-your-own guide to raising fresh, vitamin-rich vegetables in any ordinary New Zealand garden.

CREATING WORK

by David Naulls

165 p. 1984. Illustrated. \$8.50 plus \$1.50 p & p

Creating Work has been written to help people to become self-employed. The book shows how skills-writing, baking, carpentry, whatever—can be turned into a profitable small business.

PRACTICAL BEEKEEPING IN NEW ZEALAND

by Andrew Matheson

185 p. 1984. Illustrated. \$17.95 plus \$2.00 p & p

Beekeepers will find details of honey bee management, advice on handling hive products, and information about many other beekeeping subjects. Those interested in beekeeping will find this book helpful in deciding whether to keep bees, and discovering what it involves.

FERTILISER AND SOILS IN NEW ZEALAND FARMING

by C. During

361 p. 1984. Illustrated. \$35.00 plus \$3.75 p & p

Traditionally regarded as the Bible in its field, this latest edition of *Fertilisers and Soils in New Zealand Farming* has been completely revised.

P.R. FOR THE ADMINISTRATOR**STATE SERVICES COMMISSION**

15p. 1981. \$1.50 plus 65c p & p

A favourable climate of public opinion must be deliberately fostered by an organisation and not merely left to chance. This activity, commonly known as "public relations", is the responsibility of top management and as an administrator you have a part to play in its execution.

PERSON TO PERSON**STATE SERVICES COMMISSION**

13p. 1981. \$1.50 plus 65c p & p

This book is a guide to your role in public relations and covers techniques that will help you establish good relations between your organisation and the public.

GROWING WALNUTS

by B. J. Vavasour

78 p. 1984. Illustrated. \$12.50 plus \$2.00 p & p

Most New Zealanders have yet to discover the delicious fresh walnut. *Growing Walnuts* is an easy-to-read handbook for home gardeners, small farmers, and commercial growers.

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.

Advertisements are charged at the rate of 22c per line.

All advertisements should be written or typed on one side of the paper, and signatures, etc., SHOULD BE WRITTEN IN A LEGIBLE HAND.

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.

CONTENTS

	PAGE
ADVERTISEMENTS	823
APPOINTMENTS	794
BANKRUPTCY NOTICES	820
LAND TRANSFER ACT: NOTICES	822
MISCELLANEOUS—	
Animal Remedies Act: Notices	809
Commerce Act: Notices	812, 819
Corrigendum	793
Customs Act: Notices	811
Customs Tariff: Notices	812, 813
Education Act: Notice	808
Films Act: Notice	816
Harbours Act: Notice	809
Local Government Act: Notices	801
Post Office Savings Bank Regulations: Notice	809
Public Works Act: Notices	795
Regulations Act: Notice	814
Reserves Act: Notices	807
Reserve Bank: Statements	815
Schedule of Contracts: Notices	813, 814
Standard Act: Notices	810
Transport Act: Notices	810
PROCLAMATIONS, ORDERS IN COUNCIL, AND WARRANTS ..	793