

AWM4
Australian Imperial Force unit war diaries,
1914-18 War

Claims

Item number: 4/4/2

Title: Claims Officer, 4th Australian Division

November 1916 - July 1917



AWM4-4/4/2

WAR DIARY

Army Form C. 2118.

Instructions regarding War Diaries and Intelligence Summaries are contained in F. S. Regs. Part II, and the Staff Manual respectively. Title pages will be prepared in manuscript.

INTELLIGENCE SUMMARY.

Lt Col. Claims Officer

(Erase heading not required.)

Place	Date	Hour	Summary of Events and Information	Remarks and references to Appendices
	1916.			
VIGNACOURT	Nov. 1		D.C.O. Routine.	
RIBEMONT	8		" "	
POMIER			" "	
REDOUBT	14		" "	
"	30		See Base for Q.1056 Return. French Mission remained in ALBERT.	
RIBEMONT	Dec. 7		D.C.O. Routine.	
VIGNACOURT	18		" "	
"	31		See Base Q.1056 Return.	
	1917.			
RIBEMONT	Jan 4		D.C.O. Routine and to act as D.A.A.G.	
POMIER			" "	
REDOUBT.	9		" " . French Mission remained in ALBERT.	
BAIZIEUX	Feb. 24		D.C.O. Routine.	
	28		See Base for Q.1056 Return to I ANZAC Corps	
BAZENTIN	Mch. 29		Rear Headquarters. Forward Headquarters at BAPAUME	
LE PETIT	31		D.C.O. Routine. See appendix for Q.1056 Return to I ANZAC Corps.	Appendix.
BAPAUME	Apl. 6		D.C.O. Routine.	
BECOURT	18		4th Aus. Div. Headquarters arrived. French Mission in ALBERT.	
BAIZIEUX	20		D.C.O. Routine.	
	30		Q.1056 Return to I ANZAC Corps.	
	May 16		4th Aus. Div. Headquarters moved to BAILLEUL. D.C.O. remained behind for settlement of	See Appendix.
LATOUQUET	18		Arrived at Headquarters of Claims Commission for conference. outstanding Claims.	
BAILLEUL	19		D.C.O. Arrived. 4th Aus. D.H.Q. joined II ANZAC Corps.	
"	31		D.C.O. Routine and Q.1056 Return to I ANZAC Corps.	"
WESTOFF	June 10		" " and French Mission to DE SEUKE. Belgian Mission attached.	
FARM.				
VIEUX				
BERQUIN	19		D.C.O. Routine.	
STEENWERCK	30		D.C.O. " Q.1056 Return to II ANZAC Corps.	"
"	July 2		G.O.C. Major-General HOLMES killed.	

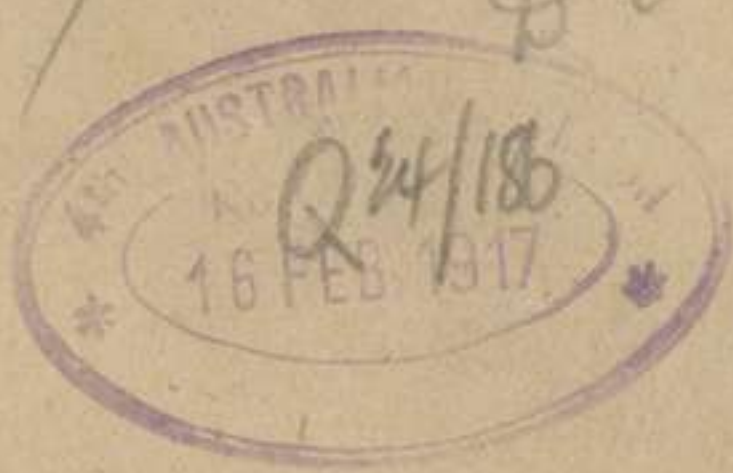
A6945 Wt. W11422/M1160 350,000 12/16 D. D. & L. Forms/C.2118/14.

D.C. O.

For your information
and return please

16
2
17

Subaltern
for Capt
DAG MB



417



Fifth Army Q/1030.

The President, Claims Commission, has represented that the use of a certificate similar to the attached has proved remarkably satisfactory as regards reducing the number of claims submitted by inhabitants.

The certificates will be printed and supplies sent to Corps and Divisions for distribution to Units.

On vacating billets, Officers Commanding Units will have the certificates completed and forwarded to the Town Major of the Area for transmission, in the event of a claim being made, to the Claims Officer concerned.

In the case where there is no Town Major they should be disposed of as follows:-

- (a) When a claim is preferred:- To the Claims Officer concerned.
- (b) When a claim is not made:- To be retained by the U.C. Unit.

26/12/16.

Copies to:-
Corps.
Camp Commandant.
5th Bde., R.F.C.



(sd) R.A.M. BASSET, Capt. For
Major-General.
D.A. & Q.M.G., Fifth Army.

To all Units
4th Aust Div

For your information & action
please.

28/2/17

W. A. Agnew
4th Aust D.C.O.

41

4

I hereby certify that the troops billeted upon me from to.....191 , have not done any damage and I have no claim to make against them.

- (a)
- (b)
- (c)
- (d)

Je déclare que les troupes cantonnées chez moi du au191 , n'ont commis aucun dégât et que je n'ai aucune réclamation à faire contre elles.

- (e)

- (a) Name of owner where troops billeted.
- (b) Name of the village.
- (c) Commune.

- (d) Département.
- (e) Signature of owner where troops billeted.

N.B.—If there is any claim, it must be stated in detail on the back

5th Field Survey Co., R.E. 517

ROUTINE ORDER NO. 293,
by
Brigadier-General C. ROSENTHAL, C.B.,
Comdg. 4th. AUSTRALIAN DIVISION.
-----ooOoo-----

23rd. February, 1917.

DEMOLITION OF
UNINHABITED
HOUSES.

1113. Fifth Army Routine Order No. 488 of 19th. February is republished for information.

488 - Demolition of uninhabited Houses.

As cases have occurred of wood, bricks, etc., being taken from uninhabited houses in ALBERT and elsewhere, attention is again directed to G.R.O. No.1385 which forbids this practice.

Officers Commanding Units are responsible that this Order is read out on parade and made known to all ranks.

DAMAGE TO
CROPS.

1117. Complaints have been received of damage to newly sown fields. The attention of all ranks is directed to G.R.O. No.1377, as follows, which is to be republished in Brigade and Regimental Orders. Severe disciplinary action will be taken against all offenders.

G.R.O. No. 1377 - Damage to Crops.

The attention of all ranks is again directed to the need for care in avoiding damage to newly sown fields and young crops.

Officers and men off duty, whether on foot or on horseback, are forbidden to leave recognised roads and paths to take short cuts across tilled fields. Games are not to be played in grass fields unless permission has been received from, or some arrangement has been made with, the farmer to whom the field belongs.

Troops on duty and undergoing training must take the greatest care to avoid crossing newly sown land and young crops. If for the success of the manoeuvres or training it is essential to do so, arrangements must be made by the officer in command of the troops who do the damage, to report his action to the G.O.C. formation, who will at once take steps to re-compensate the farmer whose property has been damaged. This order does not affect in any way the movement of troops in the face of the enemy.

E. Cunningham

Lieut-Colonel,
A.A. & Q.M.G.
4th. AUSTRALIAN DIVISION.

HBM

Notice.

LOST.

On 15th January from the 13th Aus. Infantry Brigade Headquarters transport lines a G.S. ~~boxed~~ Wagon marked with the blue and white Signal colours and S.15. Every effort is to be made to trace this wagon.

ROUTINE ORDER NO. 308,

Major-General W. HOLMES, C.I.E., D.S.O., V.D.
Comdg. 4th, AUSTRALIAN DIVISION,
-----oo00oo-----

5th. March, 1917.

OBJECTS DROPPED - 1142. 1st. Anzac Routine Order No. 88 is republished
BY ENEMY for information. Any objects dropped should
AEROPLANES. be forwarded to Divisional Headquarters.

88. Objects dropped by enemy Aeroplanes.
An unconfirmed report has been received to the effect that sweets which it is suspected have been poisoned have been dropped within our lines by enemy aviators. Objects thus dropped should be forwarded to G.S. Intelligence for analysis, and orders to this effect will be issued to all units.

LORRIES,
LIGHTS IN.

1143. Fifth Army Routine Order No. 522 is reproduced herewith, and will be read out to all concerned on three successive days.
"A.R.O. 474 dated 14-2-16 is republished for information. This Order is to be read out to all concerned on three successive days:-

"No light whatsoever other than an electric torch is to be allowed in any lorry, whether used for ammunition, supply, blanket or stone duties. If a light is required inside a lorry a hand lamp can be put on the foot of the lorry outside the communicating window, behind the driver's seat, which will throw sufficient light on the interior of the lorry. No brazier, fire or lamp of any sort should be put inside a lorry".

CLAIMS.

1144. The attention of all Units is drawn to G.R.O. 1146 which will be strictly complied with.

G.R.O. 1146 is as follows :-

"In conformity with French practice in the case of troops quitting cantonments, arrangements will, whenever possible, be made for an Officer to remain behind for at least three hours in each Commune to receive and deal with claims for damage, which it was not possible for the inhabitants concerned to submit to the Commanding Officer prior to the departure of the troops".

In the event of any Unit failing to observe the order, it will be charged with any claim made against it in any Billet which it has occupied.

W. Holmes

Lieut-Colonel,
A.A. & Q.M.G.

4th. AUSTRALIAN DIVISION,

AFTER ORDER.

PAY.

1145. Pay will be available for all units at ALBERT on Friday 9th instant, and at BAIZEUX on Saturday 10th instant. Requisitions for cash must reach Field Cashiers Office 122 Rue de Bapaume ALBERT, not later than 12 noon on Wednesday 7th inst.

D. G. O.
H^o Aus. War

No. 25 (Orders 125 - 127).

ROUTINE ORDERS

by

Lt. General Sir W.R. BIRDWOOD, K.C.S.I., K.C.M.G., C.B., C.I.E., D.S.O.
Commanding 1st Anzac Corps.

Headquarters.
20/3/17.

A.

125. COMPLIMENTARY. The Army Corps Commander wishes to compliment No. T/67, Cpl. MACDONALD, No. 1 Company, 1st Australian Divisional Train for the following brave act :-

At BECOURT on the 11th March 1917 a horse attached to a Maltese cart was bolting down the road when Cpl. MACDONALD walked out with great coolness, and seized the horse by the head collar as it dashed past him. Regardless of his own safety he hung on, and after being dragged a considerable distance he eventually pulled up the horse. By his plucky action this N.C.O. undoubtedly prevented a serious accident, as the runaway was brought to a standstill only twenty yards from a block in the traffic.

This is the second occasion that Cpl. MACDONALD has stopped a bolting horse, within the last six months.

126. FARM LANDS. The French have drawn attention to the fact that in some areas special plots of ground are taken by troops for football hockey etc., and that this practice greatly reduces the amount of land which should be laid down for agriculture.

G.R.O. No. 1377 directs that games are not to be played in grass fields unless permission has been received or some arrangement made with farmers to whom the field belongs.

No playing grounds will be taken where parade grounds are available and the attention of Officers Commanding Units is drawn to the necessity of using the latter for the purpose of playing games.

Further, the lack of system in allotting land to units is causing unnecessary expenditure and is diminishing the local production of milk, meat, cereals and vegetables, as well as producing much legitimate dissatisfaction among local farmers.

Land has in some cases been occupied indiscriminately, in the neighbourhood of most villages a field is hired for training purposes, but the troops train and play football in half a dozen other fields and destroy them as pasture.

Headquarters of Formations are responsible for the allotment of land and will see that no land is unnecessarily thrown out of economic use. The land required for military purposes has to be taken, but it is essential that the maximum possible acreage remains under cultivation or in pasture.

(Authority G.H.Q. No. 2364/11, (Q.A.2) of 14th March 1917).

127. MACHINERY. The removal of pieces of machinery, appliances, tools, copper etc., from ALBERT by British Troops is forbidden. All machines and metal that can be found in ALBERT are the property of the French Ministry of Munitions and will be collected under their orders only.

(Authority Fifth Army Q/1226 dated 19th March 1917).

J.G. McCONAGHY, Major.
D. A. A. & C. M. G.
1st ANZAC CORPS.

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HEADQUARTERS,
1st ANZAC.
40/279

Claims Commission. - British Armies in the Field.

G./847

Divisional Claims Officer.
Division.

Claims disallowed by the Divisional Claims Officer.

1. It is strongly recommended that D.C.O's should themselves notify claimants when a claim is disallowed. If this action is taken the Claims Commission can more easily take up the position of a Court of Appeal.
2. D.C.O's are requested whenever possible to furnish the Claims Commission with precise details as to the reasons for their rejections.
Claimants have, under French Law, a right of recourse to the Minister of War, or the Tribunals, as regards any rejected claim, whether well founded or not. The Claims Commission has in such cases to first give its decision, and to discuss the matter with the French Authorities. It is therefore of great importance that the Claims Commission should know the grounds on which any claim has been rejected by the D.C.O. It is thought that if D.C.O's are aware of the subsequent history of the claims they deal with, they will realise the importance of furnishing the Claims Commission with all available data.
3. It should be understood that the Claims Commission are by no means suggesting that the D.C.O's wrongly reject claims. The Claims Commission are aware of the excellent work done by the D.C.O's, and put forward this memorandum with the idea of improving the present system, and rendering their own work somewhat more simple, and at the same time enabling them to more easily support the decision of the Officer who first enquired into the claim.
4. It is suggested that to facilitate reference to previous claims, it would be advantageous if D.C.O's would leave a list of all claims settled with the Town major in those places where such officials are appointed.

Headquarters.
Claims Commission.
A.P.O. S.11.
18th March, 1917.

L. B. FRIEND.
Major-General.
President, Claims Commission.

(2)

A .

Headquarters. First Aust.Div.
Headquarters. Second Aust.Div.
Headquarters. Fourth Aust.Div.
Headquarters. Fifth Aust.Div.

For information.



McMahon

Major,
D.A.A.&.Q.M.G.
1st Anzac Corps.

Headquarters.

RRRNU.
21 /3/17.

ASF.

Handwritten notes at the top left, including "12/14" and "1914".

Handwritten notes at the top right, including "1914" and "12/14".



Handwritten text: "FOR INFORMATION"

Large handwritten signature or name across the top right.

Vertical text on the left side of the page, possibly a list or index.

(8)

Text block on the left side, possibly a header or title.

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Text block in the middle section, possibly a paragraph or list item.

Text block in the middle section, possibly a paragraph or list item.

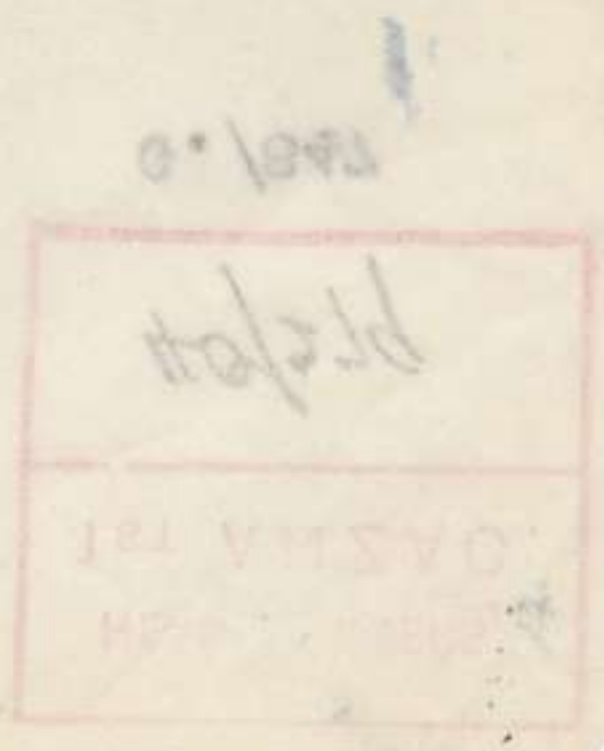
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2nd. Army Q. 1056/4.

Monthly Return showing number of Claims which have been dealt with during the month of MARCH 1917, by Divisional Claims Officer in 4th. Australian Division.

UNDER G.R.O. 763.

Amount Claimed	8272.30.
Amount awarded	10 19.
No. of Claims allowed	20.
No. of Claims disallowed	Nil.

UNDER G.R.O. 634.

No. of Claims investigated	6.
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27.3. 1917.

A. W. Agnew

Major,
D.C.O.,
4th. AUSTRALIAN DIVISION.

APPENDIX

SECRET

4th AUSTRALIAN DIVISION

Distribution of Units

UNIT	Sheet	Map Square 1740.000	Remarks
<u>Divisional Headquarters</u>		BAIZIEUX	
4th Aus. Inf. Bde. H.Q.)			
13th Battalion)			
14th Battalion)			
15th Battalion)		RIBEMONT	
16th Battalion)			
4th Aus. M.G. Coy)			
4th A.L.T.M. Bty.)			
<u>12th Aus. Inf. Bde. H.Q.</u>		LAVIEVILLE	
45th Battalion		BRESLE	
46th Battalion		"	
47th Battalion		LAVIEVILLE	
48th Battalion		MILLECOURT	
12th Aus. M.G. Coy		BRESLE	
12th A.L.T.M. Bty		"	
<u>13th Aus. Inf. Bde. H.Q.</u>			
49th Battalion)		BUIRE	
50th Battalion)			
51st Battalion)			
52nd Battalion)		DERNANCOURT	
13th Aus. M.G. Coy)			
13th A.L.T.M. Bty)		BUIRE DERNANCOURT	
<u>Div. Artillery H.Q.</u>		H. 15.c.4.3.)	
10th A.F.A. Brigade		B. 24.b.9.4.)	
11th A.F.A. Brigade		B. 24.b.9.4.)	Attached
V.4.A. M.T.M. Bty)			2nd Aus.
X.4.A. M.T.M. Bty)			Division
Y.4.A. M.T.M. Bty)		H. 10.c.2.5.)	
Z.4.A. M.T.M. Bty)			
Div. Ammunition Column)			
Ammunition Sub-Park		H. 28.c.	
<u>Div. Engineers H.Q.</u>		H. 16.a.5.3.	
4th Aus. Field Coy.		DERNANCOURT	
12th Aus. Field Coy.		BAIZIEUX	
13th Aus. Field Coy.		DERNANCOURT	
4th Aus. Signal Coy.		BAIZIEUX	
<u>4th Aus. Pioneer Battalion</u>		H. 30.a.	
<u>Divisional Train H.Q.</u>		ALBERT	
14th Coy. A.A.S.C.		H. 21.c.5.3. (BAPAUME)	
7th Coy. A.A.S.C.)			
26th Coy. A.A.S.C.)		E. 5.central	
27th Coy. A.A.S.C.)			
Supply Column		E. 9.b.4.2.	
Railhead		ALBERT	
4th Aus. Field Ambulance		BECORDEL	
12th Aus. Field Ambulance		MILLECOURT	
13th Aus. Field Ambulance	A. Sect. BUIRE, B. Sect. BRESLE, C. Sect.		
4th Aus. Mob. Vet. Sec.	H. 27.a.8.8. (RIBEMONT)		
4th Aus. Salvage Coy.	QUARRY		

R. St. Gatien

8 A.M. 28th April 1917.

To

A. S. Keighley. C. S.
Major General.
Commanding 4th AUSTRALIAN DIVISION.

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APPENDIX ^{ERS,}
1ST ANZAC.

A.40/215.

2902 (Q.A.2)

S E C R E T.

Fourth Army.

My secret memorandum Q/2902 dated 24th September, 1916, relating to claims for the payment of Octroi duties, is modified as a result of a further decision by the Army Council. It has been represented that there are no formal and legal grounds for contesting the levy of Octroi. The principle of payment cannot therefore be refused.

At the same time the rates demanded by a Municipality should be scrutinised with reference to the services rendered by the town and in order to secure some uniformity: Municipal Authorities who prefer such claims, should be consulted with a view to an agreement for the payment of a capitation grant. I attach correspondence which indicates the recent action taken at BOULOGNE, and the rates agreed upon. Negotiations when necessary should be conducted on these lines and the result submitted to this Office, but no payment should be offered or made until the claim has received my approval.

(Sd) C.T.DAWKINS,
Major General,
for Quartermaster General.

G.H.Q.
9.1.17.

10,072 (Q.A.2)
Fifth Army Q/C/459.

S E C R E T.

Fifth Army.

With reference to my secret memorandum No.2902 (Q.A.2) dated 9th January, 1917, relating to claims for the payment of Octroi Duties. Before any action is taken on an Octroi Claim, the Financial Adviser, who has studied the subject and is conversant with the history of the circumstances which led up to the payment of Octroi by the French Troops, should be consulted. He will give assistance in preparing the proposals as to what portion of the claim shall be borne by the British. No payment will, however, be made until the proposals have received my approval.

(Sd) C.T.DAWKINS, Major General,
for Quartermaster General.

G.H.Q.
20/4/17.

Headquarters,
4TH AUSTRALIAN DIVISION.

For information.

H. Q., 4TH AUSTRALIAN DIVISION.
No. <u>Q24/356</u>
Date.....

95 /4/1917.

W. Melman
Major,
D.A.A.G.,
1st Anzac Corps.

DCD Pamed
WAB
major
W. Melman

Monthly Return showing number of Claims which have been dealt with during the Month of April 1917, by Divisional Claims Officer in 4th Australian Division.

UNDER G.R.O. 763

Amount Claimed	21,115.25
Amount awarded	1,116
No. of Claims allowed	77 22
No. of Claims disallowed	Nil

9950 , 28
 1619
 34
 2

*

UNDER G.R.O. 634

No. of Claims investigated 13

*Notes to
for month*))

27th April 1917.

[Signature]

Major.
D. C. O.
4th AUSTRALIAN DIVISION.

APPENDIX

May
 X. Including claims paid and reported on to Claims Commission

FOR USE IN THE FIELD.

Army Form N. 1531A.

(To be made out in duplicate.)

(In pads of 50.)

419

ACCOUNT of sums received and expended by the Sub-Accountant during the month of April, 1917, in account with the
 Paymaster i/c Clearing House, Base. 4th. Australian D.C.O. (Unit.) Imprest Account No. A/12.
(For Official Designation of Post Holder.)

Dr.				Cr.						
Date	No. of Voucher	From whom received	Particulars	Amount (Local Currency)	Date	No. of Voucher	To whom paid	Particulars	Amount (Local Currency)	
				F. c.					Fr.	
			Forward from March,	11 05						
31st. March		Field Cashier,) 4th. Aust. Div.)		500	April, 1.	490/4	COLART C.H.	Trees,	30	
					"	492/4	Vve. FRANCOIS H.	Well broken,	32	
					"	493/4	" LAME PROYART	Cupboard,	45	
7th. April,		Field Cashier, 4th. Aust. Div.		400	"	496/4	GAUSSIN C.H.	Billet,	55	
21st. "		do.	do.	500	"	500/4	ROGER F.	Trees,	75	
26th. "	448c/4	18th. Aust. Inf. Brigade.		12	"	502/4	RUIN Made.	Repairs Stable	10	
	448b/4			32	"	504/4	DEBAUVAIS V.	Billet,	1 20	
	445/4			36	"	505/4	LEGER J.	Wheat, Barley,	80	
	436/4			80	April 6.	491/4	DEVAUX C.H.	Wall, (447/4)	30	
	435/4			12	"	495/4	HORDE T.H.	Hay,	25	
	434/4			80	"	506/4	LUCAS E.	Furniture,	80	
	433/4			20	"	513/4	DINOARD Vve.	Tree,	30	
	432/4			16	"	517/4	VINCHENEU N.	Clover, etc.,	1 10	
	429/4									
				Total Receipts	17 07,05				Total Expenditure	7 22
			Balance due to Paymaster on last Account				Balance due by Paymaster on last Account	
			Balance due by Paymaster on this Account				Balance due to Paymaster on this Account	
			TOTAL Dr.					TOTAL Cr.		

I certify that the above Account is correct.

Station and Date _____

M. A. ... Sub-Accountant.

1. This Account is to be made out by the Sub-Accountant (the Vouchers supporting the several credits and charges being annexed and numbered as 'Sub-Vouchers') and should be forwarded as soon after end of month as possible to the Paymaster in charge of Clearing House at the base.
2. When this Form is used by the General Staff in connection with intelligence duties, the Sub-Accountant should attach a Certificate in those cases where it is not possible or expedient to obtain Vouchers.
3. Vouchers or Certificates should be numbered 1, 2, 3, &c., a fresh series of numbers being used for each account.

APPENDIX

5

APPENDIX

"A" Form.
MESSAGES AND SIGNALS.

Army Form C.2121
(in pads of 100).
No. of Message.....

Prefix	Code	m.	Words	Charge	This message is on a/c of:	Recd. at.....m.
Office of Origin and Service Instructions.			Sent		Service.
.....			At.....m.		(Signature of "Franking Officer.")	From
.....			To			By
.....			By			

TO { CLAIMS COMMISSION

Sender's Number.	Day of Month.	In reply to Number.	AAA
* AG 77	14		

4th Australian Division
 moving North AAA
 Please send all
 enumerations relating
 to this Division base of
 POW - MAJOR
 3A12EUXAAA DCO
 remaining behind to settle
 outstanding claims

From	4 th Aust Div
Place	
Time	

The above may be forwarded as now corrected. (Z)
 Censor. Signature of Addressor or person authorised to telegraph in his name.

* This line should be erased if not required.
 750,000. W 2186-M509. H. W. & V., Ltd. 6/16.

"A" Form.
MESSAGES AND SIGNALS.

Army Form C.2121
(in pads of 100).
No. of Message.....

Prefix	Code	m.	Words	Charge	This message is on a/o of:	Recd. at.....m.
Office of Origin and Service Instructions.			Sent		Service.
.....			At.....m.		(Signature of "Franking Officer.")	From
.....			To			By
.....			By			

TO { TO ALL INF BRIGADES 4th Div

Sender's Number. * A 678	Day of Month. 14	In reply to Number.	AAA
-----------------------------	---------------------	---------------------	-----

MAJOR HYMAN DCO
 remaining behind to settle
 outstanding business AAA
 Please forward all
 communications for him
 care of TOWN MAJOR
 BAIZEUX

From 4th Div DCO
 Place
 Time

The above may be forwarded as now corrected.
 (Z) [Signature]
 Censor. Signature of Addressor or person authorised to telegraph in his name.

* This line should be erased if not required.
 750,000. W 2186-M509. H. W. & V., Ltd. 6/16.

"A" Form.
MESSAGES AND SIGNALS.

Army Form
(in pads of 100).
No. of Message

Prefix	Code	m.	Words	Charge	This message is on a/c of:	Recd. at.....m.
Office of Origin and Service Instructions.			Sent		Service.
.....			At.....m.		(Signature of "Franking Officer.")	From.....
.....			To.....			By.....
.....			By.....			

TO { 1st ANZAC "A"

Sender's Number. * H 679	Day of Month. 14	In reply to Number.	AAA
-----------------------------	---------------------	---------------------	-----

MAJOR HYMAN DCO
 remaining behind when
 4th Division moves NORTH
 to settle outstanding claims
 AAA Please send all
 communications for the
 Division CARE OF
 TOWN MAJOR BAIZEUX

From 4th Div DCO
 Place
 Time

The above may be forwarded as now corrected. (Z)
 Censor. Signature of Addressor or person authorised to telegraph in his name.

* This line should be erased if not required.
 750,000. W 2186-M509. H. W. & V., Ltd. 6/16.

2nd. Army Q.1056/4.

Monthly Return showing number of Claims which have been dealt with during the month of May, 1917, by Divisional Claims Officer in 4th. Australian Division.

Under G.R.O. 763.

Amount claimed	9,950.28	*
Amount awarded	1,619	
No. of Claims allowed,	37	
No. of Claims disallowed,	2.	

Under G.R.O. 634.

No. of Claims investigated, 7.

* Including Claims paid and reported on to Claims Commission.

27th. May, 1917.

30 June 1917

[Handwritten signature]
[Handwritten initials]

Major,
D.C.O.,

4th. AUSTRALIAN DIVISION.

APPENDIX

FOR USE IN THE FIELD.

ACCOUNT of sums received and expended by the Sub-Accountant during the month of May 1917, in account with the Paymaster i/c Clearing House, Base. 4th. Aust. Division. (Unit.) Imprest Account No. A/12.
(Full official designation of Imprest Holder.)

DR.					CR.				
Date.	No. of Voucher.	From whom received.	Particulars.	Amount (Local Currency).	Date.	No. of Voucher.	To whom paid.	Particulars.	Amount (Local Currency)
1917.		Forward from April,		R591 05	1917.				F.
May 7	501/4	Divisional Paymaster		300	May.	535/4	THIEULLOY, Comte,	Trees,	75
9.	501/4	48th. Battalion, A.I.F.	}	184	"	536/4	CAGNARDE F.,	Billet	35
		DE LAMOTHE, MARQUIS,			"	537/4	GERIN Vve.	Trees,	40
		HENENCOURT.			"	538/4	CAGNARD F.	Billet	40
					"	539/4	ST. GRATIEN		
					"		Commune,	Well	90
	431/4	12th. Aust. Infantry Bde.			"	542/4	GOLSON,	Fence	25
		LE ROUX G., FLESSELLES,		170	"	546/4	WADURELLE M.	Trees	35
15		Divisional Paymaster		500	"	539/4	LECUL C.	Billet	35
23	582/4	49th. Battalion, A.I.F.			7	561/4	MANGIN B.	Cart	40
					"	562/4	MILLE V.	Fence	30
		LUCQUET C., BUIRE,		10	"	563/4	MILLE V.	Wall	20
					"	564/4	CRAMPON Vve.	Mattress	15
					8	507/4	CAUSSIN C.	Bricks	20
					"	512/4	LE BLOND A.	Harrow	72
					"	516/4	VAQUETTE	Vegetables	20
					"	523/4	COUDON H.	Billet	120
					"	540/4	DEBRAY L.	Wall	90
					"	541/4	LUCQUET D.	Fence	81
Forward - Total Receipts				1755 05	Forward - Total Expenditure				938
Balance due to Paymaster on last Account					Balance due by Paymaster on last Account				
Balance due by Paymaster on this Account					Balance due to Paymaster on this Account				
Total Dr.					Total Cr.				

1. This Account is to be made out by the Sub-Accountant (the Vouchers supporting the several credits and charges being annexed and numbered as "Sub-Vouchers") and should be forwarded as soon after end of month as possible to the Paymaster in charge of Clearing House at the base.
2. When this Form is used by the General Staff in connection with intelligence duties, the Sub-Accountant should attach a Certificate in those cases where it is not possible or expedient to obtain Vouchers.
3. Vouchers or Certificates should be numbered 1, 2, 3, &c., a fresh series of numbers being used for each account.

I certify that the above Account is correct.

Sub-Accountant.

Station and Date

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APPENDIX

6

(C10445) Wt. W.8068/M894. 100,000 Pads. 10/16.
J. P. & Co., Ltd. Book/6/4. (E. 470.)

FOR USE IN THE FIELD.

Army Form N. 1531A.
(To be made out in duplicate.)

ACCOUNT of sums received and expended by the Sub-Accountant during the month of _____ 191____, in account with the Paymaster i/c Clearing House, Base. _____ (Unit.) Imprest Account No. _____
(Full official designation of Imprest Holder.)

DR.					CR.				
Date.	No. of Voucher.	From whom received.	Particulars.	Amount (Local Currency).	Date.	No. of Voucher.	To whom paid.	Particulars.	Amount (Local Currency)
		Brought Forward		F. C. 1755.05	1917.		Brought Forward		F. 938
					May 8	544/4	ARRACHART E.	Cases	47
					"	572/4	CARPENTIER Mde.	Billet	50
					"	573/4	CAGNARD E.	Stable	30
					"	578/4	BERLY C.	Wheat	15
					"	570/4	DEBART Mde.	Windows	18
					"	571/4	ETEVE A.	do.	26
					"	574/4	BERTRAND A.	Tree	30
					17	340/4	DELLANOY Mde.	Wood	20
					"	582/4	LUOQUET C.	Rake, etc.	40
					"	586/4	RUIN J.B.	Pasture	10
					"	587/4	BERLY C.	"	25
					"	588/4	CAVILLON M.	"	80
					"	589/4	BELISSON F.	"	80
					"	590/4	CARUELLE Mde.	Poultry	20
					"	591/4	CAMUS S.	Trees	70
					"	596/4	JUMEL E.	Sheep	50
					"	599/4	BOULANT A.	Trees	20
		Forward	Total Receipts	1755.05			Forward -	Total Expenditure	1569
		Balance due to Paymaster on last Account					Balance due by Paymaster on last Account		
		Balance due by Paymaster on this Account					Balance due to Paymaster on this Account		
		Total Dr.					Total Cr.		

1. This Account is to be made out by the Sub-Accountant (the Vouchers supporting the several credits and charges being annexed and numbered as "Sub-Vouchers") and should be forwarded as soon after end of month as possible to the Paymaster in charge of Clearing House at the base.
2. When this Form is used by the General Staff in connection with intelligence duties, the Sub-Accountant should attach a Certificate in those cases where it is not possible or expedient to obtain Vouchers.
3. Vouchers or Certificates should be numbered 1, 2, 3, &c., a fresh series of numbers being used for each account.

I certify that the above Account is correct.

Sub-Accountant.
Station and Date _____

APPENDIX

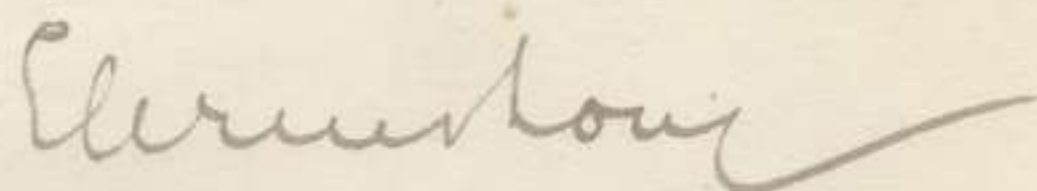
SECRET.

C.A.Q. 184.

Headquarters,
4th AUSTRALIAN DIVISION.
4th. June, 1917.

Claims Officer,
4th. Aust. Division,

Herewith copy of extracts from 2nd. Anzac Administrative
Instructions concerning Salvage.



Lieut-Colonel,
A.A. & Q.M.G.,
4th. AUSTRALIAN DIVISION.

14.—SALVAGE.

NOTE.—Divisional Salvage Companies will carry out the work laid down for Corps Salvage Sections until the latter are trained.

Personnel.

1. (a) The Officer Commanding Corps Salvage Company (LIEUT. G. G. DENNISTON, N.Z.M.R.) will supervise the salvage work in the Corps Area. His Headquarters will be at the Corps Salvage Dump.

An Interpreter and a Gendarme will be attached to the Corps Salvage Company (Headquarters).

- (b) One of the Sections of the Corps Salvage Company will be allotted to each Divisional Area, and will provide the Personnel of, and be responsible for the Advanced and Divisional Salvage Dumps in that Area. Each Division will be responsible for finding all the Personnel required to collect all Salvage in the Area and hand it over to the Corps Salvage Section at Advanced and Divisional Dumps.

Dumps.

2. Dumps to be formed and Personnel required for them will be as follows:—

Divisional Area.	Nature of Dump.	Map Location.	Personnel of Corps Salvage Company.	REMARKS.
RIGHT SECTOR.	No. 1 Advanced Dump Refilling Point Dump	Sheet 28. U.19.c.9.9. Sheet 36. B.15.d.7.2.	6 R. and F. 1 Sergeant 11 R. and F.	
CENTRE SECTOR.	No. 1 Advanced Dump No. 2 " " No. 3 " " Refilling Point "	Sheet 28. T.18.c.4.8. T.10.b.5.6. T.3.b.3.1. Sheet 36. B.7.d.8.3.	3 R. and F. 3 R. and F. 3 R. and F. 1 Sergeant 8 R. and F.	
LEFT SECTOR.	No. 1 Advanced Dump No. 2 " " Refilling Point "	Sheet 28. T.5.c.4.4. T.3.d.0.4. S.17.b.9.0.	3 R. and F. 3 R. and F. 1 Sergeant 11 R. and F.	
RESERVE SECTOR.	Refilling Point Dump	Sheet 36. B.13.b.3.5.	1 Sergeant 17 R. and F.	
CORPS BACK AREA.	Corps Dump	Sheet 28. S.25.b.6.7.	1 Officer 2 Sergeants 9 R. and F.	

N.B.—Units of Corps Troops will use whatever dump is nearest their position.

Transport.

3. All empty vehicles returning to Supply Refilling Points will be used for carting Salvage from Brigade to Divisional Dumps. The removal of Salvage from Divisional Dumps to Corps Dump, and Supply Railhead will be arranged by the Officer Commanding, Corps Salvage Company.

Dismantling Trenches.

4. The existing defensive system will not be dismantled, nor will any stores required for defensive purposes be removed, until orders on the point are given by Corps Headquarters.

Ammunition.

5. The salvage of Fired Cartridges and Doubtful Ammunition will be carried out by the Divisional Ammunition Column and Corps Siege Park, and will be returned to Ammunition Railhead.

Captured War Material.

6. A record will be kept of all important items—such as Guns, Vehicles and Rifles—that pass through the Salvage Company's hands. The registered number of the Gun should be noted, and also the Unit that lays claim to any guns or trophies.

In the Event of a General Advance—

7. (a) The Corps Salvage Officer, and Corps Salvage Company, together with one Sergeant and ten R. and F., from each Division, will remain behind to clear the vacated area. When the stores have been collected in to the Corps Dumps, the latter will be taken over by the G.O.C., L. of L.
- (b) Fourteen days' rations will be left behind for the details remaining in the Corps Area.
- (c) The following Officers will be left behind :—

2/LIEUT. W. DE G. BOND, II. Anzac Corps Troops Supply Column, to assist in arranging for supplies.

Lieut. LUIS, R.E. (T.F.) 2nd Anzac Corps Park Steenwerck
 CAPT. PERROTT, R.E., c/o. C.R.E., 57th Division, to take charge of all civilian workmen employed by the R.E. and to assist in the collection of all R.E. Stores, Machinery, etc.

THE SUPERNUMERARY OFFICER attached to each Divisional Signal Company, to take charge of all Signalling Personnel, and to assist in the collection of all Signalling Stores.

THE DIVISION CLAIMS OFFICER FROM EACH DIVISION.

NOTES AND APPENDICES FOR SALVAGE SCHEME.

1. **General**—Officers Commanding Units are responsible for the collection and return of all salvage within their areas to the Salvage Section. No unwounded man should be allowed to return from the sphere of active operations empty-handed. Empty vehicles should be utilised for returning salvaged stores to the Salvage Dumps; when it is not possible to send salvage away it should be collected in one place, and Officers Commanding Units should send the map-reading of the site to the Corps Salvage Officer.

2. **Unit Depôts**—Before active operations commence, Units will normally form Temporary Unit Depôts, where packs, coats, blankets, and any surplus kit will be left. The location of these depôts, and also particulars of all personnel left in charge, is to be communicated to Corps Headquarters, as soon as decided on. Fourteen days' rations will be left with these parties. They will remain behind until ordered to rejoin by their Divisional Headquarters. The personnel should consist of T.U. men, and the stores will not be handed over to Salvage without orders from Divisional or Corps Headquarters. In addition to guarding the stores the personnel should be used to assist the Corps Salvage Company.

3. In addition to the Corps Dumps shown in para. 2 of the scheme, every Brigade and every Unit should have one or more heaps where all abandoned stores can be thrown. The sites of these scrap-heaps should be on the routes most frequently used. The rear ends of communication trenches, the forward termini of trench tramways are suitable spots. These scrap-heaps must be clearly marked, and should be cleared at regular intervals, the stores being sent to the most convenient Salvage Dump. It should be impressed on all ranks that it is a matter of duty to pick up and carry to the nearest scrap-heap any abandoned stores that may be noticed.

4. **Sorting of Stores.**—Stores collected at Salvage Dumps should be sorted out into the following categories :—

- (a) Ordnance Stores (any explosive must be kept well away from any other class of stores).
- (b) R.E. Stores—*e.g.*, building and bridging material, tools, wire, and wheelbarrows.
- (c) Veterinary Stores.
- (d) Medical Stores.
- (e) A.S.C. Stores—*e.g.*, food, forage, and fuel.

5. **Technical Stores.**—All Technical Stores, such as gun parts, machine guns, binoculars, telescopes, range-finders, etc., should be handed over at once to the D.A.D.O.S of the nearest Division for repair and re-issue.

6. **Rifles and Equipment.**—Rifles, bayonets, and accoutrements should be evacuated as quickly as possible. It may not be possible to overhaul or tie them up before despatch, but rifles should, if possible, be oiled, and efforts should be made to prevent grenades, etc., being sent away in haversacks, etc. Revolvers should be handed over to the nearest D.A.D.O.S.

7. **Appendices 8 and 9** are attached, showing—

- (8) Instructions to Corps Salvage Officer.
- (9) Instructions to Divisional Supernumerary Signal Officer.

421

Second Army Q/1331/8,

IIInd ANZAC,

The attached is for your information.

Your attention is drawn to para. 2 of Claims Commission letter attached.

All Troops occupying these houses should be warned of the conditions under which they are occupied.

A. H. Q.
25th June, 1917.

(Sgd) G. M. DARELL, Major,
D.A.Q.M.G.
for Major-General,
D.A. & Q.M.G., Second Army.

Headquarters,
.....

No. 1527/4/1 (Q).

4th Australian Division.
.....

HEADQUARTERS, II ANZAC.
No.
Date

Forwarded for your information & guidance.



H. W. Pridmore

Headquarters,
27th June, 1917.

Captain
D. A. A. G., Second ANZAC Corps

CLAIMS OFFICE 4TH AUSTRALIAN DIV.
No.
Date 28/6/17

Lu

Second Army C/1331/8.

President,

Claims Commission.

A request was forwarded to the Chief of the Belgian Mission G.H.Q. that all inhabitants in the villages of ELVERDINGHE, VLAERTINGHE, DICKEBUSCH, NIEGHEL, NEUVE EGLISE, and PLOEGSTERT should be evacuated and a reply was received that this would be carried out with the exception of the families which were devoting themselves entirely to the cultivation of their land.

The evacuation was carried out under the following conditions :-

- (1) Persons obliged to leave the evacuated areas will be authorised to settle in the other villages of the uninvaded part of Belgium if they can find in them suitable accommodation.
- (2) The evacuation must be ended by the 30th April and those families who have not found accommodation in other Belgian villages will be brought on the First May into POPERINGHE by the Gendarmerie and left at the disposal of the "Commissaire d'arrendisement" until they can be definitely evacuated on ROUEN.
- (3) The Second Army will find the means of transport necessary for the evacuation of the furniture and personal goods of the inhabitants on receipt of detailed indications which will be given to you by the Belgian Provost Marshal (Commandant Delporte).
- (4) An account of the premises will be drawn up by this Provost Marshal's agents, this will be verified and approved by the British Authorities who will accept the responsibility of all damage not caused by shell fire. (bombardment).

With reference to para 4 the Belgian Authorities have now drawn up "Etats des Lieux" of the evacuated houses which they are urging the Corps concerned to sign, will you please say if there is any objection to this being done from your point of view.

I attach correspondence dealing with one case, a farm belonging to M. PETILLON at PLOEGSTERT, will you kindly return this correspondence when finished with.

A.H.Q.
14th June, 1917.

(Sgd) A.A. Chichester, Major-General,
D.A. & G.M.G., Second Army
for Commander, Second Army.

421

CLAIMS COMMISSION - British Armies in France.

Headquarters,

Second Army.

L. In reply to your No. C/1331/8 dated 14th June, 1917 I beg to point out that, in accordance with the regulations which have to be observed by this Commission, para: 4 of the conditions of the evacuation should read :-

(4) "An account of the premises will be drawn up by this P.M.'s agents; this will be verified and approved by the British Authorities, who will accept the responsibility for all avoidable damages, not caused by "Faits de Guerre" (i.e. act of the enemy - or the immediate necessities of warfare), and which may be due to the occupation by British Troops".

With this amendment there is no objection to the Etat des Lieux being signed, so far as this Commission is concerned.

2. I would add that the Units concerned should be held responsible for all damages, which are proved to be due to the carelessness and imprudence of the Troops in occupation.

(Sgd) L.B. FRIEND, Major-General,
President Claims Commission.

Headquarters,
Claims Commission,
A.P.O. S/11.
22nd June, 1917.

-o-o-o-o-o-o-o-o-o-o-o-o-o-o-o-

orders

blancs

All troops are warned
against damaging the houses
and their contents at

ELVERDINGHE, VLAMERTINGHE,
DICKEBUSCH, KEMMEL, NEUVE
EGLISE and PLOEGSTEERT.

which the inhabitants with
the exception of those devoting
themselves to cultivation, have
been compelled to evacuate

Passed to P. A. G. M. B. on the
28/6/17, who did not make any
action taken. and

2nd. Army Q.1056/4.

Return showing number of Claims which have been dealt with during the month of June, 1917,
by Divisional Claims Officer in 4th. Australian Division.

Under G.R.O. 763.

Amount claimed,	1539 F
Amount awarded,	139 F
No. of Claims allowed,	5
No. of Claims disallowed,	2

Under G.R.O. 634.

No. of Claims investigated,	2
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Headquarters,
30th. June, 1917.

*Note total No 17
dealt with*

W. Syme
Major,
D.C.O.,
4th. AUSTRALIAN DIVISION.

APPENDIX

FOR USE IN THE FIELD.

Army Form N. 1531A.
(To be made out in duplicate.)

ACCOUNT of sums received and expended by the Sub-Accountant during the month of June 1917, in account with the Paymaster i/c Clearing House, Base. 4th. Aust. Div. D.C.O. (Unit.) Imprest Account No. A/12.
(Full official designation of Imprest Holder.)

DR.					CR.						
Date.	No. of Voucher.	From whom received.	Particulars.	Amount (Local Currency).		Date.	No. of Voucher.	To whom paid.	Particulars.	Amount (Local Currency)	
				F	C	1917.				F	C
May		Brought Forward		138	05	May 31	607/4	DEVASSINE S.	Pasture	50	
28	498/4	4th. Aust. Div.	BRABANT- -DULOUART Artillery.	30		June 24	616/4	PLANQUETTE Mlle.	do.	20	
			NAOURS.			" 26	614/4	WATELLE L.	Hay	20	
31	588/4	52nd. Btn. A.I.F.	F. GAVILLON, M. DERNANCOURT	20		" 30	620/4	MOREL-DELBECQUE	Pasture	45	
31	589/4	do.	DELISSON F. DERNANCOURT	22		" 30	618/4	BRICHE E.S.	Wall	4	
June 7.	602/4	16th. Btn. A.I.F.	GUILBERT Mde. RIBEMONT.	30							
				Total Receipts						Total Expenditure	
Balance due to Paymaster on last Account				238	05	Balance due by Paymaster on last Account				139	
Balance due by Paymaster on this Account						Balance due to Paymaster on this Account				99	05
Total Dr.				238	05	Total Cr.				238	05.

1. This Account is to be made out by the Sub-Accountant (the Vouchers supporting the several credits and charges being annexed and numbered as "Sub-Vouchers") and should be forwarded as soon after end of month as possible to the Paymaster in charge of Clearing House at the base.

2. When this Form is used by the General Staff in connection with intelligence duties, the Sub-Accountant should attach a Certificate in those cases where it is not possible or expedient to obtain Vouchers.

3. Vouchers or Certificates should be numbered 1, 2, 3, &c., a fresh series of numbers being used for each account.

I certify that the above Account is correct.

W. A. ... Sub-Accountant.
Major,
4th. Aust. D.C.O.

Station and Date

In the Field.

Brig-General,
Comdg. 4th. Aust. Div.

APPENDIX