

**AWM4**

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

Pay

**Item number:** 5/4/7

**Title:** Paymaster, 2nd Australian Division

January 1918



AWM4-5/4/7



18,000-12/1 -8723

**CONFIDENTIAL.**

ORIGINAL.  
~~DUPLICATE.~~  
~~TRIPLICATE.~~

Australian Imperial Force.

**WAR DIARY**

OF

*a.a. Coy. Corps att 2 Aust. Division.*

FOR

*January* 1918.

Signature of Officer compiling

*A. White*

Signature of Officer Commanding

*H. S. Haighin Capt.*



CONFIDENTIAL ORIGINAL

WAR DIARY

69  
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.

a.a. Pay Corps att<sup>ch</sup> 2 Australian Division  
INTELLIGENCE SUMMARY.

(Erase heading not required.)

January 1918

Place	Date	Hour	Summary of Events and Information	Remarks and references to Appendices
In the field	1918 Jan 1		Paymaster Aust Corps H.Q. balanced cash $\pounds$ on hand and found same to be in agreement with amount shown in Cash book.	
		3	owing Bank holiday on 1 <sup>st</sup> January cash was not available till 2 <sup>nd</sup> inst. Imprests were advanced upon today.	
		4	Paymaster visits Aust Corps H.Q. to attend conference of Paymasters.	
		6	Lt. Raighin mentioned in Despatches vide A.I.F. List-278.	
		9	Lt. Raighin resumed duties and took over from relieving Paymaster Lt. Bird.	
		15	advanced on Imprest.	
		19	Paymaster attended conference at Australian Corps H.Q. and discussed the question of uniformity of system as for the field regarding pay matters.	
		27	Prepared & forwarded monthly report to Paymaster Aust Corps.	Copy Report attached.
		28	Moved to NIELLES (4A41 Hazebrouck 5A. 100000 map)	

W. H. Raighin Capt  
Paymaster - 2<sup>nd</sup> Div. A.I.F.



69

18,000-12/17-872

2

# WAR DIARY

OF

*2nd Coy Corps att 2 Aust Division*

FOR

*January* 1918.

## LIST OF APPENDICES.

No.

Subject.

1

*Monthly Finance report.*

*Back:*



The PAYMASTER,  
Australian Corps H.Q.

MONTHLY REPORT - JANUARY, 1918.

In this my first monthly report of the year I must remark on the past year's work conducted under the new order of things. The work carried out by Pay Sergeants has fully justified their establishment. Not only have they maintained a close watch on current pay, but they have materially assisted in unravelling the chaotic tangle that pay had drifted into in the early stages of the war. Although so much has been accomplished there is yet a strenuous time ahead, but with the concerted efforts of all (of which I feel assured) will result in that, which was set out to be accomplished, being achieved.

Concerning this month things have been about the average.

The progress to be made in respect to the adjustment of new with old pay books is not what I had hoped to be able to report, as, so far, I have only received adjusting Db. and Cr. advices up to 23 Battalion. Next month the Division will be in rest and with such a favourable opportunity might I suggest that LONDON be asked to make an added effort to complete as many of these adjustments as possible.

Paymasters have been greatly relieved by the arrangement providing for personnel proceeding to PARIS on leave receiving pay from our representative in that city. I have received favourable comment from Senior Officers of this Division of the convenience served by this establishment, and they have expressed that S/Sgt. FUSSELL had more to do than could be expected of any individual, i.e., explaining the position of men's accounts and pay at the same time.

The establishment of a separate office is fully appreciated.

Imprests :- of the 7 accounts that were showing a balance at at the end of last monthly period I append following statement showing present position :-

Capt. SPIER	17th Bn.	14. 4		Adjusted
Capt. PLAYFAIR	2nd D.A.H.Q.	7. 3. 4		Adjusted
Capt. REES	11th Bty.	72. 4. 8		72. 4. 8 Dbt.
(Capt. NEARES	15th "	8. 1. 4	14/8 adj.	7. 6. 8 "
(Capt. SYNNOT	15th "	11. 0. 0		11. 0. 0 "
Lieut. NUNN	2nd D.A.C.H.Q.	1. 0	Cr. Bal.	Adjusted
Major JOSS	2nd A.A.S.P.	3.11.11		3.11.11 "
		-----		-----
		£102.15. 7	Dbt. Bal.	94. 3. 3
		1. 0	Cr. "	
		-----		-----

=====

Remarks :-

Capt. SPIER.  
Capt. PLAYFAIR

Refunded to Paymaster Australian Corps  
Learning that this officer was returning to Australia, immediately wired Chief Paymaster advising the fact and asked that steps be taken to obtain an adjustment with result that an A/R was obtained for amount of £7.3.4.

Capt. REES

This officer has been invalided to ENGLAND but I have communicated with him to which I expect a favourable reply.

Capt. NEARES

This officer has recently rejoined his unit from Hospital in England and I expect to be in a position to report adjustment in my next despatch.

Capt. SYNNOT

This officer has recently returned to the field from School ENGLAND and the matter of adjustment has been brought under his notice to which a favourable response is anticipated.

Lieut. NUNN

Adjusted in my last return.

Major JOSS

I personally interviewed this officer but as he was not O.C. of A.A.S.P. at the time when debit occurred I have communicated with responsible officer and feel certain the desired result will obtain.



App 1

ACQUITTANCE ROLLS

With those received from time to time and where it was found irregularities appeared, it has been the practice to attach a copy of my correspondence drawing the Imprest Holders attention to some of the A/Rs when forwarded to LONDON. This was considered wise as C.P.M. would be fully acquainted with matters and possibly save later correspondence.

I would be pleased if all of these attachments, <sup>concerning</sup> be filed with correspondence for Imprest account concerned.

Credits to pay A/C.

With regard to receipts paid into this office only the average amount was received during the month.

REMITTANCES

A. I. F. Order 1064 has been closely perused by me. Para C calls for a certificate of identity that will be difficult for Paymasters to complete. I would be pleased to be advised what you will accept as sufficient proof in establishing a soldiers identity. Until this information is to hand I am forced not to accept this responsibility.

I would also like to know if any uniform system has been decided upon as to how amounts representing advances made against these special 'payment warrants' are to be shown through my books and returns.

To enable Imprest Holders to cash these 'payment warrants' it will be necessary for me to make provision for small currency, such as, 10c, 50c, etc. to be drawn when receiving advances of Imprest, and as only a very limited amount of silver can be drawn I anticipate great difficulty will be experienced in this regard.

Imprest Holders have approached me on the subject of cashing these warrants and I have seen fit to advise them to instruct soldiers to report to this office for the present. They are to be in possession of a certificate of identity signed by C.O. or Adjutant.

With the increasing number of remittances I think the time has arrived when the present system could be improved upon and the pay office relieved of the trouble it involves.

Remittances through Banks are purely their affair. If the Commonwealth Bank established a Branch say at Corps and had a representative at each Division they could deal with this branch very easily. The Divisional representative could be installed in Divisional Paymaster's office. The tendency to make the Pay Office a banking institution would thus be obviated, but, on the other hand, by establishing these representatives a much desired want could be provided for. With the limited staff allowed a Div. Paymaster he is perforce obliged to keep a rigid check on transactions that tend to make his branch similar to the functions of a bank.

PAYBOOKS

Various Pay Sergeants have reported that paybooks of men marching in from Base are in bad order. This is after making allowances owing to the difficulty which would be naturally experienced with such a "here today and there tomorrow" complement.

I have not received any advice re my enquiry as to procedure desired in issuing new books for those completed as per my last report, but I am following the practice of forwarding all such pay books to LONDON for re-issue.

A case occurred recently where a continuation pay-book was issued in this office. The original old pay-book with receipted A.B.I. form was forwarded to C.P.M. with suitable note attached. Owing to an error LONDON despatched to me a Cont.P/Book for issue. A comparison of that book issued by me and that forwarded by LONDON revealed that totals brought forward did not agree, and no explanation was forwarded as to why these differed. Is it not advisable to always advise in such a case as this?

With the proposed new paybook might I suggest that on first page of payments the following be inserted: -

"No erasures are to be made in this paybook. All alterations are to be initialled by responsible person."

"In cases of soldiers found in possession of a paybook with erasures or showing alterations not initialled disciplinary action will be taken."

The above would be the most effective means of bringing these points under the soldiers notice, as at the bottom of the



instructions provision could be made for his signature which is required for purposes of the book.

ALLOTMENTS (D. of D.) As a result of my recent visit to LONDON I learn that the matter of showing rates of pay on D. of Dependency forms was most essential although the forms supplied did not call for this information. In a majority of cases this had been supplied on those forms obtained and forwarded from this Division, and I was given to understand that with those instances where such did not appear the forms would be returned for purpose of inserting the particulars. To date these have not come to hand.

ALLOTMENTS -

(ALLOTMENT SCHEDULES) These are not now required to be rendered, but all Pay Sergeants are keeping a record of all "promotions and reversions" and "forfeit" "90 days and over", noting particular action taken with each instance.

OVERDRAFTS

Consequent on a large number of advances under A.I.F. Order No. 696 the total number of O/D accounts for Division has considerably grown. For the month applications assessed by me under 696 total 409. The reduction of this advance to £7 makes the question of repayment more possible than when at £10. With those cases where C.P.M. advises that an amount has been transferred to District Paymaster for acceptance could I be informed please as to what time it is expected would ordinarily lapse before I am finally advised that same has been accepted or otherwise.

Extra Field All. Adjutants

As instructed I am not making advances of this allowance to Adjutants for any period after 31st December last. Officers concerned are being notified to this effect.

Regarding my enquiry as to whether an Adjutant to a Divisional Reinforcement Camp was entitled to this allowance I have not received your reply. Might I be informed please.

Appended are statistics for the month.

*N. H. Kaighin Capt*  
PAYMASTER,  
2ND AUSTRALIAN DIVISION.



69

App 1

Statement of Receipts & Expenditure  
Paymaster 2nd Aust. Division Month January 18

Receipts	£	S	D	Expenditure	£	S	D
Balance forward	4731	7	10	advances to Aust. P.M.			
Aust. Disallowances after 29th			11	Aust. at Ross	63505	.	6
Total advances	98266	13	4	other Govt. "	107	12	7
Post-office receipts	689	10	5	advances to B.E.F.			
Credits to pay a/c	807	17	10	Imprest holders	1025	5	.
Cash in Effects	15	.	2				
Trust a/c	1707	18	.	Trust a/c	2335	1	.
Remittances	13	10	9	Bills	15	11	10
Sundry Receipts	13	6	9	American Expenditure	182	4	3
				Deposited from Aust Corps	1115	3	8
				Balance carried forward	37959	17	3
				(Cash on hand & Imp. Bal)			
Total	106245	16	1	Total	106245	16	1

MISCELLANEOUS

Paymaster 2nd Aust. Div.

Month January, 1918

	No.	Amount
War saving certificates	3	£265
Sub Imprest accounts	57	
" " Balances outstanding at end of month	7	
Debit and Credit advices dealt with	2062	
Letters received	3270	∅
" despatched	3100	X
Allotments dealt with	123	

∅ Reduction due to Xmas and New Year lapse  
X Reduction due to Division being in line

Back