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Advanced L.H.Q. - Morotai Force
Administration Instructions Nos 91 to 99 - 1946
Obee Two - Balikpapan - Part 1 of 2 Parts

Q Maint

AUSTRALIAN WAR MEMORIAL
Survey of records of 1939-45 War commenced in 1951
This record came from
No.

AUSTRALIAN MILITARY FORCES

HQ MOROTAI FORCE
AQ/301.2/Q2
12 Feb 46

HQ MOROTAI FORCE ADMINISTRATIVE INSTRUCTION NO 99.

VACATION OF CAMP AREAS - MOROTAI

GENERAL

1. This instruction is issued for the purpose of ensuring that all Headquarters and units on MOROTAI adopt a uniform procedure when vacating their camp sites and disposing of accommodation and other stores prior to movement.

2. Unit Comds will be responsible to ensure that all camp sites are clean and tidy when evacuated. In this regard the following action will be taken:

(a) All buildings which are complete and of a substantial nature will be left in situ.

(b) In the case of temporary constructions incl tent floors etc all sawn timber which is between 3/4" and 2" thick is required for dunnage which is in very short supply. Therefore any temporary constructions containing such timber will be demolished. Units will remove all nails etc from the timber and deliver it to 5 Port Op Coy (units provide unloading parties).

(c) Latrines will be filled in and structures demolished. Timber etc will be burned.

(d) All rubbish will be burnt. Tins will be crushed and tipped into deep trench latrines before filling, or buried under 2 feet earth cover.

(e) Grease traps will be removed and drainage from grease traps and kitchens limed or burnt and then filled in.

(f) Units will ensure that adequate safety precautions are taken in handling live electric wires during the dismantling of camps. It must be impressed on all ranks that all cable should be treated as possibly live. (phone LANDOPS 47)

3. Units will notify HQ MOROTAI FORCE on the day prior to evacuation of Camp area and HQ MOROTAI FORCE will arrange for medical inspection of the Camp Area.

DISPOSAL ENGINEER STORES

4. Engineer stores will be treated in three categories:

(a) Engineer Accommodation Stores

(b) Engineer Tools

(c) Engineer Plant

Engineer service is notifying each unit of the stores in the above categories on their charge.

Any engineer stores NOT included in these notifications will be immediately reported to 9 Wksps and Pk Coy.

5. Engineer Accommodation Stores include :-

Buckets shower, Seats Latrine, Safes Meat, Tanks Water, Electrical Fittings etc.

These items are not worth returning to AUSTRALIA and except where required by BCOF units for movement to JAPAN will be destroyed or abandoned on evacuation of unit areas. Stores of no value will be abandoned if their destruction would involve any appreciable expenditure of manpower, unless failure to destroy might endanger the health of neighbouring troops. These stores were originally issued as engineer stores for return but will now be regarded as on permanent charge to units. Certificates of destruction or abandonment will be forwarded to 9 Wksp and Pk Coy. If abandoned, the certificate will include the words "abandoned to avoid wasting manpower on destruction". Such certificates will state that stores NOT destroyed have been accounted for with engineer service.

6. Engineer Tools

All tools at present on loan from Engineers will be returned by units forthwith to 9 Wksp and Pk Coy.

7. Engineer Plant

Includes Generating Sets, Pumping Plants, Refrigerators of all sizes (excluding Ordnance ACF or Red Cross issue or regimental property). These will be disposed of locally by engineers and will either be taken over in situ by purchaser or at the engineer depot. Units holding any of the above plant will liaise with 9 Wksp and Pk Coy forthwith regarding the return or otherwise of such plant.

OFFICE FURNITURE

8. It is intended to ship all surplus serviceable furniture to JAPAN for use of BCOF units. All units on MOROTAI (excl BCOF units) will forward a return to Q Maint HQ MOROTAI FORCE by 1800 hrs 16 Feb 46 showing separately holdings of the following serviceable furniture which

(a) is surplus now or

(b) will become surplus on departure of units from MOROTAI.

Tables FS incl those forming part of accn stores
Tables camp folding "
Chairs "
Forms Dining Tent "
Safes
Filing Cabinets Steel (number of drawers to be stated)
Other "
Vindex or equivalent
Boxes Stationery
Fans Electric

9. All office furniture will be dealt with in accordance with GRO 229/45 para 65 as amended. Unit boards of survey will classify furniture as suitable for issue to BCOF units, and will clarify the balance for destruction or abandonment (see para 5 above).

UNSERVICEABLE UNIT STORES

To assist units, Ord and Sal Services in finalisation of affairs on MOROTAI, the following procedure will be adopted.

(a) Tentage and Accn Stores will be dealt with in accordance with GRO 229/45 para 65 (as amended) subject to para (c) below.

(b) WET will be treated as in (a) above vide LANDOPS Q2769 of 221600I Jan.

(c) Return of Unserviceable Stores to Salvage (vide GRO 229/45 para 65 as amended) This procedure will NOT be adopted, in lieu. units will prepare necessary documents (AF GR033) and after acquittal as provided in GROs all unserviceable stores and tentage will be destroyed or abandoned (see para 5 above) in unit areas. Tentage may be destroyed in situ.

A.A.S. Lyne
Lt Col
for Col Q MOROTAI FORCE

DISTRIBUTION

List C less serials 1,2,4 and 5
plus Comd
Col A
War Diary

FILE
A.D.V. L.H.Q.
File AQ 301.2 - A/LHQ

AUSTRALIAN MILITARY FORCES "A"

ADV HQ AMF

AQ/301.2/Q2

12 Dec 45

AUSTRALIAN WAR MEMORIAL
Survey of records of 1939-45 War commenced in 1951
This record came from HQ Morotai
Provisional Classification No. 2 7 2
621

ADV HQ AMF ADMINISTRATIVE INSTRUCTION NO.98

DISPOSAL OF SURPLUS STORES AND EQUIPMENT

INTRODUCTION

1. In the area controlled by Adv HQ AMF, there are large quantities of surplus military material, the disposal of which requires urgent action. Material includes stores, supplies, equipment, plant, installations and other Army assets.

OBJECT

2. The object of this instruction is to define the policy for disposal of surplus material and to prescribe the procedure of disposal by formations and services.

AMF REQUIREMENTS

3. The AMF overall requirements in material will consist of:-

(a) stores required for the AUST forces for JAPAN

(b) stores to be returned to AUSTRALIA for interim Army or post war Army use. These will be notified to formations through staff or service channels as they become known to Adv HQ AMF.

(c) stores required by formations for maintenance in their respective areas up to the time of complete evacuation of the AMF from the area controlled by Adv HQ AMF.

AMF SURPLUSES

4. AMF surpluses will be all AUST Army material in the area controlled by Adv HQ AMF over and above the AMF requirements vide para 3 above.

PRIORITIES FOR DISPOSAL OF SURPLUSES

5. (a) Priority of disposals will be:-

(i) ALFSEA

(ii) BBCAU

(iii) RNIA

(iv) BRITISH civil business organisations and private individuals through BBCAU.

(v) NICA

(vi) Dutch civil business organisations and private individuals through NICA.

Copy also placed on File/s
Number 508 — 4
Title

5. (b) The requirements of ALFSEA will at all times take first priority irrespective of the demands of other organisations.

(c) In considering priorities due consideration will be given to the following facts:-

(i) ALFSEA intends to restrict the taking over of stores to the LABUAN, BALIKPAPAN and MAKASSAR areas although circumstances may arise in which SEAC may require stores at present located in other areas.

(ii) RNIA and NICA will most probably be the only buyers at TARAKAN and will also be interested in material in other areas in DUTCH BORNEO and NEI.

RESPONSIBILITY FOR DISPOSALS

6. (a) Disposal of surplus material as defined in para 4 above will commence immediately in all areas controlled by Adv HQ AMF, subject to the restrictions set out in para 9 below on the disposal of certain items of lend lease material, and in para 12(b) below relative to sales to civil business organisations and private individuals.

(b) A Regional Manager of the Commonwealth Disposals Commission is being appointed at MOROTAI.

(c) General supervision of disposals will be exercised by Adv HQ AMF per medium of a Disposals Committee which will consist of the following permanent members:-

Chairman - Col 'Q' or in his absence AQMG (Maint)

Members - reps of SD
Q (Maint)
Q (Mov)
CPM SWPA

Heads of services at Adv HQ AMF will act on the Disposals Committee as required.
The Disposals Committe will consider when necessary all queries raised by formations and services.

7. (a) Formations will take immediate action to ascertain the requirements of the authorities listed in para 5(a) above and arrange issues on later repayment within the priorities laid down and within the restrictions imposed by paras 8, 9 and 12(b) below. Issues on later repayment to BBCAU will be subject to approval of SEAC. ALFSEA requirements will be notified to formations by Adv HQ AMF.

(b) Where the requirements of ALFSEA have not yet been notified to formations and/or services every care will be exercised that issues on later repayment are not made to other organisations without reference to Adv HQ AMF, except in cases where no doubt exists that ALFSEA will not require the material in question.

7. (c) Prospective buyers of material may make application direct to the HQ of the formation or formations in their respective areas. In all cases applications will be made in writing.

(d) Prospective buyers may also make application direct to Adv HQ AMF who will advise the formation concerned.

(e) Items of captured enemy equipment will not be sold or transferred without the approval of Adv HQ AMF.

APPLICATIONS FROM CIVIL BUSINESS ORGANISATIONS AND PRIVATE INDIVIDUALS

8. If applications are received from civil business organisations and private individuals they will be referred to BBCAU or NICA who will purchase from AMF on behalf of the prospective purchaser and effect resale to him within their own financial organisation.

In these cases it will be necessary to reach agreement on price before transfer is made. When doubt exists or in event of failure to reach agreement on price full details of the offer will be referred to Adv HQ AMF.

LEND LEASE MATERIAL

9. (a) Issues on later repayment of items of lend lease origin will be limited to ALFSEA and BBCAU.

The transfer, disposal or sale of lend lease goods to DUTCH forces, NICA or other DUTCH purchasers is NOT authorised except by agreement and consent of US authorities.

(b) Should lend lease material be required by the DUTCH forces and DUTCH organisations mentioned in (a) above full particulars of the material will be forwarded to Adv HQ AMF who will take action through HQ AMF to obtain the necessary agreement of US authorities. Should the matter be one of operational urgency it will be clearly stated.

(c) All issues on later repayment of lend lease material will be carefully documented in accordance with instructions contained in para 11 below and attached appendices.

10. To facilitate disposal of lend lease material remaining after:-

(a) requirements of AMF, ALFSEA and BBCAU have been met, and

(b) sales to DUTCH forces and other DUTCH organisations have been made under para 9(b) above, formations will forward schedules of remaining surpluses to Adv HQ AMF through service channels. These schedules will give the fullest possible description of the material but when dealing with small items the principle outlined in para 11(f) below may be followed.

DOCUMENTATION

11. (a) Issues on later repayment will be made on the transfer vouchers normally used by the respective services, in accordance with the procedure set out in Appendices 'A' to 'F' attached.

(b) In all cases the designation of the transferee unit or organisation will be plainly entered on the voucher in block letters.

(c) When stores of lend-lease origin are concerned in the transaction these will always be separately documented. In all cases two additional copies of the issue or transfer voucher will be prepared and forwarded, duly acquitted, to Adv HQ AMF who will pass one copy to AFWESPAC, and the other to HQ AMF.

(d) It is appreciated that the origin or source (lend-lease or otherwise) may not be apparent in all cases but the principle will hold in general that, when lend-lease stores can be identified as such they must be dealt with as provided in this para.
In the case of stores of dual origin the following rule will determine the procedure to be followed:
When the main component is lend lease and accessories or attachments are of non-lend lease origin - Treat the store as a whole as lend lease.
When the main component is non-lend lease - Treat the store as a whole as non-lend lease.

(e) A list setting out the items of Ordnance stores, vehicles and ammunition of lend lease origin will be issued separately by Adv HQ AMF at an early date. This list will be applied in conjunction with the principle enumerated in para 11 (d) above.

(f) When seeking authority to dispose of stores of lend lease origin, spare parts, hand tools, small fittings and other similar items need not be itemised, but the quantities concerned will be indicated in terms of dead weight or measurement tonnages as may be appropriate.

COSTING

12. (a) Costing of surpluses documented in accordance with para 11 above will NOT be done except as provided in sub para (b) to this para. Where the prospective purchaser organisation places any limitation on price or seeks a discount to cover expected wastage e.g. blown tins of foodstuffs, all documents will be endorsed accordingly and a statement by the service rep attached to the documents.

(b) Issues on later repayment will be effected without agreement as to price except in those cases where the buyer is a civil business organisation or private individual including cases where the sale is effected through BBCAU or NICA as provided in para 8 above.

12. (c) In respect of installations and major engr works, services will, in conjunction with CDC Regional Manager where practicable, estimate the approximate value as a basis for negotiation with the prospective purchasers. Issues on later repayment will then be effected as prescribed in para 11 above and the suggested price and offer of the purchasing organisation will be forwarded with vouchers to Adv HQ AMF.

DETAILED SERVICE PROCEDURE

13. (a) The following Appendices attached hereto set out the detailed procedure applicable to the respective services in order to effect issues on later repayment to the organisations listed in para 5(a) above. Formations will ensure that the detailed procedure as laid down in these Appendices is followed.

Appendix "A" - Engrs

Appendix "B" - Sigs

Appendix "C" - Med

Appendix "D" - ST

Appendix "E" - Ord

Appendix "F" - Print

(b) The following services will take special action as follows:

(i) Canteen Service - In areas which are being taken over by ALFSEA the Canteen Service will deal direct with NAAFI. In areas not to be taken over by ALFSEA transactions will be made direct with NICA.

(ii) Red Cross - Transactions will be effected only by Aust Red Cross reps in accordance with instructions from their HQ.

TRANSFER OF UNIT EQUIPMENT

14. (a) In order to avoid delay in transfer which would be caused by the return to Ord etc depots of material available for inter unit transfer, action may be taken to effect transfers of material except supplies from units of AMF to units of BRITISH forces and also to units of other Allied forces provided such transfers come within the provisions of this instruction. The documentation for such direct inter-unit transfers will be as laid down in the appropriate appendix attached.

(b) Direct inter-unit transfers of supplies including POL will not be effected until Adv HQ AMF has been notified by formations of all particulars of the surplus items and has issued instructions to formations to dispose of them.

REMAINING SURPLUSES

15. (a) When the requirements of the organisations listed in para 5(a) above have been satisfied formations will advise Adv HQ AMF through service channels of all the remaining surpluses in their areas giving the fullest possible particulars of all items including DW and tons measurement.

(b) In those cases where disposal of these remaining surpluses is a matter of urgency local commanders will appoint Boards of Survey and signal their recommendations to Adv HQ AMF who will signal authority for disposal.

16. (a) All remaining surpluses notified to Adv HQ AMF by formations and services in accordance with para 15 above and not disposed of on the authority of that HQ, will be declared to CDC Regional Manager by Adv HQ AMF on the prescribed form for declaration of surpluses.

(b) When a decision has been reached and communicated to a formation that some or all of the remaining surpluses have no sales value in the area and are not worth the cost of freight to other areas for disposal the formation will ensure that the following action is carried out.

(i) prior notification of intention to destroy will be given to the Commonwealth Audit Representative attached to the formation.

(ii) stores will be destroyed in the presence of the local Service Finance Representative.

(iii) stores will be written off charge from certificate of destruction signed by the officers in whose presence the stores were destroyed, such certificates to show reference to direction for destruction issued by CDC Regional Manager or Adv HQ AMF.

(iv) copies of certificate of destruction will be dealt with in accordance with the service instructions in the attached appendices 'A', 'B', 'C', 'D' and 'F' and DDOS Adv HQ AMF Instr 35 of 4 Dec issued separately.

M.L.Grant Col for Brigadier
Deputy Adjutant and Quartermaster General

DISTRIBUTION

List 'D' (General distribution within Adv HQ AMF within formations down to Bdes, and to units under direct command Adv HQ AMF)
Less serials 9, 14, 15, 16, 18, 19, 33, 36, 41, 51
plus PA to C of S
DA&QMG
SEAC LO
ALFSEA Liaison Sec (10)
RNIA LO
War Diary (2) Copy to HQ AMF (12)

APPENDIX 'A'
to ADV HQ AMF ADM INSTR 98
of 12 DEC 45.

SURPLUS RAE MATERIAL

1. RESPONSIBILITY

The senior RAE officer in each area, or command, will be responsible for the disposal of all RAE material surplus to the requirements of the AMF, in accordance with methods laid down herein.

2. AMF REQUIREMENTS AND SURPLUSES

(a) Requirements

AMF requirements are :-

i. Stores required for Aust Forces for Japan to be moved to MOROTAI, in accordance with instructions already issued through engineer channels.

ii. Stores required in each area until AMF are completely evacuated.

iii. Nil for post war army in Australia.

(b) Surpluses

i. Engineer Stores incl Mech Eqpt.

The quantities available for disposal will be the total holdings in each area, less requirements as in (a) above.

ii. Works Installations

The 'Q' staff of the headquarters concerned, will notify the appropriate RAE representative of installations, such as wharves, buildings, bulk oil depots, water supply, electric supply, roads, etc, which are soon to become surplus to AMF requirements. RAE will bring to the notice of 'Q' any installations likely to become surplus.

3. PRIORITIES

(a) Priorities for disposal are as in para 5 (a) of the instruction to which this appendix is attached. In making transfers, the senior RAE officer concerned, will ensure that these priorities are observed.

(b) ALFSEA requirements ex 7 Div area and 9 Div area are being notified separately through service channels. These will comprise both material for local consumption, and material which may be shipped to SINGAPORE.

4. NEGOTIATIONS FOR TRANSFER

The senior RAE officer in each area will deal with the requirements of the various organizations in accordance with para 3 (a) above. He should approach in order, the authorized representative of each organization and explain to him what material is available for transfer. In any area where there is no representative of a particular organization, it will be assumed that that organization has a nil requirement, unless otherwise informed by this headquarters.

5. METHOD OF TRANSFER AND DOCUMENTATION

(a) The senior RAE officer will be responsible that the RAE Depot prepares and distributes the forms AAF S27 as set out below, for all stores transferred. Each transaction will be made on the form AAF S27. Ten legible copies are normally required but in the case of transfer of items of lend lease origin, twelve legible copies will be prepared. In both cases two typings will be necessary.

(b) Preparation of Form AAF S27

i. All copies of the form AAF S27, except No 10, or in case of lend lease items No 12, will be signed by the authorized representatives of both transferror and transferee.

ii. On the forms AAF S27, under the signature of the authorized officer signing for the receiving organization, will be inserted, in BLOCK or type, the name of the officer and his appointment.

iii. In the space on the AAF S27, showing to whom consigned or transferred, will be put the full title of the organization to which the transfer is made.

iv. Forms AAF S27 will be endorsed "Issued on Repayment".

v. On the form AAF S27, the wording under heading "RECEIPT FOR STORES" will be amended by the deletion of the words -

"Consignee to sign and return one (1) copy to consignor Dump" (for form revised Aug 44).

and the words -

"On AAF S28 No..... attached and have been taken on Ledger Charge". (for the forms as revised both in Aug 44 and Mar 45).

vi. The AAF S27 covering each transaction will be given a serial number prefixed by the letter 'P', e.g. P178, P179, P180 etc, to indicate that the transferee is an organization outside the AMF. This serial number will be shown on all pages and all copies of the transfer voucher (AAF S27).

vii. The description of mech eqpt, plant and machines will, where applicable show make, model, serial number of machine and/or components.

viii. The condition of each item will be specified following its description on form AAF S27, as either "NEW", or if part worn the percentage of original life remaining as "....% OLR". Before a transfer is made, transferror and transferee will agree on this percentage of remaining life.

ix. Para 9 of the instruction refers to items of lend lease origin, i.e. items made in USA. For RAE this will apply only to mechanical equipment and items of plant such as generators, pumps, engines, air compressors etc, and in some cases hand tools. Where a machine is of American origin or of composite Australian and American origin, the components of the machine which are of American origin, will be shown on the AAF S27. For example description entries might read :

Autopatrol CATERPILLAR D12 Ser No.....
Engine only made in USA.
Tractor, Allis Chalmers, HD7, ser No.....
with bulldozer blade and hydraulic power control unit.
All made in USA.
Air compressor, Ingersol Rand Model 100A, Ser No.....
Engine only made in USA.

5. METHOD OF TRANSFER AND DOCUMENTATION (Contd)

(c) Distribution of Form AAF S27

i. Issuing Depot will distribute copies of forms AAF S27 as follows :-

Forward three (3) copies to transferee including one (1) for forwarding by transferee to his paying authority and one (1) to be returned to transferror for Depot records.
Forward six (6) copies to senior RAE officer in the area.
Retain one (1) copy in depot as spare.
For items of lend lease origin, the two (2) additional copies of form AAF S27, mentioned in sub para 5 (a) above, will be forwarded to the senior RAE officer in the area.

ii. The senior RAE officer will deal with the copies received as follows :-

Forward immediately five (5), and in the case of lend lease items seven (7), copies to CE, Adv HQ AMF.
Retain one (1) copy for his records.

iii. The senior RAE officer will send to CE, Adv HQ AMF, a monthly summary of Forms AAF S27 which were forwarded. This summary will show separately, the serial numbers of the forms AAF S27 for transfers to each organization, and will cover all transactions up to the 10th day of each month.

iv. The CE, Adv HQ AMF, will deal with the copies received as follows :-

For items NOT of Lend Lease Origin.

Forward three (3) copies to CPM, Adv HQ AMF, incl one (1) copy for the Regional Manager, Commonwealth Disposals Commission, Adv HQ AMF.
Forward one (1) copy to DGAD, HQ AMF.
Retain one (1) copy for records and offsetting against ES STOCKS 62 return.

For items of Lend Lease Origin.

Forward three (3) copies to CPM, Adv HQ AMF incl one (1) copy for Regional Manager, Commonwealth Disposals Commission, Adv HQ AMF.
Forward two (2) copies to DGAD, HQ AMF.
Forward one (1) copy to AFWES PAC in accordance with para 9 (c) of this instruction.
Retain one (1) copy for records and offsetting against ES STOCKS 62 return.

(d) Direct Transfers of Unit War Eqpt.

i. In cases where items of unit war equipment are of engineer origin, it may be desirable, to expedite disposal, for the holding unit to transfer the item of equipment direct to the British, RNIA, or other unit requiring it. This will apply in particular to mechanical equipment and possibly other minor items, when the interim army AMF units are being relieved by the British or other forces.

ii. If such transfers are effected the transferror unit will prepare and distribute forms AAF S27 as the issuing depot does in accordance with para 5, sub paras (a), (b) and (c) of this appendix.

6. MECHANICAL EQUIPMENT

Items of mechanical equipment transferred to an organization outside the AMF will be so recorded on the subsequent Mechanical Equipment Census Return. Items ear marked for transfer will be indicated on the appropriate Census Return.

7. REMAINING SURPLUSES

Surplus stores which cannot be transferred to one of the approved organizations, will be listed on a schedule, which will be forwarded to CE, Adv HQ AMF in accordance with para 15 of the instruction to which this is an appendix. CE will advise those concerned, what to do with these remaining surpluses.

8. WRITE OFF PROCEDURE FOR STORES DESTROYED

(a) If destruction of the surplus stores referred to in para 7 above is approved, six copies of a certificate of destruction will be prepared, serially numbered in a special series commencing DD1, DD2 etc., and dealt with, as follows:-

i. By Holding Depot -

Forward five (5) copies to senior RAE officer in the area.

Retain one (1) copy at Depot for record purposes.

ii. By the senior RAE officer -

Forward four (4) copies immediately to CE, Adv HQ AMF.

Retain one (1) copy for his records.

iii. By CE, Adv HQ AMF - distribute as follows:-

Two (2) copies to CPM, Adv HQ AMF, incl one (1) copy for the Regional Manager, CDC, Adv HQ AMF.

One (1) copy to Det Army Audit Staff, Adv HQ AMF

Retain one (1) copy for record purposes.

(b) The senior RAE officer will send to CE, Adv HQ AMF, a monthly summary of the serial numbers of the certificates forwarded, for all items of stores destroyed up to the 10th day of each month.

9. CLOSING OF DEPOTS

To close the depot when all stores have been disposed of, the following action will be taken by the depot operating unit.

(a) Pack and despatch all essential records to CE, Adv HQ AMF.

(b) Prepare six copies of a certificate, stating that all stores have been accounted for, records adjusted and the records forwarded to CE, Adv HQ AMF. The copies of this certificate will be distributed as follows:-

i. By Holding Depot -

Five (5) copies to senior RAE officer in the area.

Retain one (1) copy for unit records.

9. CLOSING OF DEPOTS (Contd)

(b)

ii. By Senior RAE officer -

Four (4) copies to CE, Adv HQ AMF.

Retain one (1) copy for record purposes.

iii. By CE, Adv HQ AMF -

One (1) copy to CPM, Adv HQ AMF.

One (1) copy to Det Army Audit Staff, Adv HQ AMF.

One (1) copy to E in C, HQ AMF.

Retain one (1) copy for record purposes.

10. OTHER APPLICABLE INSTRUCTIONS

This appendix will supercede any other service instructions where they differ from it.

This appendix may be added to or amended in detail by subsequent service instructions.

APPENDIX "B" to
ADV HQ AMF ADM INSTR 98
of 12 Dec 45.

DISPOSAL OF SURPLUS SIGNAL PROJECT STORES

RESPONSIBILITY

1. The senior signal officer in each area or command will be responsible for disposal of all signal project stores surplus to the requirements of the AMF in accordance with the methods laid down herein.

2. AMF requirements and surpluses.

(a) Requirements

AMF requirements are:-

(i) MOROTAI - Stores required for issue to 26 Aust L of C Signals for shipment to JAPAN and maintenance requirements for Adv HQ AMF Sigs.

(ii) 9 DIV AREA - Maintenance requirements until the area is completely evacuated by AMF.

(iii) 7 DIV AREA - Maintenance requirements until the area is completely evacuated by AMF.

(b) Surpluses

(i) Total holdings of all Signal Project Stores held in Dumps or by Signal Units, less requirements vide (a) above.

(ii) Fixed Installations. All fixed telephone installations in the areas under Command Adv HQ AMF.

3. PRIORITIES

Priorities for disposal are as in para 5 (a) of the Instruction to which this is an Appendix. These priorities must be observed.

4. NEGOTIATIONS FOR TRANSFER

The Senior Signal Officer in each area will deal with requirements of the various organisations in accordance with para 3 above. He should approach in order, the authorised representative of each organisation and explain to him what material is available for transfer. In an area where there is no representative of a particular organisation, it will be assumed that that organisation has a nil requirement, unless otherwise informed by the headquarters.

5. METHOD OF TRANSFER AND DOCUMENTATION

(a) The Senior Signal Officer in each area will be responsible for preparation and distribution of forms AAF S27 as set out below for all stores transferred. Each transaction will be made on form AAF S27. Ten legible copies are required, which will involve two typings.

(b) Preparation of Form AAF S27

(i) All copies of the form AAF S27 except No.9, will be signed by the authorised representatives of both transferror and transferree.

(ii) On the forms AAF S27, under the signature of the authorised officer signing for the receiving organisation, will be inserted, in BLOCK or type the name of the officer and his appointment.

(iii) In the space on the AAF S27 showing to whom consigned or transferred, will be put the full title of the organisation to which the transfer is made.

(iv) Forms AAF S27 will be headed "Signal Project Stores" and endorsed "Issued on Repayment".

(v) On the form AAF S27 the wording under heading "Receipt for Stores" will be amended by the deletion of the words:-

'Consignee to sign and return one (1) copy to Consignor Dump'

and the words:-

'On AAF S27.....attached and have been taken on Ledger Charge'

(vi) The AAF S27 covering each transaction will be given a serial number prefixed by the letter "P" to indicate that the transferree is an organisation outside the AMF, viz P178, P179, P180, etc. This serial number will be shown on all pages and all copies of the transfer voucher (AAF S27).

(vii) The condition of each item will be specified following its description on form AAF S27 as either "NEW", or if part worn, the percentage of original life remaining as ",.....% OLR". The percentage of remaining life will be assessed by a panel consisting of the transferror, the transferree and an AEME representative.

(c) Distribution of Form AAF S27

(i) Issuing Unit or Dump will distribute copies of forms AAF S27 as follows:-

Two copies to transferee - one for retention and one for forwarding by transferee to his paying authority.

One copy to transferor for Unit or Dump records.

Six copies to A/SO in C, Adv HQ AMF.

One copy (No.9) to be retained as a spare.

(ii) A/SO in C, Adv HQ AMF will distribute the six copies as follows:-

One copy to be retained for records and offsetting against stock returns.

Two copies to CPM, Adv HQ AMF.

One copy to CPM for Regional Manager, Commonwealth Disposals Commission, Adv HQ AMF.

One copy to DGAD.

One copy to Signal Officer in Chief, HQ AMF for information.

6. REMAINING SURPLUSES

Surplus stores which cannot be transferred to one of the approved organisations will be listed on a schedule which will be forwarded to A/SO in C, Adv HQ AMF, in accordance with para 15 of the Instruction to which this is an Appendix. A/SO in C will advise those concerned re disposal of these remainders.

7. WRITE-OFF PROCEDURE FOR STORES DESTROYED

(a) The procedure for the disposal of surplus stores that cannot be disposed of in the area, and are not worthwhile shipping to AUSTRALIA, is set out in para 16 of the Instruction to which this is an Appendix.

(b) If destruction of these surplus stores is approved, five copies of a certificate of destruction will be prepared, serially numbered in a special series commencing DD1, DD2, etc, and will be dealt with as follows:-

(i) By holding Unit or Dump

Four copies to A/SO in C, Adv HQ AMF.
One copy to be held at Depot for record purposes.

(ii) By A/SO in C, Adv HQ AMF - distribute as follows:-

One copy to CPM for Regional Manager, CDC, Adv HQ AMF.
One copy to CPM, Adv HQ AMF.
One copy to Det Army Audit Staff, Adv HQ AMF.
One copy to be held for record purposes.

8. CLOSING OF DEPOTS

When all surplus stores have been disposed of, the following action will be taken by the Unit or Dump concerned:-

(a) Pack and despatch all essential records to A/SO in C, Adv HQ AMF.

(b) Prepare five copies of a certificate, stating that all stores have been accounted for, records adjusted, and the records forwarded to A/SO in C, Adv HQ AMF. The copies of this certificate will be distributed as follows:-

(i) By the Unit or Dump concerned:

Four copies to A/SO in C, Adv HQ AMF.
One copy to be held for Unit or Dump records.

(ii) By A/SO in C, Adv HQ AMF:

One copy to CPM, Adv HQ AMF.
One copy to Det Army Audit Staff, Adv HQ AMF.
One copy to SO in C, HQ AMF.
One copy to be held for record purposes.

9. No attempt will be made to cost stores or installations locally but any relative data which will assist subsequent costing will be included on form AAF S27.

10. Any request by an approved organisation for Signal Project Stores in excess of local surpluses will be notified to A/SO in C, Adv HQ AMF.

11. The procedure detailed in this Appendix applies to Signal Project Stores and Fixed Signal installation only. Ordnance items of signal equipment will be dealt with by ADOS in accordance with the Appendix for Ordnance Stores.

12. AMENDMENTS

This Appendix may be amended in detail by subsequent service instructions.

APPENDIX C

to ADV HQ AMF ADM INSTN NO. 98
of 12 DEC 45.

DISPOSAL OF SURPLUS MEDICAL EQUIPMENT.

1. Responsibility

The ADMS or SMO in each area will be responsible for the disposal of all surplus medical equipment and stores held by Depots and Medical Units as follows -

2. AMF requirements locally will be -

(a) Stores for Aust Forces in each area till personnel are completely evacuated.

(b) W.O.V. Medical Stores for all ships carrying troops inter island and to the mainland.

3. Disposals by repayment voucher to ALFSEA, BBCAU, NICA etc will be as follows -

(a) LABUAN. ALFSEA will take all stocks held by 109 Adv Dep Med Stores and medical equipment of 2/4 and 2/6 Gen Hosps (2/6 Gen Hosp equipment is held by the Depot as a separately packed scale).

(b) BALIKPAPAN. ALFSEA will take for use at MAKASSAR all stocks held by 110 Adv Dep Med Stores, i.e. general maintenance plus medical equipment of 2/12 Gen Hosp which is held by the Depot as a separately packed scale.

(c) TARAKAN. NICA has undertaken to purchase all surplus stores held by 102 Adv Dep Med Stores and other medical units in TARAKAN. Disposals there have been almost completed.

(d) MOROTAI. Surplus stores will be disposed of progressively as authorised by DDGMS.

4. AMF requirements as outlined in para 2 above will be strictly enforced. Disposal of stores not covered in para 3 will be in accordance with priorities set down in the Adm Instn to which this is an appendix. The SMO is responsible that these instructions are carried out.

5. All unserviceable stores are to be written off as directed in earlier service instructions.

6. Should ALFSEA advise at a later date that certain items now held at LABUAN or BALIKPAPAN are not required by them such items are to be listed to DDGMS ADV HQ AMF provided that they cannot be disposed of to BBCAU, NICA etc in order of priority.

7. Method of Documentation of Transfers

(a) "Issue on Repayment vouchers" are to be used in all cases as in the past except that 10 copies will be made in future, for distribution as follows -

one copy retained by issuing depot,
two copies to transferee unit, organisation or service (one for forwarding to its superior authority),
three copies to SMO formation (who forwards two to ADV HQ AMF),

three copies to Chief Paymaster (one for CDC),
one copy to DDGMS ADV HQ AMF (for DGAD).

(b) Where a unit other than AMF desires to obtain medical stores and/or equipment held by an adjacent AMF unit, the AMF unit after completion of inventories will obtain an acquittance from the local Depot Medical Stores which will issue repayment vouchers in the normal manner to cover the items transferred.

8. Should it become necessary to destroy surplus medical stores which are not required by ALFSEA or any other service or organisation, the following procedure will be adopted:-

(a) A Board of Survey will be convened and will consist of a President and two other members one of which will be a representative of Finance Branch.

(b) Stores for destruction will be listed on AAF 27 and after authority has been obtained from ADV HQ AMF, write-off vouchers AAF D51 will be prepared, each copy signed by members of the Board and distributed as follows:-

2 copies to Chief Paymaster ADV HQ AMF
1 copy to Chief Audit Staff.

(c) Destruction of stores will be carried out in the presence of a member of Finance Branch.

9. Difficulties or queries which might arise in relation to procedure etc will be referred to ADV HQ AMF if they cannot be solved locally.

10. These instructions will supersede previous service instructions should they conflict.

Appendix "D"
to Adv HQ AMF.
Adm Instr No. 98
of 12 Dec 45

AASC SUPPLIES : DISPOSALS.

In consequence of the withdrawal of AMF troops from various areas, it has become necessary to dispose of AASC Supplies/POL which become surplus. In addition there are certain items now held in areas which are in excess of future AMF requirements.

2. The order of priority of the various organisations and administrations to whom declared surpluses may be disposed of, subject to DDST Adv HQ AMF approval, is as follows:-

(a) ALFSEA SEAC

(b) BBCAU

(c) RNIA

4. British civil business organisations and private individuals through BBCAU.

5. NICA

6. Dutch civil business organisations and private individuals through NICA.

3. As supplies/POL become surplus to requirements from time to time, the senior AASC representative in the area will contact the local HQ of the above organisations and administrations, where they exist, with a view to ascertaining whether such organisations/administrations are prepared to take over the surpluses. Applications must be made in writing as no verbal offers can be entertained.

The information thus obtained will be forwarded to DDST, Adv HQ AMF, together with a schedule of commodities and quantities which have become surplus. To assist in disposal, in accordance with priority, it is requested that information regarding prospective purchasers be furnished as per the following example -

(a) ALFSEA SEAC	Prepared to take over total surpluses
(b) BBCAU	No local HQ
(c) RNIA	No Local HQ
(d) British Business Organisations (State whom)	Prepared to take over portion of surpluses (state items and quantities).

Where local HQ of the above organisations are prepared to take over portion only of the surpluses, details of the commodities and quantities required will be shown on the schedule.

Supplies will not be handed over without prior approval of DDST Adv HQ AMF.

4. Adv HQ AMF will decide to whom the surpluses may be disposed of and instructions will be issued accordingly through Service channels.

5. Where it becomes evident that portion or all of the supplies, etc remaining on charge at the date of withdrawal of the AMF, cannot be

disposed of to other administrations/organisations (as above), CsASC etc will advise DDST Adv HQ AMF of the commodities and quantities concerned.

On receipt of this information, DDST will arrange to:

(a) Transfer the surpluses elsewhere

or

(b) Obtain approval for the destruction of the supplies from CDC.

In respect to (b), the CDC authority for destruction will be advised to appropriate CsASC etc with the necessary direction.

It will be ensured that the local Chief Paymaster's representative will be present at and witness the destruction. The CPM's representative and the Supply Officer will sign the certificate of destruction on a Condemnation Certificate (AFF735) which will be prepared in the normal manner. Adjustment of ledgers will be made per medium of Discrepancy Voucher (AAF F44), which will be dealt with in accordance with current instructions.

6. All issues will be made on a repayment basis and AAFs F79 will be prepared and endorsed "DISPOSALS", as well as the authority for issue. A separate register of AAFs F79 will be opened for the specific purpose of recording F79's covering Disposals.

Costing of AAFs F79 will be the responsibility of the Chief Finance Officer, who will raise the necessary debits from information supplied.

Distribution of AAFs F79 will be made as under and all copies will be receipted by the purchaser.

Copy No.

1	Transferee	-	This copy to be receipted and returned to Supply Officer
2	Transferee	-	For retention
3	Transferee	-	This copy to be endorsed - For forwarding to Transferee's Finance and Accounting HQ responsible for payment.
4 & 5	DDST Adv HQ AMF	-	(For Chief Paymaster)
6	"		(For DGAD)
7	"		(For DST)
8	"		(For Chief Paymaster for transmission to CDC Regional Manager)
9	"		(DDST File)
10	"		(For Chief Auditor)

It will be ensured that the signature, rank and appointment of the receiving officer is clear and legible, as well as the name of the purchasing authority. These details, will be inserted in block letters below the signature.

7. When information is received to the effect that all AMF troops will be withdrawn from an area, Supply Officers concerned will calculate the ration commodities and quantities required to complete the rationing of the Force up to and including the date of embarkation, plus

any voyage and/or landing rations required.

Supplies (incl POL) in excess of requirements will be subject to the same procedure as in paras 2, 3, 4 and 5 above. Details of excesses will be advised to DDST, Adv HQ AMF as early as possible.

8. It will be clearly understood that the foregoing does not in any way prejudice the responsibilities of the AMF in rationing certain Allied Forces, etc.

AASC Supplies disposed of as surplus to requirements are separate and distinct from the normal issues on repayment, which will continue to be accounted for, in accordance with current procedure.

APPENDIX 'E'
to Adv HQ AMF Adm Instr No 98
of 12 Dec 45

DISPOSAL OF SURPLUS ORDNANCE STORES

1. Ordnance stores may be disposed of to purchasers in two distinct ways, which are :

(a) By issues on repayment from Ordnance Depot, Veh Pk, etc stocks to purchasing organisations.

(b) By transfers on repayment direct from units to purchasing organisations.

2. The procedure detailed hereunder will apply in each case and those procedures already in operation will be modified accordingly. Current procedures are set out in the following Ordnance Service Instructions:

DDOS Adv HQ AMF Instruction No 7 of 4 Jun 45
" " " " " " 25 " 16 Oct 45
" " " " " " 32 " 28 Oct 45

(Any other Ordnance Service Instructions which have been issued from HQ of Subordinate Formations in implementation of the DDOS Instructions referred to will be adjusted in conformity).

3. Initiation of Requests for Sales of Stores and Approval for Action

Requests for sale of stores may take either of the following forms:

(a) A formally prepared indent.

(b) A bid, or expression of desire to purchase stores made in writing.

4. In either case the requirement is to be clearly stated in unequivocal language, and the document concerned will be duly authenticated and signed by a responsible officer of the organisation desiring to make the purchase. This officer will be referred to as an Ordering Officer.

5. The Senior OS representative on formation HQ will arrange with each of the organisations with whom the Ordnance service is authorised to transact business for the appointment or designation of mutually recognised Ordering Officers. Requests for stores emanating from other than than these Ordering officers will be acted upon only after their authenticity has been established beyond question by specific enquiry.

6. The senior OS representative will arrange with Ordering Officers that their requests whether submitted as formal indents or not, are made in triplicate.

7. All requests for Ordnance stores will be passed direct to the senior OS representative in the formation area concerned.

8. The senior OS representative will scrutinise all requests, and decide the extent to which they can be met from the resources under his control taking into consideration any local requirements and any service instructions he may have received on the subject. If he is in doubt as to whether he should make the stores concerned available he will refer the matter by fastest means to DDOS Adv HQ AMF for decision.

9. The senior OS representative concerned will decide the source from which the stores are to be provided. He will arrange for stores in unit hands to be disposed of in preference to depot stocks, in the absence of any factor rendering this course undesirable. He will obtain 'Q' approval for transfer of stores from units, but will control sales from depot stocks without the necessity of Staff approval.

10. Where requests are made for stores available in limited quantities only, the Ordnance service representative will be guided in his allocation by the general priorities laid down in the main Adm Instr to which this is an Appendix.

11. Approval of DDOS Adv HQ AMF must be obtained for the sale of articles obviously of Lend Lease origin. Such sales must be documented separately and the documents will be clearly enfaced " LEND LEASE ORIGIN".

PROCEDURE

Procedure to be followed in case of issue on repayment from stocks held in Ordnance depots and Veh Pks (other than RSDs)

12. The Ordnance service representatives concerned will pass the duly approved indent (or equivalent) to the Ordnance installation for issue action.

13. The installation concerned will take normal action, as for an issue on repayment except that four extra copies of the issue voucher (on AF G982D) will be prepared. These will be clearly numbered '7', '8', '9' and '10', the existing numbers being clearly barred out in coloured pencil. All ten copies must be legible.

14. The depot will hand over the goods to the purchaser only in accordance with arrangements made by the senior Ordnance representative concerned. Receipts for the stores will be secured on the spot at time of delivery on copies 3,5,7,8,9 and 10.

15. All receipts will be in the form of an acquittal of the copies of the vouchers specified, by an officer mutually recognised by the senior OS representative concerned and the organisation purchasing as empowered to sign receipts.

16. It is vitally important that this officer be required to sign clearly, and that details of his appointment and authority should be shown in BLOCK LETTERS or by an official stamp. It is upon the due authentication of the receipted issue voucher that settlement will depend in the last analysis.

17. The issuing depot will NEVER hand over stores without simultaneously securing the receipts referred to and the receipts will be countersigned by the person giving delivery. Discrepancies will be adjusted on the spot, any necessary alterations to vouchers being initialled on all copies by the representative of the depot and of the purchaser.

18. To enable the foregoing to be implemented in a regular and systematic manner all installations concerned will organise and operate a separate transit shed as part of their outward traffic organisation, and will arrange for this to be used solely in connection with the disposals made in accordance with this instruction.

19. Staff assigned for duties in this transit organisation and in documentation of issues on repayment will be changed as little as possible and will operate as a disposals cell, independent of other installation activities.

20. Documentation and Raising of Debits

This will be in general as laid down in DOS circular No 86/45 but the following action will be taken in respect of the ultimate disposal of acquitted vouchers :

(a) No 6 copy - will be passed to senior OS representative as usual, enfaced by the depot with the reference to the AAF F34 serial number. Senior OS representative will file with the original indent etc. He will despatch both indent and Nos 6 copies finalized, under cover of a schedule of control and serial numbers, to DDOS Adv HQ AMF weekly.

(b) Nos 7, 8 and 10 copies - will be passed to Chief Paymaster AIF SWPA or to his local representative together with the AAFs F34 covering the transaction. Copies will be noted clearly with the serial number of the AAFs F34 concerned.
The Chief Paymaster AIF SWPA will accept responsibility for the forwarding of financial documents and the No 7 copy to HQ AMF for final pricing and raising of debit, and will also pass the No 8 copy to the Regional Manager CDC concerned for his records

(c) The receipted No 9 copy countersigned by a depot representative certifying delivery will be despatched via senior OS representative concerned to the Ordering Officer of the organisation purchasing stores.

21. Final distribution of AFs G982D will then be

No 1 Retained depot - normal use
2 " " " "
3 " " accounting copy
4 Accompanies stores as usual - retained by purchaser
5 Traffic receipt copy - retained by depot
6 To DDOS Adv HQ AMF via senior OS representative
7 To HQ AMF with AAFs F34 via Chief Paymaster AIF SWPA
8 To Regional Manager CDC " " " " "
9 To purchaser via senior OS representative. Purchaser is expected to notify his superior HQ of this transaction by onforwarding this copy.
10 To Adv HQ AMF for Chief Paymaster AIF SWPA.

22. Senior OS representatives concerned are responsible for ensuring that all transactions are finalised with as little delay as possible. For this purpose he will communicate direct with the OO or NCO i/c disposals cell.

23. DDOS Adv HQ AMF will in the case of sales to RNIA forward the No 6 copies of issue vouchers received by him to HQ RNIA in accordance with DOS circular 103/45. He will retain a record of indent, control and AAFs F34 Nos in respect of all transactions so dealt with.

Procedure to be followed in the case of transfer on repayment direct from units of the AMF to purchasing organisations

24. Transfers will be effected by use of AFs G1033 used in accordance with GRO 232/44 but with the procedure set out therein modified as set out below.

25. When the senior OS representative, with Staff concurrence decides that stores are to be transferred on repayment from unit holdings, he will inform the unit concerned of the stores required to be prepared for transfer by forwarding one copy of the original indent etc or an extract thereof under cover of a memo giving details of the place and time at which the equipment will be required to be ready for inspection and transfer.

26. Units upon receipt of this advice will at once take action as follows :

(a) Prepare AFs G1033, (ten clearly numbered legible copies) in respect of the stores concerned.

(b) In the case of technical stores and vehicles, arrange with EME for inspection of stores etc concerned and the furnishing of sufficient copies of the appropriate inspection certificates to provide 3 copies for use as set out below.

(c) Advise senior OS representative without delay of any inabilities.

27. Units concerned will pass copies 1,2,3,4, 6,7,8,9 and 10 to senior OS representative.

28. Senior OS representative will register, scrutinise and approve the AFs G1033 and will dispose of them as follows :

Copies Nos 1,2,3,6,7,8,9,10 - return to transferor unit
Copy No 4 - retained by senior OS representative as his 'watch' copy.

29. When the transfer is carried out the vouchers will be treated as follows :

Copies Nos 1 and 9 - (with one copy of the inspection certificate attached) will be retained by the transferree organisation (which is expected to pass the No 9 copy, together with the inspection certificate, when applicable, to its superior HQ, as an advice of the transaction).

Copy No 2 - will be retained by transferor unit to support its account.

Copies 3,6,7,8 and 10 with two copies of the inspection certificate (when applicable) will be passed to senior OS representative.

30. Senior OS representative will -

(a) Retain copy No 7 for adjustment of unit accounts.

(b) Pass copies 3,6,8 and 10 and both copies of the inspection certificate (when applicable) to the local Ordnance depot for action to complete the documentation necessary to raise the appropriate debit.

31. The Ordnance depot will complete the documentation, noting on all four copies of the AF G1033 the serial number of the corresponding AAF F34, and will then

(a) Pass copy Nos 3,8 and 10 with the corresponding AAFs F34 and both copies of the inspection certificates (when applicable) to the Chief Paymaster or his appointed representative.

(b) Pass No 6 copy back to OS representative. The latter will note on his 'watch' copy the AAF F34 Nos and will then transfer the 'watch' copy to a 'completed' file. He will then initial, and on forward the No 6 copy to DDOS Adv HQ AMF.

32. The Chief Paymaster will accept action to

(a) Raise the debit on the basis of the AAF F34 and supporting documents received from the depot.

(b) Pass the No 8 copy together with one copy of the inspection certificate (when applicable) to the Regional Manager, CDC as advice of the transaction.

33. DDOS Adv HQ AMF will, in the case of transfers to RNIA, transmit to HQ RNIA the No 6 copy received by him from the OS representative concerned. He will keep a record of the registered number of the AAF G1033 concerned and of the corresponding AAF F34 serial number.

34. When part worn equipment, vehicles etc are being transferred the percentage of new price to be charged will be assessed by a panel consisting of at least the following :

(1) The senior ordnance service representative of the formation, or an officer delegated to act for him.

(2) An Ordnance officer having knowledge of the stores concerned.

(3) A representative of the Chief Paymaster.

(4) A duly empowered representative of the organisation desiring to purchase stores.

(When an inspection certificate is furnished this will always be taken into consideration in assessing the percentage price.)

35. In the case of transfer of part worn equipment, the AAF G1033 will be clearly enfaced ' PART WORN ' and will be endorsed (on the back) as follows :

"Stores assessed and accepted on the basis shown.

.....(Sig) (Appointment) for purchaser

.....(Sig) (Appointment) forAMF

.....(Sig) (Appointment) for Chief Paymaster."

The OS representative or his delegate will sign for the AMF.

36. The above procedure will also be followed in respect of issues of part worn stores on repayment from RSDs.

37. Separate vouchers will always be used for NEW and PART WORN stores.

Preparation of AAFs F34 and Pricing

38. AAFs F34 need not list the stores concerned in detail. It will suffice if AAFs F34 are made out on the basis of one set per transaction, providing that the registered numbers, control numbers etc of all vouchers concerned are shown on the AAFs F34.

39. Ordnance depots will price vouchers to the extent that they are in possession of the necessary data. They will not carry out any extensions. However they will not hold up submission of the papers to Chief Paymaster because of non-availability of information. The Chief Paymaster is accepting action to secure completion of pricing and extensions at HQ AMF. It is imperative that paper work be kept moving.

40. When new equipment is being transferred the price to be entered will be the cost price, as advised by HQ AMF. In this case all copies of the AAFs G1033 will be clearly enfaced 'NEW STORES'.

Stores of Lend Lease Origin

41. Lists of ordnance stores, vehicles and ammunition of lend lease origin likely to be held in the area under command of Adv HQ AMF are being forwarded under seperate cover. This list, and the principle laid down in para 11(d) of the main Adm Instr, will be applied in determining whether or not an item is of lend lease origin.

42. In every case of disposal of stores of Lend Lease origin the procedure detailed in the foregoing para will be varied as follows :

(a) All documents concerned will be clearly enfaced 'STORES OF LEND LEASE ORIGIN'.

(b) Two extra copies numbered 11 and 12 of the issue or transfer voucher, as the case may be, will be prepared and treated in the same way as the No 6 copy of the AF G982D or AF G1033 concerned.

43. DDOS Adv HQ AMF will then pass the Nos 11 and 12 copies to AFWESPAC and to HQ AMF in accordance with the requirements of para 11 (c) of the main Adm Instr.

APPENDIX 'F'
to Adv HQ AMF Adm Instr No98
of 12 Dec 45

DISPOSAL OF SURPLUS STATIONERY STORES

1. The only Stationery stores available for disposal in Adv HQ AMF area after all AMF requirements have been met will be surplus stocks of typewriters, duplicators, attache cases and document folders; these items will be disposed of as an "Issue on Repayment". Before these items are handed over to transferee units they will be returned by the transferor unit to stationery depots for examination.

In order that the value of part worn office machinery may be fairly assessed, it will be necessary for an independent valuer to be appointed by formation HQ, in addition to the OC stationery depot or detachment and the transferee.

2. Documentation will be as follows:-

AAF L9 or L10 - 9 copies - will be used for requisitioning by the various services or civilian bodies, at the foot of which will be made a Pro-forma receipt as under :-

"Issued on Repayment to Service .....
Received by (NAME IN BLOCK LETTERS).....
Rank and Appointment.....
Signature.....
Date.....
"

The distribution of AAF L9 or L10 will be as follows

Transferee	2 copies (1 copy to be forwarded by transferee to transferee's paying authority).
CPM Adv HQ AMF	3 copies
HQ 11 L of C Staty Dep	3 copies
Retained by depot or detachment	1 copy

3. Should it become necessary to destroy stores in accordance with para 16(b) of the main instruction the distribution of certificates of destruction will be as follows:

(a) Deatchments and sub-detachments will complete 4 copies of Certificate of Destruction.

(b) 3 copies will be forwarded to HQ 11 L of C Staty Depot MOROTAI

(c) 1 Copy to be retained by detachment or sub-detachment

(d) HQ 11 L of C Staty Depot will forward

1 copy to DPSS
1 copy to Typewriter section
1 copy will be retained for file.

A.D.V. L.H.Q.
AQ301.2 - Adv LHQ
File

AUSTRALIAN MILITARY FORCES

Advanced Headquarters
AQ301.2/Q2
11 Dec 45.

AUSTRALIAN WAR MEMORIAL
Survey of records of 1939-45 War commenced in 1951
This record came from HQ Morotai Bc
Provisional Classification No. 9 C21

ADV HQ AMF ADMINISTRATIVE INSTRUCTION NO 97

MAINTENANCE SUPPLY LEVELS - ADV HQ AMF AREA

1. This instruction cancels Amendment No 1 dated 14 Nov 45 to Adv LHQ Adm Instr No.70 dated 5 Sep 45

2. Attached as Appendix A is a schedule setting out the supply levels to be maintained in Adv HQ AMF area of responsibility. The strengths in this schedule are based on estimated strengths as at 31 Dec 45.

3. In addition to the levels laid down, the following stores and sups will be maintained

(a) MOROTAI - 60 days initial maintenance for occupying force for JAPAN based on strength of AMF 7300 RAAF 2200 total 9500. Adv HQ AMF signals Q2208 of 21 Nov, Q2216 of 22 Nov and SD2769 of 4 Dec refer.

(b) LABUAN - for hand over to ALFSEA

(i) Rations 120 days
(ii) POL 120 days
(iii) Civil Relief 60 days
(iv) Available amenities and canteen sups.

based on 10,000 mixed british and indian troops vide Adv HQ AMF signals Q2050 of 1 Nov, ST644 of 2 Dec, Q2337 of 6 Dec and Q2354 of 7 Dec.

(c) BALIKPAPAN - for hand over to ALFSEA

(i) Rations 120 days
(ii) POL 120 days
(iii) Available amenities and canteen sups

Based on 10,000 mixed british and indian troops vide Adv HQ AMF signals Q2050 of 1 Nov, ST644 of 2 Dec, Q2337 of 6 Dec and Q2354 of 7 Dec.

A.D.S. Joyce Lt-Col
Brigadier
Deputy Adjutant and Quartermaster General

DISTRIBUTION

HQ AMF	15
Aust Liaison Sec GHQ AFPAC	1
First Army	1
NT Force	1
7 Div	1
9 Div	1
34 Inf Bde	1
AMBON FORCE	1
TIMOR FORCE	1
MAKASSAR FORCE	1
1 Base Sub Area	5
NOIC MOLUCCAS	8
11 Gp RAAF	2
NICA MOROTAI	1

INTERNAL DISTRIBUTION

PA to C of S	ST
Col GS	Ord
Ops	AEME
SD	Canteens
Engrs	Postal
DA & QMG	Print
A (3)	SEAC LO
Med	RNIA LO (3)
Col Q	File ✓
Q Mov	War Diary
	Q Maint SEAC file

Copy also placed on File/s
Number 707 Title

APPENDIX 'A'
to Adv HQ AMF Adm Instr No 97
of 1 Dec 45

S U P P L Y L E V E L S

Area to be Maintained	To be Maintained from	Figures on which Maint is based				Engrs	Supplies European incl expense stores	RNIA Native Rations	RNIA European Rations	JAP Rations	Hospital Supplies	POL	Medical and Dental	Ord Stores	Amn	Canteens	Miscellaneous	Remarks
			AMF	RAAF	RNIA	JAPS												
MOROTAI	AUSTRALIA	MOROTAI	9000	2000	800	6000	60/90 days stock level	30/60 days for 13500	30/60 days for 2400	30/60 days for 300	30/60 days for 26000 (less rice)	30/60 days for 700 hospital patients	30/60 days POL less MT80, ADF and Avgas for 16200. 30/60 days bulk MT80 ADF and Avgas for MOROTAI, AMBON, LABUAN, BALIKPAPAN & MAKASSAR	60/90 days 14200	60/90 days for all units on OOB	10 days contact for NON REDUNDANT units only	30/60 days for 16200	30/60 days for 16200	plus 60 days initial maintenance for occupy-force Japan
		AMBON	2500		1900	20000												
			11500	2000	2700	26000												
LABUAN	AUSTRALIA		8000	2000		16000	60/90 days stock level	30/60 days for 10000			30/60 days for 16000	30/60 days for 700 Hospital Patients	30/60 days for 10000 (bulk MT80, ADF & Avgas to be supplied ex MOROTAI)	60/90 days for 8000	60/90 days for all units on OOB	10 days contact for non redundant units only	30/60 days for 10000	30/60 days for 10000	plus ALFSEA requirements
BALIKPAPAN	AUSTRALIA	BALIKPAPAN	7000	1000	10000	6000	60/90 days stock level	30/60 days for 10700	30/60 days for 3100	30/60 days for 8700	30/60 days for 6000	30/60 days for 500 Hospital Patients	30/60 days for 22500 (bulk MT80, ADF, and AVGAS to be supplied from MOROTAI)	60/90 days for 21500	60/90 days for all units on OOB	10 days contact for non redundant units only	30/60 days for 22500	30/60 days for 22500	plus ALFSEA requirements
		MAKASSAR	2700	-	1800	-												
			9700	1000	11800	6000												
TIMOR	AUSTRALIA		1000	-	1300	-	60/90 days stock level	30/60 days for 1000	30/60 days for 1200	30/60 days for 100		30/60 days for 50 Hospital Patients	30/60 days POL for 2300 plus 24000 gal AVGAS plus 3% Avoil	30/60 days for 2300	30/60 days for all units on OOB	10 days contact for non redundant units only	30/60 days for 2300	30/60 days for 2300	
AMBON	MOROTAI		2500	-	1900	20000	60/90 days stock level	30/60 days for 2500	30/60 days for 1900	-	30/60 days for 20000 (less Rice)	30/60 days for 50 Hospital Patients	30/60 days POL for 4400 plus 100000 gal AVGAS plus 3% AVOIL	30/60 days for 4400	30/60 days for all units on OOB	10 days contact for non redundant units only	30/60 days for 4400	30/60 days for 4400	
MAKASSAR	BALIKPAPAN		2700	-	1800	-	60/90 days stock level	30/60 days for 2700	30/60 days for 1100	30/60 days for 700		30/60 days for 100 Hospital Patients	30/60 days POL for 4500 plus 24000 gal AVGAS plus 3% AVOIL	30/60 days for 4500	30/60 days for all units on OOB	10 days contact for non redundant units	30/60 days for 4500	30/60 days for 4500	

AUSTRALIAN WAR MEMORIAL
Survey of records of 1939-45 War commenced in 1951
This record came from MO Montalto
Provisional Classification No. 621

AUSTRALIAN MILITARY FORCES

ADV HQ AMF
AQ/301.2/22
9 Dec 45

ADV HQ AMF ADMINISTRATIVE INSTRUCTION NO. 95

MAINTENANCE OF THE JAPANESE SURRENDERED FORCES

OBJECT

1. This instruction cancels Adv LHQ Adm Instr No. 77 of 10 Oct 45 and sets out the method by which the Japanese surrendered forces in the Adv HQ AMF area of responsibility are to be maintained now that the Japanese Forces have been, or are being concentrated into particular areas.

GENERAL

2. As disarmed personnel the Japanese forces have no claims whatsoever on the AMF for their maintenance, but in order to prevent disease and unrest in areas where Japanese forces are located, it will be necessary to allow the Japanese forces to retain or to make special arrangements for sufficient foodstuffs either from their own stocks or otherwise, to provide a limited scale for all Japanese in the area. It may also be necessary to permit them to retain the use of some or all of their existing facilities or to make special arrangements for craft, vehicles and stores to transport and distribute these supplies, administer their forces, and discharge their responsibilities.

MAINTENANCE RESPONSIBILITIES OF THE JAPANESE

3. It is essential that the Japanese become self supporting in their concentration areas to the maximum extent as soon as possible.

4. The Japanese are responsible for continuing the administration of their own forces and for ensuring that the civilian population in areas remaining under Japanese control is maintained at least at the same standard as their own personnel. This responsibility does not entitle them to acquire any supplies or stores belonging to the civilian population nor to interfere with the food supply of the civilian population in any area, except as may be arranged with BBCAU or NICA.

FACILITIES AND STOCKS OF STORES AND SUPPLIES THAT MAY BE RETAINED BY THE JAPANESE

5. The Japanese may be permitted to retain the following in order to carry out their responsibilities:

(a) Clothing and medical stores already in their possession and sufficient foodstuffs to maintain them until they become self sufficient. This does not include stocks held by Japanese owned trading organisations. These latter will be handed over to the Force Comd in AMF occupied areas, and in other

5.(Cont)

areas they will be held in dumps pending advice regarding their disposal.

(b) Such minimum stocks of stores and supplies as are essential to maintain and operate approved shipping and transport and to maintain equipment required to provide communications and administer the areas under their control.

(c) All stores set out in para 4 of Order No. 8 except POL which will be in accordance with para (b) above. Para 4 of Order No. 8 is attached as Appendix A.

6. In areas occupied by Allied Forces the above may be varied by the Force Comd as he thinks fit. However, he will be responsible for ensuring that sufficient facilities and stocks remain in the possession of the Japanese to meet their responsibilities.

7. When assessing the amount of foods that the Japanese may retain it should be ascertained that adequate provision has been made to guard the civil population against disease and unrest. In this regard the maximum self help by natives must be insisted on, or they will expect to be given rations, and will not develop their own gardens.

8. In occupied areas, foods which are retained to maintain the Japanese whilst they are not self sufficient should wherever practicable be held and issued under supervision of Allied Force Comds to ensure that the ration scale laid down for Japanese Forces is not exceeded. In areas not occupied by Allied Forces maximum supervision will be exercised by frequent checks on ration stocks and amounts consumed by Japanese. In principle, it is preferable whenever possible to hold all reserves of Japanese food under AMF control, and to issue in bulk to the Japanese concentration areas at periodic intervals.

LOCAL PRODUCTS

9. The Japanese must be pressed to attain maximum self sufficiency as soon as possible. This may involve minor adjustments to concentration areas, but this is permissible providing no undue hardship is caused to the local population.

10. The Japanese will not be permitted to use civilian or Indonesian labour units, but they may be permitted to retain from their present stocks necessary equipment and stores to achieve self sufficiency.

11. The Japanese will not be permitted to requisition or purchase local produce from the civilian population except on authority of Adv HQ AMF or the Allied Force Comd concerned. Such requisitions will only be approved subject to the following conditions:

(a) that the items requested are surplus to the needs of the civil population and that the natives are agreeable to sell.

(b) that the requisitions are recommended by NICA or BBCAU after local investigation.

11.(Cont)

(c) that quantities prices and method of payment have NICA or BBCAU approval.

(d) that all such transactions are made through an official appointed by NICA or BBCAU and that no direct dealings are made between Japanese and natives.

RATIONING OF SURRENDERED JAPANESE FORCES

12. Attached as Appendix B is the AMF ration scale for Japanese surrendered forces. This scale may be increased for those Japanese doing hard manual labour to the minimum extent necessary to obtain the required amount of work from them, but in no case will the scale adopted exceed the scale in Appendix B by more than 50%.

13. The attached scale is not intended to imply that all items included therein must be provided for the Japanese, but it is intended as an indication of a suitable balanced ration. Substitution of items held in Japanese supplies or available from local production should be made when such are available; the guiding principle being that Japanese supplies and local production should be used to the greatest possible extent, and Australian rations should only be used when supplies cannot be made available from any other source.

14. Attached as Appendix C is an analysis of the Aust daily ration scale for Surrendered Japanese Armed Forces. Attached as Appendix D is an analysis of substitute commodities. The information contained in these appendices will assist in the substitution of those commodities in the Aust Ration Scale which are not readily available to the surrendered Japanese forces.

15. It is stressed that although Japanese like rice, it is the staple diet of the civil population and therefore if there is a shortage of rice, Japanese should use suitable substitutes in lieu, such as sweet potato, tapioca and sago starch. These items should be used by the Japanese wherever possible in order to conserve rice supplies, and where such suitable substitutes are available the Japanese should NOT be allowed more than 3 ozs rice per man per day.

16. No issues of AMF rations will be made to the Japanese if Japanese rations or suitable local substitutes are available. Should stocks of food and local produce in any area prove inadequate to maintain the Japanese forces on a minimum scale to prevent unrest or epidemics of a serious nature such as might effect our troops or the local population, this assistance may be provided by requisitioning local production through NICA or BBCAU as per para 11 above, or if this source proves inadequate, by assistance from AMF sources.

17. Attached as Appendix E is scale of issue of expense stores for Japanese surrendered forces.

SUPPLIES AND STORES

18. Supplies and stores urgently required to enable the Japanese to discharge their responsibility for the relief of civilians in areas under their control may be provided by NICA or BBCAU where necessary and distributed either through Japanese channels or by special arrangement.

19. Supplies and stores not available locally or from Japanese resources and essential for the purposes indicated in para 2 above, may be provided from Allied resources.

PROCEDURE FOR THE PROCUREMENT AND HOLDING OF SUPPLIES AND STORES BY SECOND JAP ARMY

20. (a) Requests for emergency replenishment of stocks of foodstuffs as per para 16 above or of supplies indicated in para 2 will be made to Adv HQ AMF or Allied Force Comd concerned.

(b) In the case of emergency request for foodstuffs, Adv HQ AMF or the Allied Force Comd will determine with NICA or BBCAU the extent to which these requests can be met locally and whether the foodstuffs are to be provided from local resources or from AMF resources.

(c) Records will be maintained of all supplies and stores supplied to the Japanese from AMF resources and will be forwarded to Adv HQ AMF.

PROCEDURE TO BE FOLLOWED IN SHIPPING AND DISTRIBUTION OF SUPPLIES

21. Japanese shipping will be used wherever possible to transport supplies and stores for their own forces. Second Japanese Army will be responsible for obtaining the approval of Adv HQ AMF for the movement of all shipping and will also advise the detailed loading and itinerary of each vessel in accordance with Adv HQ AMF Adm Instr 86 of 16 Nov 45 before it sails.

22. In the case of shipments of supplies and stores to areas occupied by Allied Forces Adv HQ AMF will advise Force Comd of the details of each shipment.

23. Shipping not fully loaded on any stage of a voyage may be used for transport of first Indonesians and second Japanese sick to more suitable concentration areas. Indonesians will NOT at present be moved to JAVA.

24. In areas occupied by Allied Forces, Force Comd will permit the local Japanese Comd to distribute supplies as necessary under their supervision either by sea or land.

A.D.C. Lyrie Brigadier
Deputy Adjutant and Quartermaster General

DISTRIBUTION

HQ AMF (8)
7 Div
9 Div
26 Inf Bde
AMBON Force
MAKASSAR Force
TIMOR Force
MANADO Force
DUTCH NEW GUINEA Force (HOLLANDIA) (2)
1 Base Sub Area
Chief Pay's Office AIF SWPA
Army Audit Staff

INTERNAL DISTRIBUTION

PA to C of S
DA & QMG
Col GS
Ops
Surveillance Party
Int
SD
Engrs
A
Col Ck
Med
Legal
Col Q
Q Mov
ST
Ord
AEME
SEAC LO
RNIA LO
Files
Q Maint SEAC File
War Diary (2)

Copy to : Aust Liaison Sec GHQ AFPAC TOKYO

Appendix "A"
to Adv HQ AMF
Adm Instr No.95
of 9 Dec 45

PARA No.4 of ORDER No.8

Material to be Retained

The following types of war materials may be retained by Second Japanese Army to serve the interests of the occupation force:-

(a) For the maintenance of law and order.

(i) Each commissioned officer may retain pistols and thirty rounds of ammunition.

(ii) Five per cent of the total strength of the forces under your command may retain rifles and sixty rounds of ammunition.

(b) Cargo trucks for supply purposes on a scale consistent with availability and minimum requirements.

(c) The mimimum number of engineer, sigal railway and medical services, unarmoured technical vehicles required to maintain authorised lines of communications and to care for the sick and wounded.

(d) Horse drawn vehicles may be retained, together with horses, mules and the necessary type harness therefor.

(e) Signals equipment necessary to maintain communications as required by Commander in Chief Australian Military Forces or his designated representatives.

(f) Necessary maps may be retained for administrative purposes.

(g) Engineer tools, equipment, bridging material plants and stores necessary to maintain authorised lines of communications.

(h) Necessary gasoline, oils and greases for two weeks operation of vehicles which are not placed in dumps.

(i) A minimum Japanese Army Air Force, aircraft, stores and equipment necessary to carry out communication and courier flights ordered or authorised by the Commander in Chief Australian Military Forces or his designated representatives.

(j) Japanese Naval vessels as authorised by the Commander in Chief Australian Military Forces or his designated representatives.

(k) Japanese Naval stores and equipment necessary to keep ready for sea, vessels which may subsequently be used at the discretion of the Commander in Chief Australian Military Forces or his designated representatives for the transportation of personnel or stores.

APPENDIX "B"

Adv HQ AMF Adm Instr No 95
9 Doc 45

DAILY RATION SCALE OF JAPANESE ARMED FORCES

Tea		2/7	oz	or	8 grams
Biscuits White	7		ozs	or	198 grams
Flour White		1/2	oz	or	14 grams
Rice unpolished	3		ozs	or	85 grams
Salt		3/7	oz	or	12 grams
Edible Animal fat		1/2	oz	or	14 grams
Dried Fruit		1/2	oz	or	14 grams
Tinned fish	3	3/7	ozs	or	97 grams
M & V	1	5/7	ozs	or	49 grams
Peas, blue dried		1/2	oz	or	14 grams
Sugar		1/4	oz	or	7 grams
Native equivalent for potatoes fresh or dehydrated potatoes 2 ozs or 57 grams	8		ozs	or	226 grams
Native equivalent for onions fresh or unattractive varieties of tinned vegetables 1 2/3 ozs or 47 grams	2		ozs	or	57 grams

This scale indicates the maximum quantities of rations which may be issued. The calorific value approximates 1,685 calories. Only such items and quantities will be issued as are necessary to supplement items available from Japanese stocks or local fresh equivalents to achieve a similarly balanced ration of a total calorific value of approximately 1,685 calories.

Appendix "C" to Adv HQ AMF
Adm Instr No.95 of 9 Dec 45

AUST DAILY RATION SCALE FOR JAPANESE ARMED FORCES

Commodity	Calories per lb	Scale in Ozs	Calories as per Scale in Ozs	Scale in Grammes	Calories as per Scale in Grammes	Protein Grammes per Scale	Fats Grammes per Scale	Carbohydrates Grammes per Scale	VIT A IU Per Scale	VIT B UG Per Scale	VIT C MG Per Scale
Tea		2/7		8							
Biscuits White (Army)	1692.5	7	740.4	198	742.5	24	6	150		260	
Flour White	1589	1/2	49.6	14	49	1.29		9.65		41	
Rice Unpolished	1570.8	3	294.5	85	294.1	5.27	.85	66.38		68	
Salt		3/7		12							
Edible Animal Fat (Margarine)	3486.7	1/2	108.9	14	107.5		11.94		280		
Dried Fruit (Average)	899.8	1/2	28.1	14	28	.322		7.33	138		
Tinned Fish (Pilchards)	763	3-3/7	163.5	97	162.9	15.52	14.55				
M & V	512	1-5/7	54.8	49	54.5	4.9	2.45				
Peas Blue Dried	1328	1/2	41.5	14	41.7	3.43		7	28	63	
Sugar	1725.2	1/4	26.9	7	26.6			6.64			
Potatoes Fresh	331.4	8	165.7	226	164.9	8.5	2o.34	75.93			37
Unions Fresh	99.8	2	12.4	57	12.5	.513		2.67		16	5.7
Total Per Scale			1686.3		1684.2	63.745	56.13	325.6	446	448	42.7

NOTES
1 oz - 28.35 grammes
UG - microgramme - .001 milligramme
mg - milligramme

ANALYSIS - SUBSTITUTE COMMODITIES FOR
AUST DAILY RATION SCALE FOR JAPANESE ARMED FORCES

Appendix "D" to Adv HQ AMF
Adm Instr 95 of 9 Dec 45

Commodity	Protein	Carbohydrates	Fats	Calories	VIT A IU	VIT B UG	VIT C MG
Cereals	12.1	65.5	8.7	389	-	450	
Tinned Meat	25.0		16.0	244			
Soya Bean	40.4	13.3	23.5	426		660	
Dried Fish	27.3		1.0	118		39	
Dried Meat	50.0		40.0	560	150	120	
Cooking Oil			99.9	899			
Sago	0.3	84.6	0.2	341			
Coconut	3.8	3.3	36.0	352			
Root Vegetables (average)	0.6	3.1		15	5000	31	17
Green Vegetables (average)	1.5	2.7		17	5190	64	49
Paw Paw	.23	86.1		353	2954	2.3	75.6
Pineapple	0.3	5.2		22	50	38	10
Banana	0.7	10.4		44	48	30	6
Fresh Meat	11.6		24.4	267	42	99	

Figures shown per 100 Grams

NOTE 1 oz = 28.35 grams
UG - microgramme - .001 milligramme
mg - milligramme

AUSTRALIAN MILITARY FORCES

Appendix "E"
to Adv HQ AMF
Adm Instr No 95
of 9 Dec 45

AASC SUPPLIES - RATIONING - SCALE OF ISSUE OF EXPENSE STORES FOR JAPANESE

A scale of issue of Expense Stores for surrendered Japanese personnel has been inaugurated, consisting of the following items:-

Chemicals, Anti-Malaria:

Mosquito Spray	-	2¼ gallons per 100 personnel per 7 days

Chemicals - Water Purification

Water Sterilizing Powder	-	1½ lbs. per 100 personnel per 7 days

Cleansers

Soap Common	-	12½ lbs per 100 personnel per 7 days
Soda Ash	-	6¼ lbs per 100 personnel per 7 days

Disinfectants

Chloride of Lime	-	½ lb. per 100 personnel per 7 days
Phenyle	-	1 gallon per 100 personnel per 7 days

2. The scale is applicable to all Japanese who have been surrendered consequent upon cessation of hostilities; such personnel including all Allies or other personnel who fought with the Japanese Forces, e.g., Koreans.

3. The scale does NOT apply to Japanese PW, that is, Japanese who surrendered or were captured or interned prior to the cessation of hostilities. Such personnel may be issued with any item of the Expense Stores general or special scales of issue at the discretion of the local Commander, provided such personnel are rationed by the AMF.

4. The scale will, in common with all expense stores scales be regarded as a maximum scale and only such items and amounts as may be required by the local Commander, based on Medical recommendation, will be issued.

'Q' MAINT

JG/FBN

AUSTRALIAN MILITARY FORCES

ADV HQ AMF

AQ/301.2/Q2

7 Dec 45

ADV HQ AMF ADMINISTRATIVE INSTRUCTION NO 94

CAPTURED MATERIALS - MECHANICAL TRANSPORT

1. All vehicles captured by the AMF will be taken on AMF charge and allotted an Army Registration Number. Application will be made to Adv HQ AMF for blocks of Army Registration Numbers as required.

2. On receipt of Army Registration Number AAF G51 will be completed and forwarded to DDOS Adv HQ AMF by fastest possible means.

3. Once taken on charge captured vehicles will be treated as normal AMF vehicles and dealt with in accordance with current instructions.

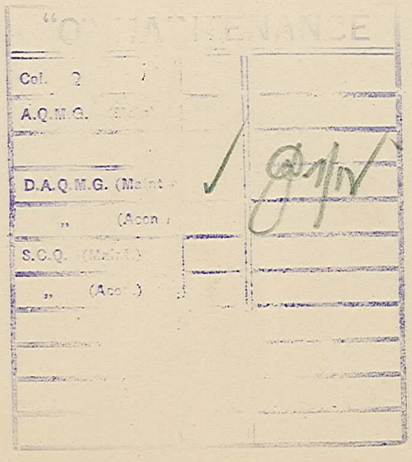
4. Vehicles taken on charge may be used at discretion of force comds but maintenance spares will not be provided from mainland for any vehicle employed.

5. Where a vehicle is proved to be private property it will be dealt with as directed in Adv LHQ Administrative Instruction No.51 and Advanced HQ AMF advised of action taken.

D.V. Hyde Lt Col
for Brigadier
Deputy Adjutant and Quartermaster General

DISTRIBUTION

List 'C' - General distribution within Adv HQ AMF, to formations and units under direct command Adv HQ AMF
Less Serials 7 - 18,
20- 22,
24- 26
28- 44
51- 55
plus PA to C of S
DA&QMG
RNIA LO
Registry
War Diary



AUSTRALIAN MILITARY FORCES

Advanced Headquarters
AQ 603/Q1 - DEMOB
7 Dec 45

ADV HQ AMF ADM INSTR NO.93

DOCUMENTATION PERSONNEL EMBARKING
ADV HQ AMF AREA FOR AUSTRALIA

HQ 11 MC Gp	(15)
Det 5 MC Gp KOEPANG	(1)
7 Div	(3)
9 Div	(3)
26 Bde	(3)
Timforce	(3)
Malforce	(3)
Amforce	(3)

Copy to -

HQ AMF	(5)
HQ 5 MC Gp	(1)

1. HQ AMF advise that vessels carrying personnel for Demobilisation are arriving in Australia with incomplete documentation.

2. MC will ensure that embarkation documents T51s and/or T50s also nominal rolls are prepared and distributed as follows:-

(a) 2 copies to OC Troops - To be amended as necessary on the voyage and to be handed to ESO at Port of disembarkation for distribution to local record representative and HQ Local MC Gp or Det.

(b) 1 copy to Master of Vessel.

(c) 1 " " Mov Sec HQ AMF - By DIRECT BAG

(d) 1 " " Local Det Mc Gp (For ports othen than Morotai)

(e) 1 " " HQ MC Gp - By DIRECT BAG

(f) 1 " " Det 2 Adv 2 Ech (For ports other than Morotai)

(g) 3 copies 2 Adv 2 Ech Morotai - By DIRECT BAG

Note.- For embarkations at Morotai 4 copies vide (f) & (g) - above to 2 Adv 2 Ech Morotai.

(h) 1 copy to MC at Port of Disembarkation - By DIRECT BAG

(i) 1 " " Comd or L of C Discharge "

(j) 2 copies Kit Stores Liaison Offr "

HQ Qld L of C Area "
(for A Sub HQ Kit Store Ipswich)

(Note.- Adv HQ AMF signal Q2202 22 Nov to Formations only lays down how these nominal rolls will be prepared and despatched).

(k) 2 copies
(Offrs only) Adv HQ AMF - By DIRECT BAG

TOTALS : 14 in case of ORs -
16 " " Offrs

5. Seven copies of AAF T51(a) will be prepared by ESO and will be distributed as for para 2 sub paras (a) (b) (c) (e) (f) (h).

4. MC at embarkation ports will obtain a signed statement from OC Troops certifying that Draft Conducting Officers are in possession of correct documentation vide Orders for Demobilisation of the AMF 1945.

G W Woodward Brigadier
Deputy Adjutant and Quartermaster General

DISTRIBUTION
DA&QMG
SD
OPS
A
Q

2 ADV 2 ECH

DWA/FBN

AUSTRALIAN MILITARY FORCES

ADV HQ AMF

AQ/301.2/Q2

30 Nov 45

ADV HQ AMF ADMINISTRATIVE INSTRUCTION NO.92

RETURN OF EMPTY GIN BOTTLES TO AA CANTEENS SERVICE

1. Owing to the extreme shortage of gin bottles in AUSTRALIA, the supply of gin for consumption of members of AMF in all areas is contingent upon the return of empty bottles to AA Canteens Service for subsequent return to AUSTRALIA.

2. Therefore, the following procedure will be adopted by all Officers' Messes:-

(a) Messes will arrange for the collection of all empty gin bottles which will be packed in their original cases wherever possible.

(b) Cases will contain 12 bottles and must be securely packed in original packing and fastened in a fit condition for handling and shipment to AUSTEALIA.

(c) Messes will return all such cases fortnightly to Canteens Issue Point from which they draw supplies.

M.Grant Col for Brigadier
Deputy Adjutant and Quartermaster General

DISTRIBUTION

List 'E' (Separate accounting units under direct command Adv HQ AMF and down to inf bns and independent units within formations)

Less serials 24 to 34,
36 to 51,
53 to 55

Plus C in C Mess
"A" Offrs Mess
"B" Offrs Mess
"C" Offrs Mess

DWA/AJS

AUSTRALIAN MILITARY FORCES

Advanced Headquarters
AQ 301.2/Q2
29 Nov 45

ADV HQ AMF ADMINISTRATIVE INSTRUCTION No. 91

EXTRA MESSING ON CHRISTMAS DAY

1. It is advised that approval has been given for the expenditure, from public funds of an amount not exceeding 1/6 per member and the Australian Army Canteens Service are also contributing 3/6 per member from their own funds for extra messing additional to the normal ration scale on Christmas Day for all personnel.

2. In order to utilize these grants the amount of 5/- will be treated as a special addition and will therefore be dealt with in accordance with GRO 764/43 i.e. purchases will be made by units from Canteens and will be paid for in the normal way.

3. Regimental Funds will be used and will be reimbursed up to the amount of 5/- per member where this has been expended. In this regard the following procedure will be observed :-

(a) All purchases to be made by units from AACS will be by cash withdrawn from Unit Regimental Funds. Where insufficient funds are available in the Regimental Fund, the Trust Account may be overdrawn to the extent of the estimated allowance of 5/- per man of unit strength.

(b) On or before 7 Jan 46, COs and OCs units will lodge the following certificate with the Depot or Formation Paymaster servicing the unit

"I certify that
(i) .....members of the AMF were rationed with .....(Unit) on 25 Dec 45 and that £..... was spent on Extra Christmas rations.

(ii) That the abovementioned members were not entitled to supplementary allowance in respect of that day

Please credit the allowance due to this unit to the following Unit Trust Account -
Trust Account No .....Unit.....
Fund

.....
CO or OC Unit "

4. Financial adjustment for the amount of 3/6 per capita referred to in para 1 will subsequently be made with AA Canteens Service.

5. Attached as Appx 'A' are copies of a requisition to be submitted to AA Canteens Service for Xmas Fare. The maximum allocation per man and the selling price is shown thereon. It is requested that these requisitions be submitted to AA Canteens Service as early as possible, and in any case NOT later than 8 Dec 45.

6. The Australian Comforts Fund intends to issue hampers to all troops. In order that duplication of commodities may be avoided the proposed food content in the hampers is set out hereunder :-

1 Tin of Preserved Fruit
1 Tin of Christmas Cake
1 Tin of Christmas Pudding
1 Cake of Chocolate
1 Tin of Raisins
2 Packets of Chewing Gum.

7. If it is desired to augment the Christmas Ration still further, Commanding Officers of Units might give consideration to expending portion of the amount standing to the credit of the Regimental Funds on extra commodities.

8. Should service reasons render it necessary, the Christmas messing may be provided on a day other than 25 Dec and an appropriate note made in the certificate referred to in para 3(b).

R.L. Grant Col
for Brigadier
Deputy Adjutant and Quartermaster General

DISTRIBUTION

List E (General distribution within Adv HQ AMF plus separate accounting units under direct command Adv HQ AMF, and down to Inf Bns and independent units within formations)

less Serials 9-11,14,21-31,33-34,36-44,46-47, 49-50,53-55.

plus PA to C of S
DA & QMG
C-in-C Mess
A Offrs Mess
B Offrs Mess
C Offrs Mess
Sgts Mess
Registry
War Diary

AUSTRALIAN ARMY CANTEENS SERVICE
1 AUST CORPS

REQUISITION FOR XMAS FARE

Appendix "A"
to Adv HQ AMF
Adm Instr No.91

This requisition is to be submitted in duplicate by all units to A.A.C.S. Issue Points from which supplies are normally drawn, not later than 8 Dec 45

Triplicate copy will be retained by Unit

UNIT .....

ANTICIPATED STRENGTH AS AT 25 DEC 45 .....

POINT AT WHICH ALLOCATION IS REQUIRED .....

ITEM	Maximum Allocation Per Man	Selling Price Guilders	Selling Price S.Dollars	Anticipated Quantity Required
Turkey or Chicken	8 ozs	.85 lb	.95 lb	
Hams Salted	3 "	.80 lb	.90 lb	
or Hams Tinned		1.00 lb	1.15 lb	
Xmas Pudding	4 "	.55 lb	.60 lb	
Figs	1/3 "	.30 (8 oz pkt)	.35 (8 oz pkt)	
Muscatels	4 ozs	.50 lb	.55 lb	
Almonds & Raisins	2½ ozs	.25 (8 oz pkt)	.30 (8 oz pkt)	
Cream Tinned	2 "	.10 tin	.10 tin	
Tinned Fruit	As Required	List Price	List Price	
Cordial	"	"	"	

NOTE: A. All Items and quantities subject to availability of Stocks.

B. All prices subject to 7½% Discount.

.....

Speciment Signature .....
(Authorised Unit Representative)

Signature .....
(Commanding Officer)

AUSTRALIAN ARMY CANTEENS SERVICE
1 AUST CORPS

REQUISITION FOR XMAS FARE

Appendix "A"
to Adv HQ AMF
Adm Instr No.91

This requisition is to be submitted in duplicate by all units to A.A.C.S. Issue Points from which supplies are normally drawn, not later than 8 Dec 45

Triplicate copy will be retained by Unit

UNIT .....

ANTICIPATED STRENGTH AS AT 25 DEC 45 .....

POINT AT WHICH ALLOCATION IS REQUIRED .....

ITEM	Maximum Allocation Per Man	Selling Price Guilders	Selling Price S.Dollars	Anticipated Quantity Required
Turkey or Chicken	8 ozs	.85 lb	.95 lb	
Hams Salted or Hams Tinned	3 "	.80 lb 1.00 lb	.90 lb 1.15 lb	
Xmas Pudding	4 "	.55 lb	.60 lb	
Figs	1/3 "	.30 (8 oz pkt)	.35 (8 oz pkt)	
Muscatels	4 ozs	.50 lb	.55 lb	
Almonds & Raisins	2½ ozs	.25 (8 oz pkt)	.30 (8 oz pkt)	
Cream Tinned	2 "	.10 tin	.10 tin	
Tinned Fruit	As Required	List Price	List Price	
Cordial	"	"	"	

NOTE: A. All Items and quantities subject to availability of Stocks.

B. All prices subject to 7½% Discount.

.....

Speciment Signature .....
(Authorised Unit Representative)

Signature .....
(Commanding Officer)

AUSTRALIAN ARMY CANTEENS SERVICE
1 AUST CORPS

REQUISITION FOR XMAS FARE

Appendix "A"
to Adv HQ AMF
Adm Instr No.91

This requisition is to be submitted in duplicate by all units to A.A.C.S. Issue Points from which supplies are normally drawn, not later than 8 Dec 45

Triplicate copy will be retained by Unit

UNIT .....

ANTICIPATED STRENGTH AS AT 25 DEC 45 .....

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Turkey or Chicken	8 ozs	.85 lb	.95 lb	
Hams Salted or Hams Tinned	3 "	.80 lb 1.00 lb	.90 lb 1.15 lb	
Xmas Pudding	4 "	.55 lb	.60 lb	
Figs	1/3 "	.30 (8 oz pkt)	.35 (8 oz pkt)	
Muscatels	4 ozs	.50 lb	.55 lb	
Almonds & Raisins	2½ ozs	.25 (8 oz pkt)	.30 (8 oz pkt)	
Cream Tinned	2 "	.10 tin	.10 tin	
Tinned Fruit	As Required-List Price		List Price	
Cordial	"	"	"	

NOTE: A. All Items and quantities subject to availability of Stocks.

B. All prices subject to 7½% Discount.

.....

Speciment Signature .....
(Authorised Unit Representative)

Signature .....
(Commanding Officer)

OCM/FBN

AUSTRALIAN MILITARY FORCES

ADV HQ AMF

AQ/301.2/Q2

27 Nov 45

ADV HQ AMF ADMINISTRATIVE INSTRUCTION NO.90

TOBACCO AND CIGARETTE RATION

1. Adv HQ AMF Administrative Instruction No.84 of 14 Nov 45 is cancelled. Owing to increased supplies of Cigarettes becoming available the scale has been revised and as from 3 Dec 45 the new ration will be 10 ozs Tobacco and 120 Cigarettes per man per month.

2. In addition to the above ration the Australian Comforts Fund have arranged to purchase from Australian Army Canteens Service 2 ozs Tobacco per man per month. This will be distributed under their own arrangements. The total quantity being available per man per month will therefore be 12 ozs Tobacco and 120 Cigarettes.

3. In order to facilitate the issue of the exact ration in the absence of 1 oz tins of tobacco the system of issues on a fortnightly basis by AACS to units and messes will be adhered to. Commencing Monday 3 Dec issues will be in accordance with the following schedule.

Week Commencing	Issues Per Man	
	Tobacco	Cigarettes
3 Dec	4 ozs	30
10 "	2 ozs	30
17 "	2 ozs	30
24 "	2 ozs	30

Issues for Jan 46 will be made on the same basis.

4. Should stocks of Cigarettes in any area, at any time be in excess of the quantity required to maintain a 60 days reserve, based on the above scale of issue, a higher percentage of Cigarettes may be issued in lieu of Tobacco, so as to avoid deterioration of Cigarette stocks. The above scale of issue will be reverted to immediately excess cigarettes have been disposed of in the area concerned.

R.L. Grant Col for Brigadier
Deputy Adjutant and Quartermaster General

DISTRIBUTION

List 'C' (General distribution within Adv HQ AMF, to formations and units under direct command Adv HQ AMF)

plus 34 Inf Bde
MANADO Force
PA to C of S
DA&QMG
Col GS
War Diary (2)
'A' Officers' Mess
'B' " "
'C' " "
Sgts' Mess

AUSTRALIAN MILITARY FORCES

ADV HQ AMF

AQ/301.2/Q2

22 Nov 45

ADV HQ AMF ADMINISTRATIVE INSTRUCTION NO.89

MAINTENANCE OF RNIA FORCES

OBJECT

1. The object of this instruction is to promulgate the policy regarding the maintenance of RNIA Forces in areas under the command of Adv HQ AMF. This instruction should be read in conjunction with Adv HQ AMF memo G212.4SD of 8 Nov 45, which promulgated the policy to be adopted in the formation and employment of RNIA units in areas under command of Adv HQ AMF.

RNIA PERSONNEL TO BE MAINTAINED

2. RNIA personnel will be maintained by AMF only in areas which are occupied by AMF.

3. The RNIA personnel to be maintained by AMF are as follows:-

(a) Personnel in RNIA formed coys.

(b) Personnel in RNIA training depots.

4. RNIA recovered personnel who are not members of RNIA formed coys or training depots will not be maintained by AMF.

5. RNIA will make every effort to take over the commitment of maintaining their own forces as soon as possible. The AMF will only maintain RNIA personnel as set out above to the extent and for the period that RNIA are unable to do so in conjunction with NICA.

RATIONS

6. The ration scales for RNIA European and Native personnel are attached as Appendices 'A' and 'B' to this instruction.

CANTEEN SUPPLIES

7. (a) Canteen supplies may be made available to RNIA coys and training depots with the exception of liquor, tobacco and cigarettes. Rationed goods the supply of which would interfere with the immediate needs of the AMF personnel in the area will be restricted or withheld to the extent considered necessary by the local AMF Comd.

(b) Tobacco and cigarettes will NOT be made available.

7.(contd) (c) Liquor will NOT be made available to RNIA Indonesian personnel.

(d) In areas where there are few RNIA European personnel and issue of liquor can be made without reducing the quantities available for AMF below the allowed ration, issues may be made on the same basis as for AMF personnel. The numbers of RNIA European personnel now in BALIKPAPAN are such that no liquor may be made available to them. If numbers now expected arrive in MAKASSAR no liquor will be available there.

EQUIPMENT

8. The policy regarding the issue of AMF equipment to RNIA is laid down in para 7 of Adv HQ AMF memo G212.4SD of 8 Nov 45 and Adv HQ AMF signal SD2633 of 16 Nov 45.

I S Grant Col for Brigadier
Deputy Adjutant and Quartermaster General

DISTRIBUTION

7 Div
26 Inf Bde
TIMOR Force
AMBON Force
MAKASSAR Force
MANADO Force
1 Base Sub Area

Copies to: HQ AMF (8)
ALFSEA

INTERNAL DISTRIBUTION

List 'A' (Limited distribution within Adv HQ AMF)

Less Serial 33

Plus Serials 52, 54

PA to C of S
DA&QMG
RNIA LO
War Diary (2)
Q Maint SEAC File

RESTRICTED Appendix A
To Adv LHQ Adm Instr 89
of 22 Sep 45

RATION SCALE
FOR
ROYAL NETHERLANDS INDIES FORCES - EUROPEANS

Commodity		Issue per Person per Day			Equivalent Issue			
Beverages	Coffee		2/5	oz	Tea		1/4	oz
	Tea		1/5	oz	Cocoa		4/5	oz
Cereals	Bread	8		oz	Biscuits	5	1/3	ozs
					or (Bread	6	6/7	ozs
					(and Biscuits		2/7	oz
					or Flour	6		ozs
					or for Bread-making			
					Dribarm		12/125	oz
					Dripping		6/250	oz
					Flour	6	2/5	ozs
					Nymalt		2/100	oz
					Salt Coarse		16/125	oz
					Sugar		16/125	oz
	Flour	2		ozs	Rice	2		ozs
					or Oatmeal	2		ozs
					or Wheatmeal	2		ozs
					or Whole Wheat	2		ozs
	Rice	8		ozs	Flour	8		ozs
					or Oatmeal	8		ozs
					or Wheatmeal	8		ozs
					or Whole Wheat	8		ozs
Condiments	Chillies		1/25	oz				
	Curry Powder		1/56	oz	Mixed Herbs		1/224	oz
	Mustard		1/100	oz	Vinegar		1/5	fl oz
	Pepper		1/100	oz	Vinegar		1/5	fl oz
	Salt		1/2	oz				
Fats	Butter Fresh	1	3/4	ozs	Butter Tinned	1	3/4	ozs
					or Tropical Spread	1	3/4	ozs
					or Margarine	1	3/4	ozs
Fruit	Dried	1		oz	Fruit Tinned	4		ozs
					Fruit Fresh	5	1/3	ozs
Meat	Bacon Cured	1		oz	Bacon Tinned		2/3	oz
	Beef Fresh	8		ozs	Beef Boned	6		ozs
					or M & V Ration	9		ozs
					or Fish Tinned	6		ozs
					or Sausages Tinned	6		ozs
					or Meat Preserved	6		ozs
	Cheese		6/7	oz	Egg Powder		1/4	oz
	Fish Tinned	1	5/7	ozs(a)	Fish Fresh	3	3/7	ozs
					or Meat Preserved	1	5/7	ozs
	Mutton	4		ozs	M & V Ration	4	1/2	ozs
					or Fish Tinned	3		ozs
					or Sausages Tinned	3		ozs
					or Meat Preserved	3		ozs
Milk	Cond Unswtnd	2	1/2	ozs	Milk Fresh	10		fl ozs
					or Milk Cond Sweet	2	1/2	ozs
					or(Milk Cond Unswtnd	1	1/2	ozs
					(and Milk Dried F C	1		oz
Risings	Baking Powder		1/28	oz				
Sugars	Jam	1		oz	Golden Syrup	1		oz
					or Honey	1		oz
	Sugar	3		ozs				
Vegetables	Dried Blue Peas	1		oz	Legume Flour	1		oz
					or Blue Peas Tinned	3		ozs
	Fresh Assorted	16		ozs	Vegetables Dehydrated	4		ozs
					or Fruit Fresh	8		ozs
					or Fruit Tinned	6		ozs
					or Vegetables Tinned	13	1/3	ozs
					or Fruit Juice	12		ozs
					or Baked Beans	8		ozs
					or Egg Powder		8/21	oz
	Onions	2		ozs	Onions Dehydrated		1/3	oz
	Potatoes	12		ozs	Potatoes Dehydrated	3		ozs
					or (Potatoes Fresh	8		
					(and Rice		2/3	oz
					(and Tomato Puree		1/4	oz
					or Potatoes Tinned	6		ozs
					or (Rice	2		ozs
					(and Tomato Puree		1/4	oz
					or (Potatoes Dehydrated	2		ozs
					(and Rice		2/3	ozs
					(and Tomato Puree		1/4	oz
					or (Potatoes Dehydrated	2		ozs
					(and Macaroni	2		ozs
					(and Tomato Puree		1/4	oz
					or (Potatoes Dehydrated	2		ozs
					(and Spaghetti	2		ozs
					(and Tomato Puree		1/4	oz
					or Flour	3		ozs

(a) When supplied by Marine Supply Platoon (MSP) only.

RATION SCALE
for
ROYAL NETHERLANDS INDIES FORCES - NATIVES

Commodity		Issue per Person per day			Equivalent Issue		
Beverages	Coffee		2/5	oz	Tea	1/4	oz
	Tea		1/5	oz	Cocoa	4/5	oz
Cereals	Bread	4		ozs	Biscuits	2	2/3 ozs
					or (Bread	3	3/7 ozs
					(and Biscuits		1/7 oz
					or Flour	3	ozs
					or for Bread-making		
					Dribarm		6/125 oz
					Dripping		3/250 oz
					Flour	3	1/5 oz
					Nymalt		1/100 oz
					Salt Coarse		8/125 oz
					Sugar		8/125 oz
	Flour		1/2	oz	Rice		1/2 oz
					or Oatmeal		1/2 oz
					or Wheatmeal		1/2 oz
					or Whole Wheat		1/2 oz
	Rice	14		ozs	Flour	14	ozs
					or Oatmeal	14	ozs
					or Wheatmeal	14	ozs
					or Whole Wheat	14	ozs
Condiments	Chillies		2/25	oz			
	Curry Powder		1/28	oz	Mixed Herbs	1/112	oz
	Mustard		1/100	oz	Vinegar	1/5	fl oz
	Pepper		1/100	oz	Vinegar	1/5	fl oz
	Salt		1/2	oz			
Fats	Butter		3/4	oz	Butter Tinned	3/4	oz
					or Tropical Spread	3/4	oz
					or Margarine	3/4	oz
Meat	Beef Fresh	3		ozs	Beef Boned	2	1/4 ozs
					or M & V Ration	3	3/8 ozs
					or Fish Tinned	2	1/4 ozs
					or Sausages Tinned	2	1/4 ozs
					or Meat Preserved	2	1/4 ozs
	Eggs Fresh		1/2	egg	Egg Powder		1/6 oz
(a)	Fish Fresh	4		ozs	Fish Tinned	2	ozs
	Mutton Fresh	3		ozs	M & V Ration	3	3/8 ozs
					or Fish Tinned	2	1/4 ozs
					or Sausages Tinned	2	1/4 ozs
					or Meat Preserved	2	1/4 ozs
Milk	Cond Inswtnd	2		ozs	Milk Fresh	8	fl ozs
					or Milk Cond Sweet	2	ozs
					or (Milk Cond Unswtnd	1	1/5 ozs
					(and Milk Dried F C		4/5 oz
Nuts	Peanuts		1/2	oz			
Oils	Cocoanut		1/2	fl oz			
	Peanut (Cheffol)		1/2	fl oz			
Risings	Baking Powder		1/28	oz			
Sugars	Jam	2		ozs	Golden Syrup	2	ozs
					or Honey	2	ozs
	Sugar	3		ozs			
Vegetables	Dried Blue Peas	1		oz	Legume Flour	1	oz
					or Blue Peas Tinned	3	ozs
	Fresh Assorted	12		ozs	Vegetables Dehydrated	3	ozs
					or Fruit Fresh	6	ozs
					or Fruit Tinned	4	1/2 ozs
					or Vegetables Tinned	10	ozs
					or Fruit Juice	9	ozs
					or Baked Beans	6	ozs
					or Egg Powder		2/7 oz
	Onions	2		ozs	Onions Dehydrated		1/3 oz
	Potatoes	2		ozs	Potatoes Dehydrated		1/2 oz
					or (Potatoes Fresh	1	1/3 ozs
					(and Rice		1/9 oz
					(and Tomato Puree		1/24 oz
					or Potatoes Tinned	1	oz
					or (Rice		1/3 oz
					(and Tomato Puree		1/24 oz
					or (Potatoes Dehydrated		1/3 oz
					(and Rice		1/9 oz
					(and Tomato Puree		1/24 oz
					or (Potatoes Dehydrated		1/3 oz
					(and Macaroni		1/3 oz
					(and Tomato Puree		1/24 oz
					or (Potatoes Dehydrated		1/3 oz
					(and Spaghetti		1/3 oz
					(and Tomato Puree		1/24 oz
					or (Flour		1/2 oz

(a) When supplied by Marine Supply Platoon (AMF) only

Col 'Q'

AUSTRALIAN MILITARY FORCES

Advanced Headquarters
AQ 301.2/Q2

19 Nov 45.

ADV HQ AMF ADMINISTRATIVE INSTRUCTION NO 87

DISPOSAL OF COPRA AND RUBBER CAPTURED OR RECOVERED FROM JAPANESE

1. Attention is directed to Adv HQ AMF Adm Instr 51 of 9 Jul 45 which prescribed the procedure to be followed in accounting for property captured from the enemy during the OBOE Ops and also to Adv HQ AMF Adm Instr 85 of 15 Nov 45 which directed that the procedure laid down in Adm Instr 51 will continue in the present circumstances both in areas under direct control and in those supervised by surveillance parties.

2. All copra and rubber, recovered from JAPANESE, in the area under control of Adv HQ AMF and which is booty within the meaning of para 1 of Adv HQ AMF Adm Instr No 51 will be shipped to AUSTRALIA, preferably direct to MELBOURNE where greater storage facilities exist.

3. Consignment notes will state briefly, particulars as under:-

(i) quantity
(ii) quality
(iii) location
(iv) condition
(v) disposition
(vi) evidence of ownership, and
(vii) any other pertinent facts.

W. Grant Colfox Brigadier
Deputy Adjutant and Quartermaster General

DISTRIBUTION

List 'C' less serials 8 to 18, 20 to 22, 40 to 44 plus:

MANADO FORCE
PA to C of S
DA & QMG
RNIA (LO)
War Diary (2)

Copy to: HQ AMF (8)

AUSTRALIAN MILITARY FORCES

Advanced Headquarters
AQ 621-JAP/Q1
16 Nov 45.

ADV HQ AMF ADMINISTRATIVE INSTRUCTION NO 86

CONTROL OF JAPANESE SHIPPING

1. OBJECT: To set out the method by which Japanese shipping is controlled in Adv HQ AMF area and to consolidate the orders that have already been issued on this subject.

2. GENERAL: Japanese shipping in Adv HQ AMF area is subject to general control by Adv HQ AMF, as agreed with NOIC MOLUCCAS.

3. METHOD OF CONTROL:

AMF Requirements

(a) Local Movement: Craft allocated for local tasks may be used within the areas of responsibility of local Comds at the discretion of the Force Comd provided:-

(i) Such movement does not conflict with Adv HQ AMF policy or previous instructions regarding use of vessel.

(ii) Such movement causes no serious dislocation of Japanese Maintenance policy, as ordered by Adv HQ AMF.

(b) Intra Area Movement: Force Comds will not authorise intra area movement before first submitting request to Adv HQ AMF and obtaining approval. Where necessary Adv HQ AMF will consult Force Comd at destination before decision is made.

Japanese Requirements:

(c) Local movement in area under control of AMF Force Comd: Japanese shipping commitments will be co-ordinated and controlled by local Force Comd subject to para 3 (a) above.

(d) Intra area and areas not controlled by AMF Forces:

(i) Adv HQ AMF will be the only authority to grant permission to Comd Second Jap Army for use of Jap craft for specific tasks between areas under control of AMF Force Comds. Prior to permission being granted Force Comds will be consulted when necessary.

(ii) HQ Second Jap Army will apply direct to Adv HQ AMF for use of craft in areas not controlled by a local AMF Force Comd.

4. SAILING:

(a) Movement Control will co-ordinate the movements of vessels in accordance with the requirements of Adv HQ AMF or local Force Comd, arrange sailings with local Naval authority, and despatch the normal sailing advices.

(b) Where Movement Control is not represented local Force Comd will make any necessary arrangements, including the obtaining of Naval authority.

5. FUEL AND WATER: NOIC MOLUCCAS through respective naval representatives is arranging as far as possible for coal, oil and water supplies to ensure maximum use of ships.

6. VICTUALS: Second Japanese Army or local Jap Comd, as applicable, will be responsible for the provision of victuals for ships crew and for any Jap personnel taking passage, unless otherwise ordered by Adv HQ AMF.

7. MARKINGS:

(a) Naval vessels: Demilitarised Japanese Naval vessels engaged in repatriation of Japanese nationals will bear markings of the Japanese flag without rays on the hull just below the bridge on both sides. Name of ship will be painted white in English on both sides aft of flag markings as follows:

Proper Name	-	where applicable
Escorts	-	number only
Transports	-	number preceded by T
Sub Chasers	-	number preceded by CH
Patrol Ship	-	number preceded by P

(b) Merchant Ships - Not yet defined, will be notified later.

8. ADVICES: A weekly summary showing disposition of Japanese vessels will be compiled by Adv HQ AMF and distributed as indicated in Appendix A attached. Movement Control (or Force Comd where MC is not located) will check information and advise Adv HQ AMF of any discrepancies.

A. Grant, Lt Col
FOR Brigadier
Deputy Adjutant and Quartermaster General

DISTRIBUTION

List A (Limited distribution within Adv HQ AMF)
less Serials 28 33 36
plus PA to C of S
DA & QMG
COL CA
Surveillance (2)
RNIA LO
War Diary (2)
HQ AMF (6)
7 Div (2)
9 Div (2)
AMBON Force (2)
MANADO FORCE (2)
MAKASSAR FORCE (2)
TIMOR Force (3) (incl 1 copy for MC KOEPA NG)
1 Base Sub Area (2)
11 MC Gp (9)
NOIC MOLUCCAS (2)

APPENDIX A
ADV HQ AMF ADM INSTR NO.86

WEEKLY SUMMARY - MOVEMENT JAPANESE VESSELS

(Based on information received to 0800 hrs 7 Nov 45)

PART I - OCEAN GOING VESSELS

ERIAL	VESSEL	FROM	ETD	TO	ETA	REMARKS
1	HARUOKA MARU	MAKASSAR	NYK	KOEPANG		To assist in concentration of Japanese TIMFORCE AREA
2	KANTO "	MAKASSAR	NYK	SAMARINDA		Load coal for MAKASSAR
3	KITA "	MAKASSAR	-			Local tasks
4	EBISU "	MAKASSAR	1 Nov	MANADO	6 Nov	Concentration JAPANESE
5	EIJYU "	MANADO	-			Local tasks
6	NO 1 HEIYO MARU	PARE PARE	8 Nov	HOLLANDIA		Jap maint stores to SORONG MANOKWARI MOEMI & SARMI thence concentration INDONESIANS these areas to HOLLANDIA
7	ENOSHIMA "	MAKASSAR				Local tasks
8	TOKUYAMA "	MAKASSAR				Local tasks
9	HARUYOSHI "	SOUERABAYA	NYK			(
10	SUGI "	"	"			(
11	SANKO "	"	"			(Yet to be trans
12	NO 1 KIRI "	"	"			(SEAC to Adv
13	NO 2 KIRI "	"	"			(of control
14	NO 501 AKURA "	"	"			(
15	NO 502 AKURA "	"	"			(
16	NO 803 AKURA "	"	"			(
17	NO 5 MISAKI "	MAKASSAR	30 Oct	BALIKPAPAN & PIROE	N	Load PIROE
18	SINNAN MARU	TARAKAN	26 Oct	AMBON	8 Nov	Will be tasks b
19	SAKAE "	MAKASSAR	4 Nov	TARAKAN MOROTAI AMBON	8 Nov 14 Nov 19 Nov	Load JAP MOROTAI stores t
20	SEISHO "	PIROE	NYK	PARE PARE		164 CELEBE AMFORCE to a
21	TOMI "	SORONG	NYK	MANOKWARI SARMI MOEMI		Return of JA to previous

PART II - SMALLER CRAFT - SUITABLE LOCAL TASKS ONLY

LOCATION	VESSELS
9 DIV	5 x sailing vessels - 5 x fishing vessels 4 x shallow water vessels - 4 x Despatch Boat 1 x 50 ton cargo vessel - 7 x small powered craft
7 DIV	1 x Gun Boat - 3 x barges - 1 x tug
MAKFORCE	20 x Fishing Boats - 10 x Tug Boats 21 x Small powered craft - Sundry small barges
AMFORCE	20 x Fishing Boats - Sundry barges
MANFORCE	1 x Fishing Boat - Sundry small barges
TIMFORCE	4 x MV - 7 x Fishing vessels - 2 x Tug Boat - 1 x Picket Boat - 108 x MLC 2 x Messenger Boats Sundry small barges

DISTRIBUTION :

HQ AMF
MC MOROTAI
MC LABUAN
MC BALIKPAPAN
MC TARAKAN
MC MAKASSAR
MC AMBON
MC KOEPANG
HQ MANADO FORCE

/CJCL

"Q" MAINTENANCE
Col. Q
A.Q. AUSTRALIAN MILITARY FORCES
"
D.A.Q.M.G. (Maint.)
" (Accn.)
S.C.Q. (Maint.)
" (Accn.)
1 AUG 1945

Advanced Headquarters
AQ/301.2-/Q2
15 Nov 45.

ADV HQ AMF ADMINISTRATIVE INSTRUCTION NO 85

TRANSFER OF STORES, EQPT AND SUPS FROM JAPS TO BBCAU OR NICA

1. Attention is directed to Adv LHQ Adm Instr 51 of 9 Jul 45 which prescribed the procedure to be followed in accounting for property captured from the enemy during the OBOE ops.

The procedure laid down in Adm Instr 51 will continue to be applied in the present circumstances both in areas under direct control and in those supervised by surveillance parties.

2. Particular care will be exercised to ensure that inventories in as much detail as practicable are made of all sups, stores and material and that receipts are obtained from BBCAU or NICA as the case may be.

3. If it should be necessary to arrange for NICA or native chiefs to take-over custody of sups, stores and material from Japs it should be made clear that such sups, stores and material are taken-over for custody only and are not to be distributed without the approval of the Force Commander.

4. In order that any claims as to ownership can be decided subsequently, the following instructions will apply in all cases:

(a) Four copies of all inventories and receipts will be made, and will be distributed as follows:
one to BBCAU or NICA
two to Adv HQ AMF
one held by formation which arranged hand-over.

(b) Records will be maintained as far as practicable of all sups, stores and material handed-over, as to
(i) quantity,
(ii) quality,
(iii) location,
(iv) condition,
(v) disposition,
(vi) evidence of ownership, and
(vii) any other pertinent facts.

G. N. Woodward, Brigadier
Deputy Adjutant and Quartermaster General

DISTRIBUTION
List 'C' less serials 8 to 18, 20 to 22, 42 to 44 plus:
34 Inf Bde PA to C of S RNIA (LO) Copy to: HQ AMF (6)
MANADO FORCE DA & QMG War Diary (2)

AR/CJCL

AUSTRALIAN MILITARY FORCES

Advanced Headquarters
AQ/301.2-/Q2

14 Nov 45.

ADV HQ AMF ADMINISTRATIVE INSTRUCTION NO 84

TOBACCO AND CIGARETTE RATION

1. Owing to difficulties of tropic proof packing of cigarettes in AUSTRALIA, the quantity available has been considerably reduced. The overall tobacco and cigarette allocation has however, been increased; the new ration scale effective as from Monday 19 Nov 45 being 12 ozs tobacco and 70 cigarettes per man per month.

2. In addition to the above ration, Australian Army Canteens Service, will be called upon to make available to ALL Units on behalf of the Australian Comforts Fund, 2 ozs tobacco per man per month. The total quantity available per man monthly, will thus be, 14 ozs tobacco and 70 cigarettes.

3. In order to facilitate the issue of the exact ration, in the absence of 1 oz tins of Tobacco, issues by AACS to Units and Messes will be made on a fortnightly basis, commencing as from Monday 19 Nov, and thence in accordance with the following schedule:

Week Commencing	Issues per Man Tobacco	Cigarettes	Remarks
19 Nov	6 ozs	40	
26 " (ACF Issue Nov)	2 "		Except LABUAN Area - Issue already made.
3 Dec	6 "	30	
17 "	6 "	40	
31 Dec	6 "	30	No December
14 Jan	6 "	40	Issue on behalf
21 " (ACF Issue Jan)	2 "		of ACF will be made by AACS
28 "	6 "	30	

4. Should stocks of cigarettes in any area, at any time, be in excess of the quantity required to maintain a 60 days reserve, based on the above scale of issue, a higher percentage of cigarettes may be issued in lieu of Tobacco, so as to avoid deterioration of cigarette stocks. The above scale of issue will be reverted to immediately excess cigarettes have been disposed of in the area concerned.

for Brigadier
Deputy Adjutant and Quartermaster General

DISTRIBUTION

List 'C' (General Distribution within Adv HQ AMF to formations and units under direct command Adv HQ AMF) plus:

34 Inf Bde — PA to C of S — COL GS
MANADO FORCE — DA & QMG — War Diary (2)

Australian Military Forces
Southwest Pacific Area

Q (Maint)

Advanced Headquarters AMF
AQ 259.32 9 PW
27 Oct 45

"Q" MAINTENANCE
Col. Q
A.Q.M.G. (Maint.)
" (Maint.)
A.Q.M.G. (Maint.)
" (Accn.)
S.C.Q. (Maint.)

ADV HQ AMF ADM INSTRUCTION NO. 82

HANDOVER - 9 PW RECEPTION CAMP TO 1 BASE SUB AREA

INFORMATION

1. With effect from 28 Oct 45, 9 PW RECEPTION CAMP ceases to function and the site at present occupied by that unit will be taken over by 1 BASE SUB AREA.

9 PW RECEPTION CAMP will be disbanded under separate instructions.

DISPOSAL OF RECOVERED INDIAN PERSONNEL

2. Recovered Indian personnel at present held at 9 PW RECEPTION CAMP will remain in their present location pending return to INDIA and will be commanded by Lt-Col, C J GODFREY, Royal Engineers.

1 BASE SUB AREA will be responsible for :-

Discipline
Pay
Rations and quarters
Provision of Canteens and Amenities facilities.

For all other purposes Indian personnel will remain under direct control of ADV HQ AMF.

HANDLING OF RECOVERED AUST PW AND INTERNEES

3. It is possible that further drafts of recovered personnel will require to be staged at MOROTAI en route to AUST.

4. 1 BASE SUB AREA will arrange reception and accommodation at 1 BASE SUB AREA DETAILS DEPOT for any such personnel. Females, if any, will be accommodated at 2/9 AGH.

HANDOVER OF CAMP SITE TO 1 BASE SUB AREA

5. The site of 9 PW RECEPTION CAMP will be available to 1 BASE SUB AREA from 29 OCT 45. 1 BASE SUB AREA will provide necessary accommodation for 9 PW RECEPTION CAMP until such time as that unit has been disbanded and disposal of personnel effected.

DISPOSAL OF STORES AND EQUIPMENT

6. Camp accommodation stores and unit equipment on charge to 9 PW RECEPTION CAMP will be returned to 4 RSD, excepting such items as are required by 1 BASE SUB AREA DETAILS DEPOT which will be transferred under arrangements with DADDS 1 BASE SUB AREA.

7. The following engineer stores will remain in situ :-

2 - 3000 cubic feet Refrigerators
1 - 25 KVA Lighting Set

3 PW CONTACT AND INQUIRY UNIT

8. 3 PW CONTACT & INQUIRY UNIT which is at present attached to 9 PW RECEPTION CAMP will remain in present location pending disbandment and will be rationed and quartered under arrangements 1 BASE SUB AREA.

Brigadier
Deputy Adjutant and Quartermaster General

Distribution :
1 Base Sub Area
9 PW Reception Camp
List 'A' (Limited distribution within Adv HQ AMF) less serials 24 - 26; 28, 30, 32-35, 43, 49, 50, 54-55 plus PA to C of S, DA & QMG.

Gebaint

AUSTRALIAN MILITARY FORCES

ADVANCED HEADQUARTERS

26 Oct 45

Adv HQ AMF Administrative Instruction No. 81

Subject : Education During Demobilisation
Pre-vocational and Refresher Trade Training

Ref : Adv HQ AMF G280.11 Trg of 25 Sep 45 - Orders for Demobilisation of AMF 1945 (Chap V Sec 11)
Adv HQ AMF AQ471 of 6 Oct 45 - Education During Demobilisation

1. In continuance of the scheme for Education during Demobilisation, it is proposed to inaugurate classes in pre-vocational trade training in MOROTAI. This training will be of a pre-vocational nature and successful completion of any course will not of itself guarantee that the student will be eligible for post discharge vocational training under the Commonwealth Reconstruction Training Scheme. It will however, be taken into consideration when selection for training under C.R.T.S. is being made.

2. Enrolment in courses is voluntary, but, having enrolled, regular attendance at classes will be expected, subject to the exigencies of the service.

3. Courses are of two types :-

(a) Elementary Training : Dealing with the fundamental principles of the subject and the care use, handling and practical application of the tools of trade.

(b) Refresher Training : Provided for tradesmen whose Army vocation has not been conductive to the attention of their skill in their civilian occupation.

4. Courses available :-

(a) Operation and Maintenance of Mechanical Equipment - Refresher

(b) Building Construction - Elementary

(c) Plumbing - Elementary

(d) Refrigeration - Elementary

(e) Bread Baking - Refresher

(f) Mechanics - Refresher

(g) Woodwork - Elementary

(h) Sheetmetal - Refresher

(i) Fitting - Refresher

(j) Welding - Refresher

(k) Wood turning and Pattern Making - Refresher

(l) Boot Repairing - Refresher

MAINTENANCE
Col. Q
A.Q.M.G. (Maint.)
D.A.Q.M.G. (Maint.)
(Accn.)
S.C.Q. (Maint.)
(Accn.)
—3

CC circulate to all clerks

5. Qualifications of Students :-

(a) Elementary Courses : All personnel who can show that the course undertaken will be of value to them in civilian life, are eligible to apply.

(b) Refresher Courses : Only personnel of some experience in the trades selected will be eligible for these courses.

6. The attention of the above will be drawn to all personnel.

7. Application Forms :-

(a) All persons desirous of undertaking courses will complete the application forms which will be forwarded, in bulk, by units to their respective Formation HQ, MOROTAI, by 6 Nov 45.

(b) Preliminary selection will be made from these applications and if necessary, the selected students will be interviewed prior to enrolment.

8. Students will remain in their own units and travel daily to and from the Units where instruction is to be given. Transport will be arranged by units.

9. Training equipment, tools, and material will be provided at the Teaching Centres.

Brigadier
Deputy Adjutant and Quartermaster General

Distribution :-

List 'C' (General Distribution within Adv HQ AMF, to formations, and units under direct command Adv HQ AMF) plus PA to C of S
DA & QMG
War Diary

FOR OFFICE USE

APPLICATION FOR PRE-VOCATIONAL TRADE TRAINING

1. ARMY NO : RANK : NAME :

AGE : DEMOB PRIORITY :

2. UNIT :

3. (a) CIVIL OCCUPATION :

(b) CIVIL EXPERIENCE IN RELATION TO PART 5 (a) :

4. (a) ARMY TRADE :

(b) ARMY EXPERIENCE IN RELATION TO PART 5 (a) :

5. (a) CLASSES DESIRED :

(b) INTENDED APPLICATION OF TRAINING IN CIVIL LIFE :

.....Signature

6. FOR C.O. OF UNIT

Student available for attendance at Class _____

Student NOT available for attendance at Class _____

7. FOR OFFICE USE ONLY

(a) Interview 1. Necessary..... 2. Not Necessary .....

3. Not Suitable.....

(b) Selection 1. Suitable..... 2. Not suitable.....

(c) Centre .....

All applications to be forwarded to respective Formation HQ by 6 Nov 45

Col. Q
A.Q.M.G. (Maint.)
"
D.A.Q.M.G. (Maint.)
" (A
S.C.Q. (Maint.)
" (Accn.)
" 3
1 Oct 45.

Australian Military Forces

Adv HQ AMF Administrative Instruction No. 80

Subject : Demobilization of the AMF
Procedure in respect of movement of personnel and units.

Ref : Orders for Demobilization of the AMF notified in GOs dated 31 Aug 45
Demobilization Instruction 1-18, of 4 Sep 45
Adv LHQ AQ 408 of 1 Oct (Documentation in respect of demobilization of the AMF).

1. It is essential that units have a clear appreciation of unit procedure prior to the movement of personnel for dispersal.

2. The preliminary action to be performed by units is set out in detail in Orders for Demobilization of the AMF and attention is drawn particularly to Chap I Part VIII heading C, column three, and DO's 152 and 153 thereof.

3. The procedure to be adopted in respect of movement of personnel and units to Aust for dispersal and disbandment, will be as follows :

(a) Personnel moving by sea will move as drafts, organized under control of officers and non-commissioned officers and by states in which demobilization is desired.
(b) Personnel moving by air will, as far as practicable, be for the one state in each plane load, unless circumstances arise necessitating urgent travel for particular individuals.
(c) Redundant units moving by sea will be reduced to cadre size for movement.(Instructions for movement of unit cadres are being issued in a Troop Movement Priority List).

4. To implement the procedure given in the foregoing para it must be considered that when a member marches out from a unit (redundant or otherwise) for embarkation or emplanement, such movement is the first stage of the member's dispersal. At that stage therefore all unit procedure must be complete.

5. Personal arms and unnecessary items of personal equipment will be withdrawn before personnel march out from their units.

6. The organization of drafts for dispersal by state is a problem which, it is appreciated, may cause difficulties, particularly as it is essential that the dispersal of individual members is governed by the priority held.

7. It therefore follows that if priorities are to be maintained drafts will require to be made up of members called forward from a number of units under command of the relevant formation.

8. To provide a means whereby full effect is given to those principles, formations will, from within their own resources, organize a "collecting centre" the responsibilities of which are set out hereunder :

(a) To receive from units at an appropriate time drafts of personnel for dispersal
(b) To make a final check to ensure that unit procedure has been completed and where deficiencies exist, to complete procedure
(c) To prepare the drafts finally for embarkation.

9. The final preparation of drafts for embarkation will necessitate ensuring that drafts are properly organized with officers, warrant officers and senior NCO's in correct proportions, and that such personnel are capable of maintaining discipline and control.

10. It is the responsibility of formation comds to ensure that unit cadres are composed of personnel capable of finalizing satisfactorily all unit affairs and of handling adequately such items of unit equipment incl vehicles and ordnance stores as may be authorized for return to Aust.

11. Particular care must be taken in regard to documentation.

12. The following instructions concerning the preparation and use of AAF Mob 3 must be complied with and are supplementary to those in current use vide GRO 384/1944:

(a) Entries on AAF Mob 3

(i) Word "Demob", together with number of relevant formation memo or signal, to be entered as authority
(ii) Unit of destination to be shown as LTD of the area in which the member desires discharge
(iii) Member's Demob Indicator to be entered in final column
(iv) In all cases the member's private address must be shown.

(b) One additional copy of the AAF Mob 3 will be placed in the envelope containing documents of the draft (refer also to DO 153)

(c) All copies of AAF Mob 3 will be signed by an officer and stamped with relevant unit stamp.

13. Attention is also drawn to the directions contained in Adv HQ AMF memo 408 of 1 Oct 45. The directions contained therein must be complied with.

14.
(a) The "collecting centre" referred to in para 8 hereof will not take on strength any of the personnel forming drafts.
(b) Furthermore the preparation of AAF Mob 3's and the nominal rolls forming part of the embarkation role will be carried out by the units (redundant or otherwise) from which personnel are drawn.
(c) Directions regarding the accounting for personnel in accordance with this procedure are being issued by 2 Adv 2 Ech to all concerned.

15. With regard to the declaration of high priority classifications the following points are emphasized :

(a) The possession by a member of a high priority classification is not to be taken as an indication that movement for dispersal is nearby.
(b) Movement for dispersal is entirely dependant upon transportation facilities, and will be spread over several months.

G.W. Woodward, Brigadier
Deputy Adjutant and Quartermaster General

Distribution :

7 Div
9 Div
26 Inf Bde
Ambon Force
Makassar Force
Timor Force
1 Base Sub Area

List C - less serials 1-7
24-26
28-32
34,54
plus serials 58,59,61,62.
(Distribution to units under command and limited within Adv HQ AMF).

HQ AMF (6)
2 Adv 2 Ech

Australian Military Forces

Adv HQ AMF

17 Oct 45

Adv HQ AMF Administrative Instruction No .79

Raising of 34 Aust Inf Bde Gp

Ref : Adv LHQ memos AQ 040.2-1 of 3, 10, 12 Oct 45.

OBJECT

1. This instruction amplifies some of the details already given to formations and indicates the policy so far decided for the future.

INFORMATION

2. The action to be taken in connection with the raising of 34 Aust Inf Bde Gp is given in the abovementioned memos.

METHOD

3. Comd Brig R H NIMMO has been appointed to command.

4. G Branch Adv HQ AMF has issued instructions regarding the means to be adopted in raising units in this area. These briefly are as follows :

(a) Each unit to be raised is the responsibility of a particular formation.
(b) In order to raise a particular unit the formation responsible will select an equivalent redundant unit.
(c) All non-volunteers for 34 Bde will be transferred from the redundant unit to other units under command of the relevant formation.
(d) The unit will be completed to WE by transfer in of volunteers. If such are not available in the original area, completion to WE may take place on concentration in MOROTAI.
(e) Eventually the unit will be redesignated with its appropriate title in 34 Bde Gp and the original designation will be deleted from OOB.
(f) The initial equipping of the unit is thus automatic.
(g) Where some of the personnel of a unit are to come from another formation, the formation responsible for raising will deal direct with the other formation regarding allotment of volunteers to postings on the appropriate WE.

5. A Branch Adv HQ AMF has issued raising instructions in implementation of the above. Points to be observed are as follows :

(a) Officers

(i) Lists of officers with proposed postings will be sent vide MS 800 of 6 Oct 45 and AQ 040.2-1 of 3,10 and 12 Oct 45, to Adv HQ AMF by memo as soon as possible.
(ii) Appointment of all Lt Cols and above will be made by C in C. Appointment of commanders under rank of Lt.Col, and staff officers will be made by Adv HQ AMF. Formations may however make recommendation for these appointments. It is realised that until commanders are known, appointment of officers is difficult.

5. (a) (ii) Cont'd ...

Formations are asked to allot temporary commanders from their nominations wherever possible and allot officers provisionally.

(iii) It is already evident that a number of surplus volunteer officers will be situated in various areas when formations have completed all possible action in regard to the raising of units for which they have been made responsible.
These surplus officers will not be moved to MOROTAI (in respect of those located BORNEO) or withdrawn from units (in respect of those located MOROTAI) except by direction of Adv HQ AMF.
When all action regarding the provisional appointment to units being raised is completed, formations will forward to Adv HQ AMF, by air mail, particulars of surplus volunteer officers as follows :

Number, rank (Temp ' Subs), Name
Arm
Present Appointment

(iv) Until unit commanders are appointed and the units have concentrated at MOROTAI, A.33's for the promotion of officers to fill appointments within WE will not be submitted.
However, formations concerned in the raising of units for 34 Inf Bde Gp may recommend the posting of an officer of a lower rank to fill a vacancy in WE which provides for a higher rank and may allot such officers temporarily.
The final recommendation regarding such an officer's suitability for promotion will be made by the unit commander through normal channels, if an officer or appropriate rank is not finally posted from elsewhere under arrangements of Adv HQ AMF.

(v) It is desired that in selection of officers to be recommended for postings to units of 34 Inf Bde Gp, every effort is made to include as many recent RMC graduates as possible, especially those with limited or no operational experience.
A separate return of such officers will be forwarded to Adv HQ AMF, by signal, giving personal particulars and the appointment in which recommended.

(b) <u>ORs</u>

(i) Heads of arms and services at Adv HQ AMF have investigated the position regarding availability of volunteers by trades and duties. Advice is therefore available to formations in raising units to WE.

(ii) This advice will not interfere with the right of formation commanders to make any postings which they desire.

(iii) Cross posting between arms is permissible where formation commanders consider this desirable.

(iv) For the purpose of completing units in accordance with WE promotions of WOs and NCOs will not be made. If however suitable personnel of lower ranks are available such personnel will be posted to the units concerned and will be considered for promotion within the unit after concentration at MOROTAI, similary to officers.
Also personnel will not be up-graded in respect of trade grouping.

(v) When formations have completed action in regard to the raising of units for which they were made responsible all surplus other rank volunteers who are accepted for service in Japan will be formed as "Details" and prepared for movement to MOROTAI.

6. Q Branch Adv HQ AMF is arranging to concentrate and accommodate the force at MOROTAI as transportation becomes available. Formations responsible will ensure that -

(a) before departure from present location units WE and WET is completed to the extent of their requirements with fully serviceable articles.
(b) all units move to MOROTAI with Scale 'A' accommodation stores including tentage.
(c) approximate movement programme is as follows :

From LABUAN	-	ETD 30 Oct 45
TARAKAN	-	ETD 20 Oct 45
BALIKPAPAN	-	ETD 20 Oct 45.

GENERAL

7. Drafts and units of 34 Bde Gp arriving before the establishment of Bde HQ in MOROTAI will come under command 1 Aust Base Sub Area. After establishment of Bde HQ in MOROTAI, command of the Gp will pass to Adv HQ AMF.

8. (a) In respect of the units being raised by formations, unit trust accounts will be opened in accordance with GRO 819/1943.
(b) Particular reference is made to para 29 of GRO 819/1943, which sets out the procedure for the allocation of regimental funds on transfer of personnel between units.
(c) Bde commander will control a fund from which he will disburse sufficient money to units to ensure that initial credits will be at least 10/- per head. He will subsequently review the position with a view to increasing the allocation to certain units as considered necessary.

9. It is essential that care be exercised in the acceptance of volunteers for service in Japan. Only personnel of good record and bearing should be accepted and the remainder returned to the units from which they came.

10. Not withstanding the length of time which has elapsed since personnel were granted home leave, the granting of leave to volunteers will not be authorized.

Brigadier
Deputy Adjutant and Quartermaster General

Distribution :
7 Div
9 Div
26 Inf Bde
1 Base Sub Area
Adv LHQ Sigs

For information : First Army

Internal : List B - less serials 8,9,34,35,43,44,54,55
plus serials 59, 62.
(Limited within Adv HQ AMF).

A.D.V. L.H.Q.
AQ 301.2 - ADV HQ
File Folio 10

AUSTRALIAN MILITARY FORCES

RESTRICTED

Advanced Headquarters
AQ 301.2 - LHQ

Copy No. 35

15 Oct 45.

ADV HQ AMF ADM INSTR NO. 78

ALLOCATION OF SMALL SHIPS AND SMALL CRAFT

1. The allocation of craft of AUST WATER TRANSPORT SERVICE to tasks in this area is set out in Appendix "A" hereto.
   Additions or amendments will be advised by Adv HQ AMF as further craft are available or as changes are required for other reasons.

2. Det 3 AUST WATER TPT GP (AM 2753 IRENE now at LABUAN) is attached to 11 AUST SMALL SHIPS COY.

3. (a) 6 AUST REFRIGERATOR LIGHTER SEC (AB 2040 now at MOROTAI) is attached to 11 AUST SMALL SHIPS COY (MOROTAI Det).

   (b) 5 AUST REFRIGERATOR LIGHTER SEC (AB 2039 now at TARAKAN) remains attached

   (c) 7 Aust Refrigerator Lighter Sec (AB2043) is attached to 11 Small Ships Coy (Morotai Det)

4. (a) For operational purposes Adv HQ AMF may place craft [illegible] is done in para 4 (c) of Adv HQ AMF Adm Instr 52.

   (b) For other than operational purposes, the procedure for allotment of craft to water transport tasks is :-

      (i) HQ's, units, etc., will submit full details of requirements direct to local Movement Control. Requests will not name specific craft nor types of craft.

      (ii) Movement Control will pass requirements to Water Transport units. Should requirements be more than the available craft can accomplish in the available time, MC will obtain priorities from local Fmn HQ.

      (iii) Water Tpt units will advise MC of type and identity of craft to carry out each task.

      (iv) MC will issue orders to all concerned regarding craft identity, time, place of loading, etc.

   (c) Certain craft may be retained under direct control of Adv HQ AMF.

   (d) The craft allotted by WE for internal administration of water tpt units are NOT available for tn tasks except at the discretion of OC Water Tpt Unit.

H.L. Grant Brig
Brigadier,
Deputy Adjutant and Quarter-Master General.

DISTRIBUTION

7 Div	(2)	ADV HQ AMF	
9 Div	(2)		
26 Inf Bde		PA to C of S	A
1 Base Sub-Area	(2)	DA & QMG	Col Q
2 Water Tpt Gp		Col GS	Q Maint
2 Port Op Gp		Ops	Q Mov
11 Small Ships Coy		SD	ST
11 Small Ships Coy (MOROTAI det)			Ord
HQ 2/10 Port Op Coy			AEME
2 Pl 2/10 Port Op Coy			File
11 MC Gp	(6)		War Diary (2)
12 MC Gp	(3)		

Amended
amend No 1 of 7 Nov 45
L 13/11

APPENDIX "A" TO ADV HQ AMF ADM INSTR NO.78 OF 15 OCT 45

ALLOCATION OF SMALL SHIPS AND SMALL CRAFT.

Serial	Craft No.	Type	Location	Control and Tasks
	A. 11 Aust Small Ship Coy and attached			
1	AB 2040 ~~AB 2043~~	Refrig Lighter " "	MOROTAI "	Loading, discharging, and movement in port controlled through MC MOROTAI in accordance with requirements of S & T.
2	AM 1640 AM 1846 AM 2005	40-ft Wk boats	MOROTAI	Controlled through MC MOROTAI for port working tasks.
3	AM 2417	38-ft FSI	MOROTAI	Controlled through MC MOROTAI for Adv HQ AMF tasks only.
4	AM 1711	26-ft Mtr Dory	MOROTAI	Det A 11 Small Ship Coy, for det adm only.
5	AT 2224	75-ft steel tug	MOROTAI	Controlled by MC MOROTAI for local port working, except when
6 (a)	AV1368	125 ft Wooden Cargo vessel	MOROTAI	Control and Tasks - controlled through MC Morotai for tasks required and in priority allotted by Adv HQ AMF
6	[illegible]	[illegible]	LABUAN	for tasks required and in priorities allotted by 9 Div, incl port working, except that one 40-ft work boat is for unit adm only.
(b)	AS 1738 AS 1780 AS 1779 AS 1785	66-ft Wooden Cargo Vessels	LABUAN	
(c)	AV 2055 ~~AV 2058~~	120-ft Steel Cargo ~~Vessels~~	LABUAN	See footnote below
(d)	AV 2089 AV 2088 AV 2086 AV 2034	106-ft Steel Cargo Vessels	LABUAN	
(e)	AM 1616 AM 1981 AM 1625 AM 1982 AM 1827 AM 1923 AM 1925 AM 2002	40-ft Wk boats	LABUAN	
(f)	AM 1489 AM 1490	38-ft FSLs	LABUAN	
7	AM 2753	62-ft FSI	LABUAN	Controlled through MC LABUAN for tasks required by 9 Div.
8	4 x LCM (American Barges)	LCM (3)	LABUAN	Controlled through MC LABUAN for port working tasks only
9 (i)	AV 1353 ~~AV 1568~~	125-ft Wooden ~~Cargo Vessels~~	BALIKPAPAN	Controlled through MC BALIKPAPAN for sole purpose of maintaining the force at MAKASSAR. See footnote below
(ii)	AV 2058	120ft Steel Cargo Vessel		
10(a)	AM 1589 AM 1624 AM 1627	40-ft Wk boats	BALIKPAPAN	Controlled through MC BALIKPAPAN for tasks, incl port working, as required, in priorities allotted by 7 Div
(b)	AM 1501 AM 1502	38-ft FSLs		

PENDIX "A" TO ADV HQ AMF ADM INSTR NO.78 OF 15 OCT 45

ALLOCATION OF SMALL SHIPS AND SMALL CRAFT.

Serial	Craft No.	Type	Location	Control and Tasks
	A. 11 Aust Small Ship Coy and attached			
1	AB 2040 AB 2043	Refrig Lighter " "	MOROTAI "	Loading, discharging, and movement in port controlled through MC MOROTAI in accordance with requirements of S & T.
2	AM 1640 AM 1846 AM 2005	40-ft Wk boats	MOROTAI	Controlled through MC MOROTAI for port working tasks.
3	AM 2417	38-ft FSI	MOROTAI	Controlled through MC MOROTAI for Adv HQ AMF tasks only.
4	AM 1711	26-ft Mtr Dory	MOROTAI	Det A 11 Small Ship Coy, for det adm only.
5	AT 2224	75-ft steel tug	MOROTAI	Controlled by MC MOROTAI for local port working, except when detached by Adv HQ AMF for special tasks.
	AV 1367	125-ft Wooden Cargo Vessel, Refrigerated	LABUAN	Controlled through MC LABUAN for tasks required, and in priorities allotted by 9 Div, incl port working, except that one 40-ft work boat is for unit adm only.
(b)	AS 1738 AS 1780 AS 1779 AS 1785	66-ft Wooden Cargo Vessels	LABUAN	
(c)	AV 2055 ~~AV 2058~~	120-ft Steel Cargo ~~Vessels~~	LABUAN	See footnote below
(d)	AV 2089 AV 2088 AV 2086 AV 2034	106-ft Steel Cargo Vessels	LABUAN	
(e)	AM 1616 AM 1981 AM 1625 AM 1982 AM 1827 AM 1923 AM 1925 AM 2002	40-ft Wk boats	LABUAN	
(f)	AM 1489 AM 1490	38-ft FSLs	LABUAN	
7	AM 2753	62-ft FSI	LABUAN	Controlled through MC LABUAN for tasks required by 9 Div.
8	4 x LCM (American Barges)	LCM (3)	LABUAN	Controlled through MC LABUAN for port working tasks only
9 (i)	AV 1353 ~~AV 1568~~	125-ft Wooden ~~Cargo Vessels~~	BALIKPAPAN	Controlled through MC BALIKPAPAN for sole purpose of maintaining the force at MAKASSAR. See footnote below
(ii)	AV 2058	120ft Steel Cargo Vessel		
10(a)	AM 1589 AM 1624 AM 1627	40-ft Wk boats	BALIKPAPAN	Controlled through MC BALIKPAPAN for tasks, incl port working, as required, in priorities allotted by 7 Div
(b)	AM 1501 AM 1502	38-ft FSLs		

Serial	Craft No.	Type	Location	Control and Tasks
	B. 5 Refrig Lighter Sec		TARAKAN	Loading, discharging and movement in the port, controlled through MC TARAKAN in accordance with requirements of S & T.
11	AB 2039	Refrig lighter		
	C. 41 Aust Landing Craft Coy			
12	Craft taken over from 593 EB & SR		LABUAN	Controlled directly by 9 Div for internal resupply and similar tasks.
13(a)	AM 2414 AM 2416 AM 2415 AM 2420	38-ft FSLs	LABUAN	Coy adm craft
(b)	AM 1994 AM 1996 AM 1997	40-ft Wk boats	LABUAN	

NOTE: ~~AV 1353 at present at MOROTAI~~
~~AV 2059 at present BALIKPAPAN~~

Adv LHQ AMF will arrange movement shortly to implement items 6 (c) and 9.

AUSTRALIAN MILITARY FORCES

RESTRICTED

Advanced Headquarters
7 Nov 45

AMENDMENT NO.1 TO ADV HQ AMF
ADM INSTR NO.78

1. The allocation of craft of Aust Water Transport Service to tasks in this area is amended as indicated hereunder:-

Para 3 -

Insert new sub para 3(c)

" 7 Aust Refrigerator Lighter Sec(AB 2043) is attached to 11 Small Ships Coy (Morotai Det)."

Appendix "A" -

Serial 1 add AB 2043 . Type location control and tasks as for AB 2040.

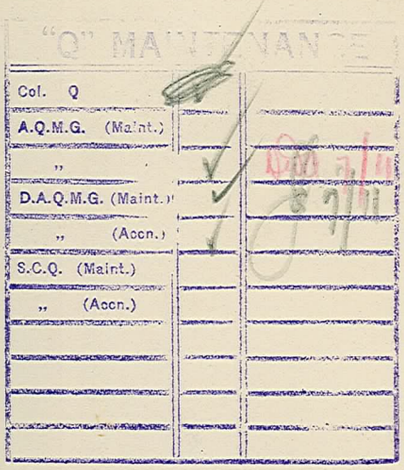
Serial 6 (c) delete AV 2058

Serial 9 (i) delete AV 1368
(ii) add AV 2058 type 120 ft steel cargo vessel.

ADD New Serial

Serial 5(a) insert AV 1368 type 125 ft Wooden Cargo Vessel location Morotai. Control and Tasks - controlled through MC Morotai for tasks required and in priority allotted by Adv HQ AMF'.

Delete foot notes ref AV 1353 and AV 2058 .



H Grant
Lt Col for Brigadier
Deputy Adjutant and Quartermaster General

DISTRIBUTION :

7 Div (2)
9 Div (2)
26 Inf Bde
1 Base Sub Area (2)
2 Water Tpt Gp
2 Port Op Gp
11 Small Ships Coy
11 Small Ships Coy (MOROTAI det)
HQ 2/10 Port Op Coy
2 Pl 2/10 Port Op Coy
11 MC Gp (9)

PA to C of S
DA & QMG
Col GS
Ops
SD
A
Col Q
Q Maint
Q Mov
ST
Ord
AEME
File
War Diary (2)

A.D.V. L.H.Q.
File Folio

AUSTRALIAN MILITARY FORCES

RESTRICTED

Advanced Headquarters
AQ 301.2 - LHQ

Copy No. .....

15 Oct 45.

ADV HQ AMF ADM INSTR NO. 78

ALLOCATION OF SMALL SHIPS AND SMALL CRAFT

1. The allocation of craft of AUST WATER TRANSPORT SERVICE to tasks in this area is set out in Appendix "A" hereto.
Additions or amendments will be advised by Adv HQ AMF as further craft are available or as changes are required for other reasons.

2. Det 3 AUST WATER TPT GP (AM 2753 IRENE now at LABUAN) is attached to 11 AUST SMALL SHIPS COY.

3. (a) 6 AUST REFRIGERATOR LIGHTER SEC (AB 2040 now at MOROTAI) is attached to 11 AUST SMALL SHIPS COY (MOROTAI Det).

(b) 5 AUST REFRIGERATOR LIGHTER SEC (AB 2039 now at TARAKAN) remains attached to 2 Pl 2/10 AUST PORT OP COY.

4. (a) For operational purposes Adv HQ AMF may place craft under comd of a Fmn as is done in para 4 (c) of Adv HQ AMF Adm Instr 52.

(b) For other than operational purposes, the procedure for allotment of craft to water transport tasks is :-

(i) HQ's, units, etc., will submit full details of requirements direct to local Movement Control. Requests will not name specific craft nor types of craft.

(ii) Movement Control will pass requirements to Water Transport units. Should requirements be more than the available craft can accomplish in the available time, MC will obtain priorities from local Fmn HQ.

(iii) Water Tpt units will advise MC of type and identity of craft to carry out each task.

(iv) MC will issue orders to all concerned regarding craft identity, time, place of loading, etc.

(c) Certain craft may be retained under direct control of Adv HQ AMF.

(d) The craft allotted by WE for internal administration of water tpt units are NOT available for tn tasks except at the discretion of OC Water Tpt Unit.

[signature]
Brigadier,
Deputy Adjutant and Quarter-Master General.

DISTRIBUTION

7 Div	(2)	ADV HQ AMF	
9 Div	(2)		
26 Inf Bde		PA to C of S	A
1 Base Sub-Area	(2)	DA & QMG	Col Q
2 Water Tpt Gp		Col GS	Q Maint
2 Port Op Gp		Ops	Q Mov
11 Small Ships Coy		SD	ST
11 Small Ships Coy (MOROTAI det)			Ord
HQ 2/10 Port Op Coy			AEME
2 Pl 2/10 Port Op Coy			File
11 MC Gp	(6)		War Diary (2)
12 MC Gp	(3)		

"Q" MAINTENANCE

Col. Q		
A.Q.M.G. (Maint.)		
"		
D.A.Q.M.G. (Maint.)		
" (Accn.)	✓	
S.C.Q. (Maint.)	✓	
" (Accn.)	✓	
SC 3	✓	
SC 4	✓	

PENDIX "A" TO ADV HQ AMF ADM INSTR NO.78 OF OCT 45

ALLOCATION OF SMALL SHIPS AND SMALL CRAFT.

Serial	Craft No.	Type	Location	Control and Tasks
	A. 11 Aust Small Ship Coy and attached			
1	AB 2040	Refrig Lighter	MOROTAI	Loading, discharging, and movement in port controlled through MC MOROTAI in accordance with requirements of S & T.
2	AM 1640 AM 1846 AM 2005	40-ft Wk boats	MOROTAI	Controlled through MC MOROTAI for port working tasks.
3	AM 2417	38-ft FSI	MOROTAI	Controlled through MC MOROTAI for Adv HQ AMF tasks only.
4	AM 1711	26-ft Mtr Dory	MOROTAI	Det A 11 Small Ship Coy, for det adm only.
5	AT 2224	75-ft steel tug	MOROTAI	Controlled by MC MOROTAI for local port working, except when detached by Adv HQ AMF for special tasks.
6(a)	AV 1367	125-ft Wooden Cargo Vessel, Refrigerated	LABUAN	Controlled through MC LABUAN for tasks required, and in priorities allotted by 9 Div, incl port working, except that one 40-ft work boat is for unit adm only.
(b)	AS 1738 AS 1780 AS 1779 AS 1785	66-ft Wooden Cargo Vessels	LABUAN	
(c)	AV 2055 AV 2058	120-ft Steel Cargo Vessels	LABUAN	See footnote below
(d)	AV 2089 AV 2088 AV 2086 AV 2084	106-ft Steel Cargo Vessels	LABUAN	
(e)	AM 1616 AM 1981 AM 1625 AM 1982 AM 1827 AM 1923 AM 1925 AM 2002	40-ft Wk boats	LABUAN	
(f)	AM 1489 AM 1490	38-ft FSLs	LABUAN	
7	AM 2753	62-ft FSI	LABUAN	Controlled through MC LABUAN for tasks required by 9 Div.
8	4 x LCM (American Barges)	LCM (3)	LABUAN	Controlled through MC LABUAN for port working tasks only
9	AV 1353 AV 1368	125-ft Wooden Cargo Vessels	BALIKPAPAN	Controlled through MC BALIKPAPAN for sole purpose of maintaining the force at MAKASSAR. See footnote below
10(a)	AM 1589 AM 1624 AM 1627	40-ft Wk boats	BALIK-PAPAN	Controlled through MC BALIK-PAPAN for tasks, incl port working, as required, [illegible] in priorities allotted by 7 Div
(b)	AM 1501 AM 1502	38-ft FSLs		

Serial	Craft No.	Type	Location	Control and Tasks
	B. 5 Refrig Lighter Sec		TARAKAN	Loading, discharging and movement in the port, controlled through MC TARAKAN in accordance with requirements of S & T.
11	AB 2039	Refrig lighter		
	C. 41 Aust Landing Craft Coy			
12	Craft taken over from 593 EB & SR		LABUAN	Controlled directly by 9 Div for internal resupply and similar tasks.
13(a)	AM 2414 AM 2416 AM 2415 AM 2420	38-ft FSLs	LABUAN	Coy adm craft
(b)	AM 1994 AM 1996 AM 1997	40-ft Wk boats	LABUAN	

NOTE: AV 1353 at present at MOROTAI
AV 2058 at present BALIKPAPAN

Adv LHQ AMF will arrange movement shortly to implement items 6 (c) and 9.

LEG/FGB

AUSTRALIAN MILITARY FORCES

ADV. LHQ.
AQ301-2 - ADVLHQ
File Folio 588

Advanced Headquarters

AQ 301.2/Q2

10 Oct 45.

ADV LHQ ADMINISTRATIVE INSTRUCTION No 77

MAINTENANCE OF THE JAPANESE FORCES

OBJECT:

1. To set out the method by which the Japanese Forces in Second Japanese Army Area are to be maintained and to consolidate the orders that have already been issued on this subject.

GENERAL:

2. As disarmed personnel the Japanese Forces have no claims whatsoever on the AMF for their maintenance.

3. In order to prevent disease and unrest occurring in Japanese concentration areas it may be necessary to allow the Japanese to retain or else to make special arrangements for sufficient foodstuffs either from their own stocks or otherwise, to provide a limited scale for all Japanese in the area; also to permit them to retain the use of such of their existing facilities as are necessary to transport and distribute these supplies and administer their forces. The maximum ration scale for the Japanese Armed Forces is shown in Appendix 'A'

4. It may be also necessary to make similar arrangements for stores to maintain and operate equipment and services required to carry out the instructions given them, such as the maintenance of law and order, communications etc, and for the operation of shipping and MT essential for the administration of their forces.

MAINTENANCE RESPONSIBILITIES OF THE JAPANESE.

5. The Japanese are responsible for continuing the administration including maintenance of their own forces and for ensuring that the civilian population in areas where Japanese are being concentrated are maintained at least on the same standard as their own personnel. This responsibility does not entitle them to take over any supplies or stores belonging to the civilian population nor to interfere with the food supply of the civilian population in any area.

FACILITIES AND STOCKS OF STORES AND SUPPLIES THAT MAY BE RETAINED BY THE JAPANESE.

6. The Japanese may be allowed to retain the following in order to carry out their responsibilities:

(a) All stocks of foodstuffs clothing and medical stores already in their possession. This does not include stocks held by Japanese owned trading organisations. These latter will be handed over to the Force Comd in areas occupied by the Allies and in other areas they will be held in dumps pending advice regarding their disposal.

(b) Such minimum stocks of stores and supplies as are essential to maintain and operate approved shipping and transport and to maintain equipment required to provide communications and administer the areas under their control.

(c) All stores set out in paragraph 4 of Order Number 8 except POL which will be in accordance with paragraph (b) above.

(d) All shipping at present in their possession. 2/.

Marked for Indexing

7. In areas occupied by Allied Forces the above may be varied by the Force Comd as he thinks fit. However, he will be responsible for ensuring that sufficient facilities and stocks remain in the possession of the Japanese to meet their responsibilities.

LOCAL PRODUCTS:

8. (a) The Japanese will produce locally as much of their own requirements as possible.

They will not be permitted to use civilian or Indonesian labour units but they may be allowed to retain from their present stocks necessary equipment and stores for the purpose.

(b) They will not be permitted to requisition or purchase local produce except on authority of Adv LHQ or the Allied Force Comd concerned. Such requisitions will not be approved unless :

(i) Recommended by NICA or BBCAU after local investigation.

(ii) Quantities and prices have NICA or BBCAU approval.

PROVISION OF FACILITIES AND SUPPLIES NOT AVAILABLE FROM PRESENT JAPANESE RESOURCES.

9. Appendix 'B' shows the Japanese estimate of the extent they are able to provide for themselves by use of their present stocks and by local production.

The Japanese will not be given any assistance except in an emergency such as a temporary failur of shipping or if the total Japanese stocks and production in the AMF area as a whole should finally prove inadequate to maintain the Japanese forces on a minimum scale to prevent unrest or epidemics of a serious nature such as might affect our troops or local population. Such assistance will be provided by requisitioning local production through NICA or BBCAU or if this source proves inadequate by assistance from AMF sources. Medical stores will only be provided in an emergency and when adequate stocks are available.

10. Supplies or stores urgently required to enable the Japanese to discharge their responsibility for the relief of civilians in areas under their control may be provided by NICA or BBCAU where necessary and distributed either through Japanese channels or by special arrangement.

11. Stores and supplies not available locally or from Japanese resources and essential for the purposes indicated in paragraph 4 above may be provided from Allied resources either by supply to the Second Jap Army in the SOUTH WEST CELEBES for shipment to outlying areas or by supply direct in areas occupied by Allied Forces.

PROCEDURE FOR THE PROCUREMENT AND HOLDING OF SUPPLIES AND STORES BY SECOND JAP ARMY.

12. (a) Requests for emergency replenishment of stocks of foodstuffs and of supplies indicated in paragraph 4 will be made to Adv LHQ by Second Jap Army.

(b) In the case of emergency requests for foodstuffs Adv LHQ will determine with NICA or BBCAU the extent to which these requests can be locally met and whether the foodstuffs are to be provided from local resources or from AMF resources.

(c) In the case of supplies and stores required in accordance with paragrpah 4 above, Adv LHQ will issue the necessary instructions. Japanese shipping will be used where possible to transport these stores and supplies.

(d) Records will be maintained of all supplies and stores supplied to the Japanese from AMF resources and will be forwarded to Adv LHQ.

3/.

PROCEDURE TO BE FOLLOWED IN SHIPPING AND DISTRIBUTION OF SUPPLIES.

13. Second Jap Army will be responsible for obtaining the approval of Adv LHQ for the movement of all shipping and will also advise the detailed loading and itinerary of each vessel before it sails.

14. In the case of shipments of supplies and stores to areas occupied by Allied Forces Adv LHQ will advise the Force Comd of the details of each shipment.

15. Shipping not fully loaded on any stage of a voyage may be used for transport of first Indonesians and second Japanese sick to more suitable concentration areas. Indonesians will not at present be moved to JAVA.

16. (a) In areas occupied by Allied Forces, Force Comd will permit the local Japanese Comd to distribute supplies as necessary under their supervision either by sea or land and in accordance with the scale laid down.

(b) Force Comds are responsible for ensuring that the ration scale laid down for Japanese Armed Forces is not exceeded in their areas and for ensuring that other supplies and stores provided in accordance with paragraph 4 are used in an economical manner and are not used for any other purposes.

17. For areas under control of the Japanese forces and not included in the area of any AMF command Adv LHQ will be responsible for exercising supervision of the distribution and consumption of all supplies and stores by surveillance parties and analysis of stock sheets.

ACK.

SIGNED AT 7129 Hrs

[signature]

Brigadier
Deputy Adjutant and Quartermaster - General

DISTRIBUTION.

(See over)

DISTRIBUTION	Copy No
LHQ	1 - 8
7 DIV	9 - 12
9 DIV	13 - 16
MAKASSAR FORCE	17
AMBON FORCE	18
TIMOR FORCE	19
MATADO FORCE	20
A V LHQ	
PA to C of S	21
AA & QMG	22
Col GS	23
G Ops	24
G SD	25
A	26
Q	27 - 28
Engrs	29
Sigs	30
S&T	31
Med	32
Ord	33
AEME	34
Print	35
RHIA LO	36- 37
Filo	38
War Diary	39 - 40

APPENDIX 'A'

to Adv LHQ Adm Instr No 77
of 10 Oct 45.

DAILY RATION SCALE OF JAPANESE ARMED FORCES

Tea		2/7	oz	or	9 grams
Biscuits white	7		ozs	or	198 grams
Flour white		1/2	oz	or	14 grams
Rice unpolished	3		ozs	or	85 grams
Salt		3/7	ozs	or	12 grams
Edible animal fat		1/2	oz	or	14 grams
Dried fruit		1/2	oz	or	14 grams
Tinned fish	3-	3/7	ozs	or	97 grams
M & V	1-	5/7	ozs	or	49 grams
Peas, blue dried		1/2	oz	or	14 grams
Sugar		1/4	oz	or	7 grams
Native equivalent for potatoes fresh or dehydrated potatoes 2 ozs or 57 grams	8		ozs	or	226 grams
Native equivalent for onions fresh or unattractive varieties of tinned vegetables 1-2/3 ozs or 47 grams	2		ozs	or	57 grams

This scale indicates the maximum quantities of rations which may be issued. The calorific value approximates 1685 calories. Only such items and quantities will be issued as are necessary to supplement items available from Japanese stocks or local fresh equivalents to achieve a similarly balanced ration of a total calorific value of approximately 1685 calories.

Appendix 'B' to
Adv LHQ Adm Instr No 77 of
16 Oct 45.

1.	Total Japanese in area less TIMOR and LESSER SUNDAS. NB. Table 'B' shows 102,000 however this is apparently less Formosans, Indonesians etc	127,000
2.	Number of personnel who can be supported by the area (Allowing 50% only for figures for CELEBES and CERAM and none for HALMAHERAS on account of reconcentration)	33,000
3.	Balance to be maintained	94,000
4.	Rice available in Area	4,33 tons
5.	At 400 grammes per man per day (400 grammes = 1.356 calories)	119 days

6. Of this over half is centralised in SOUTH CELEBES.

TABLE 'B'

Appendix 'B' to
Adv LHQ Adm Instr No 77
of 10 Oct 45

SUPPLEMENT LIST NUMBER 18th

LIST OF LI IT OF ARMY SELF SUFFICIENCE

BASED ON THE FIGURES OF THE E D OF AUGUST.

DISTRICT	NUMBER OF SUPPLIED MEN	ESTIMATED NUMBER OF MEN ABLE TO LIVE ON LOCAL FARM-ING	PLUS OR MINUS.
SOUTH CELEBES	15.000	35.000	20.000
NORTH CELEBES SANGIHE TALAED	7.500	6.500	2.000
HALMAHERA	35,000	10,000	25,000
SENSOLE MERILE TAKEBEI	1,300		1,300
CERAM AMBON	10,000	6,000	4,000
AROE KAI TANIMBAR	11,000	3,000	2,000
DETA KAIMANA	1,100	1,000	100
MERAOE	2,000	1,500	500
SELEN WAIGEO	8,500	2,000	6,500
MANAKEWALI	7,500	3,000	4,500
SALMI	3,000		
MOENHOL VIAK			

TABLE 'A'

Appendix 'B' to Adv LHQ Adm Instr No 77 of 10 Oct 45

REPORT ON THE STOCK OF FOOD SUPPLIES HELD IN EACH ARMY AREA - 2 nd JAPANESE ARMY, 15 Sep 45.

Item	Unit	South Celebes	Menado	Halmahera	Ceram	Ambon	Aroe Kai Tanimbar	Kaimana	Solon	Belau	Moemi	Manokwari	Sumba	Sumbawa	Flores	Timor	Total
Polished Rice	Ton	2676	509	350	226	70	215	27	142	153		9	107	620	1073	215	6392
Cereals	"	9	1							38		6		10	385	1990	2439
Dry Biscuit	"	14	190		98	12	63		46	1	1	20	8	32	72	216	773
Canned Food	"	28	124		21	4			6	6		6	23	77	74	100	469
Japanese Sauce	"	7	33										9	64	13		126
Miso	"	37	21										25	66	18		167
Salt	"	751	7						30	6	1	2				2	799
Sugar	"	217	10		4	1	2			21		4					259
Japanese Sauce Powder	"	9			7	1	5		4	1		1	1		1	20	50
Miso Powder	"	10	7		24	5	10		3	3		1	4	7	3	46	123
Dried Vegetable	"	12	65						4	2				2		14	99
Tea	"	3											1				4
Sweets	"	3	8														11
Spirits	"	2										1					3
Cigarettes	10,000 p.c.s.	84	786									50		26			946
Food for Patients	Ton																
Unhulled Rice	"	258										15					273

REMARKS The above figures for polished rice held in Halmahera area is presumptive and it is also assumed that there are some stock of other goods but as the figures are unknown they are now being investigated.

79

DISTRIBUTION:

	Copy No.
MANADO FORCE	1 - 6
LHQ	7 - 14
TIMOR FORCE	15
MAKASSAR FORCE	16
AMBON FORCE	17
1 Aust Base Sub Area	18 - 19
11 MC Gp	20 - 21
NOIC MOLUCCAS	22 - 28
11 Gp RAAF	29 - 30
NICA MOROTAI	31

ADV LHQ.

MA to C in C	32
PA to C of S	33
Col GS	34
Ops	35
Air	36
Int	37
SD	38
Arty	39
Engrs	40
Sigs	41
RNIA LO	42 - 43
DA & QMG	44
A	45
Med	46
Col Q	47
Q Maint	48
Q Mov	49
ST	50
Ord	51
AEME	52
Canteens	53
Postal	54
Print	55
Sal	56
File	57
War Diary	58 - 59

RESTRICTED

Appendix 'A' to ADV LHQ Adm Instr 76

dated 28 Sep 45

INITIAL MAINTENANCE TO BE MOVED WITH MANADO FORCE

Group	ST Tons M		Ord Tons M Stores and Amn	Canteens Tons M	NICA Relief Stores Tons M	Total Tons M
	Sups	POL				
1	41	17	5	14	30	107
2	41	17	5	14	143	220

RESTRICTED

Appendix 'B' to ADV IHQ Adm Instr 76

of 28 Sep 45

LEVELS OF SUPPLY - MANADO

Engrs Stores	Supplies		POL	Ord Stores	Amn	Canteens
	European incl Expense Stores	Native				
NIL	30/60 days for 100	30/60 days for 200	5,000 gals Avgas 150 gals Avoil	60/90 days for 300	10 days Contact	30/60 days for 300

RESTRICTED Appendix 'C'
To Adv LHQ Adm Instr 76
of 24 Sep 45

RATION SCALE
FOR
ROYAL NETHERLANDS INDIES FORCES - EUROPEANS

Commodity		Issue per Person per Day			Equivalent Issue			
Beverages	Coffee		2/5	oz	Tea		1/4	oz
	Tea		1/5	oz	Cocoa		4/5	oz
Cereals	Bread	8		oz	Biscuits	5	1/3	ozs
					or (Bread	6	6/7	ozs
					(and Biscuits		2/7	oz
					or Flour	6		ozs
					or for Bread-making			
					Dribarm		12/125	oz
					Dripping		6/250	oz
					Flour	6	2/5	ozs
					Nymalt		2/100	oz
					Salt Coarse		16/125	oz
					Sugar		16/125	oz
	Flour	2		ozs	Rice	2		ozs
					or Oatmeal	2		ozs
					or Wheatmeal	2		ozs
					or Whole Wheat	2		ozs
	Rice	8		ozs	Flour	8		ozs
					or Oatmeal	8		ozs
					or Wheatmeal	8		ozs
					or Whole Wheat	8		ozs
Condiments	Chillies		1/25	oz				
	Curry Powder		1/56	oz	Mixed Herbs		1/224	oz
	Mustard		1/100	oz	Vinegar		1/5	fl oz
	Pepper		1/100	oz	Vinegar		1/5	fl oz
	Salt		1/2	oz				
Fats	Butter Fresh	1	3/4	ozs	Butter Tinned	1	3/4	ozs
					or Tropical Spread	1	3/4	ozs
					or Margarine	1	3/4	ozs
Fruit	Dried	1		oz	Fruit Tinned	4		ozs
					Fruit Fresh	5	1/3	ozs
Meat	Bacon Cured	1		oz	Bacon Tinned		2/3	oz
	Beef Fresh	8		ozs	Beef Boned	6		ozs
					or M & V Ration	9		ozs
					or Fish Tinned	6		ozs
					or Sausages Tinned	6		ozs
					or Meat Preserved	6		ozs
	Cheese		6/7	oz	Egg Powder		1/4	oz
	Fish Tinned	1	5/7	ozs(a)	Fish Fresh	3	3/7	ozs
					or Meat Preserved	1	5/7	ozs
	Mutton	4		ozs	M & V Ration	4	1/2	ozs
					or Fish Tinned	3		ozs
					or Sausages Tinned	3		ozs
					or Meat Preserved	3		ozs
Milk	Cond Unswtnd	2	1/2	ozs	Milk Fresh	10		fl ozs
					or Milk Cond Sweet	2	1/2	ozs
					or(Milk Cond Unswtnd	1	1/2	ozs
					(and Milk Dried F C	1		oz
Risings	Baking Powder		1/28	oz				
Sugars	Jam	1		oz	Golden Syrup	1		oz
					or Honey	1		oz
	Sugar	3		ozs				
Vegetables	Dried Blue Peas	1		oz	Legume Flour	1		oz
					or Blue Peas Tinned	3		ozs
	Fresh Assorted	16		ozs	Vegetables Dehydrated	4		ozs
					or Fruit Fresh	8		ozs
					or Fruit Tinned	6		ozs
					or Vegetables Tinned	13	1/3	ozs
					or Fruit Juice	12		ozs
					or Baked Beans	8		ozs
					or Egg Powder		8/21	oz
	Onions	2		ozs	Onions Dehydrated		1/3	oz
	Potatoes	12		ozs	Potatoes Dehydrated	3		ozs
					or (Potatoes Fresh	8		
					(and Rice		2/3	oz
					(and Tomato Puree		1/4	oz
					or Potatoes Tinned	6		ozs
					or (Rice	2		ozs
					(and Tomato Puree		1/4	oz
					or (Potatoes Dehydrated	2		ozs
					(and Rice		2/3	ozs
					(and Tomato Puree		1/4	oz
					or (Potatoes Dehydrated	2		ozs
					(and Macaroni	2		ozs
					(and Tomato Puree		1/4	oz
					or (Potatoes Dehydrated	2		ozs
					(and Spaghetti	2		ozs
					(and Tomato Puree		1/4	oz
					or Flour	3		ozs

(a) When supplied by Marine Supply Platoon (AMF) only

RATION SCALE
for
ROYAL NETHERLANDS INDIES FORCES - NATIVES

Commodity		Issue per Person per day			Equivalent Issue		
Beverages	Coffee		2/5	oz	Tea	1/4	oz
	Tea		1/5	oz	Cocoa	4/5	oz
Cereals	Bread	4		ozs	Biscuits	2	2/3 ozs
					or (Bread	3	3/7 ozs
					(and Biscuits		1/7 oz
					or Flour	3	ozs
					or for Bread-making		
					Dribarm		6/125 oz
					Dripping		3/250 oz
	Flour		1/2	oz	Flour	3	1/5 oz
					Nymalt		1/100 oz
					Salt Coarse		8/125 oz
					Sugar		8/125 oz
	Rice	14		ozs	Rice		1/2 oz
					or Oatmeal		1/2 oz
					or Wheatmeal		1/2 oz
					or Whole Wheat		1/2 oz
					Flour	14	ozs
					or Oatmeal	14	ozs
					or Wheatmeal	14	ozs
					or Whole Wheat	14	ozs
Condiments	Chillies		2/25	oz			
	Curry Powder		1/28	oz	Mixed Herbs	1/112	oz
	Mustard		1/100	oz	Vinegar	1/5	fl oz
	Pepper		1/100	oz	Vinegar	1/5	fl oz
	Salt		1/2	oz			
Fats	Butter		3/4	oz	Butter Tinned	3/4	oz
					or Tropical Spread	3/4	oz
					or Margarine	3/4	oz
Meat	Beef Fresh	3		ozs	Beef Boned	2	1/4 ozs
					or M & V Ration	3	3/8 ozs
					or Fish Tinned	2	1/4 ozs
					or Sausages Tinned	2	1/4 ozs
					or Meat Preserved	2	1/4 ozs
	Eggs Fresh		1/2	egg	Egg Powder		1/6 oz
(a)	Fish Fresh	4		ozs	Fish Tinned	2	ozs
	Mutton Fresh	3		ozs	M & V Ration	3	3/8 ozs
					or Fish Tinned	2	1/4 ozs
					or Sausages Tinned	2	1/4 ozs
					or Meat Preserved	2	1/4 ozs
Milk	Cond Inswtnd	2		ozs	Milk Fresh	8	fl ozs
					or Milk Cond Sweet	2	ozs
					or (Milk Cond Unswtnd	1	1/5 ozs
					(and Milk Dried F C		4/5 oz
Nuts	Peanuts		1/2	oz			
Oils	Cocoanut		1/2	fl oz			
	Peanut (Cheffol)		1/2	fl oz			
Risings	Baking Powder		1/28	oz			
Sugars	Jam	2		ozs	Golden Syrup	2	ozs
					or Honey	2	ozs
	Sugar	3		ozs			
Vegetables	Dried Blue Peas	1		oz	Legume Flour	1	oz
					or Blue Peas Tinned	3	ozs
	Fresh Assorted	12		ozs	Vegetables Dehydrated	3	ozs
					or Fruit Fresh	6	ozs
					or Fruit Tinned	4	1/2 ozs
					or Vegetables Tinned	10	ozs
					or Fruit Juice	9	ozs
					or Baked Beans	6	ozs
					or Egg Powder		2/7 oz
	Onions	2		ozs	Onions Dehydrated		1/3 oz
	Potatoes	2		ozs	Potatoes Dehydrated		1/2 oz
					or (Potatoes Fresh	1	1/3 ozs
					(and Rice		1/9 oz
					(and Tomato Puree		1/24 oz
					or Potatoes Tinned	1	oz
					or (Rice		1/3 oz
					(and Tomato Puree		1/24 oz
					or (Potatoes Dehydrated		1/3 oz
					(and Rice		1/9 oz
					(and Tomato Puree		1/24 oz
					or (Potatoes Dehydrated		1/3 oz
					(and Macaroni		1/3 oz
					(and Tomato Puree		1/24 oz
					or (Potatoes Dehydrated		1/3 oz
					(and Spaghetti		1/3 oz
					(and Tomato Puree		1/24 oz
					or Flour		1/2 oz

(a) When supplied by Marine Supply Platoon (AMF) only

APPENDIX D

to Adv LHQ Adn Instr No 76
of SEP 28 1945

CIVIL AFFAIRS

1. GENERAL

The Civil Affairs phases of these operations include :

(a) The furnishing of minimum quantities of food, fuel, clothing, emergency shelter and medical, sanitary and other essential supplies necessary to preserve lines of communication and maintain the health and working capacity of the population and to preserve public order.

(b) The early re-establishment of the Netherlands Indies Government within the occupied area.

(c) The investigation of the possibility of restoring production, storage and loading facilities in the objective area.

2. NETHERLAND INDIES CIVIL ADMINISTRATION UNITS (NICAs)

(a) GENERAL

The Netherlands Indies Government has organised Civil Administration units (NICAs) as units of the Netherlands Indies Army and has made them available to assist Allied Army and Base Commanders in the discharge of their responsibility for Civil Administration and Relief in occupied areas. The NICA units have the authority of the Netherlands Indies Government for administering, disciplining and employing the population in the area of operation in the manner best contributing to the success of the common effort against the enemy. They are not combat forces but are provided to relieve combat forces of the burden of civil administration.

(b) FUNCTIONS

The basic functions of the NICA unit are :

(i) The civil administration and control of all non-military individuals, whether native or otherwise, in re-occupied areas of the Netherlands Indies.

(ii) The procurement, control and administration of civilian labourers.

(c) PERSONNEL

(i) The Commanding Officer of the NICA Detachment (CONICA) will be in command of the NICA Detachment and will be responsible for the control and civil administration of all non-military individuals in re-occupied areas in accordance with established policies and will also provide overseers for labourers.

(ii) Composition of the NICA unit will be as determined by NEI authorities for each projected operation.

3. ADMINISTRATION OF NON-MILITARY INDIVIDUALS

(a) CONICA will recommend to the Commander of the force those individuals to be evacuated from the area of operations and will be responsible for those retained therein. The Commander will be responsible for the evacuation of those individuals whose evacuation he has ordered or approved, and for the application of such restrictions to non-military individuals as he deems necessary.

3.(a)(Cont) The Commander will inform NICA of those individuals evacuated and upon whom restrictions have been placed.

(b) CONICA will -

(i) Prevent the civil population from interfering with the military effort.

(ii) Recruit labour for all purposes.

(iii) Assist in establishing public safety measures.

(iv) Stimulate local food production and fishing.

(v) Institute measures for health and sanitation, including restoration of civilian hospitals.

(vi) Re-establish the Netherlands Civil Administration in accordance with Netherlands East Indies law.

4. LABOUR - NEI

(a) CONICA is responsible for recruiting, clothing, equipping, housing, feeding, paying, working, hospitalising and disciplining labourers.

(b) CONICA will designate an officer in charge of labourers who will :

(i) Be responsible for the efficient employment of labourers.

(ii) Allocate labourers to specific tasks in accordance with priorities established by the Commander.

(c) The Commander will designate one officer who will indicate to CONICA the priority of the tasks to be performed by labour and all requisitions for use of labour will pass through this officer.

(d) Transportation will be provided, as available, for carrying labourers from and to their compounds.

(e) Labourers will not be attached to military units.

(f) Labourers should preferably be employed in construction work, as couriers, clearing ground, in grass cutting, in malaria control, in general work in dumps and in unloading ships. They will not be employed in domestic duties or in tasks other than those mentioned above except in emergencies.

5. RELATIONSHIP WITH INTELLIGENCE SERVICES

(a) AIB and CIC personnel are not part of NICA, have no jurisdiction over the administration or control of the civilian population in occupied area and will, in no case, be placed in a position of authority over CONICA or members of the NICA unit.

(b) If AIB or CIC personnel require civilians for carrying out their duties, appropriate request will be submitted to the officer designated in accordance with paragraph 5 (c).

6. RELATIONSHIP OF TROOPS WITH CIVIL POPULATION

(a) The population of the Netherlands Indies will be of great assistance to the command, once their confidence has been gained. Every effort will be made to maintain friendly relations with the population.

6. (b) The following policies will be observed .

(i) Troops will not molest civil population

(ii) Troops will not enter dwellings without permission of the inhabitants, except in the performance of duties.

(iii) Troops will not obtain articles, including foodstuffs, without the consent of the owners; items will be paid for at rates established by NICA.

(c) Offenders will be apprehended and tried by the authorities set out hereunder :

(i) Member of NEI armed forces serving with NEI units shall be dealt with exclusively by NEI Courts.

(ii) Members of AMF and other Allied Forces and non NEI persons accompanying those Forces shall be dealt with exclusively by the Service Courts of the Force concerned.

(iii) NEI subjects serving with an Allied Force so as to be subject to the law of the Force, may be dealt with by the Service Courts of that Force.

(iv) NEI authorities will make arrangements for the speedy trial in the vicinity by NEI Courts of NEI civilians who are alleged to have committed offences against persons, property or security of the Allied Forces, without prejudice to the power of C in C AMF, if military necessity in his judgment so requires to bring to trial before a military court of any such civilian.

(v) NEI civilians subject to the exclusive jurisdiction of NEI Courts may, in the absence of NEI authorities, be arrested by Allied military police and detained by them until handed over to NEI authorities.

(vi) Persons subject to the exclusive jurisdiction of Allied Service Courts may be arrested by NEI police for offences against NEI law and detained until they can be handed over to appropriate Allied Service authority.

(vii) Mutual assistance to be given in making investigations, collecting evidence and securing attendance of witnesses in cases liable under respective jurisdictions.

(d) Taxation

(i) Members of Allied Forces and persons accompanying these Forces, their property and the property of their Govts, are exempt from taxation, including customs.

(ii) The Force Comd is to ensure that such property is not sold to the public except in agreement with Lieutenant Governor. NEI.

7. PAYMENT FOR SERVICES AND SUPPLIES

By arrangement between Australian and Dutch Governments, payment for all services and supplies for operations within NEI territory will be a charge against the Dutch Government.

APPENDIX E
to Adv LHQ Adm Instr No 76
of SEP 28 1945

DAILY RATION SCALE OF JAPANESE ARMED FORCES

Tea	2/7 ozs
Biscuits white	7 ozs
Flour white	1/2 oz
Rice Unpolished	3 ozs
Salt	3/7 ozs
Edible animal fat	1/2 oz
Dried fruit	1/2 oz
Tinned fish	3-3/7 ozs
M & V	1-5/7 ozs
Condensed milk	1/2 oz
Sugar	1/4 oz
Native equivalent for potatoes fresh or Dehydrated potatoes 2 ozs	8 ozs
Native equivalent for onions fresh or unattractive varieties of tinned vegetables 1-2/3 ozs	2 ozs

This scale indicates the maximum quantities of rations which may be issued. The calorific value approximates 1685 calories. Only such items and quantities will be issued as are necessary to supplement items available from Japanese stocks or local fresh equivalents to achieve a similarly balanced ration of a total calorific value of approximately 1685 calories.

APPENDIX F

to Adv LHQ Adm Instr No 76
of

SEP 28 1945

PROVISIONAL SCALE OF ISSUE OF AASC EXPENSE STORES TO SURRENDERED JAPANESE FORCES

Per 100 Japs per 7 days

Soap, Common	12 lbs
Soda Ash	6 lbs
Water Sterilizing Powder	1½ lbs
Chloride of Lime	½ lb
Mosquito spray	2 gals
Phenol	1 gal

Note : This scale indicates the maximum quantities which may be issued. Only such items, and quantities as are considered absolutely necessary will be issued.

APPENDIX G
to Adv LHQ Adm Instr No 76
of SEP 28 1945

Adv LHQ Administration Instruction No 51

Subject : Accounting for Enemy Property and Requisitioning of Civilian Property in OBOE Operations

Enemy Property

1. Property of the Japanese Armed Forces or of the Japanese Government or any Japanese public authority recovered in areas occupied by the AMF will be treated as booty. It becomes the property of the Commonwealth, and not of the individual member of the unit taking it into possession.

2. Where a reasonable doubt exists as to whether Japanese property is public or private property, it will be treated as public property (i.e. as booty) until the contrary is proved.

3. Captured enemy equipment will be disposed of as directed by GROs G 473/43 and G 238/44. All other booty will be dealt with as prescribed in the following paras.

4. Japanese machinery and equipment erected in sites on any oilfield will not be dismantled except under the orders of a Div or Bde Comd, who will only give permission for it to be dismantled for urgent operational reasons.

5. (a) All other Japanese materials and supplies which fall within the category of booty will be collected and where practicable, delivered as soon as possible to nearest Eng, S&T, Ord or Salvage depot or dump, as may be appropriate, by the unit occupying the area in which the materials and supplies are. In the event of large quantities of supplies or stores being captured it may be more practicable to place a guard and the appropriate Service personnel at this site, than to attempt to move the booty to a Service dump. An inventory of it will be made at the depot or dump and the materials and supplies taken on charge.

(b) Where there is no appropriate Service dump or depot, the unit recovering the materials and supplies will collect them into one salvage dump and make an inventory by appropriate classifications - e.g., engineer stores, ordnance stores, miscellaneous.

(c) As soon as completed, the unit making the inventory will forward a copy through normal channels to the appropriate Base Sub Area.

6. (a) After being taken on charge, the materials and supplies may be issued for Army purposes in the normal manner.

(b) If any of the materials and supplies are required by BBCAU, or NICA, the Div Comd or any service representative authorised by him may approve of the issue of all or part of the requirements of BBCAU or NICA, as the case may be.

Private Property

7. Subject to paras 9,10 and 11 of this Instruction, private property of civilians will not be taken or requisitioned except through BBCAU or NICA, as the case may be.

8. (a) Notwithstanding para 7, in the case of urgent operational necessity, a Div or Bde Comd may authorise the requisitioning of private property.
(b) An inventory of the property so requisitioned will be made, recording the nature, description, quantity and condition of the property, and the name of the owner, where known, or where the name is not known, the location of the property at the time of requisitioning.
(c) A copy of the inventory will be forwarded forthwith to BBCAU or NICA, as the case may be.

9. In all other cases, requisitions for private property will be submitted to BBCAU or NICA, as the case may be, which will take the necessary action to complete the requisition and make the property available to the unit for which it is requisitioned.

10. Where it is necessary to remove private property which has been damaged during the course of operations, the property will be treated as salvage and will be collected in a salvage dump. It may be issued from the salvage dump as required by any of the Services or by BBCAU or NICA as the case may be.

11. Where practicable and the property can be readily identified, an inventory will be made giving the description, quantity and condition of the property, the name of the owner, if known, and the location in which the property was. A copy of the inventory will be forwarded to BBCAU or NICA, as the case may be.

(sgd) V C Secombe Brigadier
Deputy Adjutant and Quartermaster General.

DWA/FGB AUSTRALIAN MILITARY FORCES RESTRICTED.

Copy No .....

Advanced Headquarters

24 Sep 45.

ADV LHQ ADMINISTRATIVE INSTRUCTION No 76.

OCCUPATION OF MANADO AREA.

(Issued in conjunction with Adv LHQ Op Instruction No 10 of 26 Sep 45).

INFORMATION:

1. The following force will occupy the MANADO area and will move in two groups :-

(a) Group One from MOROTAI to depart 1 Oct 45 :-

	Strength
AMF HQ	44
RNIA HQ & NICA Det	50
AMF Security Det	29
	123

(b) Group Two from TARAKAN to depart 10 Oct 45:-

7 NEI Coy	152

2. The force is to be known as MANADO Force.

GENERAL MAINTENANCE PLAN:

3. Initial Maintenance-

(a) 60 days initial maintenance of all types, less engineer stores, for the whole force will be provided from MOROTAI together with Civil Relief stores.

(b) The loading and movement of this maintenance will be arranged by Adv LHQ.

(c) Particulars are as shown in Appendix 'A' attached.

(d) These stores will be packed as far as possible in NOT more than 2 man loads as the stores will have to be unloaded by hand at MANADO.

4. Normal Maintenance-

(a) Normal maintenance will be on demand from Comd MANADO Force and will be supplied from MOROTAI.

(b) It is li' ly that the AMF component will withdraw apppoximately 30 days after arrival in the area. Normal maintenance will therefore not be necessary for this component.

(c) As it is expected that the NEI Forces will be maintained largely on local produce, Adv LHQ will only supply those items which cannot be obtained locally. Re-supply to be once per month.

5. Levels of supply will be maintained as shown in Appendix 'B' attached.

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SHIPPING:

6. (a) Shipping for movement of troops and of a proportion of initial maintenance is provided by RAN and Dutch vessels vide Adv LHQ Op Instr 10 para 9.

(b) Embarkation will be under arrangements of Movement Control at MOROTAI and TARAKAN.

(c) Adv LHQ will arrange shipping for balance of initial maintenance and for subsequent maintenance.

ENGINEER WORKS:

7. (a) An airfield will be rehabilitated to take C 47 aircraft.

(b) Rehabilitation of wharfage will be limited to that required for the force.

(c) Coverage will be provided from resources in the area to accommodate all stores and supplies.

(d) Engineer projects such as roads, water supply lighting installations etc will only be developed to a standard necessary to meet the requirements of the force.

(e) Japanese maintenance units and labour may be used for construction to the fullest extent.

(f) Exisitng stores and construction will be used as far as possible.

(g) The Force Commander will advise Adv LHQ as early as possible his requirements of Engineer stores to be moved in resupply shipping.

8. (a) Civil construction works which are not required for Army purposes will not be undertaken without the prior authority of Adv LHQ.

(b) In the event of local authorities requiring works of a rehabilitation nature an application stating all facts and aspects will be forwarded to Adv LHQ for consideration.

REFRIGERATION:

9. (a) 4 x 5.2 cu ft refrigerators will be provided by Adv LHQ. This will be moved by MANADO Force as part of unit stores.

(b) The Force Commander will advise Adv LHQ as soon as possible of any refrigeration in the area.

STORES AND SUPPLIES:

10. Engineer Stores-

No engineer stores will be taken with the force as adequate coverage etc is available at MANADO.

11. S & T Rations and Expense Stores-

(a) 60 days rations and expense stores for total strength of 100 AMF and European and 175 natives will accompany the force.

3/.

11. Contd.

(b) Four days landing rations consisting of ABL 6 rations will be drawn from 6 BSD by the component of the force mounted from MOROTAI and loaded with unit stores.

(c) Voyage rations will be as ordered by Movement Control.

(d) Attached as Appendix 'C' are ration scales for both European and native members of RNIA forces.

(e) Local supplies required for the force will be purchased through NICA and will be substituted for the corresponding items on the authorised ration scale. Vouchers covering supplies purchased locally will be forwarded to Chief Paymaster's Office AIF SWPA with copies to DDST Adv LHQ.

12. S & T POL-

The following POL will accompany the force -

AVGAS and AVOIL	-	5000 galss AVGAS and 3% AVOIL
Lighting Kerosene	-	3 x 44 gal drums.

13. Ordnance-

(a) Stores - 90 days requirements for the force will be taken from MOROTAI.

(b) Amn - 10 days at contact rate will move with the force.

(c) Replenishment of ordnance stores and ammunition will be on demand.

14. Canteens-

60 days Canteen goods including beer and spirits will move with the force from MOROTAI. Canteens stores will be available to members of AMF and RNIA only. It will be the responsibility of the Force Comd to ensure the security of these stores.

15. Printing and Stationery-

The force will draw 60 days supplies of printing and stationery from 11 L of C Stationery Depot. These stores will be shipped as part of unit stores.

RECOVERED ALLIED PRISONERS OF WAR AND INTERNEES:

16. (a) It is not anticipated that any further Allied Prisoners of War and Internees will be recovered in the area.

(b) Det 1 PW Contact and Inquiry Unit will accompany the Force and will make such investigations as are considered necessary by the Force Commander.

INVESTIGATION OF WAR CRIMES:

17. The Det 1 PW Contact and Inquiry Unit referred to in Para 16 (b) above will assist as required in the investigation of War Crimes and the apprehension of War Criminals.

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LABOUR:

18. (a) Control of labour both military and civil will be exercised by Force Commander and will be allott ed in accordance with priorities determined by him.

(b) Japanese Armed Forces may be used for labour as necessary and appropriate in the maintenance, restoration and operation of such of the civilian services as may be deemed essential to establish or preserve a minimum level of subsistence, prevent disease and epidemics, facilitate the maintenance of law and order, or serve the interests of the occupying forces.

CIVIL AFFAIRS:

19. (a) The Force Commander is responsible for civil administration and for the maintenance of law and order.

(b) A NICA det will accompany the Force to assist the Comd in the performance of this task.

(c) The extent of the responsibilities of the Force Commander, the relationship and responsibilities of NICA to the Force Commander and the duties of the troops to the civil population are set out in Appendix 'D' to this instruction.

CIVIL RELIEF:

20. (a) 2[illegible]0 tons (M) of Civil Relief stores will accompany the force from MOROTAI. These will be provided by NICA.

(b) Subsequent supplies will be shipped under arrangements Adv LHQ as required by the Force Commander.

(c) All civil relief supplies so arranged will be stored and distributed by the NICA unit in the area under the direction of the Force Commander.

MAINTENANCE OF THE JAPANESE ARMED FORCES:

21. (a) Whilst in occupation it will be the responsibility of the Force Commander to ensure the maintenance of the Japanese Armed Forces in the area under the control of the Force.

(b) Attached as Appendices 'E' and 'F' are provisional scales for rations and AASC expense stores for disarmed Japanese in areas occupied by AMF. These are the maximum scales to be issued subject to the availability of the commodities, or equivalents at the discretion of the Force Comd subject to the adequate maintenance of the civilian population in the area in accordance with Order No 3 issued to the Commander 2 Japanese Army.

(c) The Japanese Commander will be ordered to advise the quantities of rations by types in the area. Issues in accordance with the ration scale will be made from these stocks under supervision of the Force Commander.

21. Contd.

(d) The Force Commander will instruct the Japanese Commander to maintain a level of supply of not less than 30 days and not more than 60 days for the Japanese Forces under his command. Where necessary Japanese equivalents will be used.

(e) Commodities from AMF resources will only be shipped to maintain these levels where the Japanese are unable to do so.

(f) The quantity of each commodity of Japanese stocks will be advised to Adv LHQ as early as possible.

(g) Account will be kept of all AMF stocks and supplies issued to the Japanese Forces so that appropriate charges may be made to the Japanese Government.

COLLECTION AND DISPOSAL OF CAPTURED ENEMY EQUIPMENT:

22. (a) Small arms and ammunition required by the NICA detachment for arming police forces will be set aside and reported to Adv LHQ. These arms and ammunition will not be handed over to NICA until advised by Adv LHQ.

(b) The remainder of the arms less swords, ammunition together with such equipment and stores not considered to be of sufficient commercial value to be evacuated will be prepared for dumping in the sea, but will NOT be disposed of pending further instructions from Adv LHQ.

(c) Japanese equipment other than arms and ammunition plus stores which may have value for subsequent commercial use and also swords will be stored and particulars forwarded to Adv LHQ, who will advise the manner in which they are to be disposed.

(d) Attention is drawn to Adv LHQ Adm Instr No 51 of 9 Jul 45, copy of which is attached as Appendix 'G'.

ACK:

SIGNED AT 28.12.30. I Hrs

[signature] Brigadier
Deputy Adjutant and Quartermaster - General

DISTRIBUTION:

(See over)

DWA/FBN

AUSTRALIAN MILITARY FORCES

ADV LHQ

AQ/301.2/Q2

26 Sep 45

ADV LHQ ADMINISTRATIVE INSTRUCTION NO.75

DEPOSIT OF KITS IN AUST KIT STORE - MOROTAI

1. Det 10 Sec Aust Kit Store, situated in the Shopping Area, MOROTAI, is established in order to perform the following functions:

(a) To receive, and despatch personal effects of deceased, missing, PW and medically evacuated personnel to A Sub HQ Aust Kit Store, IPSWICH.

(b) To despatch kit of personnel who are returning to AUSTRALIA by air and consequently cannot carry their belongings with them, or such kit which has become surplus, of personnel remaining in this area, or moving to another area, other than AUSTRALIA.

2. In connection with sub para 1 (a) above, the attention of units is directed to GRO 299/44, amended by GRO of 26 Jan 45.

3. In the case of sub para 1 (b) above, the deposit will be effected by forwarding 2 copies of AAF KS4 with the kit, to det 10 Sec Aust Kit Store. The KS4 will bear the following certificate signed by the CO of the Unit:

"I certify that this kit does not contain any explosives or inflammable material, articles of military equipment or censorable matter."

4 Loot, enemy equipment and mechanical appliances acquired in this area are not permitted to be deposited in Aust Kit Store and as such are classed as "censorable matter".

5. Normally all kit is crated by Aust Kit Store before movement, but it must be delivered to Store in a strong and secure container. It will expedite the forwarding of articles if kits are crated by units before delivery to Kit Store.

6. The attention of units is drawn to GRO 211/45 which deals with the Organisation, Functions and Procedure of Aust Kit Stores.

Brigadier
Deputy Adjutant and Quartermaster General

DISTRIBUTION

List D plus Corps units under command

AUSTRALIAN MILITARY FORCES

SECRET

62

Copy No ....

Advanced Headquarters

17 Sep 45.

ADV LHQ ADMINISTRATIVE INSTRUCTION No 73

OCCUPATION OF THE AMBON AREA.

(Issued in conjunction with Adv LHQ Operation Instruction No 9 of 17 Sep 45.)

INFORMATION:

1. 33 Aust Inf Bde Gp will occupy the AMBON area. The operation is being carried out as follows :-

(a) Initial Occupation Force:

Force HQ, an Aust Inf Bn Gp and dets RNIA and NICA; approximate strength 690;

(b) Follow up Force:

33 Aust Inf Bde Gp (less one Bn Gp), RNIA and NICA; approximate strength 2310;

2. The force will be known as AMBFORCE and is under command of Adv LHQ.

3. The operation will be mounted from MOROTAI, the Initial Occupation Force commencing 18 Sep 45. The date of departure of the Follow Up Force will be notified later.

GENERAL MAINTENANCE PLAN:

4. Initial Maintenance.

(a) Initial Occupation Force - 30 days initial maintenance of all types including beer and spirits will move with this force together with Civil Relief stores and rations for Japanese Armed Forces.

(b) Follow Up Force - 60 days initial maintenance of all types including beer and spirits will accompany the Follow Up Force plus an additional 30 days maintenance for the Initial Occupation Force, Civil Relief Stores and rations for Japanese Armed Forces.

(c) Particulars of Initial Maintenance are shown in Appx 'A' attached.

5. Normal Maintenance - will be carried out from MOROTAI and will commence approximately 30 days after the Initial Occupation Force has arrived at the objective area.

6. Levels of supplies and stores - to be maintained will be not less than 30 days and not more than 60 days. For particulars see Appendix 'B' attached.

SHIPPING.

7. (a) Shipping for the initial occupation, for the Follow Up Force, and for initial maintenance of both forces is being provided by RAN vide Adv LHQ Ops Instr 9 paras 4 and 8.

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Contd.

(b) All embarkation and loading of initial Occupation Force will be under arrangements Movements MOROTAI, in accordance with requirements of RAN and 33 Aust Inf Bde.

(c) Adv LHQ will issue separate instruction for embarkation of Follow Up Force.

(d) Adv LHQ will arrange shipping for maintenance of the force.

ENGINEER WORKS.

8. (a) An airfield will be rehabilitated to take C47 aircraft.

(b) One existing wharf will be rehabilitated to take vessels with a draught of 30 feet and one to take vessels with a draught of 10 feet.

(c) Coverage will be provided to accommodate all stores and supplies.

(d) In the first instance Engineer Scale 'A' Accommodation stores will move with all forces. As shipping and labour permit this accommodation will be expanded to Scale 'B'.

(e) Engineer projects such as roads, water supply, lighting installations etc will only be developed to a standard necessary to meet the requirements of the force.

(f) Japanese maintenance units and labour may be used for construction to the fullest extent.

(g) Existing stores and construction will be used as far as possible.

(h) The Force Commander will advise Adv LHQ as early as possible his requirements of Engineer stores to be moved in resupply shipping.

9. (a) Civil construction works which are not required for army pruposes will not be undertaken without the prior authority of Adv LHQ.

(b) In the event of local authorities requiring works of a rehabilitation nature an application stating all facts and aspects will be forwarded to Adv LHQ for consideration.

REFRIGERATION:

10. (a) Unit refrigeration on the scale of 1/3 cu ft per man will be provided by Adv LHQ for the force.

(b) The Force Comd will advise Adv LHQ as soon as possible of any refrigeration in the area.

STORES AND SUPPLIES:

11. S & T Rations and Expense Stores;

(a) Four days landing rations and four days voyage rations will accompany each force.

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11. Contd.

(b)(i) Fresh supplies will be supplied under arrangements of Adv LHQ.

(ii) Maximum use will be made of local produce without depleting requirements of the civil population.

(c) In addition to Initial Maintenance the following rations for the immediate maintenance of the Japanese in the area will be taken :-

(i) Initial Occupation Force:-

Rice 20 tons M

Meat Preserved 5 tons M

(ii) Follow Up Force:-

Rice 100 tons M

Other items 40 tons M

12. S & T POL:

(i) POL to accompany each force will be made up of 5 days in 4 gallon drums and the remainder in 44 gallon drums.

(ii) Initial Occupation Force.

As there are no vehicles in this force the following will be the only POL to be taken :-

Avgas and Avoil 7 refills for C 47 aircraft (4900 gals)

Range fuel 450 gals

OE 50 30 gals

OE 30 12 gals

Lighting Kerosene 30 days for 700

(iii) Follow Up Force:

POL to accompany this force will include sufficient avgas and avoil for 30 refills for C 47 aircraft.
POL will be provided as follows :-

From MOROTAI 30 days for 2300

From DARWIN 30 days for 3000

Avgas 21000 gals
3% Avoil.

(iv) As far as is known no bulk oil installations exist nor is there any intention of erecting any such installations.

(v) The Japanese Comd will be ordered to hand over all stocks of POL, petrol installations equipment and plant used therewith. Under AMF supervision sufficient POL will be issued from these stocks to permit the running of Japanese vehicles

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(v) (contd) as permitted by the Force Comd. Japanese POL for use in Aust and Allied vehicles will be used only after testing of such stocks as to suitability.

(vi) Japanese stocks of POL as proved suitable and up to standard will be used for all purposes in order to economise in Aust stocks.

(vii) Particulars of Japanese oil installations and stocks of POL will be forwarded to Adv LHQ as soon as possible.

13. Ordnance - Ammunition

(a) 10 days at contact rate will move with each force.

(b) Resupply to maintain this level will be on demand.

14. Canteens

Beer and spirits will be included in the Initial Maintenance of Canteens stores. It will be the responsibility of the Force Comd to ensure the security of these stores.

RECOVERED ALLIED PRISONERS OF WAR AND INTERNEES

15. A det from Recovered PW 2/21 Aust Inf Bn is accompanying the force. Personnel of this det will assist the Force Comd as required, with particular reference to the apprehension of war criminals and providing information for the Aust War Graves Service.

LABOUR

16. (a) Control of labour both military and civil will be exercised by Force Comd and will be allotted in accordance with priorities determined by him.

(b) Japanese Armed Forces may be used for labour as necessary and appropriate in the maintenance, restoration and operation of such of the civilian services as may be deemed essential to establish or preserve a minimum level of subsistence, prevent disease and epidemics, facilitate the maintenance of law and order, or serve the interests of the occupying forces.

CIVIL AFFAIRS

17. (a) The Force Comd is responsible for civil administration and for the maintenance of law and order.

(b) A NICA det will accompany the Force to assist the Comd in the performance of this task.

(c) The extent of the responsibilities of the Force Comd, the relationship and responsibilities of NICA to the Force Comd, and the duties of the troops to the civil population are set out in Appendix "C" to this instruction.

CIVIL RELIEF

18. (a) Civil relief supplies will be shipped under arrangements of Adv LHQ and NICA.

(b) All civil relief supplies so arranged will be stored and distributed by the NICA unit in the area under the direction of the Force Comd.

MAINTENANCE OF THE JAPANESE ARMED FORCES

19. (a) Whilst in occupation it will be the responsibility of the Force Comd to ensure the maintenance of the Japanese Armed Forces in the area under the control of the Force

(b) Attached as Appendices 'D' & 'E' are provisional scales for rations and AASC expense stores for disarmed Japanese in areas occupied by AMF. These are the maximum scales to be issued subject to availability of the commodities, or equivalents at the discretion of the Force Comd subject to the adequate maintenance of the civilian population in the area in accor dance with Order No 3 issued to the Comd 2 Japanese Army.

(c) The Japanese Comd will be ordered to advise the quantities of rations by types in the area. Issues in accordance with the ration scale will be made from these stocks under AMF supervision.

(d) The Force Comd will instruct the Japanese Comd to maintain the levels of supply laid down in this instruction. Where necessary Japanese equivalents will be used.

(e) Commodities from AMF resources will only be shipped to maintain these levels where the Japanese are unable to do so. However, the supplies as per para 11 (c) above will be available to the Force Comd to cover any immediate requirements, but issues in excess of these stores will NOT be made from AMF stocks without reference to Adv LHQ.

(f) The quantity of each commodity of Japanese stocks will be advised to Adv LHQ as early as possible.

(g) Account will be kept of all AMF stores and supplies issued to the Japanese Forces so that appropriate charges may be made to the Japanese Government.

COLLECTION AND DISPOSAL OF CAPTURED ENEMY EQUIPMENT:

20. (a) The Comd of the Japanese Armed Forces in the area will be required to collect all Japanese arms and equipment in accordance with Adv LHQ Operation Instruction No 5 Appendix 'F' in the area under control of the force and deliver it to areas designated by the Force Comd where it will be kept under guard.

(b) The Force Comd will forward particulars of all captured enemy equipment to Adv LHQ. Disposal will be advised on receipt of the above information.

(c) All Japanese swords taken over by the force will be held under the custody of the force and particulars forwarded to Adv LHQ who will advise the manner in which they are to be disposed

(d) Attention is drawn to Adv LHQ Adm Instr No 51 of 9 Jul 45, copy of which is attached as Appx 'F'.

ACK

Signed at 09:1430 hrs

W.J. Grant Col for Brigadier
Deputy Adjutant and Quartermaster - General

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(See over)

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Appendix "A" to Adv LHQ
Adm Instr 73 of 17 Sep 45

INITIAL MAINTENANCE TO BE MOVED WITH FORCE - AMBON

Echelon	Force	Strength	ST Tons M			Ord Stores M		Canteens Tons M	Med Tons M	Engrs Tons M	NICA Relief Stors Tons M	Others Tons M	Total Tons M
			Sups	POL	Jap Rations	Stores	Amn						
One	One Bn Gp	700	98	38	25	11	1	32		100	50	10	365
Two	Bde Gp less One Bn Gp	2300	584	286	140	170	44	240	36	500	200	50	2250
	To be loaded out of Darwin	-		510						500			1010

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Appendix 'B' to Adv LHQ
ADM INSTR 73 of 17 Sep 45

Levels of Supply - AMBON

Engr Stores	Supplies European Incl Expense Stores	Japanese Rations	Hospital Supplies	POL	Medical & Dental	Ord Stores	Amn	Canteens	Misc
One CRE Depot plus special project stores	30/60 days for 3,000	30/60 days for 18,000	30/60 days for 300 Hospital Patients	30/60 days all products for 3000 plus 21,000 gals Avgas plus 3% Avoil	30/60 days for 3,000	30/60 days for all units on OOB	10 days Contact	30/60 days for 3,000	30/60 days for 3,000