

THE NEW ZEALAND HEADQUARTERS of JEHOVAH'S WITNESSES

GENERAL INFORMATION

Watch Tower Bible and Tract Society of New Zealand is the legal corporation which supervises the work of Jehovah's Witnesses in New Zealand. Their new headquarters buildings at 198 Mahia Road, Manurewa were occupied by the Bethel family in August 1986. Work on actual building construction was begun in January 1985. The bulk of the work on the project was done by volunteer labour. There are 34 members in the Bethel family including temporary workers. The present facility is able to accommodate 39 persons.

RECEPTION

The roof is supported by laminated timber beams. These are douglas fir, a locally produced timber. Wall coverings are an imitation suede. All outside telephone calls come through reception and are redirected to the various departments. Through the glass can be seen the octagon courtyard, which is the focal point of the complex, as all other buildings radiate out from this location.

OFFICE AREA

Fanned style rimu timber beams make up the ceiling structure in the office foyer. In the general, open-plan office, all correspondence is received and redistributed and outgoing mail handled. Each month about 2,500 letters are processed. The other offices are used by Branch Committee members, translators, accounts, service department and secretaries. The topographical wall map outlines the territory boundaries for the 140 congregations in New Zealand. This is updated as boundaries are adjusted or new congregations formed. There are 9 circuits in the country. The territory supervised by the New Zealand branch includes Niue Island (1 congregation) and the Cook Islands (4 congregations). Computers are currently utilized for correspondence, translating, record keeping and other administrative functions.

CONFERENCE ROOM

This room is used by the Branch Committee for their weekly meetings. Four brothers make up the New Zealand Branch Committee. The timber featured in this room is mahogany.

LIBRARY

The feature timber here is native kauri. Family members come here to do research and private study.

RESIDENCE WINGS AND FAMILY LOUNGE

The residence wings include 20 bedrooms, infirmary, sewing room, laundry and family kitchen. Each bedroom has its own ensuite. The section adjoining the residential wings serves as the family lounge, where members can read, relax and converse. It is also used for the family *Watchtower* Study on Monday evenings. There is provision for a third accommodation wing to extend from the family lounge at a future time. The dining area and kitchen can be booked by individual members of the family who wish to entertain personal guests.

LAUNDRY

Family members are assigned set days to send in their washing. It is placed in a laundry bag along with a card itemizing the clothes to be washed. This is checked before washing. The Wascator machine can handle around 20 kilograms of dry wash (50 towels or 6 double blankets), and either uses card programs or washes with manual control. The Cissell dryer can take about $\frac{3}{4}$ of the washing machine's output. About 100 shirts per week are ironed, as well as other items.

DINING ROOM AND KITCHEN

The dining room is designed to comfortably seat about 60 people. All in the Bethel family are seated here at 7:00 a.m. every morning for a discussion of the day's text, followed with breakfast, then a reading from the Bible or *Yearbook* experiences. The wood used for the cantilevered laminated beams is douglas fir. A panoramic view is obtained through the 12-metre-wide tinted glass window. The furniture has been designed and built by brothers working in our joinery workshop. Caring for the meals for a family of this size requires not only kitchen staff, but also a waiter whose responsibilities include maintaining orderly presentation of meals and keeping the dining room clean. Using the equipment in this kitchen, it is possible to provide a two-course hot meal for around 200 people. The dishwasher is able to wash up to 30 dinner plates in 90 seconds.

FACTORY

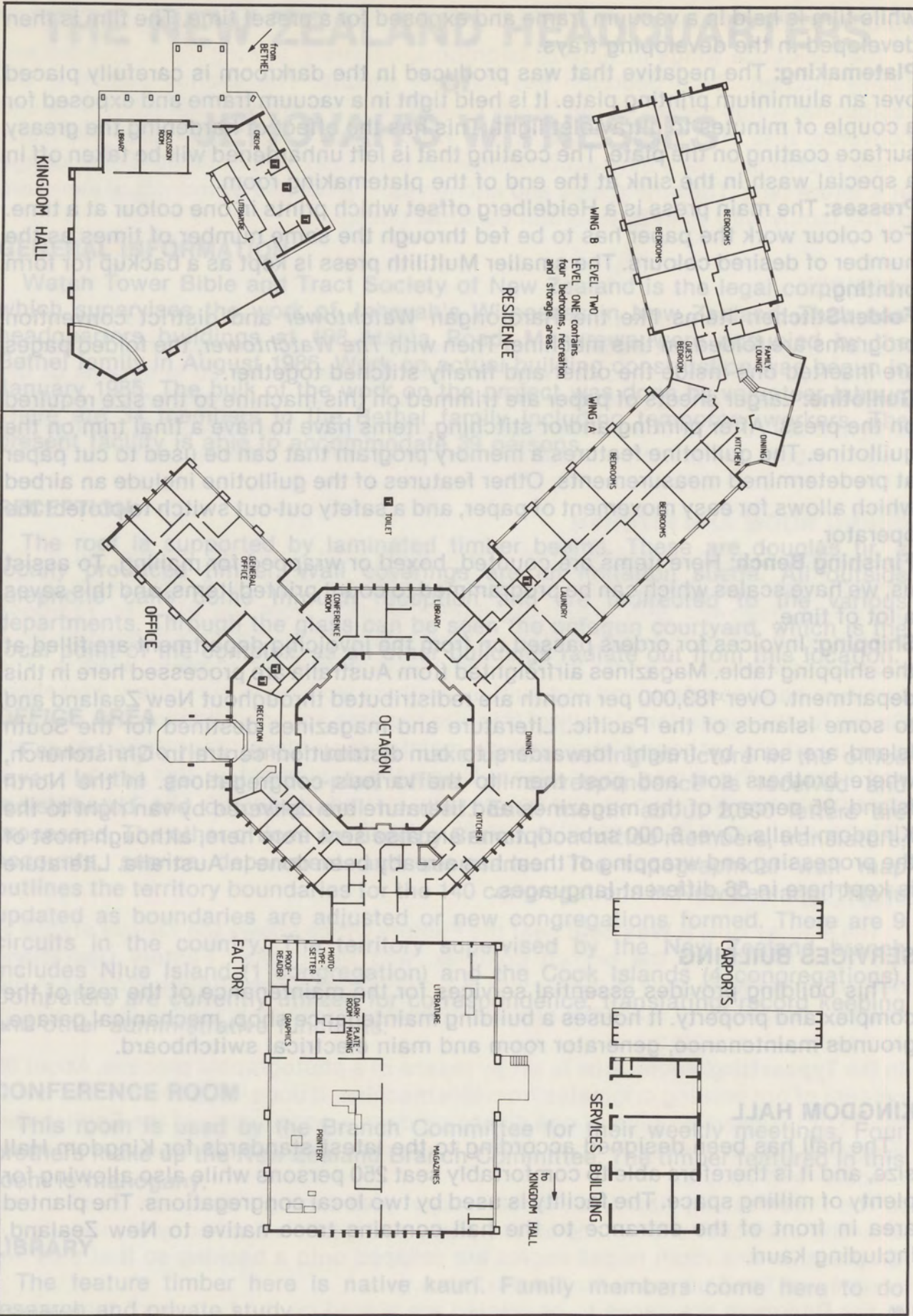
The display **How It Was Built** near the Factory Office shows the various stages in the construction of the branch complex, and the display **Factory Operations** describes the work done in the factory. A further display **The Printing Process** in the corridor explains the stages in producing printed items as shown in the headings and explanatory notes.

In the **Typesetting Room**, type is set by means of a photographic process. About 95 percent of our printing originates from this machine. It does not translate and is not MEPS. It takes an average of one day to produce a paged copy of the English *Our Kingdom Ministry*. Work is done in five languages—English, Niuean, Rarotongan, Samoan and Tongan.

In the **Proofreading Room**, all typeset copy goes through thorough checks, and after the corrections are made on the phototypesetter, a final copy is produced.

Graphics: In this room paged copies are stripped onto a backing so that they are square and lined up ready for the next step.

In the **Darkroom** the pages to be printed are placed on the bottom of the camera



while film is held in a vacuum frame and exposed for a preset time. The film is then developed in the developing trays.

Platemaking: The negative that was produced in the darkroom is carefully placed over an aluminium printing plate. It is held tight in a vacuum frame and exposed for a couple of minutes to ultraviolet light. This has the effect of hardening the greasy surface coating on the plate. The coating that is left unhardened will be taken off in a special wash in the sink at the end of the platemaking room.

Presses: The main press is a Heidelberg offset which prints in one colour at a time. For colour work the paper has to be fed through the same number of times as the number of desired colours. The smaller Multilith press is kept as a backup for form printing.

Folder/Stitcher: Items like the Rarotongan *Watchtower* and district convention programs are folded on this machine. Then with *The Watchtower*, the folded pages are inserted one inside the other and finally stitched together.

Guillotine: Larger sheets of paper are trimmed on this machine to the size required on the press. After printing and/or stitching, items have to have a final trim on the guillotine. The guillotine features a memory program that can be used to cut paper at predetermined measurements. Other features of the guillotine include an airbed which allows for easy movement of paper, and a safety cut-out switch to protect the operator.

Finishing Bench: Here items are counted, boxed or wrapped for mailing. To assist us, we have scales which can be programmed to count printed items, and this saves a lot of time.

Shipping: Invoices for orders passed on from the invoicing department are filled at the shipping table. Magazines airfreighted from Australia are processed here in this department. Over 183,000 per month are redistributed throughout New Zealand and to some islands of the Pacific. Literature and magazines destined for the South Island are sent by freight forwarders to our distribution centre in Christchurch, where brothers sort and post them to the various congregations. In the North Island, 95 percent of the magazines and literature are delivered by van right to the Kingdom Halls. Over 6,000 subscriptions are also sent from here, although most of the processing and wrapping of them has already been done in Australia. Literature is kept here in 56 different languages.

SERVICES BUILDING

This building provides essential services for the maintenance of the rest of the complex and property. It houses a building maintenance shop, mechanical garage, grounds maintenance, generator room and main electrical switchboard.

KINGDOM HALL

The hall has been designed according to the latest standards for Kingdom Hall size, and it is therefore able to comfortably seat 250 persons while also allowing for plenty of milling space. The facility is used by two local congregations. The planted area in front of the entrance to the hall contains trees native to New Zealand, including kauri.