



Published by Authority

No. 26

FRIDAY, 30TH APRIL

1971

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is published today, price 12Np.

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**ASSIGNMENT OF SUBJECTS AND DEPARTMENTS TO MINISTRIES
OFFICE OF THE PRIME MINISTER**

<i>Departments/Divisions</i>	<i>Subjects</i>
Development Planning Secretariat	Civil Service
Public Services Commission	Economic Planning:
Establishment Secretariat	General Economic Policy of Government
Management Consultancy and Operational Audit Unit.	Preparation and Review of Development Plans and Priorities.
Regional Organisations	Control of Development
Central Bureau of Statistics	Family Planning
Scholarships Secretariat	Regional Resource Planning:
State Protocol	Regional Planning
Public Relations Department	Relations with Manpower Board—charged with overall Manpower Planning Policy.
National Council for Higher Education	Ghanaian Business Promotion
	Relations with Incomes Commission—Incomes Policy
	External Aid, Co-ordination of External Aid and Technical Assistance.
	National Archives
	Museums and Monuments
	Audit Service
	Relations with Audit Service Board
	Relations with National Service Corps
	Relations with Pay Research Unit
	Chieftaincy Matters
	Relations with National Security Council
	Relations with Armed Forces Council
	Relations with Centre for Civic Education
	Relations with Economic Commission for Africa (ECA)
	Relations with Economic and Social Council (ECOSOC)
	Relations with Council for Scientific and Industrial Research (CSIR).
	Relations with G.I.M.P.A.
	Relations with State Enterprises Audit Corporation
	Relations with Volta River Authority
	Public Relations
	Relations with:
	Ghana Broadcasting Corporation
	State Film Industry Corporation
	Ghana News Agency
	Graphic Corporation
	New Times Limited
	Institute of Journalism
	Ghana Publishing Corporation
	Government Publicity
	Mass Media
	Mass Communication
	Mass Communication Research
	Free Flow of Information
	Relations with UNESCO (Communication Division)
	Relations with Commonwealth (Information Division)
	Copyright Administration
	Relations with Inter-Governmental Copyright Committee
	Relations with Association of Journalists
	Relations with Press Council
	Public Information
	Book Development and Publishing
	Film Censorship
	Control of use and storage of Celluloid and Cinematograph Film
	Press Liaison
	Overseas Information:
	Public Relations with Foreign and Local Press
	Relations with Representatives of other information media—local and foreign.
	Quarterly assessment of the overseas image of Ghana
	Official statements, briefs and background material
	Publications
	Digest on Ghana
	Annual review of the Ministry of Foreign Affairs.

MINISTRY OF AGRICULTURE

Departments/Divisions

Cocoa
 Crop Production
 Produce Inspection
 Animal Health
 Animal Husbandry
 Fisheries
 Agricultural Economics and Marketing
 Agricultural Extension
 Agricultural Settlements
 Irrigation and Reclamation
 Manpower and Training

Subjects

Cocoa Production, Disease Control and Rehabilitation
 Seed Multiplication
 Plant Protection and Quarantine
 Produce Inspection
 Farm Supplies
 Farm Settlements
 Animal Health
 Livestock Development
 Fishing Corporation
 Marine and Freshwater Fishing
 Fisheries Research
 Agricultural Economics and Statistics
 Agricultural Extension Services
 Agricultural Mechanisation
 Agricultural Development Planning and Programme Co-ordination.
 Agricultural Information and Publication
 Relations with Agricultural Development Bank
 Irrigation, Reclamation and Drainage
 State Farms Corporation
 Ghana Tobacco Company
 Food Marketing Corporation
 Relations with:
 Volta River Agricultural Resettlements
 Food and Agricultural Organisation of U.N. (FAO)
 Workers Brigade (Agricultural Production).

MINISTRY OF DEFENCE

Army
 Navy
 Air Force
 Volunteer Force
 Cadet Corps
 Relations with Ghana Legion.

MINISTRY OF EDUCATION, CULTURE AND SPORTS

Bureau of Ghana Languages
 Arts and Culture

Kindergarten and Nursery Schools
 Primary and Middle Education
 Secondary Education
 Technical Education
 Teacher Training
 Formal Education of Handicapped Children
 Relations with:
 United Nations Educational, Scientific and Cultural Organisation (UNESCO).
 British Council
 West African Examinations Council
 Sports Council of Ghana.
 Sports (Amateur and Professional)
 Relations with:
 Educational Associations
 Educational Units
 Ghana Library Board
 Ghana Institute of Languages
 Religious Organisations
 Arts Council of Ghana
 Vocational and Technical Training Centres.

MINISTRY OF FINANCE

<i>Departments/Divisions</i>	<i>Subjects</i>
Controller and Accountant-General	Budget
Central Revenue	Financial Control
Customs and Excise	Tender Boards
Pension and National Insurance	Pensions and Gratuities
National Lotteries	Allowances and Advances
	Relations with:
	Football Pools Authority
	Ghana Commercial Bank
	Bank of Ghana
	Capital Investments Board
	Agricultural Development Bank
	Ghana Supply Commission
	National Investment Bank
	International Bank for Reconstruction and Development (IBRD).
	International Monetary Fund (IMF)
	African Development Bank (ADB)
	The Office of the Commissioner for Insurance
	State Insurance Corporation
	Government Investment
	Public Debt
	Relations with United Nations Development Programme (UNDP)
	Petroleum Importations, Petroleum Storage and Conveyance.

MINISTRY OF FOREIGN AFFAIRS

External Relations Generally
Policy matters in respect of Ghana's external relations
Relations with the home Ministries and Departments
Overseas Representation
Establishment of Diplomatic Missions and Consulates abroad
Accreditation and Relations with foreign envoys in Ghana
Privileges and Immunities
Diplomatic Clearance for Warships and Aircraft
Acquisition and Disposal of Diplomatic Property
General Protocol and Ancillary Services
Legal and Consular Services
Public International Law
Private International Law
International Trade Law
Relations between Internal Law and Municipal Law
Service of Writs, Certification of Documents, Notarial Acts.
Extradition.
Treaties:
Conclusion and entry into force, Observance; Application and Interpretation; Amendment and modification; termination and suspension; deposition, notification; Conversion and Registration.
Compilation of Ghana Treaty Series
Matters relating to Commercial and Military aviation
Policy matters affecting the issue of Passports and other travel documents; Emigration Cases involving Pilgrims to Mecca.
Welfare of Ghanaian Students abroad
Repatriation of destitute Ghanaians and those declared Prohibited immigrants abroad.
Quasi-Consular duties in respect of other Commonwealth countries not represented in Ghana.
Refugee Problems
Status of persons—requests and claims for Ghana nationality
Death of Ghanaians abroad
Foreign complaints and claims against Ghanaians and vice versa
Telex Service for entire Government
Library and Archives Services
Relations with the Commonwealth Secretariat
Relations with the Organisation of African Unity (O.A.U.)

MINISTRY OF FOREIGN AFFAIRS—*contd.**Departments/Divisions**Subjects*

Relations with the United Nations Economic Commission for Africa (E.C.A.).
 Responsibility for Ghana's participation in the main organs of the United Nations.
 Relations with the Specialised Agencies of the United Nations
 Relations with other International bodies not elsewhere specified
 Internal Conferences:
 Preparation, assembly and distribution of Conference documents.
 Briefing of Ghana delegations
 Liaison with Cultural Agencies
 Cultural Agreements and Protocols
 Linguistic Services
 Overseas Research.

MINISTRY OF HEALTH

National Health Planning
 Public Health Administration
 Maternal and Child Health
 Environmental Health
 Port Health and Quarantine
 Control of Communicable Diseases
 Nutrition
 Biostatistics
 Medical, Health and Hospital Supplies
 Health Laboratory Services
 Dental Services
 Psychiatric Services
 Pharmacy and Drug Services
 Nursing and Midwifery Services
 Relations with:
 Medical School
 Medical and Dental Board
 Nurses Board
 Midwives Board
 Private Hospitals and Maternity Homes Board
 Pharmacy Board
 Hospital Management Board
 Relations with U.N. Children's Fund (UNICEF)
 Relations with World Health Organisation (WHO).

MINISTRY OF INTERNAL AFFAIRS

Police Service
 Local Government Service
 Prisons Service
 National Fire Service

Internal Security
 Arms and Ammunition
 Immigration and Emigration
 Citizenship, Naturalization and Registration
 Deportation, Repatriation
 Local Government
 Omnibus Services
 Property Valuation
 Registration of Births and Deaths
 Registration of External Associations and Affiliations
 Fires and Occurrences
 Licensing of Motor Vehicles and Drivers.

MINISTRY OF JUSTICE AND ATTORNEY-GENERAL

Attorney-General
 Registrar-General

Responsibility for:
 (a) the giving of Legal Advice in all matters to the Government and all its Agencies;
 (b) the initiation, conduct and discontinuation of Civil Proceedings by the Republic;
 (c) the prosecution of Criminal Offences;
 (d) the defence of Civil Proceedings brought against the Republic;
 (e) the drafting of Legislation.

MINISTRY OF JUSTICE AND ATTORNEY-GENERAL—*contd.**Departments/Divisions**Subjects*

General Legal Matters:
 Reserve Settlement Commission
 Commissions/Committees of Enquiry
 Customary Laws
 Company Laws
 Ministerial Responsibility in relation to:
 The General Legal Council
 Judicial Service
 Judicial Subjects
 Law Reform Commission
 The Board of Legal Education
 Legal Class
 Execution of Sentences in Capital Cases
 Convicted Prisoners (Petitions and Reviews)
 Committal of Criminal Lunatics.
 Administration of the Enactments concerning:
 Registration of Companies
 Partnerships and Business Names
 Marriages
 Registration of Trade Marks
 Designs and Patents
 Administration of Estates
 Extradition.

MINISTRY OF LABOUR AND CO-OPERATIVES

Labour
 Co-operatives

Industrial Relations
 Registration of Trade Unions
 Labour Matters
 Relations with Trades Union Congress (T.U.C.)
 Relations with International Labour Organization (I.L.O.)
 National Employment Service
 Trade Testing, Apprenticeship, etc.
 Factories Inspection
 Workmen's Compensation
 War Pensions
 Occupational Health
 Follow-up of Youth placed in Employment
 Co-operative Movement
 Registration, Inspection, Audit and dissolution of Co-operative Societies.
 Relations with the Management and Productivity Institute
 Relations with National Vocational and Technical Training Institutes.

MINISTRY OF LANDS AND MINERAL RESOURCES

Geological Survey
 Mines
 Lands
 Survey
 National Forestry Trust
 National Wildlife Trust

Fuel
 Geological Survey
 Mines and Minerals
 Petroleum Exploration
 Relations with State Gold Mining Corporation
 Relations with State Diamond Marketing Corporation
 Conservation
 Afforestation
 Utilization of Forest Products

MINISTRY OF LANDS AND MINERAL RESOURCES—*contd.**Departments/Divisions**Subjects*

Silviculture and Working Plans
 Relations with Lands Commission
 Training and Publications
 Game and Wildlife
 Zoological Gardens
 Reclamation.

MINISTRY OF TRADE, INDUSTRIES AND TOURISM

External Trade
 Internal Trade
 Price Control
 Trade Agreements
 Trade Fairs
 Export Promotion
 Relations with Ghana National Trading Corporation
 Relations with Ghana Industrial Holding Corporation (GIHOC).
 Relations with General Agreement on Tariffs and Trade (GATT)
 Ghanaian Enterprises Advisory Committee
 Industrial Policy
 Economic and Industrial Research and Intelligence
 Industrial Planning, Promotion and Execution
 Relations with Cocoa Marketing Board
 Relations with Timber Marketing Board
 Tourism
 Relations with Hotels Corporation.

MINISTRY OF TRANSPORT AND COMMUNICATIONS

Posts and Telecommunications
 Civil Aviation
 Railway and Ports
 Meteorological Services

Postal Services
 Telecommunication Services
 Relations with International Telecommunications (I.T.U.)
 Relations with Universal Postal Union (U.P.U.)
 Air Services
 Control and Maintenance of Airports and Airstrips
 Relations with:
 Ghana Airways Corporation
 International Air Transport Association (I.A.T.A.)
 International Civil Aviation Organisation (I.C.A.O.)
 World Meteorological Organisation (W.M.O.)
 Ports
 Inland Waterways
 Lighthouses
 Shipping and Navigation
 Training of Mercantile Marine and Fisheries Personnel
 Relations with:
 Black Star Line
 Nautical College
 Ghana Cargo Handling Company
 Ghana Seamen's Employment and Welfare Board
 Inter-Governmental Marine Consultative Organisation (I.M.C.O.)
 Drydock and Shipyard
 Rail Services
 Relations with State Transport Corporation

MINISTRY OF TRANSPORT AND COMMUNICATIONS—*contd.**Departments/Divisions**Subjects*

Motor Vehicle driving examination
 Motor Vehicle examination
 Road Transport Services
 Relations with Motoring Organisations
 Road Traffic Legislation.

MINISTRY OF WORKS AND HOUSING

Public Works Department
 Physical Planning
 Parks and Gardens

Hydrological Survey
 Public Buildings
 Public Works
 Roads, Bridges and Road Ferries
 Relations with:
 Tema Development Corporation
 Ghana Water and Sewerage Corporation
 Electricity Corporation of Ghana
 State Construction Corporation (S.C.C.)
 International Road Organisation
 Rent Assessment
 Housing Policy
 Relations with Ghana Housing Corporation
 Relations with Building Societies
 Botanical Gardens
 Parks and Gardens.

MINISTRY OF YOUTH, RURAL DEVELOPMENT AND SOCIAL WELFARE

Social Welfare and Community Development

Community Development
 Social Welfare
 Child Care Societies
 Day Nurseries
 Juvenile Court Panels
 Probation and Remand Homes
 Rehabilitation:
 (i) Handicapped Persons
 (ii) Destitutes
 (iii) Discharged mental patients
 Voluntary Organisations
 Relations with National Trust Fund
 Workers Brigade
 (i) Industrial Branch
 (ii) Constructional Branch
 Rural Water Development
 Rural Industries
 Rural Housing
 Rural Planning
 Feeder Roads
 Resettlement
 Emergency Relief
 Roof Loan Scheme
 Voluntary Youth Organisations
 Unattached Youth Clubs
 Liaison Exchange Service
 Liaison with other Youth Services
 Ghana National Youth Clubs
 Central Advisory Committee on Youth
 Youth Work
 Students Service Camps.

GHANA CUSTOMS AND EXCISE

STATEMENT SHOWING THE CUSTOMS AND EXCISE DUTIES COLLECTED DURING THE MONTH OF FEBRUARY, 1971 AND THE PERIOD 1st JULY, 1970 TO 28th FEBRUARY, 1971 COMPARED WITH CORRESPONDING PERIOD IN 1969-70

Month of February, 1971 Month of February, 1970 1st July, 1970 to 28th Feb., 1971 1st July, 1969 to 28th Feb., 1970	Import Duty N¢	Sales Tax N¢	Purchase Tax N¢	Export Duty N¢	Excise Duty N¢	Cocoa Local Duty N¢	Wholesalers, etc.,			Total N¢
							Registration Fees N¢	Manufacturers' Licence N¢	Other Collection N¢	
Month of February, 1971	7,588,636.53	3,249,998.15	479,794.04	8,588,506.34	2,446,111.99	4,232,169.38	1,180.00	1,900.00	33,085.05	29,441,512.27
Month of February, 1970	5,729,765.46	2,619,120.29	316,858.39	50,808.54	2,145,186.22	—	1,480.00	1,920.00	96,655.72	11,348,987.25
1st July, 1970 to 28th Feb., 1971	55,378,378.72	22,687,436.13	3,007,618.62	87,965,265.81	18,094,355.63	4,232,169.38	6,170.00	14,430.00	428,278.30	207,342,789.15
1st July, 1969 to 28th Feb., 1970	46,520,746.11	23,516,555.82	2,426,066.88	13,144,109.90	18,218,621.21	2,168,531.78	57,904.00	11,370.00	451,555.14	109,560,754.83

TEMPORARY SURCHARGE

	N¢
Month of February, 1971	2,707,375.83
Month of February, 1970	387,192.63
1st July, 1970 to 28th Feb., 1971	13,841,747.72
1st July, 1969 to 28th Feb., 1970	3,045,293.99

SPECIAL DEVELOPMENT LEVIES

	N¢
Month of February, 1971	112,754.96
Month of February, 1970	—
1st July, 1970 to 28th Feb., 1971	1,686,938.84
1st July, 1969 to 28th Feb., 1970	—

ANALYSIS OF EXPORT DUTY

COCOA

Period	Quantity Exported (tons) N¢	Export Duty N¢	Average Export Duty (per ton) N¢	OTHER				Total Duties N¢
				Diamonds N¢	Timber N¢	Kola-nuts N¢	Re-Exports N¢	
Month of February, 1971	26,280	8,546,970.29	325.22	—	40,736.05	800.00	—	8,588,506.34
Month of February, 1970	—	—	—	—	49,146.39	1,662.15	—	50,808.54
1st July, 1970 to 28th Feb., 1971	216,278	87,542,437.91	404.77	—	418,531.89	4,296.01	—	87,965,265.81
1st July, 1969 to 28th Feb., 1970	40,909	12,610,734.82	308.26	—	506,208.42	27,166.66	—	13,144,109.90

COMPARISON WITH REVENUE ESTIMATES FOR THE PERIOD 1st JULY, 1970 TO 28th FEBRUARY, 1971

Description of Revenue	Proportionate Estimate N¢	Amount Collected N¢	Increase + or Decrease - N¢
Temporary Surcharge	32,775,000.00	13,841,747.72	-18,933,252.28
Special Development Levies	2,001,000.00	1,686,938.84	-314,061.16
Sales Tax	23,253,000.00	22,687,436.13	-565,563.87
Purchase Tax	2,139,000.00	3,007,618.62	+868,618.62
*Export Duty	80,920,000.00	87,965,265.81	+7,045,265.81
*Excise Duty	18,400,000.00	18,094,355.63	-305,649.37
*Cocoa Local Duty	2,933,335.00	4,232,169.38	+1,298,834.38
Wholesalers', etc., Registration Fees	4,668.00	6,170.00	+1,502.00
Manufacturers' Licence	32,655.00	14,430.00	-18,225.00
Other Collections	336,914.00	428,278.30	+91,364.30

Note.—The figures for the month of February, 1971 do not include duties and other collections in respect of goods imported or exported by Post and Overland. The cumulative totals include these collections in respect of all previous months.

*Customs Duties of N¢144,715,105.33 on Cocoa exported and N¢29,072,277.50 on local Cocoa sold between July, 1969 and June, 1970, now accounted for respectively by the State Cocoa Marketing Board, not included.

GHANA CUSTOMS AND EXCISE,
HEADQUARTERS, ACCRA
19th April, 1971.

R. T. MADJITEY
Comptroller of Customs and Excise

THE NATIONAL WEEKLY LOTTO RESULTS

It is hereby certified that a National Weekly Lotto Draw was held on Saturday, 24th April, 1971 in accordance with the provisions of the National Weekly Lotto Act, 1961 and the Regulations published thereunder and that the following numbers were drawn in successive order:

81 - 86 - 18 - 30 - 11

V. O. HUTCHISON
Director of National Lotteries

POLICE SERVICE APPOINTMENTS

The following Police Service appointments have been made:—

C. H. Burgesson to be Superintendent	1-3-71
J. C. Quist-Therson, Jemina Bannerman (Miss), Edward Amoako to be Deputy Superintendent	1-1-71
B. G. Nuerter to be Deputy Superintendent	1-11-70
E. A. Acquah, M. Ofori-Owusu, J. I. Abudu, S. K. Afriyie, G. K. Tiekku, J. B. Lari, J. C. Garbrah-Aidoo to be Assistant Superintendent	1-9-70
W. A. Kumi, G. Y. Annan to be Assistant Superintendent	1-11-70
Joana Laryea (Miss), K. O. Afriyie, G. A. Tachie, B. K. N. Tabi to be Assistant Superintendent	1-1-71
S. J. Afari, J. C. Mprah, J. E. Sarpong, F. Anafi, Oko Dei-Baning, J. B. Amofa to be Assistant Superintendent	1-2-71
J. B. Aikins to be Assistant Superintendent	15-2-71

NATIONAL COUNCIL FOR HIGHER EDUCATION

SEVENTH INTERNATIONAL POSTGRADUATE AWARDS IN CHEMISTRY AND CHEMICAL ENGINEERING, TOKYO, JAPAN

Applications are invited from suitably qualified Ghanaians for Postgraduate fellowships in Chemistry and Chemical Engineering tenable at the Tokyo Institute of Technology, Japan.

Duration.—1st October, 1971 to 3rd September, 1972.

Qualifications.—Applicants should be university graduates in Chemistry or Chemical Engineering with at least one year experience in research and/or teaching at Universities or other educational or scientific institutions. Applicants should not be more than 35 years of age by 1st October, 1971.

The fellowship will cover (a) air-round trip, (b) \$69 on arrival, and (c) a monthly allowance of \$200 during the period of the course.

Application forms are obtainable from the *Principal Secretary, National Council for Higher Education, P.O. Box M.28, Accra* to whom they should be returned completed not later than the 17th May, 1971.

OPEN COMPETITIVE EXAMINATION FOR APPOINTMENT TO THE GRADE OF EXECUTIVE OFFICER AND TO CERTAIN ANALOGOUS GRADES IN THE CIVIL SERVICE, SEPTEMBER, 1971

It is hereby notified for general information that the Open Competitive Examination for appointment to the grade of Executive Officer and certain analogous grades in the Civil Service will be held on Thursday 23rd September, 1971. Candidates will, at the time of the application, be required to express their option for appointment to either the grade of Executive Officer or to any of the following analogous grades in the Civil Service:—

Audit Examiner	Auditor-General's Department
Branch B6 Foreign Service Officer	Ministry of External Affairs
Executive Officer (Railway)	Railway and Ports Administration
Junior Accounting Officer Grade II	Controller and Accountant-General's Department
Labour Inspector	Labour Department
Officer of Customs and Excise	Customs and Excise Department
Immigration Officer Grade II	Immigration Division (Ministry of Internal Affairs).

The subsequent careers of candidates appointed to any one of the above-mentioned grades will be confined to the Department concerned and will lie outside the Executive Class. Once a candidate has expressed preference for a particular grade, his option cannot be changed. The grades mentioned are all pensionable and are on the salary scale N¢660 x N¢24-N¢756 x N¢36-N¢936 per annum. Opportunities for promotion exist for officers with ability and merit in these grades.

2. *Qualifications.*—Candidates must:

- (a) possess the minimum educational qualification of the West African School Certificate or its equivalent. (For purposes of this entry the General Certificate of Education without English Language to which English Language has been added at a subsequent examination, will be accepted as a qualification equivalent to the required standard of the West African School Certificate. Holders of all grades of West African School Certificate are permitted to enter for the examination);
- (b) be between the ages of 18 and 31 years by 1st September, 1971;
- (c) not have attempted this open competition on more than five previous occasions;
- (d) not be in training for or occupying a pensionable post other than Clerical Officer or a post declared to be analogous to that of Clerical Officer in the Public Service.

Note.—As an interim measure, the examination is open to all candidates with requisite academic and age qualifications regardless of whether or not they hold established posts in the Civil Service. Serving Clerical Officers who have not been confirmed in their appointment and who pass this examination will be required to serve a trial period of three years with effect from the date of their appointment as Executive Officer. However, serving officers who are eligible to enter for the Limited Competitive Examination will not be admitted to the Open Competition. Successful candidates who are serving pensionable officers in the Railway and Ports Administration will be appointed to the grade of Executive Officer (Railway).

3. *Nature of Competition.*—The Competition will consist of a written examination conducted by the West African Examinations Council in conjunction with the Public Services Commission and will be followed by an interview. The available vacancies in the grades concerned allotted to be filled by the Open Competition will be filled according to the final order of merit in the competition; candidates below the required standard will not be included in the order of merit.

4. *Syllabus.*—Candidates will be required to take the following examination papers:—

- (i) English Paper I (1½ hours) An essay paper testing narrative, descriptive and expository writing.
English Paper II (1½ hours) A paper testing powers of comprehension, summarising, sentence construction, syntax and vocabulary.
- (ii) Arithmetic (1½ hours) Questions will be based on common office calculations including percentages, averages and the preparation of pay sheets.
- (iii) General Paper I (1½ hours) These papers will test both a knowledge of world and local affairs
General Paper II (1 hour) and powers of judgement. Paper I will consist of a large number of such questions and Paper II of a few questions to be answered at length.

5. *Time and Place of Examination.*—The written examination will be held on *Thursday, 23rd September, 1971*. Subject to there being sufficient candidates in each case to justify the special arrangements required, examination centres will be located in:—

Accra
Cape Coast
Takoradi
Kumasi
Sunyani
Tamale
Ho.

6. *Interview.*—Candidates who attain the required standard in the examination will be invited to attend interview on a day to be notified later.

7. *Method of Application, etc.*—Candidates are requested to paste a copy of their recent photograph (passport size) in the space opposite the applicant's signature and the date at paragraph 17 of the application form.

(i) Candidates not already in Government Employment:—

- (a) Such candidates should apply for application forms (P.S.C. Form 14) from the Secretary, Public Services Commission, P.O. Box 1618, Accra. These forms must be completed and returned in time to reach the Secretary, Public Services Commission not later than the 20th May, 1971. Candidates who are admitted to the examination will be given orders of admission.
- (b) If for any unavoidable reason it is necessary for such a candidate to change the examination centre originally named by him, he must inform the Secretary, Public Services Commission, Accra, as soon as possible and in any case not later than the 19th June, 1971. No change of centre can be effected after this date, and no candidate will be admitted to the examination except at the centre for which his/her admission notice is issued.

(c) A candidate who after returning his/her form of application and prior to the date of examination joins the service of Government must notify immediately the Secretary, Public Services Commission, through his/her Head of Department stating the capacity in which he/she is serving.

(ii) Candidates already in Government Employment:—

(a) should obtain their application forms (P.S.C. Form 14) from their Heads of Department. P.S.C. Form 14 can be obtained from the General Manager, Printing Division, Ghana Publishing Corporation, Accra on request. Applications on any other form will not be accepted. A candidate's completed application form must reach the Secretary, Public Services Commission not later than the 20th May, 1971 after Part II has been completed by the Head of Department;

(b) should it be necessary by reason of posting or the incidence of leave, etc., for the centre at which it was proposed that the candidate should sit the examination to be changed, it is the responsibility of the officer concerned to inform his/her Head of Department, who, if he is satisfied that the proposed change of centre is in order, will report to the Secretary, Public Services Commission as soon as possible and in any case not later than the 19th June, 1971. No change of centre can be effected after this date and no candidate will be admitted to the examination except at the centre for which his/her admission notice is issued.

8. *Fees.*—All candidates for the examination, both serving officers in the Civil Service and those not already in Government employment, will be required to pay an examination fee of N¢9.75. The fee can be paid at any District Treasury or Post Office with Savings Bank facilities. A candidate in the service may pay the fee on production of a certificate from his/her Head of Department to the effect that he/she is eligible to enter the competition. Heads of Departments are to ensure that eligible candidates have paid the prescribed fees; they are also advised to make endorsements to that effect on the application forms when submitting them to the Secretary, Public Services Commission, Accra. Application forms without the endorsement of the payment of fees will not be accepted. Candidates not already in the Civil Service may, on completion of the application form, use it as authority for paying the fee before it is forwarded to the Public Services Commission. The particulars of the receipt issued to such candidates should be stated in any blank space on the application form. They are however to keep the receipts; candidates who are unable to produce both their admission notice and the receipt for the fee on the morning of the examination will not be admitted.

SHAMA LOCAL COUNCIL

LOSS OF LORRY PARK TICKETS

It is hereby notified for the information of the general public that the following lorry park tickets of 5Np denominations belonging to the Shama Local Council are missing:—

512001-513000	666001-667000
513001-514000	657001-658000
514001-515000	683001-684000
599001-600000	745001-746000
604001-605000	798001-799000
607001-608000	846001-847000
610000-620000	870001-871000
623001-624000	879001-880006
626001-627000	893001-894000

It will be appreciated that any one who comes across any of the above-mentioned tickets should please report to the Police or the nearest District Administrative Officer.

GHANA CIVIL SERVICE

LABOUR DEPARTMENT

VACANCIES FOR TRADE TEST ASSISTANTS

Applications are invited from suitably qualified persons for the posts of Trade Test Assistants in the Labour Department.

2. *Qualifications.*—Applicants must:

- have at least the Middle School Leaving Certificate or an equivalent qualification;
- have satisfactorily completed a recognised 5-year apprenticeship or training in all types of carpentry;

- (c) have had 10 years' subsequent approved experience in industry;
- (d) be in possession of a Trade Test Certificate Grade I issued by the Chief Labour Officer. Where candidates hold a First or Second Class Government Trade School Certificate, or the Intermediate City and Guilds Certificate, the 10 years' subsequent experience prescribed may be reduced to 8 years;
- OR
- (a) possess the Final City and Guilds Certificate or the Ordinary National Certificate or Diploma in carpentry, joinery or in electrical engineering or mechanical engineering subjects; and
- (b) have had not less than 4 years' subsequent practical experience in industry.

Candidates in Government Service must:

- (a) have at least the Middle School Leaving Certificate or an equivalent qualification;
- (b) have satisfactorily completed a recognised 5-year apprenticeship or training in all types of carpentry or electrical or mechanical technician's work;
- (c) have served for at least 3 years as an Artisan or in an equivalent grade.

3. *Duties.*—To work under the general direction of the Labour Officer (Technical) and to assist a qualified Trade Tester in trade testing and in the maintenance of equipment in a Regional Labour Office Trade Test Centre.

4. *Salary.*—N¢732 x N¢24–N¢756 x N¢36–N¢864 (Range 27) per annum.

5. Application forms are obtainable from the Chief Labour Officer, P.O. Box M.55, Accra, to whom they should be returned not later than 31st May, 1971. Civil Servants should send their applications through their Heads of Departments. Copies only of supporting documents should be sent. Originals should only be sent on request. Persons under any form of bond are not included.

DEPARTMENT OF SOCIAL WELFARE AND COMMUNITY DEVELOPMENT
VACANCY FOR RESIDENT MATRON

Applications are invited from suitably qualified persons for the post of resident matrons in Government Orphanages

Qualifications.—Applicants should be State Registered Nurses or Qualified Registered Nurses with at least 5 years practical experience. They should be genuinely interested in working with children in Residential Homes.

Age.—Applicants should be between the ages of 35 and 45 years.

Duties.—Duties will include general health supervision of the children resident in the Homes and conducting in-service training courses for subordinate staff.

Salary.—The salary and conditions of service will be in accordance with the Mills-Odoi Recommendations on the Public Services. The post is superannuable and subject to a medical report of fitness.

Applications should reach the Department of Social Welfare and Community Development not later than 12th May, 1971 and should be addressed to:—

THE DIRECTOR,
DEPARTMENT OF SOCIAL WELFARE AND COMMUNITY DEVELOPMENT,
P.O. BOX M.230, ACCRA.

ST. MARY'S SECONDARY SCHOOL, ACCRA
VACANCY FOR ASSISTANT HEADMISTRESS

Applications are invited from suitably qualified persons for appointment as Assistant Headmistress, St. Mary's Secondary School, Accra.

Qualifications.—Graduates of recognised Universities with, at least, 5 years' postgraduation teaching experience or graduate certificated teachers with over 20 years' pre-graduation teaching experience plus 2 years' post-qualification teaching experience; those with, at least, 5 years' pre-graduation teaching experience must have at least 3 years' postgraduation teaching experience and those with between 3 and 5 years' pre-graduation teaching experience must have at least 4 years' postgraduation teaching experience.

Salary Scale.—N¢3,228–N¢3,720.

Application forms may be obtained from the Secretary, Public Services Commission, P.O. Box 1618, Accra to whom they should be returned not later than 15th May, 1971. Public servants should forward their applications through their Heads of Departments/Organisations/Institutions. Copies only of supporting documents should be sent.

**THE WEST AFRICAN EXAMINATIONS COUNCIL
VACANCY FOR CHIEF PERSONNEL OFFICER**

Applications are invited from experienced Personnel Managers. The minimum requirements for this post are:—

1. A degree or professional qualification in personnel administration or management studies.
2. A present basic salary of N¢3,600 per annum.
3. At least 5 years' experience in personnel work. (Experience of staff recruitment, training administration, personnel records and statistics and trades union negotiation is necessary.)
4. Age: Between 35 and 45.

In addition a knowledge of job evaluation and salary structures is desirable. The position is located in the Headquarters Office in Accra but frequent travel to the other offices in West Africa will be necessary.

The West African Examinations Council, employing several hundred staff, administers a large number of the examinations held in West Africa. The Chief Personnel Officer will report to the executive head of the Council.

The salary will be competitive and the appointment will be on pensionable or contract terms.

Applications, showing that all the minimum requirements are satisfied and which must be received by 5th May, 1971, should be sent to:—

The Registrar,
West African Examinations Council,
Headquarters Office,
Private Post Bag,
Accra.

**THE WEST AFRICAN EXAMINATIONS COUNCIL
VACANCIES FOR RESEARCH OFFICERS**

Applications are invited from experienced West African graduates for appointment as Research Officers. Preference will be given to applicants with good honours degrees in—

1. Psychology
 - Special areas
 - (a) Industrial
 - (b) Measurement
 - (c) Psychrometrics
 - (d) other psychology areas.
2. Sociology
3. Statistics.

The salary scale is N¢2,717 x N¢215–N¢4,004; N¢4,290 x N¢215–N¢5,720.

Incremental credit will be allowed for experience, subject to certain conditions.

Appointments will normally be on pensionable terms, but contract terms can be arranged if necessary.

Forms of application and further particulars may be obtained from:

The Senior Deputy Registrar,
West African Examinations Council,
P.O. Box 917,
Accra.

The last date for the receipt of applications is 5th May, 1971.

UNIVERSITY OF SCIENCE AND TECHNOLOGY, KUMASI
VACANCIES FOR VARIOUS POSTS

Applications are invited from suitably qualified candidates for the following posts in the University:—

1. POST OF ASSISTANT TECHNICIAN—DEPARTMENT OF PHARMACEUTICAL CHEMISTRY

Qualifications.—Intermediate City and Guilds (Science Laboratory Technician Certificate) or G.C.E. passes in at least 5 subjects including Chemistry or General Science and at least 5 years' relevant experience in an advanced laboratory.

Duties.—Successful candidate will be mainly required to assist staff in research on natural products carried out in the Local Herbs Research Laboratory in the Pharmaceutical Chemistry Department. This will involve bulk extraction of materials, purification of alkaloids and running of chromatograms and allied techniques. Candidate will be expected to prepare reagents for teaching and research, and to organise and control lower category staff. He will also be responsible for the care and maintenance of laboratory apparatus and equipment.

Salary Scale.—N¢1,200 x N¢60–N¢1,560 per annum.

2. POST OF TECHNICAL ASSISTANT GRADE II—DEPARTMENT OF PHARMACEUTICAL CHEMISTRY

Qualifications.—G.C.E. in at least 5 subjects including Chemistry or General Science with a minimum of 3 years' experience in an advanced laboratory.

Duties.—The successful candidate will be required to assist staff in research on natural products carried out in the Local Herbs Research Laboratory in the Pharmaceutical Chemistry Department. This will involve running of chromatograms and allied techniques. He will also be expected to prepare reagents for teaching and research and to discharge such other duties as may be entrusted to him.

Salary Scale.—N¢700 x N¢30–N¢880 per annum.

3. POST OF TECHNICAL ASSISTANT GRADE II—DEPARTMENT OF PHARMACEUTICS

Qualifications.—G.C.E. with passes in at least 5 subjects including a Science subject or unsuccessful candidates at W.A.S.C./G.C.E. with a pass in a Science subject or such relevant experience as may be judged by the Appointments Committee to be equivalent to the above qualifications.

Salary Scale.—N¢700 x N¢30–N¢880 per annum.

4. POST OF TECHNICAL ASSISTANT GRADE III—DEPARTMENT OF PHARMACOGNOSY

Qualifications.—G.C.E. with passes in at least 5 subjects including a Science subject or unsuccessful candidates at G.C.E. with a pass in a Science subject.

Duties.—Successful candidate will be required to assist in the preparation of drugs and chemical solutions for practical classes and to give assistance to staff and students during practical work. He will also assist in the care and maintenance of simple laboratory apparatus and equipment.

Salary Scale.—N¢450 x N¢30–N¢630 per annum.

5. POST OF ASSISTANT TECHNICIAN—DEPARTMENT OF ELECTRICAL AND ELECTRONICS ENGINEERING

Qualifications.—Candidates must possess:

either The Certificate of the Association of Science Technologists;

or The Intermediate Certificate of the City and Guilds of London Institute (Science Laboratory Technician Certificate);

or An equivalent qualification or such relevant experience or skill as may be judged by the Appointments Committee to be equivalent to any of the above qualifications.

Duties.—To be in charge of the Laboratory under the general oversight of a Senior Technician.

Salary Scale.—N¢1,200 x N¢60–N¢1,560 per annum.

6. POST OF ASSISTANT TECHNICIAN—DEPARTMENT OF PHARMACOGNOSY

Qualifications.—Intermediate City and Guilds or equivalent (Science Laboratory Technician Certificate) or West African School Certificate including passes in Chemistry or General Science and at least 5 years' relevant experience in a laboratory engaged in biochemical or phytochemical research.

Duties.—Successful candidate will be mainly required to assist staff in research on natural products carried out on indigenous medicinal plants. This will involve bulk extraction of materials, running of chromatograms and allied techniques including microtomy and staining techniques. Candidate will also be expected to prepare reagents and plant materials for teaching and research. He will also be required to organise and control lower category staff.

Salary.—N¢1,200 x N¢60–N¢1,560 per annum.

7. POST OF TECHNICAL ASSISTANT GRADE I/II—DEPARTMENT OF GEODETIC ENGINEERING

Qualifications.—The Certificate in Land Surveying of the University of Science and Technology and, at least, one year's post-qualification experience.

Duties.—To conduct engineering surveys involving the setting out of roads, buildings and other engineering works, and the preparation of plans therefrom.

Salary Scale:

Technical Assistant Grade I.—N¢1,050 x N¢40–N¢1,300 per annum.

Technical Assistant Grade II.—N¢700 x N¢30–N¢880 per annum.

8. POST OF SENIOR TECHNICIAN/TECHNICIAN—DEPARTMENT OF MECHANICAL ENGINEERING

Qualifications.—Higher National Diploma, or Higher National Certificate, or Final or Advanced City and Guilds, or Certificate of the City of London.

Qualifications generally accepted as equivalent to the above will be considered on their merits. Applicants with at least 3 years' experience of work at the appropriate level in a University or Research Establishment will also be considered. Candidates must have had adequate practical experience, at least 3 years of which must be post-qualification in a position of responsibility.

Duties.—Duties will include supervision of junior staff and high degree of responsibility for maintenance of equipment and requisitioning of supplies.

Salary Scale:

Senior Technician.—N¢2,320 x N¢100–N¢3,320 per annum.

Technician.—N¢1,700 x N¢80–N¢2,280 per annum.

9. POST OF ASSISTANT TECHNICIAN—DEPARTMENT OF MECHANICAL ENGINEERING

Qualifications.—Ordinary Technicians Diploma, or Ordinary National Certificate, or Intermediate City and Guilds of London, or Equivalent qualifications will be considered on their merits.

Candidates should have adequate practical experience and training and should be capable of highly specialised work in at least one section of the department and able to adapt and assist in other sections.

Salary Scale.—N¢1,200 x N¢60–N¢1,560 per annum.

10. POST OF TECHNICAL ASSISTANT GRADE I—DEPARTMENT OF MECHANICAL ENGINEERING

Qualifications.—Candidates must possess:

either The West African School Certificate with credit in a Science subject, or the G.C.E. Ordinary Level with passes in at least 5 subjects including a Science subject, plus a pass in the Special Technique Examination conducted by the Universities;

or Such relevant experience as may be judged by Appointments Committee to be equivalent to the qualifications.

Good knowledge of laboratory or workshop techniques and be capable of working from drawing and acting with responsibility and initiative.

Salary Scale.—N¢1,050 x N¢40–N¢1,300 per annum.

Application forms are obtainable from the Registrar, University of Science and Technology, Kumasi. Completed forms should be returned by 8th May, 1971.

UNIVERSITY OF SCIENCE AND TECHNOLOGY, KUMASI
VACANCIES FOR VARIOUS POSTS

Applications are invited from suitably qualified persons for posts in the following Faculties/Departments:—

1. FACULTY OF ARCHITECTURE

(a) *Building Technology*

1 Senior Lecturer in Structural Design

1 Senior Lecturer in Materials/Construction.

(b) *Housing and Planning Research*

1 Senior Research Fellow (Architect).

2. FACULTY OF ENGINEERING

- (c) *Electrical and Electronics Engineering*
1 Technical Instructor.

3. FACULTY OF SCIENCE

- (d) *Biological Sciences*
1 Lecturer in Botany.

4. FACULTY OF SOCIAL SCIENCES

- (e) *Economics and Industrial Management*
1 Professor/Associate Professor
1 Lecturer in Economics.

- (f) *Languages*
1 Professor/Associate Professor.

- (g) *General Studies*
1 Senior Lecturer in Geography
1 Senior Lecturer in Law
1 Lecturer in Social Sciences.

5. DEVELOPMENT OFFICE

- Chief University Architect
1 Architect
1 Structural Engineer.

Salary (Under Review):

Professor.—N¢6,400 per annum (Consolidated)

Associate Professor.—N¢6,000 per annum (Consolidated)

Senior Lecturer.—N¢4,500 x N¢180–N¢5,580 per annum

Lecturer.—N¢2,720 x N¢120–N¢3,568/N¢3,740 x N¢150–N¢4,640–N¢4,800 per annum

Technical Instructor.—N¢2,720 x N¢120–N¢3,560 per annum

Plus inducement allowance ranging from N¢450 to N¢900 per annum payable to expatriates.

In appropriate cases, a supplementation allowance in range £324–£1,124 per annum will be paid in sterling by the U.K. Ministry of Overseas Development which also provides Children's Education Allowances and holiday passages in addition to similar facilities granted by the University.

Appointments are normally for four or six years in the first instance, but a shorter period of secondment will be considered.

Application forms and details of the posts are obtainable from the Registrar, University of Science and Technology, Kumasi, Ghana or from the Assistant Registrar, U.S.T., Universities of Ghana Office, 15 Gordon Square, London, W.C.1. The closing date for the return of completed application forms (seven copies) is 24th May, 1971.

UNIVERSITY COLLEGE OF CAPE COAST—DEPARTMENT OF HISTORY
VACANCIES FOR LECTURERS WITH SPECIAL INTEREST IN MODERN EUROPEAN AND
AMERICAN HISTORY

Applications are invited from suitably qualified persons for the following posts in the Department of History:

- (a) 1 Lecturer (with special interest in Modern European History)
(b) 1 Lecturer (with special interest in American History).

Qualifications.—Applicants should have postgraduate qualifications. Previous teaching experience in a University or similar institutions will be an advantage.

Duties.—Successful applicants will be required to lecture in either Modern European History or in a comparative course of the Rise of Modern Russia and the U.S.A. to under-graduates.

Salary Scales and Allowances (Under Review).—Lecturer: N¢2,720 x N¢120–N¢3,560/3,740 x N¢180–N¢4,680; N¢4,800 per annum plus a non-taxable inducement allowance of N¢720 per annum for expatriates.

Appointments normally six years in the first instance but shorter periods of appointments of two or four years may be offered.

Further particulars and forms of application should be obtained from the Registrar, University College of Cape Coast, Cape Coast, with whom applications (four copies) should be lodged not later than *28th May, 1971*.

CORRECTION NOTICE

PROPERTY VALUER/ASSISTANT RATING OFFICER—MINISTRY OF INTERNAL AFFAIRS (LOCAL ADMINISTRATION DIVISION)

Reference page 125 of *Ghana Gazette* No. 14 dated 5th March, 1971, *delete* entirely Post No. 87 and *substitute* the following:—

87. ASSISTANT VALUATION OFFICER RANGE—52

Duties:

- (i) to be responsible for Valuation Programme within a Valuation Region;
- (ii) to be responsible for objections to Valuations and Appeals arising from decisions of Assessment Committees of Local Authorities;
- (iii) to be responsible for compilation of valuation statistical data, and
- (iv) to be responsible for training of Junior Technical Officers (Valuation) in the methods and techniques used by the department.

Qualifications.—Applicants must:

- (a) not be more than 40 years old, and
- (b) possess B.Sc. (Land Economy) Degree or an equivalent degree from a recognised University.

N.B.—The correct title of Post No. 87 appearing on page 108 of the above-mentioned *Gazette* should therefore read Assistant Valuation Officer *not* "Property Valuer/Assistant Rating Officer" as erroneously published therein.
