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THE  
EMPLOYMENT EXCHANGE SERVICE  
OF GREAT BRITAIN

AN OUTLINE OF THE ADMINISTRATION OF  
PLACING AND UNEMPLOYMENT INSURANCE

BY

T. S. CHEGWIDDEN

AND

G. MYRDDIN-EVANS

WITH FOREWORD BY

THE RT. HON. WINSTON S. CHURCHILL, C.H., M.P.

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Industrial Relations Counselors, Inc., was established May 1, 1926, as a non-profit-making organization to supersede the industrial relations staff of Curtis, Fosdick and Belknap, set up in January, 1922. The staff had been engaged mainly in consultation and surveys of industrial relations in single firms, and the need of a broader research basis for this work became steadily more apparent. When the new organization was formed the research program was expanded.

In its research studies, Industrial Relations Counselors, Inc., seeks to accumulate and analyze experience in certain of the more significant phases of industrial relations and to present the findings in an unbiased way. Emphasis is laid on the international point of view, and foreign as well as American experience is considered.

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## SERIES FOREWORD

With this volume, Industrial Relations Counselors, Inc., begins a series of studies on the administrative aspect of public employment services and unemployment insurance in several countries. When the series was projected in 1932, it appeared probable that enabling legislation would soon be passed by Congress and that the federal and state departments of labor would confront the task of organizing a federal-state system of employment offices. Now that the United States Employment Service is being organized under the Wagner-Peyser Act, passed in 1933, it is hoped that the series will have practical value for the system's organisers and administrators, as well as for business executives, labor officials, and others concerned with its social significance.

At first the series was planned to deal almost entirely with the placing function of public employment services. However, with the growing interest in unemployment insurance in this country it seemed important, especially as this form of social insurance is administered in large part by placing organizations, that provision should be made for some treatment of its administrative phase. The Unemployment Advisory Committee of the Social Science Research Council was mainly responsible for this change in the original plan of work.

The authors of the volume appearing herewith speak with authority on their subject by reason of their experience and present positions in the British Ministry of Labour. Mr. Chegvidden entered the permanent civil service in 1919 in the Ministry of Labour. He has been private secretary to four successive Ministers of Labour and since February, 1928, has been Principal Officer in the Employment and Training Department responsible for the administration of the Labour Exchanges Act, 1909, in respect of adults. Mr. Myrddin-Evans entered the permanent civil service at the Treasury in 1920. In 1929 he transferred to the Ministry of Labour as Principal Officer in the Employment and Training Department responsible for general questions on employment and unemployment and decasualisation. The volume is being published in a separate edition in Great Britain, from pages set up in the United States, and there have been many compromises in the effort to make the text acceptable to readers in both countries.

Volume II, of which Dr. Oscar Weigert, formerly with the Reichsarbeitsministerium, is the author, will deal with the administration of the employment exchange and unemployment insurance system of Germany. It will follow in a few months.

BRYCE M. STEWART,  
*Director of Research.*

## FOREWORD

As President of the Board of Trade, it was my duty in May, 1909, to introduce the Labour Exchanges Bill into the House of Commons and to secure its passage into law. The objects of the Bill, as I explained in a speech which I made in Parliament on the 19th May, were to secure the more efficient organisation of the labour market, to increase the mobility of labour and, in the words of the Royal Commission on the Poor Laws which presented its report in 1909, to mitigate "the misery of tramping after problematical work," and last, but not least, to constitute machinery indispensable to the proper administration of a system of unemployment insurance.

Twenty-two years have passed since the first Employment Exchanges (or Labour Exchanges as they were originally called) were established—years of stress and strain unimagined by those who devised the scheme.

At the time of their establishment few people could have anticipated the rapidity and extent of their development or the volume and complexity of the problems with which they would have to deal. Within a short time they were plunged into the maelstrom of Government activities consequent upon the European War and played a considerable part in the recruitment and selection of personnel for all branches of the national services, combatant and civilian. In 1919 they were called upon to take a large share in the administration of some of the most intricate problems of the demobilisation period; while only a year later the unemployment insurance scheme, which hitherto had applied to only a relatively small number of industries, was expanded so as to cover the great majority of the wage-earning population. The first steps had scarcely been taken to launch this expanded scheme of social insurance before the depression of 1921 was upon the country, and since that year the Exchanges have been involved in all the multifarious measures and activities to which Governments have had recourse in dealing with an unemployment problem represented by a live register which (except for two successive weeks in 1926) has never fallen below one million and which for more than three years now has been above two million.

How triumphantly the Exchange system survived the gruelling test to which it was so soon submitted, and how successfully it has achieved the objects for which it was designed, the following pages demonstrate in a manner which cannot fail to carry conviction.

Throughout the vicissitudes of the war and post-war years the Exchange system has adapted itself to the needs of the time; as its first duties have increased in volume and new duties have been added, the system has necessarily expanded and today covers the whole country and in some way or another touches the lives of the vast majority of the inhabitants of Great Britain.

The information which the authors give about the composition of the industrial population, the movement of labour and the re-orientation of industry during recent years could hardly have been collected in the absence of the Employment Exchange system; still less could the urgent problem of the redistribution of the surplus population of the areas which were left high and dry by the shifting tide of industry have been handled without them.

But the future of the Exchange system does not depend upon its utility in times of emergency. It has a contribution of the first importance to make towards the more efficient organisation of industry and commerce by the opportunity which it gives for the substitution of rational and scientific methods of labour engagement for the haphazard and unregulated methods which, although still too prevalent, are happily dying out. That the value of the Service from this point of view is being more widely recognised is shewn by the rapid increase in recent years in the number of vacant situations filled, which in 1933 reached the high figure of over two million.

I can confidently recommend the study of this volume not only to the student of economic and social affairs, but also to the British business man who is not aware of the valuable services which are ready to his hand, without charge, if he will but make use of them.

WINSTON S. CHURCHILL

*Chartwell, Westerham, Kent*

*24th January, 1934*

## AUTHORS' PREFACE

This brief study of the Employment Exchange system of Great Britain and of the problems with which it has been and is called upon to deal, was written at the request of Industrial Relations Counselors, Incorporated, of New York. The ground covered represents a part only of the general responsibilities of the Ministry of Labour, and the treatment accorded to it has, owing to the limitations of space, been sufficient only to give a broad outline of the organisation and the manner in which it functions, such as we thought would be intelligible to the general reader. The study has been written with the approval of the Department, and we are indebted to many of our colleagues, to whom we should like to take this opportunity of expressing our gratitude, for valuable advice and assistance in its compilation. In the main it is a statement of fact, but in so far as we have expressed opinions they must be taken as our own and not as representing the official views of the Department.

In conclusion, we desire to acknowledge our indebtedness to the Controller of His Majesty's Stationery Office for his courtesy in permitting us to make use of and in some cases to reproduce material derived from official publications.

T. S. CHEGWIDDEN  
G. MYRDDIN-EVANS

*London, May, 1934*



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## **APPENDIX I**

**TABLE 18**  
**NUMBER OF GAINFULLY OCCUPIED PERSONS,**  
**CLASSIFIED BY OCCUPATION AND BY SEX, GREAT BRITAIN, 1921**

Occupational Group	Gainfully Occupied Persons <sup>a</sup>		
	Males	Females	Total
Agricultural occupations.....	1,341,282	107,369	1,448,651
Brick, pottery and glass makers.....	100,087	44,935	145,022
Builders, bricklayers, stone and slate workers, and contractors.....	568,758	1,856	570,614
Chemical processes, workers in <sup>b</sup> .....	68,848	17,918	86,766
Clerks and draughtsmen, <sup>c</sup> typists.....	627,521	497,661	1,125,182
Commerce, finance and insurance, persons in <sup>d</sup> .....	1,179,580	579,167	1,758,747
Electrical apparatus makers and fitters, <sup>e</sup> and electricians.....	159,809	20,718	180,527
Entertainments and sport, persons employed in....	73,601	29,854	103,455
Fishermen.....	51,325	213	51,538
Food, drink and tobacco makers.....	227,842	122,693	350,535
Gas, water and electricity undertakings, <sup>g</sup> persons employed in.....	56,835	490	57,325
Metal workers <sup>f</sup> .....	1,820,445	115,611	1,936,056
Mining and quarrying occupations.....	1,213,633	6,732	1,220,365
Mixed or undefined materials, workers in.....	124,435	25,866	150,301
Non-metalliferous mine and quarry products, <sup>g</sup> workers in the treatment of.....	26,776	1,985	28,761
Painters and decorators <sup>h</sup> .....	222,833	3,125	225,958
Paper, makers of and workers in <sup>i</sup> .....	188,478	126,566	315,044
Personal service, <sup>j</sup> persons engaged in.....	371,682	1,844,574	2,216,256
Precious metals and electroplate, workers in.....	30,495	15,433	45,928
Professional occupations <sup>k</sup> .....	349,208	404,952	754,160
Public administration and defence, persons em- ployed in <sup>l</sup> .....	482,410	77,948	560,358
Skins and leather workers, and makers of leather and leather substitute goods <sup>l</sup> .....	60,430	22,545	82,975
Stationary engine drivers, dynamo and motor attendants.....	180,203	99	180,302
Textile goods and articles of dress, makers of.....	314,732	601,980	916,712
Textile workers.....	408,530	701,371	1,109,901
Transport and communication, persons employed in	1,590,505	74,627	1,665,132
Warehousemen, storekeepers and packers.....	243,448	141,434	384,882
Watch, clock and scientific instrument makers.....	27,322	2,534	29,856
Wood and furniture workers.....	577,665	31,116	608,781
Miscellaneous materials, workers in.....	38,653	28,416	67,069
Other and undefined workers <sup>m</sup> .....	928,524	51,636	980,160
<b>Total.....</b>	<b>13,655,895</b>	<b>5,701,424</b>	<b>19,357,319</b>

<sup>a</sup> Includes employers, employees, and workers on own account.

<sup>b</sup> Makers of paints, oils, and allied products.

<sup>c</sup> Excludes civil service or local authority.

<sup>d</sup> Excludes clerks.

<sup>e</sup> Not enumerated elsewhere.

<sup>f</sup> Excludes electroplate and precious metals.

<sup>g</sup> Excludes workers in gas works.

<sup>h</sup> Excludes pottery.

<sup>i</sup> Includes printers, bookbinders, photographers.

<sup>j</sup> Includes institutions, clubs, hotels.

<sup>k</sup> Excludes professional men and typists.

<sup>l</sup> Excludes boots and shoes.

<sup>m</sup> Includes general labourers.

TABLE 19  
NUMBER OF PERSONS INSURED UNDER THE UNEMPLOYMENT INSURANCE ACTS,  
CLASSIFIED BY INDUSTRY AND BY SEX, GREAT BRITAIN, 1923 AND 1932

Industry	Insured Persons, July, 1923 <sup>a</sup>			Insured Persons, July, 1932 <sup>b</sup>		
	Males	Females	Total	Males	Females	Total
Ammunition, explosives, chemicals and allied products . . . . .	159,030	53,740	212,770	159,560	55,900	215,460
Brick, tile and allied products . . . . .	52,700	7,470	60,170	80,110	6,460	86,570
Building and construction works . . . . .	817,670	9,210	826,880	1,111,890	11,130	1,123,020
Clothing trades . . . . .	198,280	353,810	552,090	193,450	385,910	579,360
Construction and repair of vehicles . . . . .	245,420	23,180	268,600	287,200	29,520	316,720
Engineering trades . . . . .	749,930	52,530	802,460	646,470	66,230	712,700
Food, drink, and tobacco trades . . . . .	288,670	199,350	488,020	304,100	219,800	523,900
Glass trades . . . . .	37,070	6,610	43,680	37,410	8,250	45,660
Leather and leather goods . . . . .	49,140	20,960	70,100	43,730	23,910	67,640
Metal manufacture . . . . .	341,640	18,330	359,970	288,660	16,260	304,920
Metal trades . . . . .	333,810	144,360	478,170	391,120	182,180	573,300
Non-metalliferous mining products . . . . .	40,060	1,460	41,520	47,220	2,490	49,710
Pottery, earthenware, and allied products . . . . .	35,570	36,400	71,970	36,010	38,730	74,740
Printing and paper trades . . . . .	210,290	132,980	343,270	257,020	155,840	412,860
Sawmilling, furniture and woodwork . . . . .	159,240	29,740	188,980	192,410	33,190	225,600
Shipbuilding and ship-repairing . . . . .	241,810	3,720	245,530	168,800	2,640	171,440
Textile trades . . . . .	492,550	736,900	1,229,450	465,940	723,730	1,189,670
Other manufacturing industries . . . . .	81,310	45,650	126,960	98,130	55,680	153,810
Commerce, banking, insurance and finance . . . . .	144,800	79,180	223,980	163,650	77,410	241,060
Distributive trades . . . . .	737,600	497,150	1,234,750	1,176,750	736,330	1,913,080
Fishing . . . . .	23,910	540	24,450	29,910	1,040	30,950
Gas, water and electricity supply . . . . .	162,770	6,710	169,480	164,570	7,210	171,780
Mining . . . . .	1,334,970	10,320	1,345,290	1,139,850	7,160	1,147,010
Transport and communication . . . . .	748,860	29,530	778,390	824,850	33,420	858,270
Miscellaneous trades and services . . . . .	648,100	396,950	1,045,050	830,490	523,280	1,353,770
<b>Total . . . . .</b>	<b>8,335,200</b>	<b>2,896,780</b>	<b>11,231,980</b>	<b>9,139,300</b>	<b>3,403,700</b>	<b>12,543,000</b>

<sup>a</sup> Persons aged sixteen years and over.

<sup>b</sup> Persons aged sixteen to sixty-four years.



TABLE 20

ESTIMATED NUMBER OF WORKERS NOT INSURED UNDER THE UNEMPLOYMENT INSURANCE ACTS, CLASSIFIED BY BASIS OF EXCLUSION, GREAT BRITAIN, 1932  
(In Thousands)

Age or Occupational Group <sup>a</sup>	Number
Excluded because of age	
Aged 14-16 years	
In insured industries . . . . .	600
In other industries . . . . .	150
Aged 65 years and over	
In insured industries . . . . .	270
In other industries . . . . .	130
Excluded because of occupation	
Agriculture including horticulture and forestry . . . . .	700
Domestic service, private . . . . .	1,350 <sup>b</sup>
Employment in His Majesty's forces . . . . .	295
Established civil servants . . . . .	180
Outworkers . . . . .	100
Police . . . . .	60
Professional nurses, female . . . . .	100
Share fishermen . . . . .	12
Sub-contractors . . . . .	20
Teachers . . . . .	115
Workers in "excepted" employment <sup>c</sup>	
Unestablished civil servants <sup>d</sup> . . . . .	11
Local government employees . . . . .	123
Railway employees <sup>e</sup> . . . . .	382
Public utility service employees . . . . .	12
Persons entitled to rights in a superannuation fund having statutory force, not included above . . . . .	1
Workers insured under special schemes <sup>f</sup>	
Insurance industry . . . . .	100
Banking industry . . . . .	41

<sup>a</sup> The following groups are not included here: non-manual workers earning over £250 per annum; agents; persons engaged in employment of a casual nature otherwise than for the purpose of the employers' trade or business; persons employed in the service of the husband or wife of the employed person; and subsidiary employment specified by special order, in respect of none of which is information available.

<sup>b</sup> Including about 1,150,000 full-time employees, one hundred thousand part-time and casual workers, and one hundred thousand gardeners in private service.

<sup>c</sup> Excepted by certificates of the Minister of Labour from insurance under the Unemployment Insurance Acts.

<sup>d</sup> Non-industrial.

<sup>e</sup> Conciliation grades, etc.

<sup>f</sup> Unemployment insurance schemes organised by individual industries which contracted out of the State scheme under Section 18 of the Unemployment Insurance Act, 1920. They are described on pp. 285-87.

TABLE 21

NUMBER OF INSURED JUVENILES AND PERCENTAGE CHANGE,  
CLASSIFIED BY INDUSTRY AND BY SEX, GREAT BRITAIN, 1923 AND 1932

Industry	Number		Per Cent	Percentage Change from 1923 to 1932
	1923	1932	1932	
<b>Boys</b>				
Building . . . . .	23,800	35,900	6.4	+24.7
Coal mining . . . . .	76,900	53,900	9.7	-29.9
Commerce, banking, etc. . . . .	11,900	9,100	1.6	-23.5
Construction and repair of motor vehicles, cycles, and aircraft . . . . .	13,400	15,600	2.8	+16.4
Distributive trades . . . . .	91,800	143,600	25.7	+56.4
Engineering, general . . . . .	35,700	28,200	5.1	-21.0
Furniture making, upholstering, etc. . . . .	7,500	11,500	2.1	+53.3
Metal industries, miscellaneous . . . . .	9,000	11,000	2.0	+22.2
Printing, publishing and bookbinding . . . . .	14,300	15,900	2.9	+11.2
Railway service . . . . .	11,500	7,000	1.3	-39.1
Shipbuilding and ship-repairing . . . . .	10,500	6,100	1.1	-41.9
Textile trades				
Cotton . . . . .	18,900	9,900	1.8	-47.6
Woolen and worsted . . . . .	10,200	5,800	1.0	-43.1
All other industries and services . . . . .	199,600	203,500	36.5	+2.0
<b>Total . . . . .</b>	<b>540,000</b>	<b>557,000</b>	<b>100.0</b>	<b>+3.1</b>
<b>GIRLS</b>				
Blouses, shirts, collars, underclothing, etc. . . . .	6,100	10,100	2.4	+65.6
Bread, biscuit, cake, etc., making of . . . . .	8,600	10,200	2.4	+18.6
Cocoa, chocolate and confectionery making . . . . .	10,300	8,600	2.0	-16.5
Distributive trades . . . . .	74,100	111,500	26.2	+50.5
Dress and millinery work . . . . .	18,800	12,700	3.0	-32.4
Electric cable, apparatus, lamps, etc. . . . .	4,100	8,100	1.9	+97.6
Hosiery . . . . .	11,400	11,400	2.7	...
Hotel, boarding-house, club service . . . . .	10,300	16,800	3.9	+63.1
Laundries, dyeing and dry cleaning . . . . .	10,700	16,900	4.0	+57.9
Metal industries, miscellaneous . . . . .	10,100	12,200	2.9	+20.8
Printing, publishing and bookbinding . . . . .	13,200	15,100	3.5	+14.4
Tailoring . . . . .	15,400	18,100	4.2	+17.5
Textile trades				
Cotton . . . . .	36,900	23,100	5.4	-37.4
Woolen and worsted . . . . .	18,400	10,600	2.5	-42.4
All other industries and services . . . . .	131,600	140,600	33.0	+6.8
<b>Total . . . . .</b>	<b>380,000</b>	<b>426,000</b>	<b>100.0</b>	<b>+12.1</b>

**TABLE 22**  
MEMBERSHIP OF TRADE UNIONS, CLASSIFIED BY  
INDUSTRY, GREAT BRITAIN AND NORTHERN IRELAND, 1920, 1924, 1932

Groups of Unions	Membership <sup>a</sup> (In Thousands)		
	1920	1924	1932 <sup>b</sup>
Agriculture, horticulture, etc.....	210	61	33
Building, * public works contracting, etc.....	563	332	275
Clothing.....	236	166	154
Metals, machines, conveyances, etc.			
Engineering, ironfounding, shipbuilding, other metal work- ing and vehicle building.....	1,003	610	472
Iron, steel, tinplate manufacture, etc.....	168	94	54
Mining and quarrying			
Coal mining.....	1,115	943	554
Other mining and quarrying.....	43	27	9
Paper, printing and allied trades.....	227	194	184
Textile trades			
Bleaching, dyeing, finishing, etc.....	118	80	58
Cotton.....	461	370	319
Wool, worsted and shoddy.....	124	79	53
Other textiles.....	131	88	62
Woodworking and furniture manufacture.....	87	66	54
Other manufacturing industries <sup>d</sup> .....	140	84	73
Commerce, distribution and finance.....	400	219	261
Entertainments, sports and miscellaneous.....	153	81	66
National and local government <sup>e</sup> .....	470	323	391
Teaching.....	200	195	232
Transport and general labour <sup>f</sup>			
Railway service.....	618	507	396
Water transport.....	194	94	77
Other transport <sup>g</sup> and general labour.....	1,685	922	666
<b>Total<sup>h</sup>.....</b>	<b>8,346</b>	<b>5,535</b>	<b>4,441</b>

<sup>a</sup> The total membership of each union is included in the group with which the majority of the members are believed to be connected.

<sup>b</sup> The figures for this year are provisional.

<sup>c</sup> Includes carpenters and joiners.

<sup>d</sup> Includes pottery and glass, food, drink and tobacco, leather, chemicals, rubber, brushes, musical instruments and others.

<sup>e</sup> Excludes teachers', tramway workers' and general unions which are included under "Teaching" and "Transport and general labour," respectively.

<sup>f</sup> Includes members of the Transport and General Workers' Union and the National Union of General and Municipal Workers.

<sup>g</sup> Includes road, dock and allied work.

<sup>h</sup> Includes members in the Irish Free State and in overseas branches, numbering about 55,000 in 1931

**TABLE 23**  
ANNUAL PERCENTAGE<sup>a</sup> OF UNEMPLOYMENT AMONG MEMBERS OF CERTAIN  
TRADE UNIONS, UNITED KINGDOM, 1881-1914

Year	Per Cent	Year	Per Cent	Year	Per Cent	Year	Per Cent	Year	Per Cent
1881	3.5	1888	4.9	1895	5.8	1902	4.0	1909	7.7
1882	2.3	1889	2.1	1896	3.3	1903	4.7	1910	4.7
1883	2.6	1890	2.1	1897	3.3	1904	6.0	1911	3.0
1884	8.1	1891	3.5	1898	2.8	1905	5.0	1912	3.2
1885	9.3	1892	6.3	1899	2.0	1906	3.6	1913	2.1
1886	10.2	1893	7.5	1900	2.5	1907	3.7	1914	3.3
1887	7.6	1894	6.9	1901	3.3	1908	7.8	...	...

<sup>a</sup> The annual percentage is the average of the percentage at the end of each month.

TABLE 24  
 NUMBER AND PERCENTAGE OF INSURED PERSONS  
 RECORDED AS UNEMPLOYED EACH MONTH, GREAT BRITAIN, 1921-33  
 (In Thousands)

Year	January		February		March		April		May		June	
	Number	Per Cent	Number	Per Cent	Number	Per Cent	Number	Per Cent	Number	Per Cent	Number	Per Cent
1921	1,213	11.0	1,420	12.9	1,662	15.0	2,197	19.9	2,549	23.0	2,429	21.9
1922	1,948	17.5	1,883	16.9	1,764	15.8	1,745	15.6	1,606	14.4	1,504	13.5
1923	1,469	13.1	1,367	12.2	1,286	11.5	1,269	11.3	1,248	11.1	1,256	11.2
1924	1,334	11.8	1,190	10.5	1,102	9.7	1,080	9.5	1,046	9.2	1,044	9.2
1925	1,273	11.1	1,279	11.1	1,252	10.8	1,227	10.6	1,227	10.6	1,341	11.6
1926	1,252	10.7	1,184	10.1	1,108	9.5	1,035	8.8	1,653	14.1	1,683	14.3
1927	1,400	11.8	1,271	10.7	1,149	9.7	1,098	9.3	1,026	8.6	1,039	8.8
1928	1,227	10.6	1,195	10.3	1,096	9.4	1,093	9.4	1,124	9.7	1,225	10.5
1929	1,422	12.1	1,413	12.0	1,165	9.9	1,144	9.7	1,142	9.7	1,128	9.5
1930	1,476	12.3	1,538	12.8	1,641	13.6	1,704	14.1	1,797	14.8	1,851	15.2
1931	2,581	21.3	2,617	21.6	2,587	21.3	2,515	20.7	2,502	20.6	2,633	21.1
1932	2,784	22.3	2,742	21.9	2,595	20.8	2,661	21.3	2,754	22.0	2,770	22.1
1933	2,877	22.9	2,836	22.6	2,744	21.9	2,661	21.2	2,553	20.4	2,429	19.4
Year	July		August		September		October		November		December	
	Number	Per Cent	Number	Per Cent	Number	Per Cent	Number	Per Cent	Number	Per Cent	Number	Per Cent
1921	1,928	17.4	1,676	15.1	1,539	13.9	1,583	14.3	1,878	16.9	1,967	17.7
1922	1,444	12.9	1,413	12.6	1,397	12.5	1,389	12.4	1,430	12.8	1,409	12.6
1923	1,282	11.4	1,313	11.7	1,302	11.6	1,305	11.6	1,284	11.4	1,188	10.5
1924	1,094	9.6	1,178	10.3	1,196	10.5	1,235	10.8	1,230	10.7	1,217	10.6
1925	1,261	10.8	1,379	11.9	1,360	11.7	1,288	11.1	1,245	10.7	1,175	10.1
1926	1,672	14.2	1,621	13.8	1,589	13.5	1,577	13.4	1,573	13.3	1,379	11.7
1927	1,083	9.1	1,098	9.2	1,098	9.2	1,130	9.5	1,182	9.9	1,165	9.8
1928	1,323	11.3	1,324	11.3	1,304	11.1	1,356	11.6	1,408	12.0	1,290	11.0
1929	1,141	9.6	1,161	9.8	1,166	9.8	1,216	10.2	1,286	10.8	1,305	10.9
1930	2,002	16.5	2,050	16.9	2,117	17.4	2,246	18.5	2,294	18.9	2,411	19.9
1931	2,732	21.9	2,738	21.9	2,804	22.4	2,722	21.8	2,667	21.3	2,602	20.8
1932	2,839	22.6	2,866	22.9	2,849	22.7	2,737	21.8	2,774	22.1	2,700	21.5

TABLE 25  
 AVERAGE EMPLOYMENT SERVICE STAFF, AND SALARY  
 EXPENDITURES, CLASSIFIED BY DEPARTMENT, GREAT BRITAIN, 1931

Department	Average Staff	Salaries <sup>a</sup>		
		Permanent	Temporary	Total
Headquarters		£	£	£
Minister, secretary, etc.....	4	8,771	...	8,771
Unemployment insurance and transi- tional payments.....	161	68,244	1,104	69,348
Employment and training.....	177	57,668	4,502	62,170
General				
Industrial relations.....	13	9,655	207	9,862
International labour division.....	3	1,890	...	1,890
Trade boards.....	59	23,592	1,402	24,994
Statistics.....	184	42,310	10,947	53,257
Services and establishments				
Staff administration.....	153	68,099	2,001	70,100
Registries.....	137	17,946	9,098	27,044
Typists.....	174	19,396	5,180	24,576
Messengers, cleaners, etc.....	159	2,388	16,162	18,550
Finance.....	196	72,797	1,604	74,401
Solicitors.....	22	16,044	54	16,098
Total.....	1,442	408,800	52,261	461,061
Claims and Record Office, Kew (Finance Department).....	3,094	361,484	219,693	581,177
Outstations				
Divisional offices, employment ex- changes, etc.....	20,625	1,790,582	2,195,725	3,986,307
General				
Industrial relations.....	24	9,390	950	10,340
Trade boards.....	113	38,465	1,708	40,173
Finance.....	178	55,083	2,712	57,795
Total.....	20,940	1,893,520	2,201,095	4,094,615
Office of the Umpire.....	34	17,969	1,970	19,939
Industrial court.....	11	9,186	278	9,464
Grand total.....	25,521	2,690,959	2,475,297	5,166,256

<sup>a</sup> Includes bonus.

TABLE 26  
NUMBER IN EMPLOYMENT SERVICE STAFF\* AND ANNUAL SCALES OF PAY,  
CLASSIFIED BY GRADE AND BY SEX, GREAT BRITAIN, AS OF 1ST APRIL, 1933

Grade	Number in —				Annual Scales of Pay <sup>b</sup>			
	Divisional Offices		Employment Exchanges		Minimum		Maximum	
	Men	Women	Men	Women	Men	Women	Men	Women
Divisional controller.....	7	...	...	...	£	£	£	£
Deputy controller.....	8	1	...	...	700	550	1,000	650
First class officer.....	29	6	33	2	600	475	700	550
Second class officer.....	52	10	106	7	400	300	550	440
Third class officer.....	153	31	503	72	200	200	400	300
Employment officer.....	108	26	1,312	422	200	170	250	220
Employment clerk.....	125	21	2,442	1,363	75	75	180	150
Subsidiary clerical classes <sup>c</sup>								
Grade I.....	3	...	14	2	156	114	201	133
Grade II.....	36	2	1,904	120	138	107	183	133
Grade III <sup>d</sup> .....	149	18	7,499	1,300	135	93	171	124

\* Excluding typing staff, messengers and cleaners.

<sup>b</sup> These rates are exclusive of the cost of living bonus at present payable.

<sup>c</sup> The rates for this group are inclusive; that is, no cost of living bonus is added. The London rates for the group are slightly higher and those for small provincial towns are somewhat lower than the rates quoted.

<sup>d</sup> There are in addition seven officers graded lower than Grade III on grounds of age (under twenty-one).

TABLE 27

ANNUAL NUMBER OF VACANCIES FILLED, CLASSIFIED BY OCCUPATIONAL GROUP AND BY SEX,<sup>a</sup> GREAT BRITAIN, 1922-32<sup>b</sup>

Occupational Group	1922	1923	1924	1925	1926	1927	1928	1929	1930	1931	1932 <sup>c</sup>
MEN											
Agriculture.....	12,675	22,007	20,757	21,590	18,453	21,818	21,247	26,636	29,534	27,678	19,869
Building.....	62,762	87,490	78,292	75,850	65,899	92,870	117,691	145,848	154,676	157,971	149,711
Clothing.....	1,330	1,693	2,677	3,606	3,022	3,270	3,103	4,027	4,740	6,031	6,864
Commercial occupations.....	16,411	18,112	21,149	20,002	15,472	17,827	27,813	39,205	33,730	64,750 <sup>d</sup>	32,202
Works of construction.....	102,777	118,205	156,938	175,161	107,923	65,450	52,282	91,103	185,526	227,869	113,989
Domestic service <sup>e</sup> .....	4,713	6,932	10,544	12,238	10,675	13,904	15,835	22,196	23,837	29,096	33,005
Drink, tobacco, etc. <sup>f</sup> .....	...	...	...	...	...	521	414	648	656	687	1,042
Electrical apparatus, etc.....	356	946	1,317	1,087	1,138	1,436	1,502	1,941	2,232	2,116	4,030
Engineering.....	20,173	41,976	59,243	54,033	51,352	66,366	73,151	87,452	75,143	95,293	111,801
Food.....	1,628	2,708	4,893	6,079	5,546	5,656	7,509	7,814	8,637	10,699	10,778
Gas, water, etc.....	10,517	18,730	22,428	19,142	8,951	5,573	10,952	22,196	24,149	25,968	16,314
General labourers.....	72,974	94,700	109,815	114,226	84,913	73,977	84,550	122,268	164,688	182,331	118,665
Government and professional.....	7,067	11,048	13,022	10,354	10,148	13,895	14,071	26,541	15,893	27,772 <sup>d</sup>	16,602
Iron, steel and other metals.....	1,480	8,804	16,236	20,833	18,755	39,192	33,210	18,375	17,479	25,796	38,183
Mining.....	9,149	9,447	10,799	13,352	9,097	18,299	16,856	28,781	25,747	31,708	23,692
Rubber.....	179	1,269	1,861	1,725	718	1,132	1,554	1,401	1,632	2,021	1,849
Shop assistants <sup>g</sup> .....	...	...	...	...	...	...	...	...	...	...	7,102
Textiles											
Cotton.....	1,965	3,262	6,560	6,582	10,405	21,578	16,966	13,938	14,996	21,026	20,857
Wool.....	426	873	2,037	2,887	2,654	4,780	7,199	10,760	9,419	9,209	7,460
Other textiles.....	598	1,243	2,592	3,459	7,160	5,749	6,221	7,381	7,305	10,211	10,600
Transport <sup>h</sup>											
Railway.....	13,510	22,609	31,978	36,696	63,171	8,797	6,429	14,211	13,736	13,990	6,827
Road and water.....	...	...	...	...	...	65,462	60,194	73,746	78,429	83,315	69,370

WOMEN

Agriculture.....	3,783	4,308	4,711	4,407	3,051	3,341	3,323	3,438	4,812	5,287	5,188
Building.....	71	127	100	56	88	183	83	93	345	133	138
Clothing.....	12,756	15,553	22,309	35,631	29,758	26,036	26,557	28,509	35,729	45,227	45,006
Commercial occupations.....	9,222	10,926	11,717	11,930	12,086	15,581	17,265	21,447	23,242	23,835	24,989
Works of construction.....	1	...	...	...	5	...	1	...	129	...	...
Domestic service <sup>a</sup> .....	112,076	111,470	124,284	129,847	112,034	129,350	130,976	152,847	153,325	161,609	115,998
Drink, tobacco, etc. <sup>d</sup> .....	...	...	...	...	...	1,160	1,349	1,949	1,804	1,453	2,533
Electrical apparatus, etc.....	702	1,118	2,604	1,972	2,311	2,405	3,042	3,801	3,948	5,551	8,307
Engineering.....	3,050	4,922	5,796	5,454	3,943	5,039	5,729	7,565	6,315	6,562	7,139
Food.....	3,606	5,547	8,958	15,863	14,497	8,288	10,587	11,935	13,124	13,588	17,121
Gas, water, etc.....	11	2	5	9	2	1	13	6	5	12	9
General labourers.....	2,194	2,037	1,919	3,275	2,485	3,392	3,635	4,815	3,580	4,046	5,712
Government and professional.....	1,339	1,509	1,820	1,495	1,429	1,617	1,964	2,229	2,582	2,995	3,793
Iron, steel and other metals.....	150	196	169	321	294	469	449	341	223	408	335
Mining.....	6	21	48	13	46	40	93	161	160	131	113
Rubber.....	994	1,532	2,035	1,947	1,380	1,974	2,467	2,268	2,771	3,797	5,643
Shop assistants <sup>e</sup> .....	...	...	...	...	...	...	...	...	...	...	38,758
Textiles											
Cotton.....	5,872	10,403	21,133	24,185	31,064	45,729	40,826	39,691	43,034	46,649	42,476
Wool.....	2,624	3,254	6,145	7,035	9,702	9,166	7,216	8,145	7,453	11,670	9,294
Other textiles.....	4,924	6,459	11,115	21,605	21,627	15,920	16,082	19,398	22,780	28,188	31,827
Transport <sup>h</sup>											
Railway.....	1,751	2,112	2,935	3,495	4,925	39	45	85	88	71	42
Road and water.....	...	...	...	...	...	4,943	5,498	6,968	6,222	5,750	6,175

<sup>a</sup> Vacancies filled are not available by occupational group for boys and girls.

<sup>b</sup> Calendar years.

<sup>c</sup> Beginning June 28, 1932, figures for this year do not include "casual" and "relief work" vacancies. Certain types of vacancies in agriculture are classed as "casual."

<sup>d</sup> Census and General Election.

<sup>e</sup> This group includes resident servants in hotels, boarding houses, etc.; resident

servants in private houses, colleges, institutions, etc.; non-resident domestic servants, waitresses, laundry workers, charwomen, etc.

<sup>f</sup> Classified under "Food" before 1927.

<sup>g</sup> Not classified before 1932.

<sup>h</sup> The figures for "Railway Transport" and "Road and Water Transport" were included under the general heading "Transport" before 1927.



TABLE

ANALYSIS OF VACANCIES NOTIFIED AND FILLED, AND OF PLACINGS OF WHOLE AND BY SEX, GREAT BRITAIN, 1932

Division	Local Vacancies							Total
	Notified	Filled						
		Ordinary <sup>a</sup>		Casual		Relief Work		
		Class A	Class B	Class A	Class B	Class A	Class B	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	
MEN								
<b>Intensive clearing areas</b>								
London.....	89,476	51,215	6,166	20,951	2,099	3,900	83	84,311
Birmingham.....	17,850	7,911	3,921	2,783	17	2,263	145	17,044
Manchester.....	13,809	5,100	4,762	2,436	12	526	33	12,864
Merseyside.....	18,791	4,370	2,234	10,483	197	1,182	87	18,555
Tyneside.....	20,719	4,657	13,704	899	1,088	190	15	20,555
Tees-side.....	8,923	2,205	4,684	788	36	853	154	8,723
Clydeside.....	23,608	6,300	13,510	2,207	519	383	62	22,998
<b>Total.....</b>	<b>192,776</b>	<b>81,758</b>	<b>48,981</b>	<b>40,547</b>	<b>3,968</b>	<b>9,197</b>	<b>578</b>	<b>185,021</b>
<b>Remainder of exchanges</b>								
South Eastern.....	31,228	17,722	5,005	5,571	274	1,417	65	30,065
South Western.....	46,170	25,577	6,832	10,623	481	1,352	266	45,133
Midlands.....	39,846	20,588	8,021	7,296	354	1,961	155	38,371
North Eastern.....	62,214	28,168	18,798	9,086	2,201	2,379	259	60,891
North Western.....	57,974	16,587	26,229	7,398	1,658	3,241	372	55,491
Scotland.....	33,844	10,402	13,698	5,735	773	3,372	109	33,091
Wales.....	22,870	7,179	7,794	3,041	877	2,892	383	22,101
<b>Total.....</b>	<b>294,146</b>	<b>126,223</b>	<b>86,377</b>	<b>48,750</b>	<b>6,618</b>	<b>15,614</b>	<b>1,609</b>	<b>285,191</b>
<b>Branch offices</b>								
South Eastern.....	33,925	23,625	4,442	3,415	209	897	38	32,624
South Western.....	27,879	19,843	2,642	3,475	441	755	59	27,211
Midlands.....	13,100	6,307	4,538	821	230	357	94	12,841
North Eastern.....	19,650	11,444	4,395	2,069	176	1,043	54	19,181
North Western.....	7,689	4,249	2,070	731	81	379	41	7,561
Scotland.....	15,003	5,487	2,840	2,727	219	3,209	145	14,621
Wales.....	10,299	6,296	2,170	664	43	871	58	10,101
<b>Total.....</b>	<b>127,345</b>	<b>77,751</b>	<b>23,097</b>	<b>13,902</b>	<b>1,399</b>	<b>7,511</b>	<b>489</b>	<b>124,141</b>
<b>Grand totals of divisions</b>								
South Eastern.....	154,829	92,562	15,613	29,937	2,582	6,114	186	146,994
South Western.....	73,849	45,420	9,474	14,098	922	2,107	325	72,344
Midlands.....	70,596	35,306	16,480	10,900	601	4,581	394	68,261
North Eastern.....	111,506	46,474	41,581	12,842	3,501	4,465	482	109,341
North Western.....	98,063	30,306	35,295	21,048	1,948	5,328	532	94,451
Scotland.....	72,455	22,189	30,048	10,669	1,511	5,964	316	70,691
Wales.....	33,169	13,475	9,964	3,705	920	3,763	441	32,261
<b>All divisions.....</b>	<b>614,267</b>	<b>285,732</b>	<b>158,455</b>	<b>103,199</b>	<b>11,985</b>	<b>32,322</b>	<b>2,676</b>	<b>594,361</b>

<sup>a</sup> Corresponding data for the first six months of 1932 are not available but the following are total for the year 1932, and include men and women: vacancies notified, 1,647,174; local vacancies filled, class A 1,119,966, class B, 414,636, total, 1,534,602; local vacancies cancelled, 107,401; casual vacancies filled 265,179 (included in "Total"); relief work vacancies filled, 99,116 (included in "Total"); local vacancies

UNEMPLOYED ADULT CLAIMANTS, CLASSIFIED BY ADMINISTRATIVE DIVISIONS  
MONTHS ENDED 26TH DECEMBER, 1932<sup>a</sup>

Local Vacancies		Analysis of U I 40 Cards <sup>b</sup> Received (W U <sup>c</sup> Claimants only)							
Cancelled (9)	Filled F O D <sup>e</sup> (incl. in Col. 8) (10)	Employment Obtained I O D <sup>f</sup>				Employment Obtained Locally			
		O <sup>g</sup>		N <sup>h</sup>		O <sup>g</sup>		N <sup>h</sup>	
		F + P <sup>i</sup>	Placing Index (12)	F + P <sup>i</sup>	Placing Index (14)	F + P <sup>i</sup>	Placing Index (16)	F + P <sup>i</sup>	Placing Index (18)

MEN

4,928	20,272	92,491	1.8	179,696	7.3	74,059	11.0	131,441	26.4
509	4,990	10,243	6.6	18,599	13.7	11,784	12.0	18,555	35.0
734	3,094	9,086	5.8	11,059	8.1	13,075	10.7	15,274	27.9
268	2,745	19,201	2.6	10,116	5.8	30,911	6.8	15,906	19.1
288	5,702	9,882	15.8	8,046	13.9	16,553	21.2	8,383	25.8
218	1,181	2,647	13.9	1,310	14.3	12,175	14.7	5,659	33.8
493	8,943	20,724	14.9	14,050	9.1	14,794	29.7	7,634	32.2
7,438	46,927	164,274	5.1	242,876	8.2	173,351	13.1	202,852	27.1
1,086	1,923	1,932	8.5	5,881	19.2	25,078	18.0	50,981	30.9
1,062	4,480	8,490	8.8	14,119	16.8	37,478	18.1	58,754	37.6
661	2,634	6,654	10.6	12,500	13.8	28,254	19.8	51,570	36.1
1,191	6,047	12,019	9.8	12,289	16.0	61,044	16.9	56,345	31.8
1,355	5,440	9,310	9.2	12,192	11.5	49,006	12.8	46,771	30.9
810	3,959	7,777	11.8	8,677	12.3	37,546	17.4	30,531	26.6
498	1,179	2,939	8.0	4,352	18.2	24,836	16.8	23,755	31.7
6,663	25,662	49,121	9.8	70,010	14.9	263,242	16.8	318,707	32.8
1,337	3,649	6,980	5.0	21,930	7.3	24,293	19.9	57,236	30.5
535	1,934	4,475	8.9	9,685	12.0	17,021	27.3	34,247	42.3
267	815	3,241	4.1	4,136	10.1	11,086	15.9	15,316	36.0
483	1,719	4,440	7.7	6,204	10.5	17,740	21.8	18,168	42.5
154	1,146	2,619	9.8	3,551	12.0	9,330	16.4	9,532	32.1
387	1,380	5,083	5.1	5,916	7.4	26,933	12.4	18,233	28.7
197	418	2,748	5.1	3,135	13.5	17,204	22.4	15,107	33.8
3,360	11,061	29,586	6.4	54,557	9.4	123,607	19.3	167,839	34.9
7,351	25,844	101,403	2.1	207,507	7.7	123,430	14.2	239,658	28.3
1,597	6,414	12,965	8.8	23,804	14.9	54,499	21.0	93,001	39.3
1,437	8,439	20,138	7.5	35,235	13.3	51,124	17.2	85,441	35.8
2,180	14,649	28,988	11.9	27,849	14.1	107,512	18.1	88,555	33.6
2,511	12,425	40,216	5.3	36,918	8.9	102,322	11.1	87,483	28.4
1,690	14,282	33,584	12.7	28,643	9.7	79,273	18.0	56,398	28.0
695	1,597	5,687	6.6	7,487	16.3	42,040	19.1	38,862	32.5
17,461	83,850	242,981	6.2	367,443	9.6	560,200	16.2	689,398	31.6

filled from other districts, 267,509 (included in "Total"). Employment obtained for wholly unemployed claimants in other districts, 1,410,495, placing index, 10.8; employment obtained for wholly unemployed claimants locally, 2,874,436, placing index, 25.7.

Footnotes continued on next page.

TABLE 28

Division	Local Vacancies							Total
	Notified	Filled						
		Ordinary <sup>d</sup>		Casual		Relief Work		
		Class A	Class B	Class A	Class B	Class A	Class B	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	
<b>WOMEN</b>								
<b>Intensive clearing areas</b>								
London .....	69,758	38,832	915	14,492	842	...	...	55,081
Birmingham .....	8,577	6,603	260	848	14	...	...	7,725
Manchester .....	11,538	5,778	2,825	1,188	64	...	...	9,855
Merseyside .....	10,011	5,894	1,901	1,393	87	...	...	9,245
Tyneside .....	3,002	1,660	395	620	12	...	...	2,687
Tees-side .....	1,598	823	161	301	89	...	...	1,374
Clydeside .....	7,629	3,351	1,402	1,928	245	...	...	6,926
<b>Total .....</b>	<b>112,113</b>	<b>62,911</b>	<b>7,859</b>	<b>20,770</b>	<b>1,353</b>	...	...	<b>92,893</b>
<b>Remainder of exchanges</b>								
South Eastern .....	13,760	6,482	1,084	4,002	404	...	...	11,972
South Western .....	16,313	7,324	1,789	4,191	109	...	...	13,413
Midlands .....	17,881	11,372	4,143	1,289	206	...	...	16,990
North Eastern .....	30,859	16,160	5,104	6,624	151	...	...	29,039
North Western .....	36,802	8,692	24,235	2,297	74	...	...	35,298
Scotland .....	16,004	5,829	6,086	2,688	220	...	...	14,823
Wales .....	4,192	2,164	389	822	211	...	...	3,586
<b>Total .....</b>	<b>135,811</b>	<b>58,023</b>	<b>42,830</b>	<b>21,893</b>	<b>1,375</b>	...	...	<b>124,121</b>
<b>Branch offices</b>								
South Eastern .....	8,061	5,266	1,599	862	10	...	...	7,737
South Western .....	4,478	1,684	1,830	291	10	...	...	3,815
Midlands .....	3,562	1,902	1,391	67	7	...	...	3,367
North Eastern .....	4,541	3,047	535	382	41	...	...	4,005
North Western .....	2,940	1,323	1,176	154	4	...	...	2,657
Scotland .....	4,968	2,507	2,004	209	5	...	...	4,725
Wales .....	2,752	2,216	35	239	27	...	...	2,517
<b>Total .....</b>	<b>31,302</b>	<b>17,945</b>	<b>8,570</b>	<b>2,204</b>	<b>104</b>	...	...	<b>28,823</b>
<b>Grand totals of divisions</b>								
South Eastern .....	91,579	50,580	3,598	19,356	1,256	...	...	74,790
South Western .....	20,791	9,008	3,619	4,482	119	...	...	17,228
Midlands .....	30,020	19,877	5,794	2,184	227	...	...	28,082
North Eastern .....	40,000	21,690	6,195	7,927	293	...	...	36,105
North Western .....	61,291	21,657	30,137	5,032	229	...	...	57,055
Scotland .....	28,601	11,687	9,492	4,825	470	...	...	26,474
Wales .....	6,944	4,380	424	1,061	238	...	...	6,103
<b>All divisions .....</b>	<b>279,226</b>	<b>138,879</b>	<b>59,259</b>	<b>44,867</b>	<b>2,832</b>	...	...	<b>245,837</b>

<sup>b</sup> U I 40 cards are the receipt cards for unemployment books lodged at Local Offices.

<sup>c</sup> W U : Wholly unemployed.

<sup>d</sup> Excludes vacancies filled in casual and relief work given in columns 4-7.

<sup>e</sup> F O D : From other districts.

—Continued

Local Vacancies		Analysis of U I 40 Cards <sup>b</sup> Received (W U <sup>c</sup> Claimants only)							
Cancelled (9)	Filled F O D <sup>e</sup> (incl. in Col. 8) (10)	Employment Obtained I O D <sup>f</sup>				Employment Obtained Locally			
		O <sup>g</sup>		N <sup>h</sup>		O <sup>g</sup>		N <sup>h</sup>	
		F + P <sup>i</sup>	Placing Index (12)	F + P <sup>i</sup>	Placing Index (14)	F + P <sup>i</sup>	Placing Index (16)	F + P <sup>i</sup>	Placing Index (18)
<b>WOMEN</b>									
15,223	22,529	10,488	5.8	41,163	31.6	9,761	11.8	31,548	54.2
847	1,610	1,312	6.6	3,311	28.0	1,932	18.0	5,818	64.5
1,811	2,721	1,614	16.2	2,789	35.2	3,240	15.6	5,147	53.4
1,028	1,188	2,099	25.9	2,091	28.5	9,037	34.2	4,164	38.6
341	680	1,107	10.8	1,500	47.2	1,049	15.3	1,123	57.0
209	144	143	29.4	449	60.4	769	17.2	699	58.8
748	2,761	3,031	13.0	4,318	31.7	2,380	15.3	2,118	44.6
20,207	31,633	19,794	10.4	55,621	32.1	28,168	20.4	50,617	53.8
2,168	2,020	128	28.1	682	51.9	2,251	17.1	6,030	61.3
3,025	1,529	529	16.1	1,591	39.5	3,265	19.2	7,049	61.5
1,020	1,805	1,146	9.9	2,802	47.2	5,878	14.2	10,268	63.0
3,295	3,119	1,356	12.1	2,657	50.7	9,022	12.1	11,463	55.2
2,058	5,517	2,148	17.1	3,235	35.3	17,861	8.1	12,200	40.5
1,352	1,375	1,410	8.2	1,770	33.7	5,241	17.3	5,990	44.7
645	435	232	26.3	1,022	51.7	1,608	15.6	2,179	49.5
13,563	15,800	6,949	13.6	13,759	43.0	45,126	12.3	55,179	53.5
938	2,636	596	14.6	1,848	32.8	1,666	39.8	2,757	55.7
847	816	238	12.2	480	24.6	685	46.6	859	52.0
197	896	459	15.9	799	39.5	1,307	21.8	1,493	51.8
706	1,612	539	10.9	974	40.0	1,409	21.3	1,362	55.7
251	1,068	493	21.5	524	35.3	1,293	19.9	917	42.0
263	1,236	880	5.0	944	16.8	2,948	14.8	1,941	40.1
371	1,267	126	18.3	351	43.9	506	9.5	598	58.5
3,573	9,531	3,331	12.6	5,920	32.6	9,814	23.5	9,927	50.7
18,329	27,185	11,212	6.5	43,693	32.0	13,678	16.1	40,335	55.4
3,872	2,345	767	14.9	2,071	36.0	3,950	23.9	7,908	60.5
2,064	4,311	2,917	9.4	6,912	37.1	9,117	18.1	17,579	62.5
4,551	5,555	3,145	12.2	5,580	43.7	12,249	13.8	14,647	55.5
5,148	10,494	6,354	20.1	8,639	33.6	31,431	16.9	22,428	43.2
2,363	5,372	5,321	10.4	7,032	30.2	10,569	16.2	10,049	43.8
1,016	1,702	358	23.5	1,373	49.7	2,114	14.1	2,777	51.4
37,343	56,964	30,074	11.4	75,300	34.1	83,108	16.4	115,723	53.4

<sup>f</sup> I O D: In other districts.  
<sup>g</sup> O: Employed by old (last) employer.  
<sup>h</sup> N: Employed by new (other than last) employer.  
<sup>i</sup> F: Found work by own efforts; P: Placed by Local Office.

**TABLE**

**ANALYSIS OF VACANCIES NOTIFIED AND FILLED, AND OF PLACINGS\* OF WHOLLY GREAT BRITAIN, SIX MONTHS**

Division	Local Vacancies					Filled F O D* Involving Living Away from Home (Included in Column 4) (8)
	Notified (1)	Filled			Cancelled (5)	
		By Local Applicants (2)	By Applicants F O D* (3)	Total (4)		
<b>Local exchanges</b>						
South Eastern.....	53,969	30,223	15,339	45,562	8,608	777
South Western.....	5,857	4,763	248	5,011	905	162
Midlands.....	7,308	6,588	459	7,047	234	57
North Eastern.....	19,054	18,009	358	18,367	719	87
North Western.....	8,847	7,596	534	8,130	731	174
Scotland.....	13,597	10,865	1,325	12,190	1,449	114
Wales.....	1,715	1,532	73	1,605	174	51
<b>Great Britain.....</b>	<b>110,347</b>	<b>79,576</b>	<b>18,336</b>	<b>97,912</b>	<b>12,820</b>	<b>1,422</b>
<b>Branch offices</b>						
South Eastern.....	1,017	751	103	854	143	29
South Western.....	939	546	288	834	142	159
Midlands.....	1,225	939	200	1,139	88	22
North Eastern.....	1,169	731	274	1,005	159	127
North Western.....	608	333	252	585	19	56
Scotland.....	453	355	78	433	18	28
Wales.....	323	160	120	280	53	76
<b>Great Britain.....</b>	<b>5,734</b>	<b>3,815</b>	<b>1,315</b>	<b>5,130</b>	<b>622</b>	<b>497</b>
<b>Grand totals of divisions</b>						
South Eastern.....	54,986	30,974	15,442	46,416	8,751	806
South Western.....	6,796	5,309	536	5,845	1,047	321
Midlands.....	8,533	7,527	659	8,186	322	79
North Eastern.....	20,223	18,740	632	19,372	878	214
North Western.....	9,455	7,929	786	8,715	750	230
Scotland.....	14,050	11,220	1,403	12,623	1,467	142
Wales.....	2,038	1,692	193	1,885	227	127
<b>All divisions.....</b>	<b>116,081</b>	<b>83,391</b>	<b>19,651</b>	<b>103,042</b>	<b>13,442</b>	<b>1,919</b>

\* The figures do not include the work done by the juvenile employment bureaux established by Local Education Authorities.

<sup>b</sup> Corresponding data for the first six months of 1932 are not available but the following totals are for the year 1932 and include males and females: local vacancies notified, 214,727; vacancies filled locally 152,547, filled from other districts, 37,515 (those involving living away from home, 4,194), total, 190,062 local vacancies cancelled, 24,229; placements in first situation since leaving school, 49,279. Employments obtained for wholly unemployed claimants in other districts, 33,611, placing index, 29.9; employments obtained for wholly unemployed claimants locally, 82,071, placing index, 42.5.

29

UNEMPLOYED JUVENILE CLAIMANTS, CLASSIFIED BY ADMINISTRATIVE DIVISIONS, ENDED 26TH DECEMBER, 1932<sup>b</sup>

Placed in First Situation Since Leaving School  (7)	Analysis of U I 40 Cards <sup>c</sup> Received (W U <sup>d</sup> Claimants Only)			
	Employment Obtained I O D <sup>e</sup>		Employment Obtained Locally	
	F + P <sup>f</sup>	Placing Index	F + P <sup>f</sup>	Placing Index
	(8)	(9)	(10)	(11)
10,618	10,777	40.6	16,200	57.5
1,404	235	20.4	2,566	39.4
3,068	774	30.5	2,175	54.0
3,678	691	18.7	5,905	35.8
2,551	947	21.4	3,083	35.8
3,969	2,290	12.6	6,300	29.4
571	229	23.1	1,153	22.6
25,859	15,943	33.4	37,382	45.0
36	352	33.5	1,086	41.4
29	116	19.8	560	46.4
203	231	20.8	762	36.4
226	169	11.2	607	40.4
39	172	22.1	444	39.0
15	249	8.8	1,058	18.0
29	57	24.6	289	15.2
577	1,346	21.0	4,806	34.1
10,654	11,129	40.4	17,286	56.5
1,433	351	20.2	3,126	40.6
3,271	1,005	28.3	2,937	49.4
3,904	860	17.2	6,512	36.2
2,590	1,119	21.5	3,527	36.2
3,984	2,539	12.2	7,358	27.8
600	286	23.4	1,442	21.2
26,436	17,289	32.5	42,188	43.8

<sup>c</sup> U I 40 cards are the receipt cards for unemployment books lodged at Local Offices.  
<sup>d</sup> W U: Wholly unemployed.  
<sup>e</sup> F O D: From other districts.  
<sup>f</sup> I O D: In other districts.  
<sup>f</sup> F: Found work by own efforts; P: Placed by Local Office.

**TABLE 30**  
**ANALYSIS OF RESULTS OF CLEARING VACANCIES WITHDRAWN FROM CIRCULATION, CLASSIFIED BY CLEARING AREAS AND BY SEX, GREAT BRITAIN, THREE MONTHS \* ENDED 26th DECEMBER, 1932, AND TOTALS FOR TWELVE MONTHS ENDED 26th DECEMBER, 1932**

Clearing Areas	Vacancies Circulated on Behalf of Local Offices Included in an Intensive Clearing Area										Number of Vacancies Circulated by Divisional Clearing House on Behalf of Other Local Offices					
	Number of Vacancies Circulated in Home Intensive Clearing Area Only				Number of Vacancies Circulated Both Within and Outside an Intensive Clearing Area Through Divisional Clearing House											
	With- drawn	Filled			Can- celled or Lapsed	With- drawn	Filled				Can- celled or Lapsed	With- drawn	Filled			
		Locally	From Other Local Offices in Home Intensive Clearing Area				Locally	From Within Home Intensive Clearing Area	From Other Local Offices in Division	From Other Divi- sions				Locally	From Other Local Offices in Division	From Other Divi- sions
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)	
<b>Men</b>																
London intensive clearing area.....	1,637	366	938	333	1,032	180	550	81	128	93	...	...	...	...	...	
South Eastern divisional clearing area	...	...	...	...	...	...	...	...	...	...	118	14	57	18	20	
(a) Exchanges other than (b) and (c)...	...	...	...	...	...	...	...	...	...	...	323	1	256	18	48	
(b) Hotel and catering trades.....	...	...	...	...	...	...	...	...	...	...	637	75	523	...	40	
(c) London building trades.....	...	...	...	...	...	...	...	...	...	...	269	57	66	102	44	
South Western divisional clearing area.....	...	...	...	...	...	...	...	...	...	...	...	...	...	...	...	
Birmingham intensive clearing area.....	533	192	244	97	251	53	104	64	7	34	...	...	...	...	...	
Midlands divisional clearing area.....	...	...	...	...	...	...	...	...	...	...	166	35	59	34	38	
North Eastern	...	...	...	...	...	...	...	...	...	...	...	...	...	...	...	
Tyneside intensive clearing area.....	220	57	140	23	9	1	1	2	...	5	...	...	...	...	...	
Teesside intensive clearing area.....	9	...	9	...	3	...	...	...	...	3	...	...	...	...	...	
Divisional clearing area.....	...	...	...	...	...	...	...	...	...	...	106	13	38	9	47	

North Western															
Merseyside intensive clearing area.....	549	304	220	25	24	2	3	4	1	14	...	...	...	...	...
Manchester intensive clearing area.....	260	41	161	58	175	31	52	26	7	59	...	...	...	...	...
Divisional clearing area.....	...	...	...	...	...	...	...	...	...	...	138	13	72	16	37
Scotland															
Clydeside intensive clearing area.....	234	55	106	73	49	2	16	6	1	24	...	...	...	...	...
Divisional clearing area.....	...	...	...	...	...	...	...	...	...	...	381	13	323	14	32
Glasgow															
Hotel service.....	...	...	...	...	...	...	...	...	...	...	29	1	24	1	3
Private domestic service.....	...	...	...	...	...	...	...	...	...	...	1	...	...	...	1
Wales divisional clearing area.....	...	...	...	...	...	...	...	...	...	...	30	3	7	4	16
All clearing areas.....	3,442	1,015	1,818	609	1,543	268	726	183	145	221	2,198	224	1,423	216	335

WOMEN

London intensive clearing area.....	4,944	961	3,019	964	5,752	1,532	2,644	18	46	1,512	...	...	...	...	...
South Eastern divisional clearing area															
(a) Exchanges other than (b).....	...	...	...	...	...	...	...	...	...	...	162	8	34	14	106
(b) Hotel and catering trades.....	...	...	...	...	...	...	...	...	...	...	423	97	105	9	212
South Western divisional clearing area.....	...	...	...	...	...	...	...	...	...	...	382	52	28	42	260
Birmingham intensive clearing area.....	583	298	133	152	399	159	59	48	4	129	...	...	...	...	...
Midlands divisional clearing area.....	...	...	...	...	...	...	...	...	...	...	171	30	43	11	87
North Eastern															
Tyne-side intensive clearing area.....	510	178	228	104	2	...	1	...	...	1	...	...	...	...	...
Tees-side intensive clearing area.....	39	6	15	18	29	3	3	3	...	20	...	...	...	...	...
Divisional clearing area.....	...	...	...	...	...	...	...	...	...	...	514	76	189	6	243
North Western															
Merseyside intensive clearing area.....	1,387	876	377	134	50	17	2	2	1	28	...	...	...	...	...
Manchester intensive clearing area.....	552	223	236	93	1,224	417	229	99	2	477	...	...	...	...	...
Divisional clearing area.....	...	...	...	...	...	...	...	...	...	...	455	61	150	8	236
Scotland															
Clydeside intensive clearing area.....	822	196	447	179	243	40	95	35	...	73	...	...	...	...	...
Scotland divisional clearing area.....	...	...	...	...	...	...	...	...	...	...	254	102	53	...	99
Glasgow															
Hotel service.....	...	...	...	...	...	...	...	...	...	...	430	20	356	...	54
Private domestic service.....	...	...	...	...	...	...	...	...	...	...	482	70	269	1	142
Wales divisional clearing area.....	...	...	...	...	...	...	...	...	...	...	63	11	12	6	34
All clearing areas.....	8,837	2,738	4,455	1,644	7,699	2,168	3,033	205	53	2,240	3,336	527	1,239	97	1,473



TABLE 30—Continued

Clearing Areas  (1)	Vacancies Circulated on Behalf of Local Offices Included in an Intensive Clearing Area										Number of Vacancies Circulated by Divisional Clearing House on Behalf of Other Local Offices					
	Number of Vacancies Circulated in Home Intensive Clearing Area Only				Number of Vacancies Circulated Both Within and Outside an Intensive Clearing Area Through Divisional Clearing House											
	With-drawn (2)	Filled			Cancelled or Lapsed (5)	With-drawn (6)	Filled				Cancelled or Lapsed (11)	With-drawn (12)	Filled			
		Locally (3)	From Other Local Offices in Home Intensive Clearing Area (4)	Cancelled or Lapsed (5)			Locally (7)	From Within Home Intensive Clearing Area (8)	From Other Local Offices in Division (9)	From Other Divisions (10)			Cancelled or Lapsed (11)	With-drawn (12)	Locally (13)	From Other Local Offices in Division (14)
JUVENILES <sup>b</sup>																
London intensive clearing area.....	3,501	854	2,059	588	...	...	...	...	...	...	45	15	11	...	19	
South Eastern hotel and catering trades...	...	...	...	...	...	...	...	...	...	...	21	6	2	...	5	
South Western divisional clearing area...	...	...	...	...	...	...	...	...	...	...	5	2	1	...	2	
Manchester divisional clearing area.....	...	...	...	...	...	...	...	...	...	...	...	...	...	...	...	
Clydeside intensive clearing area.....	524	135	273	116	106	26	19	39	...	22	...	...	...	...	...	
Scotland divisional clearing area.....	...	...	...	...	...	...	...	...	...	...	30	2	26	...	2	
Wales divisional clearing area.....	...	...	...	...	...	...	...	...	...	...	2	...	...	...	2	
All clearing areas.....	4,025	989	2,332	704	106	26	19	39	...	22	104	25	40	2	31	
Grand total, three months.....	16,304	4,742	8,905	2,957	9,348	2,462	2,778	427	198	2,483	5,638	776	2,702	321	1,539	
Grand total, twelve months.....	57,770	17,894	29,816	10,060	27,652	6,663	9,590	1,544	1,067	8,788	27,290	3,230	14,401	1,412	8,547	

<sup>b</sup> No vacancies were circulated by the South Eastern, Midlands, North Eastern, and North Western Divisional Clearing Houses during the period covered by this return.

TABLE  
COMPARATIVE STATEMENT OF THE ANNUAL COST OF THE

Financial Year	Borne on Ministry of Labour Vote <sup>a</sup>							
	Head- quarters and "Common Services" of the Ministry, including Local Finance	Claims and Record Office	Divisional Offices, Employ- ment Ex- changes, etc.	Total (Columns 2, 3, 4)	Appropri- ations in Aid Ex- cluding Amount Trans- ferred from Un- employ- ment Fund <sup>b</sup>	Net Total (Columns 5 - 6)	Grants for Ad- ministra- tion to Associa- tions and Local Authorities and Gen- eral Ex- penditure <sup>c</sup>	Total (Columns 7, 8)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
	£	£	£	£	£	£	£	£
1922	313,045	672,668	2,690,004	3,675,717	41,979	3,633,738	184,546	3,818,284
1923	281,146	536,255	2,355,918	3,173,319	19,062	3,154,257	99,708	3,253,965
1924	279,549	595,148	2,434,926	3,309,623	20,155	3,289,468	116,055	3,405,523
1925	323,018	576,748	2,635,414	3,535,180	16,706	3,518,474	162,639	3,681,113
1926	329,243	555,404	2,819,753	3,704,400	21,618	3,682,782	188,341	3,871,123
1927	350,196	531,629	2,705,716	3,587,541	18,397	3,569,144	116,247	3,685,391
1928	358,014	520,512	3,022,215	3,900,741	16,684	3,884,057	196,330	4,080,387
1929	398,358	532,094	3,064,992	3,995,444	18,922	3,976,522	218,453	4,194,975
1930	397,391	603,775	3,777,522	4,778,688	18,843	4,759,845	333,491	5,093,336
1931	385,683	580,711	4,068,989	5,035,383	17,986	5,017,397	436,288	5,453,685

<sup>a</sup> Formerly Board of Trade.

<sup>b</sup> Include repayments by employers under the Liverpool Dock Scheme; payments by employers under Section 31 of the Unemployment Insurance Act, 1920, in respect of the cost of stamping Health Insurance Cards and unemployment books at Employment Exchanges (three schemes); miscellaneous, including Law Costs recovered and the repayment of salaries of officers loaned to other Departments.

<sup>c</sup> Includes the cost of the Office of the Umpire and of the Courts of Referees and Grants toward the additional administrative expenses incurred by Public Assistance Authorities in connection with transitional benefit payments; by Local Education Authorities in connection with the administration of unemployment insurance for juveniles and the choice of employment of juveniles; and by associations of work-people having arrangements under Section 17 of the Unemployment Insurance Act, 1920.

<sup>d</sup> Work performed on behalf of the Ministry of Labour in respect of the provision and maintenance of buildings, furniture, fuel, light, etc.; and the administrative expenses incidental thereto.

<sup>e</sup> Work performed on behalf of the Ministry of Labour for printing, stationery and office supplies.

<sup>f</sup> Work performed on behalf of the Ministry of Labour for postal services including the inward and outward post and franked forms, but excluding telegrams and telephone messages (the cost of telegrams was transferred to the Ministry's Vote as from 1st April, 1922, and of telephones as from 1st April, 1923);

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## EMPLOYMENT EXCHANGE SERVICE, GREAT BRITAIN, 1922-31

Borne on Votes of Other Departments					Accruing Liability for Superannuation	Total Cost (Columns 9, 14, 15)	Total Cost of Administering the Unemployment Insurance Acts (Included in Column 16)	Contributions from the Unemployment Fund towards Cost of Administering the Unemployment Insurance Acts
Office of Works <sup>d</sup>	Stationery Office <sup>e</sup>	General Post Office <sup>f</sup>	Other Government Departments <sup>g</sup>	Total (Columns 10, 11, 12, 13)				
(10)	(11)	(12)	(13)	(14)	(15)	(16)	(17)	(18)
£	£	£	£	£	£	£	£	£
403,618	58,373	353,614	226,590	1,042,195	....	4,860,479	4,685,488	4,685,488
336,314	56,846	290,402	217,440	901,002	....	4,154,967	4,018,171	4,018,171
390,665	55,665	299,228	255,976	1,001,534	157,956	4,565,013	4,494,760	4,494,760
412,418	53,336	332,145	200,758	998,657	241,970	4,921,740	4,822,536	4,822,536
411,815	59,079	293,669	230,293	994,856	260,185	5,126,164	5,039,488	4,765,012
430,470	59,327	298,611	248,711	1,037,119	280,480	5,002,990	4,913,576	4,913,576
438,702	91,117	298,955	261,488	1,090,262	286,092	5,456,741	5,325,319	5,071,926
496,580	71,399	304,350	275,628	1,147,967	302,075	5,645,007	5,462,513	5,462,513
698,296	98,057	329,567	288,552	1,414,472	314,693	6,822,501	6,671,391	6,319,293
659,703	90,547	340,362	284,343	1,374,955	316,337	7,144,977	6,996,882	6,996,882

for the sale of unemployment insurance stamps; and in respect of commission on postal drafts issued by the Ministry.

<sup>h</sup> Work performed on behalf of the Ministry of Labour by the (1) Exchequer and Audit Department for auditing the Ministry's Votes and the Unemployment Fund Accounts; (2) Rating of Government Property Department (a sub-department of the Treasury). Local rates, as such, are not paid on Government property, but instead a contribution in lieu of rates is paid by the Treasury of approximately the same amount as would be paid in rates; (3) Government Actuary for actuarial advice; (4) Inland Revenue for the printing of certain unemployment insurance stamps; (5) Royal Mint for the supply of dies for printing stamps; (6) Ministry of Pensions for the custody of and meeting requisitions for old records relating to unemployment insurance, and other matters; (7) Registrar General's Offices for verifying date of birth of claimants for benefit and other data; (8) Paymaster General for expenditure during the year in respect of pensions, gratuities, and other payments for retired or deceased officers of the Ministry; (9) Ministry of Health and Department of Health for Scotland since 1921, for inspection to ensure compliance with the provisions of Unemployment Insurance Acts relating to the stamping of Unemployment Books; prosecution for non-compliance; scrutiny of applications for certificates of exemption from unemployment insurance.

## **APPENDIX II**

## LABOUR EXCHANGES ACT, 1909<sup>1</sup>

An Act to provide for the establishment of Labour Exchanges and for other purposes incidental thereto. (20th September, 1909)

Be it enacted by the King's most Excellent Majesty, by and with the advice and consent of the Lords Spiritual and Temporal, and Commons, in this present Parliament assembled, and by the authority of the same, as follows:

### POWER OF BOARD OF TRADE TO ESTABLISH LABOUR EXCHANGES AND TO COLLECT AND FURNISH INFORMATION

1. (1) The Board of Trade<sup>2</sup> may establish and maintain, in such places as they think fit, labour exchanges, and may assist any labour exchanges maintained by any other authorities or persons, and in the exercise of those powers may, if they think fit, co-operate with any other authorities or persons having powers for the purpose.

(2) The Board of Trade may also, by such other means as they think fit, collect and furnish information as to employers requiring workpeople and workpeople seeking engagement or employment.

(3) The Board of Trade may take over any labour exchange (whether established before or after the passing of this Act) by agreement with the Authority or person by whom the labour exchange is maintained, and any such authority or person shall have power to transfer it to the Board of Trade for the purposes of this Act.

(4) The powers of any central body or distress committee, and the powers of any council through a special committee, to establish or maintain, under the Unemployed Workmen Act, 1905, a labour exchange or employment register shall, after the expiration of one year from the commencement of this Act, not be exercised except with the sanction of, and subject to any conditions imposed by, the Local Government Board for England, Scotland, or Ireland, as the case may require, and that sanction shall not be given except after consultation with the Board of Trade.

<sup>1</sup> 9 Edw. 7, Ch. 7.

<sup>2</sup> In accordance with the New Ministries and Secretaries Act, 1916, and the Ministry of Labour (Transfer of Powers) Order, 1917 (S.R.O. No. 46 of 1917), the powers and duties of the Board of Trade under the Labour Exchanges Act, 1909 (amongst others) were transferred to the Minister of Labour as from 10th January, 1917.

## REGULATIONS AND MANAGEMENT

2. (1) The Board of Trade may make general regulations with respect to the management of labour exchanges established or assisted under this Act, and otherwise with respect to the exercise of their powers under this Act, and such regulations may, subject to the approval of the Treasury, authorise advances to be made by way of loan towards meeting the expenses of workpeople travelling to places where employment has been found for them through a labour exchange.

(2) The regulations shall provide that no person shall suffer any disqualification or be otherwise prejudiced on account of refusing to accept employment found for him through a labour exchange where the ground of refusal is that a trade dispute which affects his trade exists, or that the wages offered are lower than those current in the trade in the district where the employment is found.

(3) Any general regulations made under this section shall have effect as if enacted in this Act, but shall be laid before both Houses of Parliament as soon as may be after they are made, and, if either House of Parliament within the next forty days during the session of Parliament after any regulations have been so laid before that House resolves that the regulations or any of them ought to be annulled, the regulations or those to which the resolution applies shall, after the date of such resolution, be of no effect, without prejudice to the validity of anything done in the meantime under the regulations or to the making of any new regulations.

(4) Subject to any such regulations, the powers of the Board of Trade under this Act shall be exercised in such manner as the Board of Trade may direct.

(5) The Board of Trade may, in such cases as they think fit, establish advisory committees for the purpose of giving the Board advice and assistance in connexion with the management of any labour exchange.

## PENALTIES FOR MAKING FALSE STATEMENTS, ETC.

3. If any person knowingly makes any false statement or false representation to any officer of a labour exchange established under this Act, or to any person acting for or for the purposes of any such labour exchange, for the purpose of obtaining employment or procuring workpeople, that person shall be liable in respect of each offence on summary conviction to a fine not exceeding ten pounds.

## EXPENSES OF THE BOARD OF TRADE

4. The Board of Trade may appoint such officers and servants for the purposes of this Act as the Board may, with the sanction of the Treasury, determine, and there shall be paid out of moneys provided by Parliament to such officers and servants such salaries or remuneration as the Treasury may determine, and any expenses incurred by the Board of Trade in carrying this Act into effect, including the payment of travelling and other allowances to members of advisory committees and other expenses in connexion therewith, to such amount as may be sanctioned by the Treasury, shall be defrayed out of moneys provided by Parliament.

## INTERPRETATION

5. In this Act the expression "labour exchange"<sup>3</sup> means any office or place used for the purpose of collecting and furnishing information, either by the keeping of registers or otherwise, respecting employers who desire to engage workpeople and workpeople who seek engagement or employment.

## SHORT TITLE

6. This Act may be cited as the Labour Exchanges Act, 1909.

<sup>3</sup>In accordance with a decision of the President of the Board of Trade, the title "Labour Exchange" was altered to "Employment Exchange" as from 16th October, 1916.

## GENERAL REGULATIONS

Dated January 28, 1910, made by the Board of Trade in pursuance of Section 2 of the Labour Exchanges Act, 1909, for Labour Exchanges managed by the Board of Trade (S.R.O. No. 800 of 1910).

## REGISTRATION OF APPLICANTS FOR EMPLOYMENT

I. (1) Applicants for employment through a labour exchange shall register and shall renew their registration there in person, if they reside within three miles of the exchange or within such other distance as the Board of Trade may direct from time to time, either generally or as regards any specified district or class of applicants.

(2) In the case of applicants not residing within the above limit of distance, the officer in charge of the labour exchange may accept registration or renewal of registration through the post.

(3) Applicants shall register upon a form containing the particulars set forth in the First Schedule hereto, subject to such modifications as may be made by the Board of Trade from time to time, either generally or as regards any specified district or trade or class of applicants.

(4) The above regulations shall not apply to juvenile applicants.

## PERIOD OF REGISTRATION

II. Registration of applications for employment shall hold good for seven days from the date of registration or for such other period as the Board of Trade may from time to time direct either generally or as regards any specified district or trade or class of applicants, but may be renewed within that period for a like period and so on from time to time.

## STRIKES AND LOCK-OUTS

III. (1) Any association of employers or workmen may file at a labour exchange a statement with regard to the existence of a strike or lock-out affecting their trade in the district. Any such statement shall be in the form set out in the Second Schedule hereto, and shall be signed by a person authorised by the association for the purpose. Such statement shall be confidential except as hereinafter provided, and shall only be in force for seven days from the date of filing, but may be renewed within that period for a like period and so on from time to time.

(2) If any employer who appears to be affected by a statement so filed notifies to a labour exchange a vacancy or vacancies for workmen



of the class affected, the officer in charge shall inform him of the statement that has been filed, and give him an opportunity of making a written statement thereon. The officer in charge in notifying any such vacancies to any applicant for employment shall also inform him of the statements that have been received.

#### WAGES AND CONDITIONS

IV. (1) The officer in charge of a labour exchange in notifying applications for employment and vacancies to employers and applicants respectively shall undertake no responsibility with regard to wages or other conditions, beyond supplying the employer or applicant as the case may be, with any information in his possession as to the rate of wages desired or offered.

(2) Copies or summaries of any agreements mutually arranged between associations of employers and workmen for the regulation of wages or other conditions of labour in any trade may, with the consent of the various parties to such agreements, be filed at a labour exchange, and any published rules made by public authorities with regard to like matters may also be filed. Documents so filed shall be open to inspection on application.

(3) No person shall suffer any disqualification or be otherwise prejudiced on account of refusing to accept employment found for him through a labour exchange where the ground of refusal is that a trade dispute which affects his trade exists or that the wages offered are lower than those current in the trade in the district where the employment is found.

#### ADVANCE OF TRAVELLING EXPENSES

V. (1) Where an applicant for employment has been engaged through a labour exchange at which he is registered to take up employment at any place removed from the exchange or from his ordinary residence by more than five miles by the quickest route, or by such other distance as the Board of Trade may direct from time to time, either generally or as regards any specified district, the officer in charge may, at his discretion, make an advance to the applicant towards meeting the expenses of travelling to the place of employment.

(2) The advance may be made at the request either of the employer or of the applicant. The person at whose request the advance is made shall give such undertaking with respect to the repayment of the advance as the Board of Trade, with the consent of the Treasury, may from time to time prescribe either generally or as regards any specified district or class of applicants.

(3) No advance shall be made where the officer in charge has reason to believe that the employment falls within the terms of Regulation IV (3) hereof.

(4) In making advances care shall be taken to avoid unduly encouraging rural labourers to migrate from the country to the towns or between Great Britain and Ireland.

(5) The advance shall not exceed the amount required to defray the applicant's fare to the place of employment, and will be made by the provision of a ticket or pass, or, in exceptional circumstances, in cash.

#### EMPLOYMENT OUTSIDE THE BRITISH ISLES

VI. The officer in charge of a labour exchange shall consult the central office<sup>1</sup> in London before notifying to applicants for employment vacancies at any place outside the British Isles.

VII. (This Regulation is now repealed).

#### GRANT OF ACCOMMODATION WITHIN THE PREMISES OF A LABOUR EXCHANGE

VIII. (1) (This Regulation is now repealed).

(2) In the case of labour exchanges which were in operation before the passing of the Labour Exchanges Act, 1909, existing arrangements with regard to accommodation may be allowed to continue except in so far as they may be modified or cancelled hereafter.

#### JUVENILE EMPLOYMENT

IX. Subject to these regulations, special rules may be made from time to time by the Board of Trade, after consulting the Board of Education so far as regards England and Wales and the Scottish Education Department so far as regards Scotland, and the Lord Lieutenant of Ireland so far as regards Ireland, with respect to the registration of juvenile applicants for employment; that is to say, applicants under the age of 17 or such other limit as the Board may fix,<sup>2</sup> either generally or as regards any specified district or trade or class of applicants.

The Board of Trade make these regulations by virtue of the power conferred upon them by section 2, sub-section 1, of the Labour Exchanges Act, 1909.

Dated this 28th day of January, 1910.

H. Llewellyn Smith,  
Secretary.

Board of Trade,  
Whitehall Gardens, S.W.

<sup>1</sup> i.e., the Oversea Employment Branch (See Paras. G291 and 308 of Code)

<sup>2</sup> A "juvenile applicant" is now an applicant under the age of 18.

*First Schedule*

Particulars to be included on the Form<sup>3</sup> for Registration of Adult Applicants for Employment.

(N.B.—Applicants are not compelled to furnish all the particulars specified.)

Surname.....Other names.....Age.....  
 Address .....  
 Work desired .....  
 Last employer and previous employer in }  
 that class of work, with address and }  
 period and date of employment. }  
 Qualifications for desired employment.....  
 Also willing to take work as.....  
 Whether willing to take work at a distance.....  
 When free to begin work.....

*Second Schedule*

Form<sup>4</sup> of Statement referred to in Regulation III. (1).

I, the undersigned, being duly authorised by (give the name of the Association), beg to notify that the above Association has a trade dispute, involving (insert "a strike" or "a lock-out," as the case may be), with (give the names of the firms or class of firms or the name of the Association).

Dated this                      day of                      19 .

Signature  
 Address

<sup>3</sup> For serial numbers of printed forms for registration, see Paras. B8-10 of Code.

<sup>4</sup> This form is printed as E. D. 55 (See para. G 514 of Code).

## **APPENDIX III**

## LIST OF FORMS

Reference Number or Name	Description and Purpose	Pages on Which Forms Are Discussed
U. I. 15M. U. I. 15F. U. I. 18M. U. I. 18F. U. I. 16M. U. I. 16F.	Unemployment book: Man (aged 21 but under 65). Woman (aged 21 but under 65). Young man (aged 18 but under 21). Young woman (aged 18 but under 21). Boy (aged 16 but under 18). Girl (aged 16 but under 18). ( <i>These are known as "regular books."</i> )	99, 185-86, 187, 189-90
E. D. 24.	Registration card given to non-claimant (in place of U. I. 40. given to claimant) indicating manner in which his registration should be renewed.	103
U. I. 461.	Claim form—direct claim	103, 190, 192, 194, 197, 198, 220
U. I. 461A.	Claim form—indirect claim.	198
U. I. 461K.	Claim form—postal claim. ( <i>The series of three preceding forms is used for taking a claim for benefit.</i> )	198
U. I. 580.	Form letter to postal claimants covering U. I. 461K., U. I. 80P., U. I. 534A. or U. I. 534B.	Not specifically referred to in this report
Claim unit: E. D. 3A.	Record of registration and renewal dates—non-claimants.	104, 130, 191-93 103
U. I. 80M.	Employment record.	104, 192, 195, 197, 198, 217-18
E. D. 3.	Registration card for recording industrial qualifications, etc., of applicant for employment. ( <i>Commonly known as "B" card.</i> )	104, 125, 192
U. I. 80B.	Unemployed register and receipt for benefit—direct claimant.	105, 192, 198, 200, 201, 210
U. I. 591.	Application for antedating of claim.	190
U. I. 534A.	Application for dependants' benefit—where claim is in respect of wife and other dependants (if any).	191, 193, 197
U. I. 534B.	Application for dependants' benefit—where claim is in respect of housekeeper and other dependants (if any).	191, 193, 197
U. I. 80A:	Reference sheet. ( <i>With pouch.</i> )	191-92, 194, 198, 200, 201, 214
U. I. 80R.	Rating sheet.	193, 196, 206, 207, 208, 210, 221
U. I. 80E.	Computation sheet.	193, 210
U. I. 80L.	Record sheet.	193, 199
U. I. 461X/W, etc.	Key certificate.	193
U. I. 567D.	Report on particulars of subsidiary occupation.	194

## EXCHANGE SERVICE OF GREAT BRITAIN

Reference Number or Name	Description and Purpose	Pages on Which Forms Are Discussed
Claim unit (Cont'd):		
U. I. 80P.	Employment record—postal claimant.	198
U. I. 88.	Declaration of unemployment.	201
U. I. 221.	Form of application to be excused on account of sickness for having failed to sign the unemployed register.	201
U. I. 80J.	Unemployed register—disallowed claimants.	202
U. I. 88P.	Unemployed register—postal claimant.	202
U. I. 92B.	Unemployed register — indirect claimant proving unemployment at Local Office.	204, 211
U. I. 567B.	Report on title to benefit.	214, 220
U. I. 567T.D.	Report on claim made by claimant who has lost employment by reason of a trade dispute.	216
U. I. 195.	Report on refusal to accept offer of or failure to apply for suitable situation.	217
U. I. 567C.	Report on fulfilment of "normally" condition.	218
U. I. 567S.W.	Report on fulfilment of special conditions applying to seasonal workers.	219
U. I. 567M.W.	Report on fulfilment of special conditions applying to married women.	221
<hr/>		
E. D. 526.	List of classified occupations used for allocating an occupational reference number to each registration. (At present [May, 1934] under revision.)	104
U. I. 90.	Vacant ticket—direct claim. For use for proof of unemployment by claimants travelling in search of employment.	106, 204
E. D. 88. } E. D. 88A. } E. D. 88B. }	Order cards—used by the Exchanges for recording particulars of labour required by an employer. (E. D. 88. is used in Exchanges; E. D. 88A. is used by Branch Employment Offices, flimsy copies of orders being sent to parent Exchange; E. D. 88B. is a special order card for domestic service vacancies.)	108, 125
U. I. 40.	Receipt for unemployment book lodged by claimant.	110, 189, 194, 204, 205
E. D. 20.	Employers' register card for recording particulars of business, etc., of local employers.	110-11
E. D. 21.	Employers' analysis card for recording and analysing vacancy transactions with local employers and engagements made by them as shewn by returned cards U. I. 40.	110-11
N. C. H. 3a.	Return of applicants registered in certain occupations, for use in Intensive Clearing Areas.	115

## APPENDIX III

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Reference Number or Name	Description and Purpose	Pages on Which Forms Are Discussed
Intensive Clearing Area Vacancy List	Stencilled lists of unfilled vacancies circulated daily to all Exchanges in an Intensive Clearing Area.	115
Surplus Labour Returns	Return of applicants registered in certain occupations rendered by all Exchanges in a Division.	115
Divisional Vacancy List	Printed list of unfilled vacancies issued weekly to all Exchanges in a Division, cancellations and additions being issued daily in stencilled lists.	116
National Clearing House Gazette	List of unfilled vacancies, printed fortnightly and issued to all offices in the country. Cancellations and additions issued daily in printed sheets. <i>(Names of employers, etc., are given in key lists not publicly exhibited.)</i>	116
E. D. 11.	Form for submitting particulars of applicant to distant Vacancy Exchange.	116
E. D. 12.	Introduction card.	117, 125
A/cs. 36.	Advance of travelling expenses—form of receipt and undertaking to repay, etc.	120
E. D. 88C.	Foreign order card for recording particulars of action taken on orders originating in other Local Offices.	125
E. D. S. 31.	Chronological record of vacancies filled, etc.	125
E. D. S. 12.	Statistical card for keeping running record of vacancy work.	126
E. D. S. 68V.	Monthly record of placings analysed by occupational groups. <i>(Obtained from records kept on E. D. S. 12.)</i>	126
E. D. 210.	Confidential report card for juveniles. <i>(Commonly called "school leaving card." E. D. 210X is an experimental variety of the form, which may be adopted in future.)</i>	127-26
E. D. 16. } E. D. 17. } S. 1300. }	Forms for registration of ex-regular soldiers, airmen and sailors.	131
E. D. 55.	Form of statement for the notification of a strike or lock-out.	131
E. D. 305.	Notification of a trade dispute sent by Local Office to (1) Divisional Office; (2) Statistics Branch at Headquarters; (3) Conciliation Officer; (4) Headquarters Insurance Officer.	132
U. I. 3.	First application for unemployment book. <i>(Becomes insured contributor's ledger account.)</i>	185

Reference Number or Name	Description and Purpose	Pages on Which Forms Are Discussed
U. I. 69.	Form for obtaining signature of applicant for book for index purposes. (Attached to U. I. 5.)	185
U. I. 39.	Unemployment (emergency) book. (For use pending application for or discovery of regular book.)	186
U. I. 393.	Unemployment (arrears) book. (Issued to employers only for payment of arrears of contributions.)	186
U. I. 472.	Unemployment book—exempt person. (For the payment of contributions by employers of exempt persons.)	186
U. I. 475	Temporary unemployment book (mercantile marine). (For use when the seaman's regular book expires during a voyage or is not available when he is engaged.)	186
Class P(A).	Half-yearly contribution card for the joint payment of pensions and insurance contributions by the employer only of a man 65 or over.	186
Class P(E).	Half-yearly contribution card for the joint payment of pensions and insurance contributions by the employer. (Cards, similar to the two preceding, are provided for use in Scotland and Wales.)	186
U. I. L. 32.	Memo on half-yearly or quarterly stamping of unemployment books.	187
Memo 325X.	Memo for the guidance of employers on impressed stamping.	187
X. 715.	Application for permission to use stamping machines, etc.	187-88
U. I. 54.	Application by employer for the return of contributions paid in error.	187
U. I. 56.	Application by employee for the return of contributions paid in error.	187
U. I. 111.	Form of explanation used by claimant unable to lodge unemployment book.	190
U. I. 3L.B.	Application for an unemployment book where previous book has been lost.	190
C. R. O. 182.	Application for credit in respect of contributions on lost book.	190
U. I. L. 18.	Notice to claimants. (Issued to fresh claimants.)	190
U. I. L. 8.	Memorandum explanatory of Unemployment Insurance Acts, 1920 to 1931. (Issued to claimants on request.)	Not specifically referred to in this report



## APPENDIX III

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Reference Number or Name	Description and Purpose	Pages on Which Forms Are Discussed
U. I. 80K.	Index envelope.	191
U. I. 85.	Form of enquiry to employer for confirmation of claimant's statements.	195, 213, 215, 216
U. I. 85A.	Form of enquiry to employer for use where a number of claimants are discharged by one employer.	195
U. I. 621.	Form of further enquiry addressed to employer.	Not specifically referred to in this report
Kew certificates:		
U. I. 461C.	Used in connection with applications for extension of two years' contribution period.	196
U. I. 461Y.	Supplementary certificate. <i>(The application portion of this form is completed by Local Officer whenever supplementary information on claimant's contribution position is required.)</i>	198
U. I. 461X.	Not less than 30 contributions in two years preceding date of claim.	
U. I. 461W.	Claimants aged 18 or over: less than 30 contributions in two preceding years, but 30 contributions in all or 8 in two preceding years.	
U. I. 461V.	Either (1) claimants under 18: less than 30 contributions in preceding two years; or (2) claimants aged 18 or over: less than 8 contributions in preceding two years, and less than 30 at any time. <i>(U. I. 461X. and U. I. 461W. are printed as one form. U. I. 461X/W. and U. I. 461V. are issued by Kew in response to U. I. 461., U. I. 461A. or U. I. 461K.)</i>	Not specifically referred to in this report
U. I. 461E.	Revised certificate in cases where claim has been antedated. <i>(The application portion is completed by Local Officer.)</i>	Not specifically referred to in this report
U. I. 461D.	Supplementary certificate. <i>(Issued by Kew revising previous certificate on receipt of fresh information.)</i>	Not specifically referred to in this report
U. I. 461Z.	Amended certificate.	Not specifically referred to in this report
U. I. 461B.	Notification to Kew that (1) benefit year has not commenced owing to "normally" disallowance, or (2) benefit year has commenced, "normally" disallowance having been reversed.	Not specifically referred to in this report
U. I. 461F.	Notification to Kew of contributions deemed by statutory authorities to have been paid.	Not specifically referred to in this report
U. I. 461P.	Notification to Kew of satisfaction of 10 contributions position.	Not specifically referred to in this report
U. I. 461S.	Amendment of record of previous claim—issued by Kew.	Not specifically referred to in this report

Reference Number or Name	Description and Purpose	Pages on Which Forms Are Discussed
U. I. P4.	Notice exhibited at each signing station.	200
E. D. 12.	Introduction card. (Given to applicant selected for notified vacancy, to present to employer.)	201
U. I. 543.	Port workers' attendance card.	203
U. I. 91.	Unemployed register for claimants presenting vacant tickets.	204
T. P. 1A. } T. P. 1B. } T. P. 1C. }	Forms of application for transitional payments.	207
T. P. 4.	Request for further determination.	207
T. P. L. 18.	Notice to applicants for transitional payments. (Issued with application from T. P. 1A., T. P. 1B. or T. P. 1C.)	207
T. P. 5.	Transitional payments register of cases referred to Public Assistance Committee.	208, 209
T. P. 2.	Form of determination completed by Public Assistance Committee in respect of application for transitional payments.	208, 209
T. P. 3.	Notification to applicant of determination—where applicant has been judged to be in need.	209
T. P. 3A.	Notification to applicant of determination—where applicant has been judged not to be in need.	209
A/cs. 325.	Pay sheet—direct claims.	210
U. I. 75.	Pay sheet—indirect claims.	211
U. I. 566.	Enquiry of approved society, etc., re sickness benefit, etc.	214
U. I. 86.	Copy of employers' reply on U. I. 85 sent to claimant.	215-16
U. I. 87.	Copy of employers' reply on U. I. 85 sent to claimants' trade union.	216
U. I. 624.	General form of report to Court of Referees.	222, 223
U. I. 624A. } U. I. 624B. } U. I. 624C. } U. I. 624D. } U. I. 624M.W. } U. I. 624S.W. } U. I. 624T.D. }	Forms of report to Court of Referees on special questions.	222, 223
U. I. 620.	Doubtful claim action sheet. (Prepared by insurance officer and sent to clerk of Court of Referees.)	222

## APPENDIX III

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Reference Number or Name	Description and Purpose	Pages on Which Forms Are Discussed
U. I. 623.	Cause list—claims referred to Court of Referees.	223
U. I. 631.	Notification to Local Offices of claims disallowed by Court of Referees.	223
Memo 380X.	Leaflet for the information of employed persons aged 65 and upwards.	Not specifically referred to in this report
U. I. 470S.	Claim number register.	Not specifically referred to in this report
U. I. 332.	Application for transfer from one Local Office to another.	Not specifically referred to in this report
E. D. 210.	Confidential report card—juvenile.	Not specifically referred to in this report
E. D. 527.	Index envelope—juvenile.	Not specifically referred to in this report
T. P. 4A.	Notification to Public Assistance Committee that applicant is still attending at Local Office and applying for transitional payments. ( <i>Monthly notification that applicant is still attending.</i> )	Not specifically referred to in this report
T. P. 6.	Notification to claimant that either (1) he has received 156 days' benefit in the current benefit year; or (2) he has received 156 days' benefit in a previous benefit year and less than 10 contributions have since been paid.	Not specifically referred to in this report
C. C. 41c.	Specimen of school leaving form used by London County Council.	Not specifically referred to in this report
U. I. 85R.	Form of reminder.	Not specifically referred to in this report
U. I. 633A.	Form of appeal by Insurance Officer to Umpire.	Not specifically referred to in this report
U. I. 635.	Notification to claimant of Insurance Officer's intention to appeal to Umpire.	Not specifically referred to in this report
U. I. 636.	Notification to claimant's trade union of Insurance Officer's appeal to Umpire.	Not specifically referred to in this report
U. I. 585.	Form letter sent to postal claimant after 72 days' benefit.	Not specifically referred to in this report

## **APPENDIX IV**

## DESCRIPTION OF THE PRINCIPAL RETURNS AND REPORTS

The Employment Exchanges furnish to the Divisional Offices and Headquarters of the Ministry of Labour a large number of periodical statistical returns and narrative reports. Some of these are for the purpose of supplying the Government with information, for instance regarding employment and unemployment in different industries and occupations and in different parts of the country, while others form part of the Department's machinery for the performance of certain of its functions. Others, again, are control returns. The principal returns and reports are described below:

### A. ANNUAL COUNT OF INSURED PERSONS

Unemployment books are current for a period of twelve months, that is, an insurance year, and are withdrawn in July of each year and exchanged through the Local Offices for books proper to the new insurance year. Returns are rendered shewing the numbers of books exchanged and subdivided into books held by men, young men (eighteen to twenty), women, young women (eighteen to twenty), boys and girls, and, according to industry code letters on the book, into 102 different industry groups according to the business of the holder's actual or last employer. Combining these returns from all Local Offices, it is possible, once a year, to obtain the total insured population of the country and its composition by sex, by adults and juveniles, and by industries.

### B. RETURNS OF NUMBER OF PERSONS UNEMPLOYED AND THEIR CLASSIFICATION INTO VARIOUS CATEGORIES

#### 1. COUNT OF THE LIVE REGISTER

On a Monday toward the end of every month, each Local Office renders a return shewing the number of persons on its live register, that is, the number of unemployed persons registered at the Exchange for employment (including both claimants and non-claimants). Separate figures are given in respect of persons wholly unemployed, persons temporarily stopped (that is, working short time or suspended from work on the understanding that they were shortly to return to their former employment) and persons normally employed in casual employment.

This return and another, taken together, enable the register to be

divided also into claimants for unemployment benefit, with claims allowed, under consideration, or disallowed respectively, and persons not claiming benefit: separate figures are given for persons disqualified for the receipt of benefit owing to participation or interest in a trade dispute. In each category, separate figures are given for men and women, aged eighteen to twenty and twenty-one and over, and for boys and girls.

It should be noted that this count includes persons not insured under the Unemployment Insurance Acts as well as insured persons.

## 2. INDUSTRIAL ANALYSIS OF INSURED PERSONS RECORDED AS UNEMPLOYED

On the same date as that on which the count of the live register is taken, a return is rendered shewing the number of insured persons in each of the industrial groups referred to under "A" above recorded as unemployed. The number for each industry is subdivided by men, young men (eighteen to twenty), women, young women (eighteen to twenty), boys and girls, and within these groups, into wholly unemployed, temporarily stopped and persons normally in casual employment. As a result, there is available, for one date in every month, the number of insured persons unemployed in Great Britain in 102 separate industry groups, subdivided into the categories mentioned above.

## 3. ANALYSIS OF THE LIVE REGISTER SHEWING DURATION OF UNEMPLOYMENT

A monthly return is furnished analysing the wholly unemployed claimants on the live register at the date of the count in each month according to the date on which they last came on the register. From these returns, it is possible to ascertain, every month, the number of persons who have been continuously unemployed for varying periods, that is, less than one month, one to two months, two to three months, three to six months, nine to twelve months, and over twelve months.

## 4. ANALYSIS OF THE LIVE REGISTER BY OCCUPATIONS

All Local Offices furnish quarterly an analysis by occupations—as distinct from the analysis by industries referred to in "2" above—of the wholly unemployed persons on the live register. In the case of certain industries a similar analysis, but including persons temporarily stopped as well as those wholly unemployed, is furnished monthly.

## 5. SPECIAL ANALYSES BY PLACE OF RESIDENCE

Special analyses of unemployed persons according to place of residence are furnished quarterly for use in connection with the allocation between Local Authorities of grant from the Exchequer in respect of certain services administered by them.

## 6. NARRATIVE REPORTS ON THE EMPLOYMENT SITUATION

Managers of Employment Exchanges forward every month to their Divisional Offices and to the Headquarters of the Ministry narrative reports on the employment situation in the areas covered by their Exchanges, which include information as to the position and prospects in the principal local industries. The information contained in these reports, together with such other relevant facts as are within the knowledge of the Divisional Offices, forms the basis of appreciations of the industrial position within their several Divisions which Divisional Offices furnish to Headquarters monthly. These, in turn, are used in connection with a report on the general industrial position which is prepared at Headquarters every month.

### C. RETURNS RELATING TO PLACING WORK

#### 1. GENERAL PLACING WORK

*a. Returns of Vacancies Notified and Filled:* Monthly, half-yearly and yearly returns, in the form shewn in Table 28 (pages 236-39) and Table 29 (pages 240-41), are rendered in respect of men, women, boys and girls respectively, giving the number of vacancies notified and filled in the period covered by the return and the number of vacancies cancelled by the employer who originally notified them.

*b. Return of Vacancies Filled by Occupations:* All Local Offices furnish monthly progress returns shewing, by broad occupational groups and for all occupations together, the number of vacancies notified and filled in the preceding month. Separate returns are furnished in respect of each of the different departments, that is, men, women and juveniles.

*c. Analysis of Vacancy Clearing:* In connection with the arrangements for clearing vacancies monthly analyses are furnished in the form shewn in Table 30 (pages 242-44).

*d. Narrative Reports:* Half-yearly and yearly narrative reports are furnished by Divisional Controllers on the progress of placing work within their Divisions.

Yearly narrative reports are furnished by Divisional Controllers on the progress of placing work in seasonal industries generally. In addition special narrative reports are rendered at the end of the season by the Divisional Controllers principally concerned, on the arrangements made for meeting the seasonal demand for labour for certain industries such as, fruit picking, sugar beet lifting or seasonal work at holiday resorts.

## 2. REPORTS IN CONNECTION WITH JUVENILE WORK

In connection with the work of Juvenile Advisory Committee monthly statistical reports are prepared in the form shown in Table 2 (pages 240-41); separate information is given with regard to children leaving secondary schools. Information is also included as to the number of children invited to attend for advice on choice of employment or for industrial supervision, and the results obtained. An analysis by occupations of the vacancies filled during the month is also given. Monthly returns of a similar character are rendered by Juvenile Employment Bureaux of local Education Authorities exercising choice of employment powers.

All Exchanges prepare and bring up to date every half-year a survey, in narrative form, of the local occupations in which considerable numbers of juveniles are employed, together with information as to the chief features of and prospects in the several occupations. The survey is submitted to the Juvenile Advisory Committee and forms the basis of the information with regard to prospects of juvenile employment in the various occupations on which, in turn, the advice of the Committee on choice of employment is largely based.

Chairmen of Juvenile Advisory Committees submit to the Headquarters of the Ministry an annual narrative report on the work of their Committees.

## D. REPORTS IN CONNECTION WITH INDUSTRIAL TRANSFERENCE

Returns showing the number and types of men becoming available for other employment on the termination of State-assisted relief schemes are forwarded by Local Offices to Divisional Offices as occasion arises a summary of these is prepared daily at Divisional Offices and forwarded to the Central Transfer Clearing House in order that efforts may be made to place these persons in employment on other schemes. Similar reports are rendered in respect of men transferred from depressed areas who have lost employment of a pick and shovel type (not on State-assisted relief schemes) either within three months of their transfer or on termination of their first employment after transfer.

Local Offices in non-depressed areas furnish quarterly returns analysing by Local Office of origin the persons from depressed areas placed in employment in their areas. Divisional Offices render to the Central Transfer Clearing House a weekly return of vacancies filled by men transferred from depressed areas, the men being analysed according to their origin (for example, whether they came direct from a depressed area or were available on termination of other employment) and to



the type of work on which they were placed (such as, heavy pick and shovel work or lighter labouring work, and whether on State-assisted schemes or otherwise).

#### E. RETURNS OF NUMBERS OF MEN EMPLOYED ON CERTAIN TYPES OF WORKS

Local Offices in whose areas certain works receiving State financial assistance (such as Unemployment Grants Committee schemes and certain road and bridge schemes assisted by the Ministry of Transport) are being carried on obtain monthly from the authorities concerned information as to the number of men directly employed on the works and forward this to Headquarters. In cases where the employment of a number of men from depressed areas is a condition of grant, returns are secured to enable the Local Office to check the continued fulfilment of the conditions.

#### F. REPORTS IN CONNECTION WITH TRAINING SCHEMES

In connection with Government Training and Instructional Centres weekly reports on the progress of recruitment are forwarded by Local Offices in recruiting areas; similar reports are obtained in connection with recruitment for Women's Training Centres. Managers of centres furnish weekly records of men admitted to and leaving the centres, the latter being analysed to shew the reason for termination of training (for example, whether the man withdrew from the course, and if so, on what grounds, whether he was placed in employment or had found work on his own account). Cases of men placed in employment or who have found work are also analysed in another weekly return rendered by Government Training Centres to shew, in the case of each course of instruction given, the class of work obtained (such as, labourer or semi-skilled and in what occupation) and in what district. A quarterly return is also furnished by Government Training Centres, analysing the terminations in each course during the preceding quarter according to the age of the trainee, the length of his course of instruction and the wage obtained.

Managers of Instructional Centres furnish a monthly narrative report on the work of their centres.

#### G. TRANSFER OF AND INSTRUCTIONAL CENTRES FOR JUVENILES

Divisional Offices render monthly a return giving particulars regarding juveniles transferred into their Divisions from depressed areas.

In connection with instructional courses for juveniles, local Education Authorities who have organised juvenile instructional centres or classes furnish weekly returns giving particulars of the number of hours instruction available during the preceding week and the number of juveniles in attendance and for how many hours. Similar returns are rendered monthly by the local Education Authorities or Local Office concerned in respect of individual unemployed juveniles attending other instructional courses.

A report is furnished by Divisional Offices to Headquarters quarterly on the prospects of instituting instructional courses in areas where they do not, at the time of the report, exist.

#### H. REPORTS REGARDING WELFARE WORK FOR THE UNEMPLOYED

Local Offices furnish to Divisional Offices and to Headquarters every month a report on such welfare schemes as are in operation in the areas, giving particulars in the case of each separate scheme, of the number of men and women enrolled under the scheme and the average number of each attending daily. These form the basis of narrative reports on voluntary schemes for the provision of occupation or recreation for the unemployed forwarded by Divisional Offices to Headquarters monthly.

#### I. RETURNS IN CONNECTION WITH THE ADMINISTRATION OF THE UNEMPLOYMENT INSURANCE AND TRANSITIONAL PAYMENTS SCHEMES

A large number of reports are rendered in connection with unemployment insurance, of which the following are among the most important:

1. A weekly return shewing the number of fresh and renewal claims to benefit made during the week.
2. A monthly return shewing the number of claims to benefit investigated and the results obtained.
3. A monthly report on local work of adjudication on claims, shewing the number of doubtful cases referred to the Local Insurance Office for decision, the number of cases referred to the Court of Referees, the number of sittings of the Court held and the results of the cases considered.
4. A monthly report on the number of claimants interviewed with regard to title to benefit under various statutory conditions and the number of doubtful cases referred to the Local Insurance Officer for decision.
5. A monthly return shewing action with regard to eligibility for

benefit taken in the case of persons who have left or been dismissed from Government Training Centres.

6. A monthly analysis of applications for transitional payments referred to the local Public Assistance Committee and of the determinations received.

7. A quarterly return of current claims to benefit upon which payment is authorised in respect to adult dependants and children dependants.

In addition to these returns, Local Officers render to the Headquarters of the Finance Department of the Ministry weekly accounts of payments of unemployment benefit and transitional payments. Regular accounts of other receipts and disbursements of official moneys are, of course, also rendered to the Headquarters of the Finance Department.

#### J. STAFF AND ESTABLISHMENT RETURNS

All Local Officers render regular returns to shew their staffing position in relation to the work to be performed, and with regard to a number of other establishment matters. Among these are the following:

1. A weekly return from all Exchanges shewing the volume of each of a number of specified items of work performed at the Local Office in the preceding week, the staff in post and the amount of overtime (if any) worked. Details are given of the staff expected to be in post during the current and next succeeding weeks (that is, allowing for sick and annual leave, etc.) and of any expected variations in the volume of work, and the Manager is expected to state whether he wishes to have sanction for the engagement of additional staff or the dismissal of existing staff working on a temporary basis.

2. Returns shewing the volume of work performed are also furnished by Branch Employment Offices through their parent Exchanges.

3. Regular returns are rendered of overtime worked, sick or special leave taken and of staff becoming due for salary changes.

4. Divisional Offices render to Headquarters monthly reports on the position in their Divisions with regard to buildings.

In addition to these returns, there are a number of periodic returns regarding use of motor transport by Exchange officers, safes and strong rooms, stocks of stationery, typewriters and office equipment, etc.

#### K. MISCELLANEOUS RETURNS AND REPORTS

##### 1. RETAIL PRICES OF FOOD

Local Offices obtain from selected retailers, and furnish to Headquarters monthly, particulars regarding the general retail prices within

their areas of certain specified articles of food of a kind usually bought by the working classes. These reports are used in connection with the compilation of the Ministry of Labour's index-number of the cost of living, which is of considerable importance and enters into a large number of wage agreements, covering not less than 1,250,000 work people.

#### 2. MOVEMENT OF LABOUR BETWEEN THE COAL MINING AND OTHER INDUSTRIES AND RESTRICTION ON THE RECRUITMENT OF COLLIERY LABOUR

During the period of the exchange of unemployment books, monthly returns are rendered to Headquarters shewing the number of persons found to have transferred from the coal mining industry to other industries and vice versa. In the case of the latter, the transfers are analysed according to the eligibility or ineligibility of the workmen to take up scheduled colliery employment; where the workpeople are ineligible, information is forwarded to Divisional Offices to shew the results of action taken to secure their dismissal. Summaries of the reports are prepared at Divisional Offices and forwarded to Headquarters.

Local Offices forward to Divisional Offices, and Divisional Offices to Headquarters, monthly summaries of the returns of engagements of new entrants and eligible persons rendered by colliery companies within their areas in accordance with the terms of the undertaking.

#### 3. PORT REGISTRATION SCHEMES

Local Offices in whose areas port registration schemes are in operation furnish monthly reports on the progress of the schemes and the work of the local Port Registration Committee.

#### 4. THE KING'S ROLL SCHEME FOR THE EMPLOYMENT OF DISABLED EX-SERVICE MEN

Divisional Offices render to Headquarters monthly particulars of enrolment on or removal from the Roll, within their Division, of firms holding the Royal Warrant. Employment Exchanges render quarterly a list of firms on the Roll in their areas.

#### 5. RECOVERY OF ADVANCES TO WORKPEOPLE

Exchanges render to Divisional Offices and Divisional Offices to Headquarters, monthly progress returns on the recovery of travelling fares advanced to applicants in order to enable them to take up employment at a distance from their homes.

## **APPENDIX V**

## TRANSITIONAL PAYMENTS SCHEME

Reference has already been made<sup>1</sup> to the statutory criteria for determining whether a claimant is qualified to claim insurance benefit or to apply for transitional payments, and the procedure for referring applications for such payments to the Public Assistance Authorities for the assessment of need has been described.<sup>2</sup>

The duty of examining applications for transitional payments, conducting such enquiries as may be necessary to ascertain the applicant's resources and assess his need and determining the amount which should be paid to him, devolves by statute upon the Public Assistance Committees of County Councils or County Borough Councils, or Sub-Committees of those Committees. In assessing need, the Committees are directed to consider each case as if it were an application for outdoor relief, under the Poor Law, to be paid in money. No attempt has been made to lay down scales of payment, but the amount which may be determined must not exceed what would otherwise have been payable to the applicant by way of insurance benefit (including dependant's benefit) if he were entitled to it. On the other hand, in the assessment of need, Committees are required by statute:

1. To disregard one-half of any amount payable to an applicant by way of war wounds or disability pension or workmen's compensation;

2. To disregard money and investments treated as capital assets which do not in the aggregate exceed £25, but to regard all such money and investments exceeding that amount, up to £300, as equivalent to a weekly income of one shilling for each complete £25;

3. To take into account the value to the applicant of any interest in the house in which he lives, but to disregard any amount which he might obtain by selling that interest or borrowing upon it as security.

The Minister of Labour has power to supersede any Committee which is not carrying out its duties under the scheme satisfactorily and to arrange for those duties to be performed by persons appointed by him; but he has no power to interfere in the case of any individual applicant by way of altering or referring back any determination made by a Committee (unless it be in excess of the benefit limitation mentioned above).

In order to maintain the distinction between applicants for transitional payments and applicants for poor relief proper, it is laid down

<sup>1</sup> See pp. 206-07.

<sup>2</sup> See pp. 207-09.

that the former may not be dealt with upon the premises of any Poor Law Institution without the Minister's express sanction. The Public Assistance Authorities may apply to the Minister for reimbursement of all reasonable expenses incurred by them in carrying out their share in the administration of the scheme. These expenses, together with the cost of the transitional payments themselves, and the salaries of any persons appointed by the Minister to carry out the duties of Committees, are charged to the Unemployment Fund, in a separate account, into which the Exchequer pays an equivalent contribution.

The general oversight of the work of the Authorities in connection with the scheme is entrusted to the General Inspectors of the Ministry of Health, and the accounts of their expenditure for the same purpose are likewise subject to audit by the Ministry of Health auditors.

## **APPENDIX VI**



## SPECIAL SCHEMES

As is well known, certain industries and occupations—agriculture and private domestic service are the most important—are specifically excluded from the scope of the State unemployment insurance scheme. In addition, the original conception of the scheme allowed for the possibility of other industries, that would otherwise be included, being excepted from the general scheme and permitted to operate schemes of their own, if it appeared that in this way the industry in question could be more satisfactorily provided with insurance against unemployment than under the general scheme. Accordingly, Section 18 of the Unemployment Insurance Act, 1920, gave the Minister of Labour power to approve or make a scheme for any industry in regard to which he was satisfied that the condition just mentioned was fulfilled.

This power to approve or make special schemes was suspended in 1921 and again in 1924, and was finally abolished by the Unemployment Insurance Act, 1927; schemes in being at the commencement of the latter Act were, however, permitted to continue in operation. It was originally provided that a contribution should be made from the Exchequer in aid of any special scheme, but this provision was abolished in 1924.

Only two schemes have been approved under these provisions—those for the banking industry (confined to England and Wales) and for the insurance industry respectively. Broadly speaking, the schemes cover all persons within the industries named who would otherwise be insurable under the general scheme. They are administered in each case by a Board consisting of representatives of employers and insured persons within the industry; members of the Board are elected by electoral bodies which are established in accordance with regulations approved by the Minister of Labour. Provisions as to contributions (in each case contributions are payable only by employers) and conditions for the receipt of benefit, which are very similar to those obtaining under the general scheme, are included in the schemes approved by the Minister.

The method of determining claims to benefit is adapted, with unimportant modifications, from the method laid down for claims under the general scheme. Under the Banking Industry Scheme a claim can only be disallowed by a Claims Committee and under the Insurance Industry Scheme by an Appeal Committee, both of which are representative of

the workers and the employers. Where however the trade dispute disqualification applies the Insurance Industry Scheme permits an officer of the Board to disallow a claim subject to an unrestricted right of appeal to the Committee. The decisions of the Insurance Scheme's Committee are given after the claim has been reported on by local Referees representing both sides, and the decisions of the Banking Scheme's Committee are subject to appeal to a local Court of Referees similarly constituted.

The decisions of the Appeal Committee in the case of the Insurance Industry Scheme and the Court of Referees in the case of the Banking Industry Scheme are in general final, but an appeal may be made to the Umpire appointed under the Unemployment Insurance Act (1) by the Board; (2) by the Minister of Labour, in cases in which, in his opinion, a point of general importance is involved, or where some special circumstances exist; (3) by a claimant to whom the Appeal Committee (or in the case of the Banking Industry the Court of Referees) has given leave to appeal, or in any case in which the decision of the Committee or Court is not unanimous; (4) by an association of employed workers of which the claimant is a member. The decision of the Umpire is final.

The day-to-day administration of the schemes, including for example the arrangements for the payment of benefit, is entirely in the hands of the respective Boards, but the Minister of Labour is charged with general responsibility and, by virtue of his power to approve amendments of the schemes, is enabled to exercise strict control over the general provisions of the schemes which, as already indicated, include the conditions for the receipt, and the rates of benefit, the constitution of the Boards, and other matters.

Before approving the schemes, the Minister had to satisfy himself that they provided for benefits not less favourable on the whole than those provided under the general unemployment insurance scheme. The schemes have been amended from time to time, in order to bring them into accord with subsequent unemployment insurance legislation in so far as the latter has improved the position of the insured worker. In practice, the schemes have closely followed the provisions of the various Unemployment Insurance Acts and in some respects have been more favourable than the latter—for example, their rates of benefit have been, in most cases, higher than under the general scheme, and the Banking Industry has not adopted a needs test for transitional payments.

The Minister of Labour has further powers of control; the Boards must give effect to any general direction which he may give after consultation with them; all rules made by the Boards must be approved

by him; questions relating to the scope of the schemes are to be decided by the Minister, subject to appeal to the High Court as provided by Section 10 of the Unemployment Insurance Act, 1920; the Minister may at any time terminate the schemes.

In addition, the Minister exercises a general oversight over the financial aspects of the schemes. He has at all times access to the accounts of the Boards. These accounts must be audited by an auditor approved by the Minister and presented to him by the Boards, and the latter must comply with any directions which the Minister issues regarding the publication of the accounts and the auditor's reports. If he thinks it necessary, the Minister may issue directions, which must be carried out by the Boards, for certain specified steps to be taken to secure the solvency of the insurance funds. He has power to determine the amount which may be applied to the working expenses of the schemes. The Boards may only borrow with his consent and subject to such conditions as he may impose.

One final condition attaching to the schemes should be mentioned. In each case the Board is under obligation to maintain an organisation for placing in employment workpeople insured under the scheme and persons formerly employed in or connected with the industry.

**LIST OF OFFICIAL DOCUMENTS CITED**

## LIST OF OFFICIAL DOCUMENTS CITED<sup>1</sup>

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- *Industrial Survey of South Wales Made . . . by University College of South Wales and Monmouthshire*, 1932, 181 pp.
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