

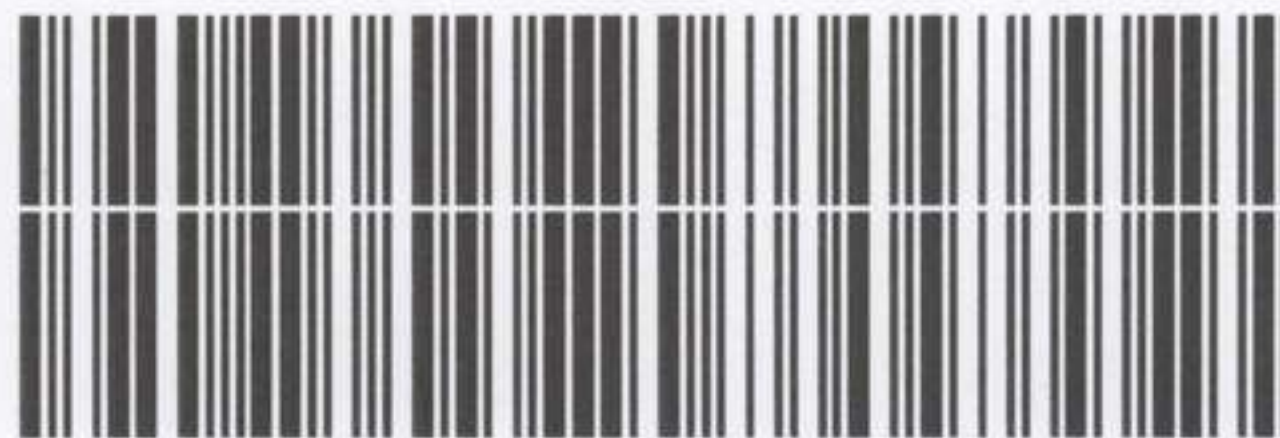
AWM4
Australian Imperial Force unit war diaries,
1914-18 War

Pay

Item number: 5/2/18

Title: Paymaster, Australian Corps

March 1919



AWM4-5/2/18

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Staff Pay Office, A.I.F.
Attd. Australian Corps H.Q.
5th April, 1919.

The Chief Paymaster, A.I.F.
London.

MONTHLY REPORT FOR MARCH, 1919.

Herewith Report and Statistical Return for month of
March for your consideration:-

1. Apart from the gradual diminution of the A.I.F. in France and Belgium and its consequent effect on Pay matters by a marked decrease in the volume of work, there is very little of particular interest to report on during the month of March. Notwithstanding the falling off in the general office work of all Divisional Paymasters, there has been a considerable increase in the individual payments made at the Office of the 2nd Divisional Paymaster upon which he reports as follows:-

"Individual applications for pay at this Office during the past month have been so numerous as to severely tax the ability of the staff in coping with them. Our average payments in Belgian Currency have been 20,000 francs per diem and in French Currency 6,000 francs per diem. The large number of individuals paid is accounted for by the fact that this Office is so centrally situated that members of all Divisions proceeding on leave, or to Schools etc., call here for pay enroute. It would appear that other Divisions have not adopted our practice of granting continuous Imprest Accounts to the various Brigades, with the result that between pay days the personnel from the other Divisions are compelled to visit this Office in order to obtain pay."

2. Amalgamation of Divisional Pay Offices.

In accordance with the approval I received from you whilst in London, instructions were issued to Paymasters for the amalgamation of 1st and 4th Divisions, as "A" Divisional Group, and 2nd and 5th as "B" Divisional Group. Copy of these Instructions will be forwarded to you. It is expected that these amalgamations will take place about the 9th instant. Already 18 Pay Sergeants have been released during the month and have proceeded to your Headquarters for duty on transports; and it is anticipated that a similar number will be available after these amalgamations are completed.

3. Horse Sales.

A number of Horse Sales have been held during the month throughout all Divisions and the proceeds accounted for to the Command Paymaster, through the Boulogne Office. These sales are now nearing an end and it is expected that after the first week in April there will be no further sales in Aust. Corps.

4. Loss of Imprest Monies.- 8th A.D.U.S.

The loss of 1000 francs by the Imprest Holder of the 8th A.D.U.S. (Lieut. Pemberton) as advised in my 103/77 of 9.2.19 was investigated by a Court of Inquiry on the 16th instant, Lieut. R.I. Phillips, 3rd Aust. Division, being your representative, and, although the papers have not yet reached me it is understood that the Finding was that the loss of this amount was due to Lieut. Pemberton's negligence in not exercising sufficient control on the Public Monies entrusted to his care. The Court also added a rider that, in order to ensure that the discrepancy was not due to a clerical error in the accounts of the 8th A.D.U.S. or the Australian Paymaster, Boulogne, that both accounts be independently examined.

The Paymaster, Boulogne, has since advised the receipt of a signed Acquittance Roll from Lieut. Pemberton for the amount of the deficiency.

5. Loss of Imprest Monies - 2nd A.C.G.S.

The amount of 572.05 francs is still outstanding on this account and I await your advice of the result of your representations to the Canadian Paymaster-in-Chief regarding the recovery from Corporal E.R. Thomas, Canadian Engineers.

6. Boulogne Office.

The Paymaster, Boulogne, reports as follows on the number of claims received from Command Paymaster:-

"A marked increase in the number of rolls received from the Command Paymaster on account of advances and issues to members of the A.I.F. has occurred and it is advisable, as suggested by you, to restrict these advances and issues in future in view of the increasing numbers of men being demobilized and the necessity of getting the debits on to the pay ledger accounts as quickly as possible"

As all members of the A.I.F. attached to, or doing duty with, British Formations are being recalled these payments by B.E.F. Cashiers should cease automatically.

In connexion with the issue of clothing &c., to Officers, a G.R.O. has just been published authorising the closing down of all Ordnance Clothing Stores except on the L. of C. where only cash transactions are permitted. This will also have the effect of minimising the work in connexion with B.E.F. adjustments.

7. Havre Pay Office.

Your attention is drawn to the Report of the Paymaster, Havre, which contains some very interesting information about the re-organization of the Australian Base Depots.

It will be observed that the Pay Staff is still working at high pressure as is evidenced by the fact that the daily average number of men paid for the last two weeks of month was 600 as against 450 for the previous month.

8. Rouen Office.

Although the work of this Office scarcely justifies its existence, in view of the recommendation of the Paymaster, I think it advisable to allow it to remain open until such time as the present units in that area are disbanded.

9. Paris Office.

The Paymaster, in his report, comments upon the unsatisfactory state of Paybooks coming under his notice during the past month. This has been made the subject of a special instruction to all Paymasters and Pay Sergeants which, I trust, will have the desired effect.

With the opening of the new Report Centre, the Pay Office will open there on the 1st April, the address being -

40 Rue de Londres
Paris.

10. Calais Office.

As already advised this Branch Office was closed on the 31st instant.

11. Rate of Exchange.

About the 20th instant the value of both French and Belgian Currency commenced to decline and it was apparent that a considerably lower rate of exchange for April would result. Although no further sums were drawn from Imperial sources after this date, we were not able to entirely work off the balances held owing to proceeds of Horse Sales being received. The Exchange for April was fixed at - France, 5 fcs. - 3/9d., Belgium, 5 fcs. - 3/7d. and the attached statement shows a loss on conversion of £2849. 8. 4, but the final figure cannot be ascertained until all adjustments have been made with the Command Paymaster for transactions during March.

12. Aust.Graves Registration Unit.

This Unit was formed during the latter part of the month and is expected to commence its functions early in April.

A Pay Sergeant has been appointed and will be under the administration of Paymaster, Boulogne.

13. Movements of Staff.

Lieut. D. MacLeod took over from Captain H. Eyles as Paymaster, 2nd Australian Division, on the 26th instant, the latter proceeding to Boulogne to release Lieut. W. James for duty in London Office.

Staff Paymaster, Major.
Attd. Aust. Corps Headquarters. A.I.F.

M O N T H L Y

S T A T I S T I C S

M A R C H

1 9 1 9

RECEIPTS

	A 1st CpsHQ	Pmr 1st Div.	Pmr 2nd Div.	Pmr 3rd Div.	Pmr 4th Div.	Pmr 5th Div.
Balance Forward	130289 0 7	5412 19 8	27894 10 7	4700 6 5	20685 19 0	16900 9 5
Advances	34505 19 10	30375	89972 6 6	36416 13 4	32070	16916 13 4
Post Office Remittances	430 10 8	681 3 2	793 4	839 6 2	559 2 6	1072 4 2
Credits to P.L.A/cs	622 17 1	1247 11 11	1247 1	711 5 2	719 6 4	683 9 3
Cash in Effects						
Remittances	7898 2 11	133	66 14 0	119 10 5	4 12 3	
Trust A/c Receipts	2906 4 10	5038 19 1	2152 5 11	2973 14 5	4573 5 9	2178 11 8
Misc Receipts	136641 12 5	27436 0 3	32678 8	82 13 9	23597 8 7	21124 9
Conversion	5 1	102 1 3	571 17 3		13 11	

313294 13 5

70426 15 4 155376 7 3 45843 9 8 82210 8 4 53875 16 10

EXPENDITURE

Advances	61962 14 10		34638 0 7		19086 4 7	14191 16 10
Acq. rolls A.I.F.	16240 2 6	44852 16 7	40780 4 3	28578 14 7	29909 14 8	38978 10 9
do B.E.F.	399 3 9	7 10 10	167 7 10	26 1 4	7 11 8	23 13 6
Advances B.E.F.	14199 12 1	45 17 8	442 18 4	70 15 10	124 7 5	27 12 7
Bills	61 0 8	28 17 7	56 5	159 8 5	10 2 9	
Trust A/c Expenditure	2853 14 11	4728 18 1	2480 18 1	1695 17 3	2524 18 1	2052 7 4
Misc. Expenditure.	213932 19 3	1625 16 4	37203 1 10	231 7 8	284 2 5	280 1 1
Conversion						
Balance Forward	3645 5 5	19136 18 3	39607 11 4	15081 4 3	30263 6 4	3321 14 9

313294 13 5

70426 15 4 155376 7 3 45843 9 8 82210 8 4 53875 16 10



(2)

RECEIPTS

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	Houen	Havre	Boulogne	Paris	Total
Balance Forward	6521 15 7	19812 17 2	307078 10 10	17060 6 8	556356 15 11
Advances		19166 13 4		19166 13 4	278589 19 8
Post Office Remittances		185 3 4			4560 14
Credits to PL A/cs	74 17 2	480 3		218 6 6	6004 17 5
Cash in Effects	79 5 7		31 2 10		110 8 5
Remittances		9 7	3		8234 6 7
Trust A/c Receipts	2 15	339 17 1	206 5 3		20371 19
Misc Receipts	12 19 4	22 10 5	31462 2 2		273058 3 11
Conversion			7 8		675 5 6
	6691 12 10	40016 11 6	338781 8 9	36445 6 6	1147962 10 5

EXPENDITURE

Advances			92870 2 11		222748 19 9
Acq. rolls AIF	1727 2 2	17198 3 7	20412 16 7	21036 15 2	259715 0 10
do BRF		3 1 4	4576 11 5		5211 1 8
Advances BRF					14911 3 11
Bills	700 19 7	157 12 2	280 1 11	398 15 4	1853 3 5
Trust A/c Expenditure		408 2 11	318 18 9	371 7 11	17435 3 4
Misc Expenditure		56 16 8	140666 12 11	19 3 4	384300 1 6
Conversion					1
Balance Forward		22192 14 10	89656 4 3	14619 4 7	241787 15 0
	4263 11 0				
	6691 12 10	40016 11 6	338781 8 9	36445 6 6	1147962 10 5



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MONTHLY STATISTICS - MARCH 1919.

	Aust Cps HQ	1st Div.	2nd Div	3rd Div.	4th Div	5th Div.	Rouen	Havre	Boulogne	Total
War Savings Certs.	Nil.	Nil.	Nil	Nil	Nil	Nil.	Nil			
Sub Imprest A/cs	20	63	65	31	59	56	6		54	354
do do Balances O/std.	1	2	-	-	4	10	4		36	57
Dr & Cr Advices	513	2639	300	990	478	698	50	173	334	6175
Letters Received	1642	3329	1261	1262	1524	1734	193	2110	2331	15386
Letters Despatched	1831	2978	1174	1478	1762	2156	181	2277	2109	15946
Allotments dealt with	48	195	55	35	60	94	17	74	155	733

Paris Office - No. of Arrivals (Excluding Officers) 1296
 No. of Payments 2627
 Amount paid 548,785 Fcs



STATEMENT SHOWING LOSS ON CONVERSION - March 31-1 April 1919



Pay Office	Balance of Cash on Hand 31.3.19				Loss on Conversion		
	Francs	£	s	d	£	s	d
Staff Paymaster, A.I.F. Att Aust Corps Hqrs.	95707.25	3589	0	5	136	10	1
Paymaster, 1st Aust Division	124566.25	4657	4	11	193	12	5
do 2nd do do	177583.25	6659	7	6	273	5	4
do 3rd do do	393423	15081	4	3	322	19	6
do 4th do do	76529.65	2886	6	7	110	3	11
do 5th do do	75462.60	2831	4	0	124	5	9
do - Rouen	86195.45	3304	3	2	71	16	7
do Havre	356683.85	13672	17	7	380	14	3
do Boulogne	1289820.90	49443	2	7	1074	12	0
do Paris	196338.97	7526	6	6	161	8	6
		109650	17	6	2849	8	4



Staff Pay Office A.I.F.,
Attd. Aust. Corps Headquarters.
31st March, 1919.

TO: ALL DIVISIONAL PAYMASTERS.

ANALGAMATION OF DIVISIONAL GROUPS.

1. Now that the 1st, 2nd, 4th and 5th Divisions have been amalgamated into two Divisional Groups the respective Pay Offices will be similarly amalgamated. The Paymasters concerned will immediately confer and report conjointly to me as to when they consider this amalgamation should take place.
2. The following personnel will form cadres of the Paymasters' Office Staff "A" and "B" Divisional Groups :-

"A" Divisional Group.

	Captain	Mitchell	A.R.	(Temporarily).
3830	T/W.O.	Kiddell	J.H.	(4th Div).
2610	HR/S/Sgt	Dawson	B.B.	(5th Div).
7207	HR/Sgt	Brown	J.D.	(1st Div).
9	"	Bennets	H.	(4th Div).
3481	T/Sgt	Stewart	R.B.H.	(4th Div).
1655	"	Hughes	P.W.	(1st Div).
		1 Private.		

"B" Divisional Group.

	Lieut.	McLeod	B.	(2nd Div).
2870	HR/W.O.	Price	K.E.	(2nd Div).
5333	HR/S/Sgt	Darling	G.W.	(2nd Div).
3763	HR/Sgt	Broderick	A.McB.	(5th Div).
3183	T/Sgt	Gresty	J.A.	(5th Div).
1655	"	Clark	E.H.	(2nd Div).
26516a	HR/Sgt	Bennetts	A.V.	(2nd Div).
		1 Private.		

3. The names of all "Fukka" A.A.P.C., personnel released by this amalgamation will be notified to the Staff Paymaster, A.I.F., who will arrange for their movement to London where their claims for repatriation will be considered by the Chief Paymaster.
4. The Paymasters 1st and 5th Divisions will furnish the Paymasters of respective groups with a complete nominal roll of all Pay Sergeants and how attached together with full information as to embarkation dates and places on precedence roll.

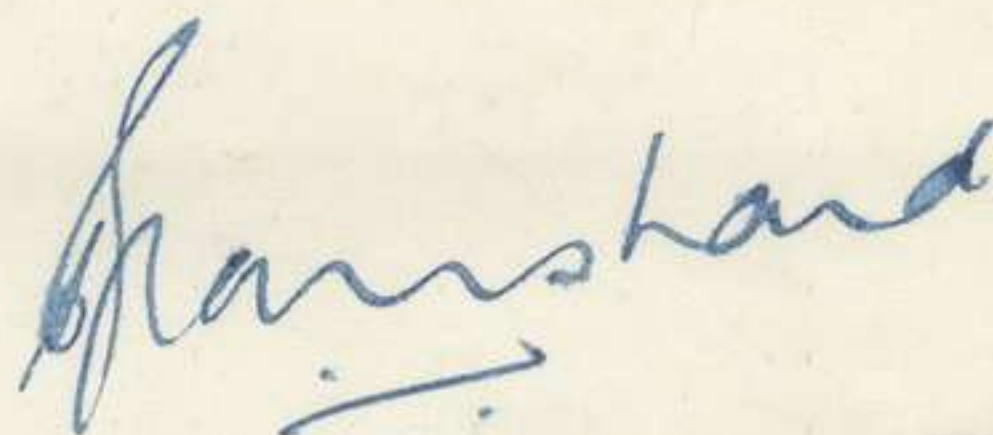
The Paymasters of "A" and "B" Divisional Groups will each prepare a Precedence Roll for all Pay Sergeants and will retain those whom they consider necessary for the proper supervision of Units releasing all who are surplus in order of precedence. Those released will be sent to London for duty on transports.

When the re-allocation of Pay Sergeants has been completed a nominal roll of Staff and their duties will be forwarded to the Staff Paymaster, A.I.F.
5. On the eve of amalgamation, the Paymasters 1st and 5th Divisions will prepare a final Field Return and refund the cash balance to the Staff Paymaster, A.I.F., supported by a copy of the Field Return.
6. IMPREST ACCOUNTS. All amounts advanced by the outgoing Paymasters will be acquitted before closing down and a full list of all units and Imprest Holders furnished to the Paymaster of the new Divisional Group.

Upon amalgamation, the records and equipment of the new 1st and 5th Divisional Paymasters will be disposed of as follows, the necessary transport to be arranged by them.

- (a). All completed receipt books will be forwarded to the Auditor A.I.F.
- (b). Books of Account, Duplicate Field Returns and other financial records will be scheduled and packed in a suitable case for forwarding to War Records Section. The case will not be forwarded immediately but handed over to the Paymaster of the new Divisional Group together with a copy of the Schedule of contents and a receipt taken for same.
- (c). Trust Fund Passbooks, correspondence registers and all files on hand will be taken over by the amalgamated Office.
- (d). The surplus typewriter and numbering stamp will be carefully packed and forwarded to the Chief Paymaster.
- (e). Government revolvers and ammunition which are not on personal charge to the Officer will be handed over to the Paymaster of the new Divisional Group and a receipt taken for same.
- (f). Surplus bicycles will be returned to Ordnance and a receipt taken for same.

8. On completion of the handing-over, the Staff Paymaster A.I.F. Australian Corps Headquarters, will be notified by wire.



MAJOR.
Staff Paymaster A.I.F.
Attd. Aust. Corps Headquarters.

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To all pay sqts
and Amal Corps HQ.

March 1919.

MEMORANDUM.

FOR INFORMATION OF PAY SERGEANTS.

EXTRACTS FROM CHIEF PAYMASTER'S CIRCULAR NO: 29 of 20th MARCH, 1919.

P O L I C Y.

RULINGS &c.

SUBSISTENCE ALLOWANCE - NON-MILITARY EMPLOYMENT. The Director-General, Repatriation and Demobilisation has made a ruling that normal subsistence allowance to all ranks whilst engaged in Non-Military employment is payable at the rate of 6/- per day.

This is published for general information (4309/3/68).

EXCHANGE OF FOREIGN CURRENCY FOR TROOPS RETURNING FROM OVERSEAS:

It is notified for the information of the troops returning from overseas that facilities have been provided at Victoria and Waterloo Stations and at all Post Offices in the United Kingdom for exchanging any French, Belgian, Italian or German currency which they may have in their possession, at the official rates of issue, (A.C.I. No.141 of 1919).

RECORD OF THE ADVANCE OF THE EGYPTIAN EXPEDITIONARY FORCE.

A Record of the Advance of the Egyptian Expeditionary Force between July 1917 and 31st October 1918, compiled from official sources, will be shortly published by "THE PALESTINE NEWS". The Record will contain :-

1. A portrait of General Allenby, and full lists of the names of all General Officers and Units serving under his Command at any time in the Egyptian Expeditionary Force.
2. General Allenby's despatches covering the whole Advance. These will be illustrated by 50 coloured Maps showing the positions of Troops and the various phases of the Advance.

The Record will be on sale at the offices of "PALESTINE NEWS" at G.H.Q. and in Cairo, and will be obtainable at 4/- (four shillings) at home, and in Australia and New Zealand. The price in India will be three rupees.

(Extract from Notices published with G.R.O.Egypt dated 6/12/18).

ESTABLISHMENT OF BRANCH PAY OFFICE AT CALAIS. As a considerable number of all ranks proceeding on leave from France to the United Kingdom now travel by the Calais-Dover route and a number of troops are also proceeding to the former town in connection with the handing over of Ordnance, Guns, etc., it was decided to open a Branch Pay Office at Calais.

This office has now been established in suitable premises on the ground floor of No. 7 Rue Richelieu, opposite the Officers' Club, and is in charge of Warrant Officer T.A. Fraser under the supervision of the Paymaster Boulogne.

DESEMBARKATION LEAVE IN AUSTRALIA: The following rulings have been made by the Director-General, Department of Repatriation and Demobilisation :-

Policy, Rulings &c. - Disembarkation Leave in Australia (continued).

- (1) The grant of fourteen days pre-embarkation leave does not affect the period of dis-embarkation leave in Australia, viz., $7\frac{1}{2}$ days for every six months abroad up to a maximum of sixty days (3 D. 5/3/19).
- (2) Disembarkation leave is not affected by the period engaged in non-military employment (3 D.6432/2/2).

NON-MILITARY EMPLOYMENT. The following rulings have been made by the Director-General R. & D. :-

Subsistence Allowance, whilst on Non-Military Employment, is considered part of military pay (6413/1/11).

The end of November next has been fixed as the limit for which non-military employment may be granted (4308/19/32).

That applications for non-military employment in Ireland, whether Industrial or Educational, will not be entertained as there is no machinery existing for the exercise of supervision in that country. (4304/5/98).

WAR FINANCIAL INSTRUCTIONS.

No further W.F.I's have come to hand since the issue of my last circular.

ACCOUNTANCY INSTRUCTIONS.

The following are extracts from Accountancy Instructions recently issued by Defence :-

PRISONERS OF WAR REPATRIATED FROM TURKEY. The following cablegram has been received from the Commandant, Administrative Headquarters, regarding prisoners of war who are repatriated from Turkey and proceed to Australia :-

"32207 Reference those repatriated Prisoners of war from Turkey who proceed Australia (stop) As accounts are kept in London will treat soldiers as non-effective from date of arrival Egypt (stop) Non-effective statements will be forwarded to Districts by this office and Egypt will charge payments subsequent to date of arrival that country through District Paymaster's Current Accounts (stop) In the absence of details rate of pay have authorised Egypt issue voyage pay cards and have fixed following maximum advanced pay up to date of disembarkation in Australia (a) Ranks below Sergeant £10 (b) Sergeants and higher N.C.O. Ranks £15 (c) Officers £25 (stop) Such acquittance will be suitably endorsed (stop) Egypt advised".

2. As it is probable that those repatriated prisoners of war will arrive in Australia considerably before non-effective statements are received from the Chief Paymaster, a cablegram has been despatched to London requesting that, upon preparation of Non-effective Statements the following details relating to the account of each prisoner of war be cabled to the District Paymasters concerned :-

- (a) Total debits.

Accountancy Instructions - Prisoners of War Repatriated from Turkey (continued).

- (b) Total amount paid under allotment.
 (c) Total credits exclusive of credit earnings at net rate

3. In this connection the following procedure observed by the Chief Paymaster in keeping the accounts of prisoners of war in Turkey is quoted for your information :-

Advances by Turkish Government. - Advances are made by the Turkish Government to officer prisoners of war at the following rates :-

Lieutenants.	4s. 0d per diem.
Captains and higher ranks.	4s. 6d " "

These advances are made in Turkish currency at the pre-war rate of exchange, i.e. 110 piastres equal to £1 sterling.

The accounts of officers are debited with the whole amount they should receive under this scale, the advances being calculated at the ruling rates of exchange for each month. Thus, in order to arrive at the amount to be debited to an officer, the 4s. or 4s. 6d per day is converted into piastres at pre-war rate of exchange and is then re-converted at the current rate.

RATIONS. - As officers have to pay for their own food out of their advances, they are credited with 1s. 9d per day ration allowance during the period of their imprisonment. N.C.O's and men are issued with rations, by the Captor Government, and, therefore, no ration allowance is credited to these ranks.

RELIEF ALLOWANCE. - The rations issued in Turkey to N.C.O's and men are not sufficient for them to live on, and the high cost of food makes the advances to officers (4s. or 4s. 6d per day) totally inadequate. The Imperial Government has, therefore, authorised the issue of Relief Allowance to prisoners of war in Turkey up to a maximum of -

Officers	£18 Turkish per month.
Other ranks	£10 Turkish per month.

These Relief Allowances are administered by the Duthh authorities in Turkey. They will not be charged against the pay account of the recipients, and it is not known whether the Imperial authorities will claim on the Commonwealth for amounts so paid to Australian prisoners of war. If such claim is made, it will be paid either from Commonwealth or Australian Red Cross Funds.

Withdrawals from Pay Accounts - Officers. - Officers in Turkey may negotiate drafts on the Chief Paymaster or on the Commonwealth Bank of Australia, London, to the extent of £20 monthly through the Turkish agents of certain banks. In order to facilitate this, all officer prisoners of war are now provided with cheque books on the Commonwealth Bank, London. If the drawers have no funds with the bank, the Chief Paymaster reimburses the amounts and debits the officer's pay account.

Accountancy Instructions - Prisoners of War Repatriated from Turkey (continued).

Withdrawals from Pay Accounts - N.C.O's. and Men. -
N.C.O's and men may obtain small remittances from their pay accounts on application to the Chief Paymaster or the Australian Red Cross Society. Such amounts are limited to £10 monthly.

Remittances of Undrawn Pay and Change of Allotments.-
Australian prisoners of war effect remittances of their undrawn pay, and change their allotments, &c., with the same facility as other members of the A.I.F. (Circular No. 86).

PAYMENT OF INTEREST ON DEFERRED PAY. Paragraph 3 of Accountancy Instruction, Serial No. 44, is amended to read :-

Interest at the rate of $4\frac{1}{2}$ per cent. or the current rate for War Savings Certificates, will be paid in respect of the period from 1st January, 1918, onwards on the balance of the deferred pay which has been held by the Department for twelve months. The minimum interest is 1s., and amounts less than that will not be credited.

The Minister has decided that in calculating interest on accounts of deceased and missing men, the date to which interest is to be calculated is to be the month following the date the Non-effective Statement is received in the District Pay Office of finalisation. Date of receipt is therefore, in future, to be stamped on every Non-effective Statement received.

In special cases where, owing to circumstances beyond the control of the payee, the account is not finalised before the close of the third month following the month of arrival of Non-effective Statement in District, the date to be taken is the month in which the account will be passed for payment, e.g., Non-effective Statement received, 3/1/19; final account passed, 28/4/19. Calculate interest to February, 1919, but if final amount passed, 1/5/19, calculate interest to May, 1919. In the latter case, if interest had already been credited in the soldier's account to February, 1919, a further credit would be necessary.

The interest table has been based upon interest being paid only on amounts which have been held by the Department for twelve months, and allowance is made for deferred pay accruing from month to month. The table will not therefore apply in the case of deceased soldiers in respect of the period after the expiration of twelve months from the date of death, as deferred pay ceased to accrue on the death of the soldier.

In these cases, therefore, where payment of deceased estates is not made until after the expiration of twelve months from the date of death, interest will be calculated up to the end of such period of twelve months, from the interest table, in the manner set out in paragraph 3 above, and, in addition, simple interest at $4\frac{1}{2}$ per cent. per annum will be allowed for the remaining period on the total amount of deferred pay accrued to date of death. In arriving at the latter portion of the interest, calculate in even months, commencing with the month dating twelve months from the date of death, but excluding the last month.

Accountancy Instructions - Payment of Interest on Deferred Pay (continued).

In preparing final accounts of members who have been paid a percentage of their deferred pay while on furlough, interest will be calculated for the total period of service in the ordinary manner from the date and simple interest at $4\frac{1}{2}$ per cent. per annum on the percentage of deferred pay paid when on furlough deducted therefrom. Calculate in even months, including the month in which the payment was made, but not including the month of discharge. A similar procedure will be followed in respect of interest in the case of deceased soldiers' accounts, where advances of deferred pay have been made. (A.I.Serial No. 78).

STANDING ORDERS A.I.F. AND WAR FINANCIAL REGULATIONS - AMENDMENTS.

Holders of the book "Standing Orders A.I.F. and War Financial Regulations" should have received - or will shortly receive - copies of the following amendments issued by the C.P.M's Library.

(W.F.Rgs.)

M.O. 12/1919 Serial No. 24 S.R.333.

Reg. 7 - Chaplains' Pay.

" 22 - Subsistence Allowance, etc.

A.I.F. ORDERS. Attention is directed to the following A.I.F. Orders of special interest to the Pay Corps, issued by the G.O.C., A.I.F. :-

1558. - TEMPORARY RANK. A.I.F.Order No. 1529 of 24. 1. 19 is cancelled and the following will be substituted :-

Officers, Warrant Officers, N.C.O's and men granted any temporary rank whilst holding appointments, other than temporary rank to fill a vacancy in the authorised establishment of their own units, will hereafter be required to forego any claims for repatriation and demobilisation unless and until, by reason of the process of demobilisation, the functions of their office lapse.

Recommendations for such promotions will in future be accompanied by a certificate to this effect.

A similar rule will govern the grant of any increase or promotion in extra-regimental (E.R.)rank.

1561. - PROMOTIONS - OFFICERS AND N.C.O'S. With reference to Circulars and A.I.F.Orders issued from time to time since the Armistice affecting promotions, confirmation of temporary ranks, etc., the following consolidated series of decisions are issued for the guidance of all concerned :-

Substantive Promotions.

- 1 - (i) Substantive promotion of Officers will now normally cease. Special cases, notably in administrative services and departments, and where the increased rank is necessary until arrival in Australia, will

A.I.F. Orders - Promotions - Officers and N.C.O's. (continued).

be represented for decision upon their merits.
The promotion of 2nd Lieutenants to Lieutenants will be made as heretofore.

- (ii) W.O's., N.C.O's and men who have been promoted temporarily to fill vacancies in authorised establishments, and are or will be required to continue in the exercise of that higher rank until arrival in Australia may be granted substantive rank at discretion of Divisional Commanders, or G.O.C., A.I.F. Depots in U.K. as the case may be.
- (iii) The strength of units in proportion to authorised establishment will be duly considered in determining the existence of vacancies. (A.I.F. Order 1517).
- (iv) Vacancies in establishment will not be deemed to exist by reason of the absence of personnel on extended leave in the United Kingdom.

Such vacancies will, however, be deemed to exist in cases where personnel have proceeded to Australia on extended leave, or who have left their units for non-military employment (educational or industrial) for periods exceeding three months and who have by reason of such non-military employment forfeited their positions on precedence rolls.

- (v) Higher rank granted for educational purposes under A.I.F. Orders Nos. 1492, 1548, and 1555 will, unless otherwise stated, be extra-regimental rank. The nature of the duty and the tenure of the appointment will be taken into consideration in deciding whether rank shall be extra regimental or temporary.

Reference to temporary rank in A.I.F. Orders Nos. 1548 and 1555, will be read accordingly.

Temporary Promotions.

- 2. - (i) Vacancies in establishment which are not met under para. 1 may, if the need exists, be filled by temporary promotions, recommendations for which will be considered on the basis of :-
 - (a), the strength of units proportionate to establishment. (A.I.F. Order, 1517).
 - (b) the needs of the service.
 - (c) fairness to the individual.
- (ii) Vacancies occurring in the establishments of Staffs of H.Q. formations will be filled normally by detailing officers to officiate in such appointments. Officiating officers will not be eligible for temporary promotion. (A.I.F. Order 1534). Such officers may, however, wear Staff Distinctions.
- (iii) Officers and other ranks holding temporary and/or E.R. rank at the time of their withdrawal for non-military employment (industrial or educational) will revert to

A.I.F. Orders - Promotions - Officers and N.C.O's. (continued).

their substantive ranks from the date upon which they relinquish the appointment for which temporary or E.R. rank was granted. (A.I.F. Order 1544).

- (iv) Personnel holding temporary or extra regimental rank will not be reverted from such rank when they leave their units for employment at A.I.F. Headquarters, London, or under the Department of Repatriation and Demobilisation.

On their arrival at A.I.F. Headquarters, London, or the Department of Repatriation and Demobilisation their ranks will be reviewed by the Commandant and Director-General, respectively, who will decide, having regard to the nature of the duties to which they are allotted, whether they should continue to hold their temporary or E.R. ranks, or whether they should revert to lower temporary ranks or to their substantive ranks. (A.I.F. Order No. 1503).

- (v) Officers, Warrant Officers, N.C.O's and men granted any temporary rank whilst holding appointments, other than temporary rank to fill a vacancy in the authorised establishment of their own units, will hereafter be required to forego any claims for repatriation and demobilisation unless and until by reason of the process of demobilisation the functions of their office lapse.

Recommendations for such promotions will in future be accompanied by a certificate to this effect.

A similar rule will govern the grant of any increase of promotion in extra-regimental (E.R.) rank. (A.I.F. Order No. 1558).

- (vi) Officers, Warrant Officers, N.C.O's or men granted temporary rank under para. 2 (i) and who upon withdrawal for return to Australia would normally revert to their substantive rank may be permitted to retain such temporary rank if required for duty in that rank on the voyage, whether such duty be military or educational.

This rule will rarely apply in the case of Officers, who will only be permitted to retain temporary rank for purposes of command and upon the recommendation of the Director-General of Repatriation and Demobilisation.

With regard to other ranks the proportion of N.C.O's to other ranks will be determined on the basis of :-

1 Sergeant to 30 other ranks.

1 Corporal to 20 other ranks.

- (vii.) Except as herein provided and except as laid down in A.I.F. Orders Nos. 1477 and 1493, temporary rank will be relinquished when personnel are withdrawn for return to Australia. Such temporary rank will not carry

A.I.F. Orders - Promotions - Officers and N.C.O'S. (continued).

privileges granted to officers on return to Australia on account of A.I.F. Rank.

3 ppp

1564. - SICK FURLOUGH AND SICK LEAVE ALLOWANCE IN LIEU OF RATIONS AND QUARTERS. Para. 1 of A.I.F. Order No. 1279 of 28. 6. 1918 is cancelled and the following substituted :-

On and after 17th February, 1919, members of the A.I.F. and A.A.N.S. who are granted -

(a) Sick Furlough, or

(b) Sick Leave.

will, when rations and quarters, or allowance in lieu thereof are not provided, be entitled to draw an allowance of six shillings (6s) per diem for the period of such sick furlough or sick leave.

1568. - SEPARATION ALLOWANCE. Reference A.I.F. Order No. 1364 of 6. 9. 18, approval has now been given for the payment of Separation Allowance to dependents of members of the A.I.F. resident in Allied Countries and British Dominions with effect from the 1st January, 1919, at the same rates and upon the same conditions as those pertaining to dependents residing in Australia, New Zealand and the United Kingdom.

(Authority: Defence Cable, WQ.661 of 1. 2. 19.)

1572. - PROMOTIONS - OFFICERS AND N.C.O'S. - Para 2 (iii) of A.I.F. Order 1561 of 21/2/19 is cancelled, and the following substituted therefor :-

(iii) Officers and other ranks holding temporary rank at the time of their withdrawal for non-military employment (industrial or educational) will revert to their substantive ranks from the date upon which they relinquish the appointment for which temporary rank was granted (A.I.F. Order 1544).

1573. - TRAVELLING EXPENSES. Authority has now been given for the payment of travelling allowance to officers required to travel in America at the rate of £1 per diem, in addition to Field Allowance, and any charges for railway fares.

(Authority: Defence Cable, W.Q. 642 of 31/1/19).

1577. - FORFEITURE OF PAY AND ALLOWANCES :-

1. Section 119 of the Defence Act, as amended by the Defence Act, 1917, and Australian Military Regulations Nos. 539, 563 (as amended by Statutory Rule of 15 1919), and 563A are published hereunder :-

DEFENCE ACT, SECTION 119: "No member of the Defence Force shall, without the authority of the Minister, be

A.I.F. Orders - Forfeiture of Pay and Allowances (continued).

entitled to receive ^{any} pay or allowances while under any charge of which he is afterwards convicted by any Court or by his Commanding Officer, or while under sentence of penal servitude, imprisonment, detention or field punishment, by any Court or by his Commanding Officer or during absence from duty without leave".

A.M. REGULATION NO. 539: "If on the investigation of a charge sufficient evidence is not forthcoming as to whether the accused has or has not committed the offence, and there is no opportunity of carrying the investigation further at the time, the accused, if the offence charged is serious, may be released from arrest or confinement in order to do duty without prejudice to his re-arrest when further evidence is forthcoming and the matter can be further inquired into."

A.M. REGULATION NO. 563: "Under Section 119 of the Act, no member of the Military Forces shall, unless otherwise prescribed, be entitled to receive any pay or allowance - (a) while under any charge of which he is afterwards convicted by any Court or by his Commanding Officer or while under sentence of penal servitude imprisonment, detention or field punishment awarded by any court or by his Commanding Officer, or (b) during absence from duty without leave. The term 'Court' here used includes Civil courts as well as Courts-Martial.

"The period (a) during which pay shall be stopped shall commence from and include the first day on which the charge was investigated by a Commanding Officer or a Court whichever first occurred. In these cases the Commanding Officer or Court will make no award of forfeiture of pay, but will inform the soldier of the number of days pay he forfeits.

"For the purpose of Section 119 of the Act, involuntary absence without leave from the Military Forces is to be treated as absence from duty without leave. When a sentence is passed by Court-Martial and confirmed the person sentenced remains under a charge within the meaning of Section 119 of the Act till the day on which the original sentence and proceedings were signed by the President of the Court Martial.

"A person released from arrest under Regulation 539 thereupon ceases to be made a charge within the meaning of Section 119 of the Act of having committed the alleged offence in respect of which he is so released, and if any further proceeding is taken with reference to that alleged offence, the provisions of Section 119 of the Act and of this Regulation will not operate to cause a forfeiture in respect of any period during which he has been so released."

A.M. REGULATION NO. 563A.: "Any pay or allowance which, by the operation of these regulations or of the Act is forfeited or which any member of the Military Forces is

A.I.F. Orders - Forfeiture of Pay and Allowances (continued).

disentitled to receive may be paid by authority of (a) the Minister or (b) any officer in Chief Command of a body of Australian Military Forces outside Australia or (c) any officers deputed for the purpose by the Minister."

2. The statutory forfeitures to which members of the A.I.F. are subject consequent upon conviction by a Commanding Officer or Court-Martial or during absence without leave will be governed by the above quoted Sections of the Defence Act and Regulations and not by the Army Act, King's Regulations and Royal Warrant.

The method of calculation of the extent of forfeitures for absence is the same under the Defence Regulations as provided for in the Army Act and the Royal Warrant.

3. It will be noted that in determining the number of days during which pay is forfeited consequent upon conviction for an offence, the date of first arrest is not material to the case.

4. The forfeiture commences on the day on which a charge was first investigated by a Commanding Officer or Court whichever first occurred.

5. (a) When rendering Army Form B.2069 to the Base, units will include, in the remarks column, the date on which the charge was first investigated by a Commanding Officer, and (if accused has been released from arrest without prejudice to re-arrest), the date of release and re-arrest of accused.

(b) In the case of convictions by Courts-Martial the following particulars will be furnished in addition to any other details which are required under instructions issued from time to time :-

Date and place of trial.
Charge.
Finding.
Sentence and date.
Confirmation and authority.
Remission (if any).
Date on which charge was first investigated by C.O.
Date of promulgation.
Date of release from custody and re-arrest of accused (if any).
Period under charge.

6. In cases where for any reason it is considered that the members of the A.I.F. concerned should not forfeit pay for the full period ~~entailed~~ entailed, full particulars will be furnished by the unit or formation concerned through the usual channels to the G.O.C., A.I.F., together with a recommendation as to whether any of the forfeitures should be remitted.

7. ~~pppppppp~~

8. (a) The above method of calculating forfeitures will become operative in the A.I.F. abroad from 5th February, 1919.

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A.I.F. Orders - Forfeiture of Pay and Allowances (continued).

(b) A.I.F. Orders Nos. 001 and 1030 of 10. 8. 18 and 10. 2. 17 respectively, are included, and 1257 of 11. 6. 18 cancelled.

(Authority: C.R. 4304/8/75, and Defence Cable WQ 678 of 5. 2. 19.).

RSC

Chief Pay Office,

London, S.W.

20th March, 1919.

Chas. J. Thomas
Colonel,
CHIEF PAYMASTER.

311 *Draw* 22
Staff Pay Office, A.I.F.
Attd. Aust. Corps Headquarters.
12th March, 1919.

TO: All Paymasters in France.

376A General Instructions No.15. para 62.

Imprest With reference to para 62 of above Instructions issued by Dept. of Repatriation & Demobilization, please note that when receipts are given by you referring to Pistols and Binoculars the make and registered numbers should be shewn.

In the case of Officers Saddlery, the receipts should detail the items forming the set and state mark of saddle.

In connexion with the purchase of saddlery by Officers, it must be carefully noted that only those Officers who sold their own sets of saddlery to the Commonwealth Government in Australia prior to embarkation, are entitled to purchase under General Instructions No.15.

377. Marriage Certificates.

Further to para 375 of Paymasters Instructions, you are now informed that, with regard to marriages contracted in France or Belgium, the Chief Paymaster has agreed to a certified copy of the Marriage Certificate being obtained and forwarded in lieu of the original document.

378.
Imprest Accounts.

The Chief Paymaster advises that the Auditor, A.I.F. has asked that the numbers of Official Receipts issued by Paymasters be shown in future in relative Field Returns and Schedules, as some difficulty has been experienced in verifying receipts owing to the fact that frequently, several entries are made of a like amount.

379. Lost or Stolen Paybooks.

Advice has been received that Paybook No. 610162 belonging to No. 3591 Dvr. Allison, L.J. 3rd A.B.A.C. was stolen from him on 27th ultimo.

Should this Paybook come into your possession kindly take the necessary action.

Please acknowledge receipt of these Instructions.

HE 6 Captain.
for Staff Paymaster, A.I.F.
Attd. Aust. Corps Headquarters.

311 *Draw*

23

Staff Pay Office, A.I.F.
Attd. Aust. Corps H.Q.
12th March, 1919.

TO: All Pay Sergeants.
Attd. Aust. Corps.

605. Marriage Certificates.

Further to para 604 of Pay Sergeants Instructions, you are informed that with regard to marriages contracted in France or Belgium, the Chief Paymaster has now agreed to a certified copy of the Marriage Certificate being obtained and forwarded in lieu of the original document.

Please act in accordance with the above.

606. Lost or Stolen Paybooks.

Advice has been received that Paybook No. 610162 belonging to No. 3591 Dvr. Allison, L.J. 3rd A.B.A.C. was stolen from him on the 27th ultimo.

Should this Paybook come into your possession please take action accordingly.

W. E. G. Capt
for *Major*
Staff Paymaster, A.I.F.
Attd. Aust. Corps Headquarters.

Staff Pay Office, A.I.F.
Attd. Aust. Corps H.Q.
8th March, 1919.

Divl.
TO: ALL PAYMASTERS IN FRANCE.

376. French & Belgian Currency - Method of Accounting.

All Paymasters located in Belgium will record their transactions in Belgian Currency converted into sterling so long as the Exchange Rate is different.

In cases where transactions are made in French Currency, such as advances to persons proceeding on leave or to units still remaining in French Area, it will be necessary when recording same in Cash Book to shew the Belgian equivalent, thus:-

	Belgian.	£	s	d
Acquittance Rolls (French) 759 francs =	7 7 5 90	29.	1.	11.

Rubber Stamps have been indented for to enable all Acquittance Rolls and vouchers paid in either French or Belgian Currency to be suitably marked in Paymaster's Office.

Harshand
Staff Paymaster, Major.
Attd. Aust. Corps Headquarters, A.I.F.

311
25
Staff Pay Office, A.I.F.
Attd. Aust. Corps Headquarters.
5th March, 1919.

TO: ALL PAYMASTERS IN FRANCE.

374. Conversion into French Currency of Claims passed for Payment.

The Australian Paymaster, Boulogne, has been requested when passing claims for payment not to show the French conversion, but to merely record the sterling value of the claim and leave the converting either into French or Belgian Currency, to the Paymaster concerned.

This will not apply to claims forwarded to either Rouen or Havre.

375. MARRIAGE CERTIFICATES.

With reference to para 326 of Paymaster's Instructions I am now in receipt of advice from the Chief Paymaster to the effect that when Pay Representatives take new allotments on account of a soldier's marriage in U.K. a copy of the soldier's Marriage Certificate cannot be accepted by the Chief Pay Office, but it is necessary for the original document to be forwarded or failing this, a certified copy of same should be obtained from the Registrar General, Somerset House, Strand, London, W.C.2 such certificate being issued free of charge for Military purposes.

With regard to marriages contracted in France or Belgium the above also applies, but as it is not likely that soldiers in France will care to part with the original document, I have suggested to the Chief Paymaster that a certified copy, which, it is understood, can be obtained from the Maire or Burgomaster of the Commune, should be forwarded in lieu. You will be duly advised immediately a reply comes to hand; meantime, however, the suggestion put forward by me may be acted upon.

Kindly acknowledge receipt.

Frankland
Major.
Staff Paymaster, A.I.F.
Attd. Aust. Corps Headquarters.

317
26
Staff Pay Office, A.I.F.
Attd. Aust. Corps Headquarters.
5th March, 1919.

TO: ALL PAY SERGEANTS.
(Attd Aust Corps)

604. Marriage Certificates.

With reference to para 492 of Pay Sergeants Instructions, I am now in receipt of advice from the Chief Paymaster to the effect that when Pay Representatives take new allotments on account of a soldier's marriage in U.K. a copy of the soldier's Marriage Certificate cannot be accepted by the Chief Pay Office, but it is necessary for the original document to be forwarded, or failing this, a certified copy of same should be obtained from the Registrar-General, Somerset House, Strand, London W.C.2 such certificate being issued free of charge for Military purposes.

With regard to marriages contracted in France or Belgium the above also applies, but as it is not likely that soldiers in France will care to part with the original document, I have suggested to the Chief Paymaster that a certified copy, which, it is understood, can be obtained from the Maire or Burgomaster of the Commune, should be forwarded in lieu. You will be advised immediately a reply comes to hand; meantime, however, the suggestion put forward by me may be acted upon.

Kindly acknowledge receipt.

Harshand

Major.
Staff Paymaster, A.I.F.
Attd. Aust. Corps Headquarters.

War Diary

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To pay sergeants
at Aust Corps

Chief Pay Office,
21 Great Peter Street;
WESTMINSTER, S.W.1.
11th February, 1919.

TO:

Infantry in March

Officers, N.C.Cs. and Men.
A.A.P.C.

607

At this juncture the Defence Department deem it advisable to have a leading permanent official in the position of Chief Paymaster, A.I.F. and have appointed Colonel T.J. Thomas, formerly Finance Member of their Military Board accordingly. I shall be handing over my duties to Colonel Thomas to-morrow morning, 12th February.

I take this opportunity of expressing my thanks to you for your loyal service and devotion in carrying out the duties assigned to you. Your co-operation has made it a pleasure to hold my position for the past sixteen months in the Pay sphere of the A.I.F., where, although the personal risks run are not comparable with front line work, the work performed was essential to the A.I.F. and has produced results which have materially assisted the soldier and made his load lighter, whilst the public interests of the Commonwealth have been safeguarded. With cordial appreciation I congratulate you upon these results and upon the fact that the A.A.P.C. will bear comparison with the Pay personnel and system of the different other Armies engaged in the war, nor has it been unworthy I trust and believe of the A.I.F. as a whole.

In saying goodbye I express the hope that your duties will soon be completed and that you will be able soon to return to your people in Australia who will be so happy to receive you.

W. J. Thomas

Lt. Colonel,
CHIEF PAYMASTER.

311

28

MEMORANDUM.

FOR INFORMATION OF PAY SERGEANTS.

EXTRACTS FROM CHIEF PAYMASTER'S CIRCULAR NO: 28 of 20th Feb. 1919.

P O L I C Y.

RULINGS &C.

DISCHARGE OF MEMBERS OF A.A.P.C. The following is an extract 608
from a cable received from the Department of Defence dated 15th
January, 1919 :-

"Members of the A.A.P.C. may upon return to
Australia, be retained for duty for such periods
as may be approved by the Minister for Defence".
(1401/1/105).

This is published for general information.

CASH PAYMENTS TO SOLDIERS IN HOSPITALS. The amounts authorised 609
to be paid to soldiers in hospital have now been increased as here-
under mentioned. Holders of the book "General Instructions
(No. 3) relating to patients in Military Hospitals" should amend
same as follows :-

For sub-para. (of para. 29) appearing at the top of page
31 substitute the following :-

"Whilst in hospital soldiers may receive, at the
discretion of the Officer i/c Hospital, cash payments on
the following scale :-

	<u>Ordinarily.</u>	<u>If liable to hospital stoppages.</u>
Sergeants and higher ranks.	10/-	7/-
Corporal.	7/-	5/-
Ranks lower than Corporal.	5/-	3/-

From the amounts paid the soldiers will meet minor hospital
charges for stamps, &c.

If on receipt of charges on the above scale the Regimental
Paymaster observes that the soldier is in debt and that restricted
cash payments only are properly admissible he will advise the
Officer i/c Hospital at once and that officer will restrict future
cash payments to half the rate laid down above" (A.C.I.No.10/1919).

FREE PASSAGES SOLDIERS WIVES AND OTHER DEPENDANTS. The High 610
Commissioner has forwarded a copy of a cablegram received from
Defence as follows :-

"Free passages wives and other eligible dependants
effective soldiers may be provided subject to
conditions that in event of renewal of hostilities
and such soldiers becoming casualties such wives

29
Policy Rulings &c. - Free Passage Soldiers Wives and other dependants (continued).

and dependants will not be eligible free passage return United Kingdom.

(A.I.F.Hdqs. File No. 2256/1/46 and see note at Foot A.I.F.Order 1510).

APPLICATIONS FOR PASSAGES TO AUSTRALIA FOR DEPENDANTS. Referring to General Instruction No. 8 issued by the Director General, Repatriation & Demobilisation and particularly to Annexure "C" thereof, it will be observed that, where necessary, Form 543 must be signed and accompanied by Form of Application (A.I.F. Form 542) :

Paymasters will note that until such time as "X" Depot is established, the difference between the value of the 3rd class passage and 2nd and 1st class, as the case may be, viz: £15. and £32. respectively, may be entered on Form 543 and in the soldiers paybook, provided either amount does not exceed 75% of accrued Deferred Pay, having due regard to any forfeiture and overdrafts.

The advance is considered as a first charge against Deferred Pay, and a notation must be made in pay book that such advance does not prejudice future drawings of the next rate of pay by the soldier. Unless desired by the soldier it is not necessary to absorb any available credit he may have in his pay-book towards payment of dependants passage.

All such applications must be dealt with by Paymasters prior to despatch to Department of Repatriation & Demobilisation. Payment number must be advised in every case although A.I.F. Form 543 does not make any provision therefor. (1428/11/2).

FREE WARRANTS FOR MEN VISITING HOME ON ACCOUNT OF DEATH OR ILLNESS OF RELATIVES. 612
A recommendation was recently submitted by me to the Commandant of these Headquarters pointing out that members of the Imperial Force are granted free Railway Warrants when travelling to attend funerals of near relatives or when proceeding to their homes owing to the dangerous illness of parent, wife or child and asking that approval be given for a similar concession to be granted to the A.I.F.

The Commandant has now signified his approval of the following :-

"WARRANTS FOR MEMBERS OF THE A.I.F. CALLED TO THEIR HOMES OWING TO THE DANGEROUS ILLNESS OR THE DEATH OF A PARENT, WIFE OR CHILD.

A warrant at the public expense may be issued to W.O's. N.C.O's or men in the above circumstances.

In the case of illness, a Medical Certificate showing that the patient is dangerously ill, is necessary to support the issue of a Warrant".

NOTE: Warrant to be endorsed before payment by Officer in Charge Records Section (1402/15/18).

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Policy, Rulings &c. (continued).

A.A.N.S. - MEMBERS MARRIED ABROAD - FREE RETURN PASSAGE. The following cable has been received from Defence :-

"In continuation of my telegram 29th October WR584 approval given for free passage of Nurses discharged on marriage 12 months service is intended to represent 12 months Overseas service".

(1401/2/17 and see C.P.M.'s Circular of 20th Nov. 1918).

DISCHARGES IN U.K. The Finance portion of the work connected with discharges in U.K. previously dealt with in Bills Section has now been transferred to Demobilisation Department. The Sub-section where the work is carried out is in charge of Lieut. Tunks and is located in Rooms 15 and 19, 54 Victoria Street.

All letters relating to Pay of Dischargees hitherto referred to Bills Section will now be passed to the new Sub-section of Demobilisation Department.

GRATUITY FOR SOLDIERS PREVIOUSLY DISCHARGED. The following cable has been received by the High Commissioner :-

MELBOURNE, January 25th.

Senator Pearce, Minister for Defence, has announced that the scale of furlough and maintenance allowance which was recently approved for payment to returning members of the Australian Imperial Force and naval and military expeditionary force, has now been extended to discharged members who had not received furlough under the scale mentioned.

The approved grant are $7\frac{1}{2}$ days leave on full pay according to rank at the rate of discharge for every six months' service abroad. A uniform deduction of 14 days will be made in each case for leave granted prior to discharge. Sustenance allowance at the rate of 3/- for each day of furlough will be granted to all personnel with over one year's service abroad, which service extends from the date of embarkation in Australia to date of disembarkation on arrival at the district of demobilisation. Grants will not be payable to those members who may have been returned to Australia for disciplinary reasons.

Examples of payments show that a man with 16 months' service receives one day's pay; with one year's service, one day's pay and 15 days' sustenance allowance; with 16 months' service, 9 days' pay and 23 days' sustenance allowance; with 22 months' service, 16 days' pay and 30 days' sustenance allowance; with 28 months' service, 24 days' pay and 38 days' sustenance allowance; with 34 months' service, 31 days' pay and 45 days' sustenance allowance; with 40 months' service, 39 days' pay and 53 days' sustenance allowance; and with 46 months' service, 46 days' pay and 60 days' sustenance allowance. It is unofficially estimated that this will involve an expenditure of £5,000,000".

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-4-
31
Policy, Rulings &c. (continued).

TEMPORARY RANK OF N.C.O'S. The following extract from a memo. dated 15th January, 1919, by the G.O.C., A.I.F. Depots in U.K. is repeated for information :- 616

"Existing orders provide that Temporary W.O's and N.C.O's., who received their appointments before a certain date, retain their temporary rank on marching out for Australia.

Circumstances have required and will require me to move some of them from Depot to Depot for concentration for Australia. They will, therefore, retain their temporary rank, tho' moving from Depot to Depot, for the moves are only stages en route to Australia."

FIELD ALLOWANCE. In a recent enquiry as to the adjudication on claims for the additional Field Allowance provided for by A.I.F. Order 720 of 25/6/17, it was ruled that all ordinary claims should be decided by the Paymaster to whom the claim is submitted in accordance with para. (a) of the Order, but that in case of new appointments or those the validity of which the Paymaster considered doubtful, the claim should be referred to me for decision. 617

In a recent claim by an officer for the additional allowance whilst attached to Headquarters of the 3rd Tank Brigade (which appointment duly appeared in A.I.F. List), it was ruled by the A.A.G., A.I.F., that the extra allowance was payable.

Whilst this ruling was a specific one, it indicates that Imperial Headquarters are included in the "Brigade Headquarters and Headquarters of higher formations" mentioned in the said Order, and that an officer would be entitled to the additional allowance whilst holding any authorised appointment on such Headquarters. (1404/3/23).

RETURN TO AUSTRALIA OF 1915 PERSONNEL. In my Circular of December, 1918 (No. 26, page 3) a copy of a Tidworth Order dated 11/12/18 was repeated. 618

As this order is contrary to A.I.F. Order No. 1477 of 13/12/18 which states that temporary rank will be held on marching out for demobilisation, only if such temporary rank was held prior to 11/11/18, it has been amended by the addition of the following words:-

"This applies to Temporary or Extra Regimental Ranks which were held prior to 11/11/18."

(Tidworth R.O. 7317 of 20. 2. 19. 14407/9).

SUBSISTENCE ALLOWANCE - ADMINISTRATIVE HEADQUARTERS. The Commandant has ruled that the rate of Subsistence Allowance payable to all ranks employed in London shall be decided by the rate of pay which they are actually receiving, e.g., A Chaplain who is receiving the pay of a 4th Class Chaplain, will receive Subsistence Allowance at the rate fixed for Captains notwithstanding that he may be an Honorary 1st Class Chaplain (4301/24/11). 619

TRAVELLING ALLOWANCE. The following copy of a cablegram received from Defence dated 21st January, 1919, is published for information :- 620

Policy, Rulings &c. - Travelling Allowance (continued).

"W542 your telegram 24th Jan. 43890 approval given Officers of the A.I.F. who are required to travel in America being granted travelling allowance at rate of £1 per day in addition to field allowance and any charges for Rail Fares".

CIVILIAN CLOTHES OR ALLOWANCE IN LIEU UPON DISCHARGE. Originally 621
a soldier upon discharge was granted 30/- for civilian clothes both in Australia and outside, and in the case of Australia this grant was made in the form of an order upon an outside tailor, whilst cash allowance in lieu was paid to discharges in U.K. Later, the payment of 21/9 for civilian overcoat to discharges in U.K. was approved by Defence. In view of the inadequacy of the grant, the question was submitted to Defence who have now agreed to issue outside Australia upon equal terms to those of the Imperial Government. The commuted value of the clothing is left to our discretion.

A supply of clothing for issue to discharges has been indented for on the Imperial Authorities, the cost of each suit and overcoat being 90/0. This does not include a new issue of underclothing, etc. and boots.

The undermentioned recommendations have been submitted to Defence but until approval is received the aforementioned regulations will continue to operate.

Recommendations :-

- (1) That cash values be made to discharges.
- (2) That officers receive the grant.
- (3) That the value be assessed at £5 (five pounds) per person in addition to a new service issue of boots, underclothing, etc.
- (4) That the grant of 30/- in Australia be discontinued and recommendation No. 3 be submitted in lieu thereof. (21/1/19).

DECEASED SOLDIERS :- ESTATES IN UNITED KINGDOM. The Deceased 622
Soldiers Estate Act having now been passed by Parliament, District Paymasters have been instructed to hand no further estates to the Local Public Curator, in cases where the next-of-kin or beneficiaries of the deceased soldier reside in the United Kingdom.

The Administration of these estates will be undertaken by these Headquarters and the balance found due paid to the beneficiary or next-of-kin as the case may be.

In cases where the next-of-kin reside in America, Canada or Europe the estates will also be administered in London. (F1408/2/1).

WAR FINANCIAL INSTRUCTIONS.

The following are extracts from War Financial Instructions issued by the Department of Defence, Melbourne :-

War Financial Instructions (continued).

N.C.O's IN REINFORCEMENTS. It has been decided that Non-commissioned Officers and Privates who have been returned to Australia, on leave, on half pay or without pay, will on the completion of their leave in Australia, be allotted to the first embarking reinforcements, under the same conditions as the 1914 Anzacs, i.e., form part of the reinforcements, and the N.C.O's will not replace the Voyage Only Non-Commissioned Officers. 623

Paragraph 1 of Instruction No.66A (Serial No.134) has therefore been amended by the insertion after the word "hostilities" of the following :-

"or who have been returned on leave on half pay, or without pay". (W.F.I.Serial No.164).

ESTATES OF DECEASED SOLDIERS. The following addition is made to War Financial Instruction 233, sub-paragraph (iii) :- 624

Where the deceased soldier appoints an Executor under his will to distribute bequests and probate of the will is not obtained, the District Paymaster may either pay to the beneficiaries direct or obtain their consent to pay the military estate to the person nominated as Executor under the will. (W.F.I.Serial No.166).

ILLEGAL ABSENTEES. With reference to War Financial Instruction Serials Nos. 72 (F.C. 199) 106, and 119, which are hereby cancelled, I have to advise that the procedure in connection with the accounts of "Illegal Absentees" has been amended as the result of cable communications with the Commandant, A.I.F.Headquarters, London. The War Financial Instructions have now been amended by cancelling Instruction 107, and inserting in lieu thereof the following new Instruction :- 625

107. (i) Members of the A.I.F. who are absent without leave for 21 days may be declared "illegally absent" by a Court of Inquiry -

(ii) If the member is still absent after 28 days from the date on which the declaration is made that he is illegally absent, the Chief Paymaster will cable the District Paymaster to cancel allotment, and will include in the cable the first date of the member's absence. Separate code words, as under, will be used by the Chief Paymaster in these cables, in the case of allotments to dependants and non-dependants respectively, as shown by his records, viz :-

"Abandoned" meaning "Illegal Absentee cancel allotments dependants".

"Abandonant" meaning "Illegal absentees records show non-dependants cancel allotments telegraph names of soldiers whose allottees dependent".

(iii), The District Paymaster will verify the dependency of allottee from his records, and will immediately take action to cancel allotment as under -

(a) Dependants - Allottee will be given at least 30 days'

War Financial Instructions 9 Illegal Absentees (continued).

notice of cancellation of allotment, stating reasons for cancellation. Allotment will, therefore, be cancelled 79 days from first date of member's absence as shown in C.P.M's cable, provided however, that allotment will not be cancelled before expiration of 30 days from the date of notification to the allottee.

(b) Non-Dependants. - Allotments will be cancelled as from earliest possible date.

(iv) District Paymaster will not reply to "Illegal Absentee" cables from Chief Paymaster, except where cases of dependent allottees are shown in his non-dependants ("Abandonant") cables, or vice versa. Chief Paymaster will not amend his records until receipt of District's Variation Form, which will quote C.P.M's cable number.

(v) In the case of dependants, on the apprehension of the member, allotment will be reinstated from the date of apprehension at the minimum compulsory rate for a private (vide War Financial Regulation 37), and Separation Allowance will be reinstated in full. The Chief Paymaster will advise the District concerned by cable of the date of apprehension in these cases. The Chief Paymaster will advise the District Paymaster by mail of the date of reinstatement of allotment at the full rate, after allowing for the recovery of the overdraft (if any) on the member's account. Allotments payable to non-dependants will be reinstated by mail advice from the Chief Paymaster when the member's account is in credit.

No reinstatement of allotments in full or in part will be made in any case, until receipt of advice from the Chief Paymaster.

(vi) Adjustment of the overpayment caused by continuance of allotment during the period of the member's absence will be effected by the Chief Paymaster, by debiting the soldier's account with the amount of pay at the member's net rate, and allotment for every date of the period of forfeiture, and by varying the soldier's earnings in accordance with the actual payment of allotment as shown by the District Variation Form referred to in Paragraph (iv) above.

(vii) It will not be necessary for District Paymaster to forward an overpayment (debit), advice to the Chief Paymaster covering the overpayment of allotment in these cases, as all the transactions are controlled by the latter. (W.F.I.Serial No.170).

REPATRIATION OF PRISONERS OF WAR - PAYMENTS TO. Add new
Instructions 183B :-

Approval has been given that repatriated prisoners of war shall be given 30 days' leave on arrival in England with 3/- per diem sustenance allowance while on leave. The Chief Paymaster has also been authorised to advance up to 25 per cent. of the deferred pay due to the member. (W.F.I.Serial No.171).

GRATUITY PAYMENT - CANCELLATION OF ALLOTMENTS BY CHIEF PAYMASTER. Add new Instruction 116A. -

116A. Allotments which have been cancelled or reduced by the Chief Paymaster to recover overdrawals due to fines or forfeitures, will be credited in full for the gratuity period under War Financial Regulations 33 and 34, in the event of the death of

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War Financial Instructions - Gratuity Payment - Cancellation of Allotments by Chief Paymaster (continued).

the member on active service.

The allotment will not be reinstated in full in such cases except under very exceptional circumstances, e.g., where the allottee is in distressful circumstances and is not the person entitled to the balance of the soldier's estate, but in no case should reinstatement of allotment be made where the soldier's account is not in credit. (W.F.I. Serial No. 172).

ACCOUNTANCY INSTRUCTIONS.

The following are extracts from Accountancy Instructions recently issued from Defence :-

GRATUITIES PAYABLE IN RESPECT OF DECORATIONS. PAYMENT OF GRATUITIES. 628
With reference to Accountancy Instruction Serial No. 72 relative to the above-mentioned subject, you are informed that gratuities payable by District Paymasters to deceased soldier's estates in the under-mentioned cases will not be paid separately as provided for in Serial No. 72 in the case of discharged men :-

(a) Death in Australia before discharge of -

(i) A Warrant Officer who has been awarded the Military Cross.

(ii) A Warrant or Non-Commissioned Officer or man who has been awarded the Distinguished Conduct Medal.

2. The amounts will be credited to the individual pay account concerned and debited to "Gratuities Recoverable Account".

3. Care will be exercised when forwarding schedules of estates to the Treasury Section for payment, to draw attention to those particular amounts. This is necessary in order to insure that the sums are charged to the appropriate item under Miscellaneous War Services in the Estimates, and that their recovery is not overlooked.

4. The instructions in Serial No. 72 regarding the entries to be passed on the receipt of refunds from the Paymaster of Imperial Pensions will apply to these amounts under notice.

5. Regarding the portion of paragraph 3 (a) Accountancy Instruction Serial No. 55 in which it is instructed that, before submission to the Paymaster of Imperial Pensions, claims for refunds of gratuities shall be submitted to the Auditor-General for certification, it is instructed that these statements will be forwarded in the case of the 3rd Military District to the Director of Naval and Military Audit, and in other cases to the local Audit Examiner in Charge.

6. Accountancy Instruction Serial No. 55 is amended in accordance with the foregoing. (W.F.I. Serial No. 80). 629

OVERPAYMENTS OF ALLOTMENTS AND SEPARATION ALLOWANCE. The following additional instruction is included in Accountancy Instructions

Accountancy Instructions - Overpayments of Allotments and Separation Allowance (continued).

Serial No. 67, in connection with overpayments :-

90A. The following general principles are outlined in connection with the recovery of overpayments of allotments and separation allowance :-

(1) Overpayments, for which the soldier is in no way responsible, of allotments to non-dependants, made during the life of the soldier or after his death, are not to be debited against the estates of deceased soldiers on finalisation, unless beneficiary and allottee are identical.

(2) In cases other than estates of deceased soldiers, overpayments of allotment or separation allowance will not be recovered from the soldier's pay or deferred pay in any case where such overpayment has arisen through the fault of the Department and the soldier gratifies the District Paymaster that the overpayment has not benefited, or will not benefit, himself or his dependants, and makes a Statutory Declaration to that effect.

(3) In all other cases (subject to the provisions of clause (1) in the case of estates of deceased soldiers) overpayments of allotment or separation allowance will be recovered from one or more of the following sources, viz :-
Soldier's active service pay, allotment and deferred pay.

(4) In connection with clauses (1) and (2) above, the District Paymaster or Chief Paymaster, as the case may be, will be held responsible for seeing that in all cases where the clauses referred to recovery cannot be made from the soldier's account or from his estate, all reasonable steps are taken to obtain recoveries (subject to existing instructions) from the persons to whom payments have been wrongfully made. An indorsement to this effect must be made by the District Paymaster on the final Statement of Account of the member concerned in all cases where unadjusted overpayments are omitted from final Statements of Account in accordance with clauses (1) and (2).
(A.I. Serial No. 83.)

A.I.F. ORDERS. Attention is directed to the following A.I.F. Orders of special interest to the Pay Corps, issued by the G.O.C., A.I.F.

1503. - TEMPORARY AND EXTRA REGIMENTAL RANKS - MODIFICATION OF RULES
RE. Personnel holding temporary or extra regimental rank will not be reverted from such rank when they leave their units for employment at Administrative Headquarters, A.I.F., or under the Department of Repatriation and Demobilisation.

On their arrival at Administrative Headquarters, A.I.F., or the Department of Repatriation and Demobilisation their ranks will be reviewed by the Commandant and Director-General respectively, who will decide, having regard to the nature of the duties to which they are allotted, whether they should continue to hold their temporary or E.R. ranks, or whether they should revert to lower temporary ranks or to their substantive ranks.

(Authority: D.A.G., A.I.F., 151/02/65 of 30. 12. 10).

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A.I.F. Orders (continued).

1509. IMPREST HOLDERS - APPOINTMENT, DUTIES, etc. Deals at length with appointment, duties, responsibilities, Deficiencies and Courts of Enquiry and is too voluminous to quote at length. 631

1510. DISPOSAL OF KITS AND EFFECTS OF OFFICERS AND EFFECTS OF OTHER RANKS WHO ARE DECEASED, MISSING, ETC. Sets out the procedure to be followed in the disposal of kits and effects (a) from the Field to the Base and (b) after arrival at the Base. 632

1517. PROMOTIONS - TEMPORARY. All temporary promotions of Officers, Warrant Officers, and Non-Commissioned Officers will hereafter be made having due regard to the proportion of strength to establishment in units. Where, for instance, the strength of a unit is only 60% of establishment, no temporary promotions of Officers, Warrant or Non-Commissioned Officers will be made except to complete to 60% of the authorised establishment of those ranks. 633

1527. PROMOTION - CHAPLAINS. On completion of four years' continuous service in the A.I.F. and subject to favourable report, Chaplains may be promoted Class 11 (temporary), with pay and allowances equivalent to that of a Major in the A.I.F. 634

A.I.F. Order 1410 of 22. 10. 18 is hereby cancelled.

1531. RETURN OF OLD PAY BOOKS. A.I.F. Orders Nos. 507 (c), 589 and 1292 are cancelled and the following substituted :- 635

1. Withdrawn Pay Books (either No. 1 issue - the original issue; or No. 2 - issued early in 1917) which are now held by the Chief Paymaster, will be returned to Australia, either with the Non-effective accounts of the member concerned, or on the transport upon which the member embarks for Australia, and will be handed to the member on discharge in Australia.
2. Members who are discharged in the United Kingdom will receive their old Pay Books from the Discharges Section, Chief Pay Office, London.
3. No application for the return of old Pay Books (either personally or by letter) will be granted except as provided in para. 2.

1537. PAY, RATES OF, TO MEMBERS OF THE A.A.N.S. The following are the rates of pay as authorised by Department of Defence, Melbourne :- 636

Matron-in-Chief, A.A.N.S.	19/2 per diem to date from 1. 10. 18.
Principal Matron (Staff Duties, Salonica, Egypt and India)	17/6 per diem to date from 1. 6. 18.
Other Principal Matrons and Matron.	15/- " " " "
Sister-in-Charge, or Head Sister.	13/- " " " "
Nursing Sister.	12/- " " " "
Staff Nurse.	9/6 " " " "

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A.I.P. Orders - 1537 - Pay, Rates of, to Members of the A.A.N.S.
(continued).

Masseuse.

9/6 per diem to date from 1.6.18.

The above rates include 10d. per diem extra messing allowance, and 10d. per diem laundry.

(Authority: Defence Cables W.Q. 287, 25. 12. 18, and W.R. 659 of 13¹ 11: 18).

1544. - TEMPORARY RANK. Officers and other ranks holding temporary rank at the time of their withdrawal for non-military employment (industrial or educational), will revert to their substantive ranks from the date on which they relinquish the appointment for which the temporary rank was granted.

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W. J. Williams

Chief Pay Office,

London, S.W.

20th February, 1919.

Lt. Col.
CHIEF PAYMASTER.