

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

Infantry

**Item number:** 23/82/4

**Title:** Overseas Training Brigade

January 1918



AWM4-23/82/4

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.

or  
INTELLIGENCE SUMMARY.

(Erase heading not required.)

Place	Date	Hour	Summary of Events and Information	Remarks and references to Appendices
	<u>Jan. 1918.</u>			
Sandhill				sg.
Camp,	1st.		New Years Day. Observed as a holiday.	sg.
Longbridge				sg.
Deverill.	2nd		Training as per Syllabus.	sg.
	3rd		Military funeral accorded to late Private Smiley, E.J. No. 3451. 59th Battalion.	sg.
	4th		Training as per Syllabus.	sg.
	5th		Training as per Syllabus.	sg.
	6th		Divine Services. Inspection of Camp by the Brigadier.	sg.
	7th		Training as per Syllabus.	sg.
	8th		Training as per Syllabus.	sg.
	9th		Training as per Syllabus.	sg.
	10th.		Training as per Syllabus.	sg.
	11th		Training as per Syllabus.	sg.
	12th		Jewish Divine Services.	sg.
	13th.		Divine Services. Inspection of Camp by the Brigadier.	sg.
	14th.		Training as per Syllabus.	sg.
	15th		Training as per Syllabus.	sg.
	16th		Training as per Syllabus.	sg.

*H. Russell Watson Col*  
*O. J. Bde*

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Place	Date	Hour	Summary of Events and Information	Remarks and references to Appendices
	<u>Jan. 1918.</u>			
Sandhill Camp, Longbridge Deverill.	17th		Training as per Syllabus.	sg.
	18th		Training as per Syllabus.	sg.
	19th		Jewish Divine Services. Lecture by Major Ewald, Southern Command to all Instructors in the Brigade, on Musketry Teaching.	sg.
	20th		Divine Services. Inspection of Camp by the Brigadier.	sg.
	21st		Training as per Syllabus.	sg.
	22nd		Training as per Syllabus.	sg.
	23rd		Training as per Syllabus.	sg.
	24th		Training as per Syllabus. Lecture by Colonel Bradley (DSO) on Tanks.	sg.
	25th		Training as per Syllabus.	sg.
	26th		Training as per Syllabus. Battalions on Interior Economy.	sg.
	27th		Divine Services. Inspection of Camp by the Brigadier.	
	28th		D.A.Q.M.G. of Southern Command inspected 8 acres of ground for cultivation by this Brigade.	sg.
	29th		Training as per Syllabus.	sg.
	30th		Training as per Syllabus.	sg.
	31st		Training as per Syllabus.	sg.

*A. Russell Watson Col.*  
*O. J. Bode*

sg.

sg.

STANDING ORDERS.

R O U T I N E. Routine hours have been fixed as shown below. Any alterations due to change of season will be changed in Brigade Routine Orders.

1.

Reveille.	7am.
Breakfast.	7.30am.
1st Parade.	9am to 12 Noon.
Sick Parade.	8. 0.am.
Dress for Parade.	8.15 am
Warning.	8. 30am.
Fall In.	8.40am.
Dinner.	12.30pm.
2nd Parade.	2pm to 4.30pm.
Dress for Parade	1.15pm.
Warning.	1.30pm.
Fall In.	1.40pm
Advance.	1.55pm.
Tea.	5. 0.pm
Retreat.	5.30pm
1st Post.	9.30pm.
Tattoo (Last Post).	10. 0.pm
Lights Out.	10. 15pm
Saturday afternoon,	from.2pm - Half holiday.

B A N D S. Camp Bands will play in the Camp at "Reveille" and "Retreat"

2

B U G L E C A L L S. Reveille, Retreat, Tattoo and Lights Out will be first sounded from Brigade Headquarters, and will be taken up by the Orderly Bugler of each Battalion. (Reveille and Retreat- Massed Bugle Bands.

3

B O U N D S. The camps of No. 1 Command Depot and of the 1st Training Brigade, Sutton Veny, are out of bounds to all ranks of the Overseas Training Brigade until after 4.30 in the afternoons on week days, and after 12 noon on Saturdays and Sundays.

4

All Railway Lines on Sutton Veny Station are "Out of Bounds" except for the purpose of duty, and at the regular crossings. Any infringement of this order will be severely dealt with. The Military Police have been instructed to arrest any man trespassing on the Railway lines..

The paddock between Brigade Headquarters and the Camp is on no account to be used as a short cut for any purposes whatever. All ranks going to Bombing, the Rifle Range, or Brigade Headquarters will use the main roads. Any disregard of this Order will be met with strict disciplinary action.

The village of Westbury is "Out of Bounds" to all Other Ranks in the Overseas Training Brigade.

The following is a list of towns and villages within the five-mile radius;-

- |                   |                      |                    |
|-------------------|----------------------|--------------------|
| Warminster,       | Sutton Veny,         | Heytesbury.        |
| Norton Bavant.    | Bishopstrow.         | Corton.            |
| Boyton.           | Upton Lovell.        | Codford.           |
| Sherrington.      | Chitterne StMary.    | Imber.             |
| Upton Scudamore.  | Longbridge Deverill. | Kingston Deverill. |
| Maiden Bradley.   | Horningsham.         | Monkton Deverill.  |
| Brixton Deverill. |                      |                    |

es

A copy of this will be posted in a conspicuous position on every Battalion and Company Notice Board.

D U T I E S.

5.

All Officers and N.C.Os in charge of duties which are working under cover will place a list of all other ranks employed in the particular building in a conspicuous position inside the entrance of the building, such as the names of those employed in Barber's Shops, Tailor's Shops, Quartermasters' Stores and so on. It will then be possible to see at a glance what men are working in any particular hut. Any others, except those whose names are on these lists will have no right in any of these huts during parade hours, unless paraded there or on duty.

D I S C I P L I N E.

6.

Obedience. Obedience is the first duty of a soldier. An order given by an Officer or N.C.O. must be obeyed without hesitation or remark. If a man has anything to say about an order which he has received, and he thinks himself wronged in any way by it, he must obey it instantly none the less, and after the order has been carried out he can make his complaint to his Company Officer.

Cleanliness. Soldiers will pay particular attention to cleanliness. No man is good for much if he has no proper self-respect, and no man can be self-respecting if he is dirty. (It is a good thing to have a parade before breakfast, to see that every man is washed and shaved .

Health. Health is most important to a soldier. It is an absolute duty of every soldier to do all in his power to make himself healthy, for a man who is not strong and healthy can neither march nor fight, and a soldier is of no use unless he can do both, and a man who is continually reporting sick is a nuisance to his comrades who have to do his duty. Moreover, men must be careful not to drink too much, for excessive drinking will not only get them in to trouble, but will also injure their health. If a man feels ill he should report sick, and men are forbidden to treat themselves or consult private practitioners, and men are punished for concealing diseases.

Smartness. Soldiers should take the greatest pride in their smartness in every way, not only for themselves, but also to bring credit to the Regiment to which they belong.

Salutes. Soldiers will always be on the look out to pay proper respect to their superiors; they will stand to attention and salute when the National Anthem is played, and will always salute the Colours.

Discipline. It must not be forgotten that the strict discipline under which every man in the army is placed is not insisted on without good reason. Without discipline it would be impossible to have control over any body of men in action, and the strictest discipline in regard to small matters in barracks or on parade is the means of teaching the absolute and immediate obedience which is the basis of the discipline that gives a Commander control over his men in action, and that wins battles. Discipline is the ground work of the whole of the soldier's training. In the preparation of the soldier for the duties he will have to carry out in war, and success in war depends mainly on the nature of an army's discipline; every soldier must understand this, as discipline is not merely a set of rules and regulations drawn up for the purpose of keeping order amongst men who go to form an ARMY.

Saluting. Officers are to be particularly strict with regard to saluting by Other Ranks, both within and without the Camp. Officers are responsible that proper military discipline is observed at all times.

DISCIPLINE.

(Contd).

6

Special-attention is directed to the following extract from Orders issued by G.H.Q. . . .

"All charges signed by an A.P.M. are to be dealt with by the Commanding Officer himself, and where the charge is dismissed a reason will be given for such action (Auth.R.P.574-12.6.17 March Discipline. In order to prevent trespassing on private property, troops, when halted on the line of march, must not be allowed to leave the road or to stray in to the adjoining fields. This order is to be communicated to all ranks, and to be read out periodically.

Roads. Troops marching along narrow roads or lanes will invariably march in file, rather than fours, in order that there will be no congestion of traffic.

D R E S S .

7.

Commanding Officers are responsible that their men are correctly dressed, and that unauthorised adornments and clothing are not worn. Attention is drawn more particularly to the following points.

- (a) A.P.Hats, - not caps- are to be worn by soldiers when leaving the precincts of their camp or Barracks.
- (b) Hats to be worn turned up at the side with "Rising Sun" badge fastened to the side.
- (c) Greatcoats must be buttoned up to the neck or else carried on the arm.
- (d) Officers alone may wear collars and ties.
- (e) Worsteds "Australias" are unauthorised, and must not be worn on greatcoats or tunics.
- (f) The following are the only authorised badges;-
  - Collar of tunic. - Bronze Rising Suns.
  - Service Cap. Do Do Do.
  - Hat. Do. Do. Do
  - Epaullette of Tunic and Greatcoat .-Bronze "Australia".
- (g) Belts will be worn when out of Camp.
- (h) Soldiers must, at all times, carry on their person means of identification, including identification discs.
- (i) N.C.Os and men proceeding on leave will be inspected by an Officer, prior to their departure from Camp or Barracks, to ensure compliance with this Order. (Auth. G.O.C.Orders . u.9 of 22.6.17.)

EVERY OFFICER AND OTHER RANK in this Brigade will be properly addressed and will have his Battalion or Unit Colour patches on each tunic sleeve. These colours may be obtained from Brigade Quartermaster's store. (77-14)

DUTIES OF N.C.Os.

8.

- (1) They will associate amongst themselves, the senior ready to assist the junior with his advice; the junior to learn the knowledge and cultivate the tone acquired by the experience of the senior. On no account, or under any pretence will they be on terms of intimacy with private soldiers, either by borrowing money from them or in any other manner.
- (2) They will observe the health of the men, and will report at once any man who is treating himself for any disease.
- (3) When they give an order, they will give it shortly and distinctly in the most positive terms, and not in the form of a request. If the order is not obeyed at once, they will repeat it. If it is not then obeyed they will place the offender in close arrest by placing him in escort, and marching him to the Guard Room, under the charge of another N.C.O.
- (4) Under no circumstances will they threaten to put a man in the Guard Room.
- (5) Unless unavoidable they will never take the escort themselves to the Guard Room, or follow it up closely.

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DUTIES OF  
N.C.Os.  
(Contd.)

8

- (5 Contd). They will stand aside, wait till the accused is locked up, and then hand over the report to the Sergeant of the Guard.
- (6) If it is necessary to take a man's name for any offence, they will call out the name and offence in such a manner that the man may be at once aware that his name is taken, and for what reason.
- (7) The senior, staying in a Barrack Room is responsible for the discipline and cleanliness. It is their duty to report any man who is noisy or dirty, and thus protect clean and quiet men from discomfort, and ensure the good order of rooms.
- (8) All N.C.Os will attend Company Memoranda daily to make applications, and answer any reports.
- (9) If, when out of Barracks, they happen to meet a drunken or absent man, they will, when in the vicinity of a guard-room, or barracks, where they can obtain assistance, and, if necessary, an escort, order him to Barracks. Otherwise they will not notice him, as such interferences often entail the serious crime of disobeying orders, and may even cause a still greater one, of striking a superior Officer. They will call for the assistance of the Police only to secure a deserter or a man charged with a civil offence, and in extreme cases. They will report any such circumstances to the Sergeant Major on their return to Barracks.
- (10) They will take the number of any policeman interfering with a soldier or making a report against one.
- (11) When a civilian reports a soldier, they will take his name and address.
- (12) If, when marching parties, they meet an officer, they will call the party to attention, and give the word of Command "Eyes right" or "Left", and salute.
- (13) They will not dismiss a Guard or party until they obtain leave from the senior Officer or N.C.O on parade.
- (14) Sergeants will never drink in the Canteen.
- (15) If an N.C.O. be at the bar of a public house, when a private soldier, comes in, they will finish their refreshment as soon as possible, and leave the house. Corporals are not to pass men out of barracks unless they are on duty at the gate.

OVERSEAS  
DRAFTS.

9.

- (1) When a draft is warned to be held in readiness through G.O.C. Routine Orders a nominal roll of the men available to the number required, plus a five per cent ~~margin~~ margin for casualties, showing date of inoculation, date marched in, and qualifications of specialist, will be submitted to the Adjutant, No. 4. Battalion, and O's C. Battalion, No. 1, 2, and 3, and the names on this roll will be strictly adhered to. No alterations or additions being made, except under exceptional circumstances.
- (2) The draft, plus the 5% margin, will be "C" Company of each Battalion.
- (3). On the day the men are marched in to "C" Company, the Officer commanding the Company, will hold a kit inspection, care being taken that each man is equipped to Table III. Particular care is to be taken that each man has a red and green identification disc, and these discs are suspended from the neck in a correct manner, and that each man's boots are serviceable, comfortable and in good condition. If a man is wearing new boots, they must be thoroughly broken in, before the man marches out.
- (4). Each man must be in possession of a pay book, and in the back of each pay book, the A.F. 3066, must be posted, duly signed by the man, and by an officer. If a man has lost his pay book, his name and all particulars of the loss will be taken and forwarded to the Brigade Paymaster, who will

- OVERSEAS. (4 Contd). then take action to recover or replace it, and  
DRAFTS. forward it to the man's unit.
- (Contd). (5). A careful inspection of the T.A.B. dates entered in the  
9 paybooks, must be made, and any man who cannot show the date of his inoculation or whose inoculation took place more than twelve months previously, must be at once paraded to the Medical Officer and inoculated.
- (6). Pay will be made to a draft up to and including the day on which they are warned to be held in readiness. Date and time of payment to be arranged by O's C. Battalions, but to be not later than the date of being held in readiness.
- (7) A medical and dental inspection of the draft will be made while the men are in "B" Company, and within 24 hours of the payment of the draft, and every man whose name is on the rolls, must attend that Parade.
- (8). When a movement order appears in G.O.C. orders, a movement order will appear in Brigade Routine Orders, giving time for Medical and dental inspection, fall in, move off, and entraining and the times stated will be strictly adhered to.
- (9) Attention will be paid to the state of a man's hair, all hair must be kept short.
- (10) The draft will parade at all times correctly dressed, according to their Units, the puttees being on the right way., et etc.
- (11) When a draft parades in full marching order, the greatcoat will be inside the pack. unless otherwise ordered; the mess tin is cover below the pack.
- (12) When the men march out, rations as stated in orders will be carried by the men, and their water bottles will be filled with tea. The Messing Officer of each Battalion arranging for the supply of tea.
- (13) O's C. Battalions 1, 2, and 3 will be personally responsible that their "C" Companies are properly turned out, and fully equipped. They are also responsible that the men have been paid up to the date of marching out; that they have been dentally and medically examined, and that their paybooks contain record of T.A.B. inoculations, and 3066 Form properly signed and ruled off.
- (14) Nominal Rolls, (16 Copies), Army Forms 122 and all papers required for Overseas draft will be handed to the Chief Conducting Officer, by the Adjutant of No. 4. Battalion, one hour before the movement of the draft.
- (15) Before moving off, the Chief Conducting Officer will render a Certificate to Brigade Headquarters that he has inspected the draft and found it correct in equipment and general turn-out.; that the papers are complete and legible, and that he is satisfied in every respect with the draft.
- (16) The Adjutant of No. 4. Battalion will forward Medical History sheets, (Army Forms B.173 ) to Records Offices, and the Quartermaster will forward Q.I. forms to A.Q.M.G. immediately after the draft has marched out.
- (17) Two permanent N C.Os will accompany each Overseas draft, one to act as C.S.M., and the other as C.Q.M.S.
- (18) Conducting Officers, on their return, will hand to the Adjutant of No. 4. Battalion, receipts for troops marched out, a complete and corrected Nominal Roll, signed by him, and a report addressed to the Commanding Officer, on the movement of the draft, stating any unusual occurrences.
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PERMANENT CADRE.

10.

In all cases where an N.C.O. attached to the Permanent Cadre is sentenced to imprisonment or detention, he is, if medically fit, to be returned to his Unit, on completion of such sentence. If the sentence is merely reduction in rank, or to the ranks, and does not include detention or imprisonment, the soldier will, if medically fit, be sent to his Original Unit by next draft.

In all such cases, this Headquarters will be advised, in order that another suitable N.C.O may be demanded from the Unit in lieu.

Duties of CONDUCTING OFFICERS AND N.C.Os TO DEPOTS IN U.K. (RAIL).

11.

(1) When detailed the Officer or N.C.O will report to the Chief Drafting Officer, on the day previous to the draft moving out, at a time advised to receive instructions.

(2) The Officer or N.C.O in charge will report at a time advised to the Messing Store to sign for the rations for the troops he is to conduct.

(3) On the day the draft moves out he will report to Chief Draft Office, to receive rolls and papers at the time advised.

(4) He will check the rolls before moving off.

(5) He is not responsible for the rations and kits leaving here, but will take them over from the Baggage N.C.O. at Warminster Railway Station, and give him a receipt for them.

(6) He will obtain the ration statement and baggage list from the Baggage N.C.O

(7) He, solely, is responsible that the rations are put on the train at Warminster, and detrained at their destination.

(8) He is responsible that a guard is left with the rations and kits when same are detrained, and that the guard is instructed to remain with them till handed over to the Depot to which the troops are proceeding.

(9) He is to obtain from the Depot a receipt for kits and rations, said receipts to be handed to Chief Drafting Officer on return.

(10) He is responsible for discipline on the march.

(11) He and Assistant N.C.Os are to return on completion of duty, and by nearest route.

(ROAD)

(1) When detailed he will report to Chief Drafting Officer on the day previous to the draft marching out, at a time advised to receive instructions.

(2) He will report at a time advised to the Messing Store, to sign for the rations, for the troops he is to conduct.

(3) On the day the draft moves out, he will report to the Chief Draft Office, to receive rolls and papers, at time advised.

(4) He will check the rolls before moving off.

(5) He is responsible for the discipline on the march.

(6) He does not wait for baggage or ration receipts; the baggage N.C.O. obtains these, unless Conducting N.C.Os are specially instructed to do so.

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DUTY PASSES.

12.

All passes for conducting duties issued by the Chief Draft Officer must be returned direct to C.D.O. by the person to whom they were issued, who must also sign in a ledger kept for that purpose, as having completed his duty.

LEAVE AND RAILWAY TRAVELLING.

13

In no case is leave to be given which entails Railway travelling at any time on Saturday, Sunday or Monday.

LEAVE.

14.

Battalion Commanders will handle their own leave. They will grant such leave as they deem justified as follows;-

Nos 1, 2, and 3 and 4 Battalions up to 20 per week. This applies to all other ranks.

No. NoG.O. or man warned for overseas will be granted leave.

G.O.No. 4. Battalion may grant leave to Officers passing through his Officers' Company.

On no account will an Officer be granted leave once he has been warned to hold himself in readiness to proceed Overseas at short notice, unless there are very special reasons, and all such applications will be submitted to Brigade Headquarters.

Battalion Commanders may grant leave to their Permanent Cadre Officers. The foregoing applies exclusively to a period of 48 hours, or part thereof.

Any application (All Ranks included) for a longer period will be investigated by Battalion Commanders, and if considered justifiable, will be submitted to Brigade Headquarters.

A nominal roll of all leave granted will be submitted to Brigade Headquarters, by 8am each morning, setting out the length of leave granted.

Battalion Commanders are responsible that a Nominal Roll of all leave granted be sent to the Station Master from whose station, applicants are departing not later than 48 hours previous to the time they will travel by train.

OFFICERS' LEAVE.

15.

Para. 9. Routine Order No. 110. dated 7th, October 1917 is republished for the information of all concerned.

"It is again pointed out for the information of all Officers, that when once an officer has been placed under orders to proceed Overseas, leave will not be granted unless under very special circumstances and such cases will be referred to Headquarters

A.I.F. Depots in U.K. (Auth.R.O., 1415.18.3.17.G.O.C.

Officers warned to proceed Overseas at a definite date must proceed by the train specified. No concession will be allowed, and Officers are to be informed that they must not, under any consideration, apply to Brigade Headquarters for permission to proceed prior to the time stipulated.

SLEEPING OUT PASSES.

16.

Applications for "Sleeping Out Passes" will only be submitted for the approval of the G.O.M.C. for soldiers of exemplary character, when there are some very special reasons for the application being put forward.

(Authority. Bhurtpore Orders. 596. of 13.6.17.

DUTY AND LEAVE ROSTER.

17.

10

WARRANT OFFICERS  
AND SERGEANTS  
ALLOWED OUT OF  
BARRACKS UNTIL  
MIDNIGHT.

17.

Reference Routine No. 2357 of 24.10.17. (Headquarters A.I.F. Depots in U.K./ that Warrant Officers and Sergeants may remain out of Barracks until midnight without special permission.

This order does not permit them to be in towns or villages during the time that such towns or villages are out of bounds to A.I.F. Troops, and does not affect the provision of the A.I.F. Depots in U.K. Order No. 2256 of 16.10.17 reading as follows:-

1. Bounds. All towns and villages in A.I.F. Depots in U.K. Command, are out of bounds to A.I.F. Troops excepting from 4.30pm to 9.50 pm daily, excepting for men on duty, who should be in possession of a duty pass, or men on leave, who should be in possession of the approved leave pass. On Saturdays and Sundays such towns and villages are in bounds from 2. pm to 9.30pm.

(Auth. R.P.No.2673) dated 17.11.17.G.O.C. Orders.)

DUTY AND  
LEAVE ROSTER.

18.

O's C. Battalions will keep a duty and leave roster, which will be signed by every Officer of the permanent cadre going on leave. Leave will be granted to Officers of the Permanent Cadre at the rate of one week-end per month, extending from Friday night to the first train on Tuesday morning.

OFFICERS' LEAVE  
BOOK

19.

Battalion Commanders and all officers attached to Brigade Headquarters, when going out of camp at any time, will sign the Officers' Leave Book in the Assistant Staff Captain's room, at Brigade Headquarters. This order will be strictly adhered to.

MARRIAGE LEAVE.

20.

Members of the A.I.F. applying for ten days marriage leave will be required to conform to the following procedure, and under no circumstances will this leave be granted, unless all the conditions herein are fulfilled.

(1) All applications will reach these Headquarters at least 16 clear days before leave is required and approved.

(2) The name and address of the fiancée to be stated.

(3) The name and address of the officiating clergyman is also required.

(4) The name and address of allottee (if any) in Australia or elsewhere, giving relationship (to be certified true copy of entry in soldier's pay book.)

(5) If ever married before, stating when and where, and to whom.

(6) Marriage leave will not be granted within one month of furlough, Overseas Leave, or good conduct leave.

(7) All statement will be verified from Headquarters, A.I.F. Depots in U.K. by the civil or Military Police Authorities, and with the soldier's records before leave is granted.

HANDLING OF  
LEAVE PASSES,  
RAILWAY  
CONCESSION  
WARRANTS.

21.

O's C. Battalions will enforce the following instructions regarding the handling and safe custody of leave passes, Railway, duty and concession warrants issued to them from Brigade Headquarters.

Books of leave passes and Railway Warrants will be at all times kept under lock and key, the key being in possession of, either, the C.O. or Adjutant. Under no circumstances are they to be allowed to lie about the Office. When required, the leave book will be taken from the safe, the passes required torn out by the adjutant, made out, and then signed. The butts will be filled in at the same time, initialled by the Officer issuing the pass, and the pass book immediately locked up again.

HANDLING OF  
PASSES. ETC.,  
(CONTD.)

21.

When passes are returned on date of expiration, they will be torn in half, and the half with the number on it will be pasted on to the butt, corresponding to the number of the pass. The same procedure will be adopted with both concession and duty railway warrants.

In cases where leave passes, duty or concession warrants are cancelled, the issue portion will be torn in half in a similar manner as above, leaving the half with the number still attached to the butt. "Cancelled" will be written across it, together with the signature of the Officer cancelling the pass or warrant.

Under no circumstances will a leave pass, concession or duty warrant be stamped with the Battalion or Brigade stamp before it is required to be issued.

The butts of Warrant and Leave Books will be returned to Brigade Headquarters, when the pages have been exhausted. Each butt will be clearly entered with the particulars of the leave and warrant.

F A Y.

22.

Overdrawing Pay Accounts. It has come to notice that in some cases Officers and Other Ranks have infringed Routine Order No. 357 of 25.5.17 and Circular Memorandum ~~no~~ 113 of 23.7.17, relating to overdrawing pay accounts on the plea of some understanding that pay accounts may at times be overdrawn. e.g. to liquidate mess bills or to go on leave.

The order in question is to be absolutely obeyed, and no exception of any kind is permitted, except by authority vouched by the signature of the Chief Paymaster, London personally.

This order is to be brought to the notice of all concerned during the first week in each month.

STANDING ORDERS  
FOR IN-MARCHING  
OFFICERS.

23.

The following orders will be observed by all officers marching in to this Brigade, to proceed Overseas at short notice. O.C.No.4. Battalion will be responsible that the attention of Officers marching in is drawn to these Orders on reporting.

- (1) All Officers marching in to this Brigade will report to Brigade Headquarters on arrival in camp.
- (2) They will be detailed from Brigade Headquarters to report to C.O.Officers' Company No. 4. Battalion for duty. Instructions ~~to~~ will be given to them by the O.C. of the Battalion.
- (3) Officer commanding No. 4. Battalion will compile a Nominal Roll of all Officers passing through from Brigade Routine Orders daily, and keep in touch with Brigade Headquarters to ascertain any alterations. He will be responsible that all officers marching in to proceed Overseas are present at each parade, except those who are detailed through him for duty. In cases of sickness Officers will send Medical Certificate to the Officer Commanding Officers' Company. He will report immediately absentees from Parade to Brigade Headquarters.
- (4) Officers required for camp and conducting duties will be detailed through O.C. No. 4. Battalion by Brigade Headquarters.
- (5) Officers requiring leave will apply through Officer Commanding No. 4. Battalion.
- (6) Officers desiring to leave Camp after parade hours will sign the leave book in the Orderly Room of No. 4. Battalion.
- (7) Officers will be notified through Brigade Routine Orders when they are to report to the R.M.O. for inoculation.
- (8) No officer, whence once he has been warned to hold himself in readiness to proceed Overseas at short notice, will be granted leave.
- (9) Officers will be prepared at all times to proceed Overseas on the shortest notice.

h

IN MARCHING  
N.C.Os.

24.

The following orders will be observed by all N.C.Os marching in to this Brigade to proceed Overseas. O.C.No. 4. Bn will be responsible that the attention of N.C.Os marching in is drawn to these Orders on reporting.

- (1) All N.C.Os marching in to this Brigade will report to No. 4. Battalion on arrival in camp.
- (2) They will be detailed from No. 4. Battalion to report to the O.C. N.C.Os Company, No. 4. Battalion for duty.
- (3) O.C.No. 4. Battalion will be responsible that all N.C.Os marching in to proceed Overseas are present at each Parade, except those who are detailed through him for duty.
- (4) N.C.Os required for camp and conducting duties will be detailed through the Adjutant of No. 4 Battalion.
- (5) N.C.Os absent from Parade, who have not been detailed for other duties will be dealt with by the O.C.No. 4.Bn.
- (6) The names of all N.C.Os, other than Permanent Cadre, who have been in the Brigade for a period of fourteen days or more, will be submitted for draft Overseas at the end of each week. Such N.C.Os will then be equipped, medically and dentally examined, and will be held in readiness to move out Overseas at short notice.
- (7) N.C.Os requiring leave will apply through Officer Commanding No. 4. Battalion.
- (8) No. N.C.O., when once he has been warned to hold himself in readiness to proceed Overseas at short notice, will be granted leave.

DUTIES OF  
BATTALION  
ORDERLY  
OFFICER.

25.

- (1) He visits all the meals of his Battalion, and attends the issue of same from the kitchen.
- (2) He visits the kitchen, incinerator, latrines and washing places of his Battalion, and sees that they are clean and tidy.
- (3) He will see to the cleanliness of the Officers' Mess Kitchens and utensils.
- (4) He inspects all Guards before the Guards mount.
- (5) He visits and inspects the wet and dry canteens.
- (6) He turns out all Guards and visits the sentries once by day and once by night.
- (7) He visits the men confined in the Guard Rooms, and takes the necessary steps to see that any man, who has been in the Guard Room twenty-four hours or longer, without having been before Orderly Room, is paraded before the Battalion Commander.
- (8) He collects reports at Tattoo Parade, and reports to Battalion Commanders.
- (9) He will see that sick parade is conducted under discipline, and will see that men are not allowed to loll about in view of parades while waiting.
- (10) He will see that men do not wander about the Camp during parade hours, and that all working parties and other duties conduct themselves in a smart and soldier-like manner.
- (11) His duties commence and end at "Rouse".
- (12.) He will submit a written report to Battalion Headquarters, making special reference to any irregularity that may have come under his notice during his tour of duty.

23

RULES FOR  
GOVERNMENT  
OF OFFICERS'  
MESS.O.T.B.  
20.

- (1) Title. The Mess is to be known as the Officers' Mess, Overseas Training Brigade, A.I.F. Each individual mess will be known by its Camp Number.
- (2) Membership. All Officers on the permanent Cadre of the Overseas Training Brigade, and all Officers "passing through" are to be members of the Mess, and will live in the Mess of the Camp, to which they are allotted.
- (3) General. Each individual Mess will appoint the President, and two other Officers, as a sub-committee for the Battalion Messes, to be members of a general committee, which will supervise the whole of the Overseas Training Officers' Mess. These Officers, so appointed, must be members of the Permanent Cadre of the Brigade. The general committee will meet at least once a month, and will deal with such business, as may be brought before them.
- (4) The sub-committees will be responsible to the Battalion Commanding Officers for the interior management of the Battalion Messes.
- (5) Audit. The books and accounts of the Officers' Mess will be examined monthly by Auditors appointed for that purpose. The Auditors will, if possible, be professional Accountants, and will be changed for each Audit.
- (6) Complaints. Complaints of any description must be made in writing to the President of the Mess to which the Officer making the complaint belongs. No complaint is to be made to any member of the mess staff by any other Officer than the President.
- (7) Entrance Fees. No entrance fee will be charged.
- (8) Mess Fees. The Mess fee will be 2/6d per diem.
- (9) Accounts. Accounts will be submitted by the Mess Secretary.
- (10) Payment of Accounts. Accounts are to be paid weekly in advance by "passing through" of Officers, and fortnightly by Officers of the Permanent Cadre. Officers leaving the Brigade for any destination are to settle accounts in full before leaving. Payment of Mess Accounts are to be made direct to the Brigade Paymaster, to whom Mess Secretaries will submit a list of accounts. The Brigade Paymaster will notify Battalion Commanders of any accounts remaining unpaid within 48 hours of such accounts falling due. Battalion Commanders will submit a certificate that all accounts have been paid not later than the fifth of each month, to the Brigade Headquarters.
- (11) Cash payments over Bar, or for Billiards, are strictly forbidden. All such payments must be made by means of printed chits. These chits will be sold in book forms of not less value than five shillings, and will be obtainable only for cash.
- (12) Gambling in the Mess is prohibited. Bridge is permitted, but the maximum stake must not be more than 1/- per 100 points.
- (13) Liquor of any kind is not to be sold by the bottle.
- (14) The Mess will be closed punctually at 11pm each evening.
- (15) The Ante-Room of the Mess is to be closed during Parade hours to all Officers.
- (16) No meal is to be served in an Officer's cubicle, except by order of a Medical Officer. The time for meals will be strictly adhered to as follows:-
- |            |                   |
|------------|-------------------|
| Breakfast. | 7.45am to 8.15am. |
| Luncheon.  | 12.30pm           |
| Tea.       | 4.30pm to 5.0 pm. |
| Dinner.    | 6.30pm.           |
- Except on Saturdays and Sunday, when dinner will be at 12.30pm and the evening meal will be at 6. pm, w

OFFICERS' (16 Contd) With the exception of Saturdays and Sundays  
 MESS (Contd). dinner must be treated as a Parade.  
 26.

ESCORTS TO  
 LEWES DETENTION  
 BARRACKS.  
 27.

The following orders will be strictly adhered to by all escorts leaving the Overseas Training Brigade for Lewes Detention Barracks, either with prisoners, or to return with prisoners.

- (1) All escorts to Lewes will travel by the one route, i.e. by the 7.33am train from Warminster Station, changing at Salisbury, Portsmouth, and Brighton, and arriving at Lewes at 1.58pm. They will return by the 3.25pm train ex Lewes on the same day. On the return journey the escort will only change trains at Brighton and Portsmouth, and they will then proceed through to Warminster, reporting back to Camp the same evening.
- (2) Escorts, unless otherwise ordered, will consist of one N.C.O. not below the rank of Corporal, and other ranks to half the number of prisoners to be escorted.
- (3) An Officer will always be in charge when the escort and prisoners number 30 or more.
- (4) On being detailed, the Officer or N.C.O. in charge of the escort will report immediately to the Courts Martial Office, at Brigade Headquarters, where he will receive full instructions as to the prisoners to be escorted.
- (5) The escort will fall in at the Battalion Orderly Room, from which they have been detailed, at 5.45am, on the morning they are to proceed, where the Officer or N.C.O. in charge will take over. The Adjutant of the Battalion detailing such escort, will, in conjunction with the Officer or N.C.O. in charge of the escort inspect the men as to their dress and equipment before leaving. If the escort is conducting prisoners to Lewes, such prisoners will be made available by their Battalions for the escort to take charge of them, at 5.30am, and the whole, prisoners and escort, will be ~~in~~ inspected by the Battalion supplying the escort before they move off.
- (6) The escort and prisoners, (if any) will report to Brigade Headquarters for final inspection by the Staff Captain at 6am. They will then proceed to Warminster Station, and catch the 7.33am train.
- (7) On arrival at Lewes they will report immediately to Lewes Detention Barracks, and the escort will handover prisoners (if any) and obtain a receipt for same.
- (8) If the escort is to return with prisoners they will take over prisoners, check them with Nominal Roll supplied, and return to Lewes Station, catching the 3.25pm train ex Lewes, for Warminster, and change at Brighton and Portsmouth only. On arrival at Warminster station they will proceed by road to the Overseas Training Brigade, and report to Brigade Headquarters, where the Officer in charge of the Courts Martial Section will check them, and obtain full particulars before they are marched to their Camp Battalions.
- (9) On arrival in their Camp Battalions, they will be immediately registered and paraded to the Dental Officer for inspection.
- (10) On no account will the Officer or N.C.O. in charge of the escort, or any member of the escort be granted leave of any kind, while carrying out escort duties. The whole will remain as an escort from the time they leave Camp, till they have finally handed over prisoners for this Brigade.

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ESCORTS TO  
LEWES.  
DETENTION  
BARRACKS.  
(CONTD).

27.

(11) On completion of duty the Officer or N.C.O in charge of the escort will make out a full report covering the journey, giving times of arrival and departure from each station, both going and coming, and will report any unusual occurrence that may have happened on the journey.

(12) While in charge of the escort the Officer or N.C.O. in charge is entirely responsible for the behaviour and safety of both escort and prisoners.

(13) A copy of these orders will be signed by the Officer or N.C.O. in charge of the escort, on being detailed for that duty.

(14) Duties of Battalions. Battalion Commanders will be responsible that all escorts detailed by them are rationed and that they report at 5.45am to that Battalion Orderly Room for inspection, and if taking prisoners, that they are ready to take over same at 5.30am. Battalion Commanders will arrange that all prisoners to be escorted from their Battalions are made available for escort at 5.30am. In the event of an escort being late, the services of the Motor Ambulance are to be procured immediately by the Battalion providing the escort, in order that the train laid down - 7.38am - from Warminster is not missed by the escort. Should the Ambulance be required at any time for this purpose, a full report on the circumstances delaying the escort is to be submitted to Brigade Headquarters immediately.

FIRE  
ORDERS.

28.

- (1) Fire Picquets. A Fire picquet consisting of one Officer, 4 N.C.Os and 12 Men of the Permanent Cadre will be detailed for each camp. This picquet will parade daily in front of the Guard room for inspection by the Assistant Adjutant and 5.p. On Mondays and Thursdays Fire Drill is to be carried out, particular attention being paid to the position of hydrants and fire appliances. On the fire alarm sounding, all picquets will turn out with appliances, and move as quickly as possible to the scene of fire, and take immediate steps to extinguish it.
- (2) Fire screen parties. A Screen Party, trained in moving and placing screens, sufficiently large to handle all the screens will be detailed by each Camp. On the alarm sounding, these parties will fall in at the Screen station, and await orders.
- (3) Fire Parties. A Fire party, of 3, should be detailed for each hut, one for chemical extinguisher, two as water carriers. These parties will be under the Orderly N.C.O. of the line, and will fall in with their appliances, outside their huts and await orders.
- (4) Field Officer. The Field Officer of the day should, on the alarm sounding, proceed to the scene of fire and take charge of operations.
- ~~X~~ Orderly Officer of the Day. In the absence of the Field Officer, the Orderly Officer of the Day will take charge and report to Brigade Headquarters when the fire has been extinguished.
- (5) Fire alarm. It is the duty of anyone noticing an outbreak of fire, to immediately report same to the nearest Guard Room. The Guard Commander will cause the fire alarm to be sounded, which will be taken up by the other Guards. He should then report the location and extent of the fire to Brigade Headquarters. All Guards will turn out, and Units will fall in on their Parade Grounds. Grooms will parade at their stables, standing by their horses, ready to remove them if necessary. Pioneers will proceed at once to the C.M. Store, for the purpose of handling ammunition, under the direction of the Quartermaster. Clerks, Batmen and others employed in Regimental shops, and Institutions should proceed at once to their respective places of duty.



16

FIRE  
ORDERS.  
(Contd)  
28.

(6) Discipline. Strict discipline must be maintained throughout. Under no circumstances should men be allowed to stand round the fire, as they only hinder the extinguishing of it.

(7) Military Police are responsible for the salvage of all fires.

Notes. Officers commanding Battalions are reminded that the most efficient safeguard against fire is the attention paid to readiness for "fire-preventing".

In the event of a large fire, which the senior officer present considers cannot be got under control by the available fire appliances, an immediate message is to be sent to Brigade Headquarters in order that a fire brigade can be applied for. The nearest is Warminster, (Telephone No. 3. Warminster).

CHURCH  
PARADES.  
29.

All Church Parades will be held at 8.30 am on Sunday mornings. All ranks will attend. Battalion Commanders will fall in their parades under the following heads;— Church of England. O.P.D. and R.C. at 9 am, and inspect them.

Advance will be blown at 9.15 am, and each denomination from each battalion will march out to their respective markers, on No. 12 Parade Ground.

At 9.25 am, they will march to their respective services.

At the conclusion of the service, troops will leave the various halls in an orderly manner. Fall in, and will be marched to their lines. They will then be dismissed, but not before.

Church of England services will be held in No. 13 Camp Theatre  
O.P.D. Services will be held in the Y.M.C.A., No. 12 Camp.

R.C. Services will be held in the Cinema theatre.

Subsequent voluntary parades will be announced by the Padres during the Services.

SUNDAY  
INSPECTION.  
30.

All Battalions will be ready for the Brigadier's inspection by 11 am every Sunday. If fine, men will fall in in lines outside their huts; if wet, drawn up in line inside their huts.

A check roll-call of the Battalion should be made before dismissal. O's C. Battalions should pay particular attention to

(a) The cleanliness of the Camp.

(b) The turn out of the men.

(c) Roll Call.

The following points should be noted with reference to.

(a) Uniformity of Barrack equipment, etc in each hut; cleanliness of Cook Houses, and all Messes, Latrines, Drains, etc., and general cleanliness of the Camp.

(b) Steadiness of the men, hair-cut, shaving and clean boots.

(No fancy boots to be worn during the inspection). Belts are to be worn by all ranks.

(c) Opportunity should be taken to check every man in the Battalion, and roll boards should be posted in every place of duty throughout the Camp, so that on entering such place of duty, an immediate check can be made of the men in it.

Guards and sentries. All Guards are to turn out and pay the necessary compliments to the Brigadier as he approached the respective Guard Rooms. Sentries are to pay particular attention to sentry duty, and a copy of post orders should be erected at each post.

Hutments. All windows and doors of huts are to be left open during the inspection, and a Hut Orderly to be at the door.

Dismissal. Each Battalion will be dismissed after the Brigadier has inspected it, but all ranks will remain within the Battalion Area until the Brigade inspection is complete. The inspection

will commence with a different Battalion each week.

TRAINING. Syllabus. Companies are to be instructed in the following subjects, (preliminary, intermediate, final) ;-

31.

- |                      |   |
|----------------------|---|
| (a) P. T. and Games. | (f) Wiring.                                 |
| (b) B.T.             | (g) Route Marches.                          |
| (c) Drill.           | (h) Bombing.                                |
| (d) Anti-Gas.        | (i) fitting of equipment. (soft Coys only). |
| (e) Musketry.        |   |

The hours of training are as follows;-

- 8.40am to 9.0am Company and Battalion Parades.
- 9. 0.am to 12. Noon. Training as per Syllabus.
- 1. 40pm to 2.0.pm Company and Battalion Parades.
- 2. 0.pm to 4.30pm. Training as per Syllabus.

A copy of the Training Syllabus should be posted on Parade Ground Notice Boards, for easy reference to by all Ranks in the Battalion.

Lewis Guns. All men who have previously served as Lewis Gunner with their Battalions are to be trained by Battalion Lewis Gun Officers, and put through a "Refresher" Course.

Lewis Gun Range Practice is to be carried out by Battalion Lewis Gunners on the day allotted for Musketry Range Practice to the "C" Companies of their respective Battalions.

Musketry. On days when "C" Company carry out Range Practice, all Battalion Musketry Instructors will be required for duty. Battalions are to supply their own Butt parties of ;-

- 1 Officer.
- 5 N.C.Os.
- 67 Other Ranks.
- 1 Bugler.

Records. The following weekly records are to be kept by Battalion and Brigade Specialist Officers;-

- (1) No. of Officers and Other Ranks passed through Gas Chamber
- (2) No. of Officers and Other Ranks put through Lewis Gunners "Refresher" Course.
- (3) No. of Officers and Other Ranks who have carried out Live Grenade throwing.
- (4) No. of Officers and Other Ranks have carried out Range practice.
- (5) No. of Officers and Other Ranks who have been over Final Assault Course.
- (6) No. of Officers and Other Ranks who have carried out Field Firing.

ACCOMODATION. Unauthorised misappropriations of sleeping huts have been made in various Camps. It is notified for information that the real sleeping capacity of each Camp is known at Headquarters, and that the allotment of troops is made to Camps on such figures, and not on that reduced capacity which would be available only if these unauthorised misappropriations were recognised. Commanding Officers will therefore note that they are responsible for providing sleeping accommodation without overcrowding up to the authorised numbers of each Camp, and that no alterations will be made in the numbers of troops allotted.

VENTILATION.

32.

O's C. Battalions will enforce the following Orders from Southern Command:-

- Order No. 491. " In view of the special danger at this Season of pneumonia, cerebro-spinal fever (both diseases fostered by impure air two diagonal opposite windows at least, of whatever pattern they may be, will be kept open to their fullest extent in all huts, from "Lights Out" to "Reveille". The strictest vigilance will be exercised by means of regular and surprise visits by the Orderly Officer, or by special patrol, or otherwise to ensure that this order is enforced, the fact that this duty is carried out will be embodied in the Orderly Officer's Daily Report.
- Order No. 607. All windows in huts and barracks will be kept fully open from 8.am to 4.pm, Both end doors of huts will also be kept open during these hours.
- Order No. 997. Windows will be kept open during the day in all Institutes, including Church Institutes and Y.M.C.A. Rooms.

DRYING ROOMS.

33

Drying Rooms exist in all Hatted Camps. Commanding Officers will make arrangements to enable the men to have their clothes dried as may be necessary. On no account are wet clothes to be hung up to dry in occupied barrack rooms. No Drying Room is to be misappropriated for purposes other than those for which it was built, without written authority.

WASHING AND DISINFECTION OF BLANKETS.

34.

In future all blankets must be washed at least once in every six months, and disinfected on separate occasions once in each six months. Disinfection to be carried out where possible by fumigation.. Infected blankets will be treated in the Thresh Disinfector, wherever available. The necessary records will be kept in order to ensure that these instructions are strictly carried out.

B O O T S .

35.

Officers Commanding Battalions are directed to warn every Other Rank under their Command that boots, when once issued, must in no way be tampered with, and removal of heel plates, studs, and toe-plates will be regarded and dealt with as a serious offence. A.. Other Ranks for Overseas must have their boots fitted with these articles.

DISTRIBUTION OF COAL

36.

The coal of the Brigade will be issued by the Brigade Quarter Master. The Orderly Sergeant of each Battalion will hand in a list of huts, showing numbers and stating the number of men accommodated in each hut, to the N.C.O. in charge of the coal yard.

This return will be checked with the Ration state of each Battalion, before coal issues are made. By this means it will be ascertained whether Battalions are overdrawing or not each day.

Coal tubs are to be properly numbered with the number of the hut, and camp, and placed in the coal yard before 9am daily, and will be drawn after 4.30pm daily.

As the coal problem is a serious matter during the winter, the co-operation of all ranks is essential for strict economy on the use of coal.

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SHORTAGE  
OF WATER.

37

The following Station Order No. 28, Sutton Veny Area, is published for the information and attention of all concerned. "Economy must be practised in all camps in the use of water, for all purposes: 14 gallons per head were used last week in place of the normal 5 gallons, and this week it is estimated still higher. Consequently camps on the higher levels can only be intermittently supplied, and no reserve can be maintained.

Economy should be practiced, especially in ablution and bath houses, also in washing down floors of ablution rooms, latrines and cook houses.

There is a general shortage of water at present, and the supply cannot be increased."

PRECAUTION  
AGAINST  
DAMAGE BY  
FROST.

38.

Attention is directed to the following instructions in regard to precautions to be observed against damage by frost in hutted camps, and elsewhere as applicable. These instructions must be strictly carried out.

"Water closets." After usage for the evening shut off all stop-cocks to supply cisterns, ~~xxxxxxxxxxxx~~ and instruct attendant to empty all flush cisterns, by pulling chains to same. Cover all cisterns with straw or inexpensive covering.

Taps, etc. Generally. All external taps, pipes, stand pipes, etc., to be covered with straw or felt. Isolated taps should be left ~~xxxxxxxxxx~~ & gently dripping in frosty weather.

Fire Hydrants. The frost-cocks in all cases must be opened after hydrant valves have been opened and used for fire practice. The frost cocks must be left open until hydrants are again used. This is to ensure that no water remains in the tillers of the hydrants.

Guard House Boilers. Where these boilers are supplied by cisterns filled by hand the latter should be kept filled one-third up with water. They should be inspected twice a week to ensure this. A fire is to be kept constantly, gently alight. If the boilers are of the "Ideal" make, coal is on no account to be used, as these boilers are not constructed or adapted for burning coal, which quickly soots up the tubes. Coke only is to be used.

General. Commanding Officers should be requested to assist in carrying out these instructions, and copies of same should be issued to each Quarter Master, as much will depend on the co-operation of the Regiment, and other authorities.

(Auth: S.O. 5352. 18.1.18. H.Q. A.I.F. Depots in U.K.)

CAMP  
LAUNDRY.

39.

A Camp Laundry has now been started at this Brigade, and men can hand in their dirty clothes, and receive washed articles to replace same. Laundry is in No. 13. Camp, and cloth will be taken in before and after Parade hours.

The price charged will be 1½d per articles, except handkerchiefs, two of which count as one article.

REGIMENTAL  
VEGETABLE  
GARDENS.

40.

Commanding Officers are authorised to pay from Regimental Funds to Privates, acting as Overseers of Regimental Vegetable Gardens, an amount not exceeding 4/- per diem, while so employed, provided that the disbursements for this purpose do not exceed the estimated profits accruing to Regimental Funds, from the cultivation of vegetables. Such disbursements must be supported by a certificate from the Commanding Officer that the extra duty was performed, and showing clearly the period of employment. (Auth: S.O. 3042. H.Q. A.I.F. Depots in U.K. 18.12.17.)

USE OF  
REGIMENTAL  
FUNDS.

41.

(Extract from War Office Instruction 12.3.17)

Any piece of War Department land in or near the Lines of a less extent than one acre, and suitable for cultivation is a 'garden plot' and its cultivation is entirely in the hands of the Commanding Officer of the occupying Unit. C.O.'s are entitled to use Regimental funds for the purpose of seed, plants and implements, and the produce can be sold to the Units, through the men's Messing Account, A.B.48a, on the lines indicated in War Office letter, quoted above, dated 12th July 1916. Any profits accruing from such sales are added to Regimental Funds. Manure can be obtained in accordance with A.C.I. 236. of 1917. (Manure may be issued free when required, provided present contracts are not infringed. (Auth: B'pore Orders 594. 13.6.17.

CUTTING OF  
TREES, FENCES  
ETC.,

42

## G.A.M.E.

43

The cutting of trees and shrubs around the Camp is strictly prohibited, and care must be taken, that no fences are damaged.

All ranks are hereby warned that they are on no account to shoot, ferret, or otherwise pursue game or rabbits on Government or Private property on Salisbury Plain. Commanding Officers will be held responsible that this Order is communicated to all ranks.

ORDERS FOR  
"Q" Branch.

44.

- (1) Men proceeding Overseas to be equipped to Table 3 complete.
- (2) Men proceeding to Depots in U.K. to be equipped to Table 1. plus equipment and gas appliances.
- (3) Men marching in without 1.1. forms, refer Para. 3007, Standing Orders, dated 15.12.17. This must be carried out within 24 hours of men marching in to this Brigade.
- (4) Prisoners, and men marching in from Detention Barracks without 1.1. forms, who have gone to Detention from Depots in U.K. are to be equipped immediately for Overseas. Inventory should be taken, and all articles short of No. 1. Table plus equipment, less entrenching head and helve to be charged to the man.
- (5) All men marching in to this Brigade from France, without Q.1. forms, who have not been through another Depot in U.K., to be paraded with all kit and equipment to Brigade Paymaster. N.C.O. parading the man will bring a blank Q.1. form with him.
- (6) If any man refuses to sign acquittance roll for articles received, a certificate, signed by the Commanding Officer and Quarter Master of Battalion, stating the man has actually received the articles, should be written in the signature column of the acquittance roll.
- (7) Special care should be taken in making out acquittance rolls, that the Paybook, Regimental and Payment Number, Unit and date are entered in the proper columns. The signature of the man should be written on the same line as the total amount. Amount to be carefully checked by the Officer before signing the acquittance roll, as many cases have come under notice lately, where mistakes have been made in making up the sum total.

ORDERS FOR (8).  
 "Q" BRANCH.  
 (Contd).  
 44.

- (8). Acquittance Rolls should always be made out in quadruplicate, in ink pencil. Three copies to be forwarded to Brigade Quarter Master and one copy left in the book for reference. Special care should be taken that pay-book and payment number and amount are shown on original and Q.M.'s copies of Q.I. forms. Original, duplicate and triplicate copies of acquittance rolls, with Nominal Rolls in duplicate, showing amount charged against each man, to be forwarded to Brigade Quartermaster each Monday.
- (9) Q.I. forms, showing daily issues, with reference number of ~~X~~Q.I. signed by the man to be attached to the weekly consolidation to support same. All entries of issues to be made in black ink.  
 Daily withdrawals from men, showing reference numbers and signed by ~~the~~ Officer or N.C.O making withdrawal to be attached to weekly consolidation to support same. All entries of withdrawal to be made in red ink. All Q.I forms, where column is not used to be properly ruled in before the man is asked to sign.
- (10) Battalion Quartermasters will see that the men have the necessary clothing or equipment when marching out to Schools, Hospital, Detention Barracks, or other Depots in U.K. Several cases have come to notice where men have been deficient of articles and clothing, after marching out of this Brigade.
- (11) Kit Bags. All kits that are in Battalion Kit Stores over 20 days, should be returned to Brigade Quarter Master's Store, accompanied by the men's original Q.I. forms each Monday, properly labelled with the man's number, name and Unit.
- (12) Personal property of Officers and men to be forwarded to Greyhound Road, should reach Brigade Quarter Master's Store each Monday.
- (13) Brigade Quartermaster to be notified within 48 hours of a man marching in to this Brigade, who has lost his kit elsewhere, that it may be wired for immediately. Battalion Quartermasters will be notified when the kits come to hand. They will notify the men to call and collect same from Brigade Quartermaster.
- (14) Clothing surplus to requirements will be returned to Brigade Quarter Master's store from No.'s 1 and 2 Bns each Thursday, and from No.3. and 4. Bns each Friday. All articles to be securely tied in bundles of 10.
- (15) Board of Survey will be held on all unserviceable articles by Battalions monthly. Board proceedings of Board of Survey to be made out in triplicate. Original and duplicate copies to accompany unserviceable articles when being sent to Brigade Quartermaster's store.
- (16) On returning boots, they should be securely tied in pairs, and 50 pairs put in each sack. "A.B." and "R.P." boots to be kept in separate bags, and bags clearly branded "A.B." or "R.P."

84

ESTABLISHMENT  
OF BATTALION  
Q.M.STORES.

45.

The following procedure is to be carried out as regard Battalion Q.M.Stores. Each Battalion will draw in Bulk on A.F.1033 in duplicate, signed by C.O. of the Battalion, one copy to be kept by the Brigade Quartermaster, as a covering voucher, and the other signed by Brigade Q.M. as issued, and held by Battalions.

(2) Each Battalion will submit a Nominal Roll of every man on its strength to the Brigade Q.M. and Q.I. forms will be picked out and handed to Battalion Commanders, who will give a receipt for same. Any man who has marched in without a Q.I. form will have one made out at the Brigade Q.M.Store, so that each Battalion will have a clean start. In the event of any man marching in to the Brigade without a Q.I. form he must be paraded to the Brigade Quarter Master Store, and all enquiries will be made to secure same from Unit from which he has marched in. In the event of not being able to trace same a Q.I. form will be made out at Brigade Q.M.Store. No new Q.I. forms are to be made out by Battalions.

(3) Within 48 hours of each draft moving out, a Nominal Roll, together with the original Q.I. forms and Q.M.Copy, will be forwarded for checking to Brigade Q.M.Store. After such have been checked, Original Q.I. forms will be forwarded to the D.A.D.O.S., and Q.M. Copy will be filed and kept in Q.M.Store.

(4) A return of all stocks on hand in Battalion Q.M.Stores to be forwarded to Brigade Quartermaster's Store by 31st of each month.

(5) Care must be taken in exchanging articles of clothing that such articles are unserviceable by fair wear and tear. All withdrawals from men and unserviceable articles of clothing that have been exchanged are to be returned to Brigade Store weekly.

(6) Care must be taken in charging for articles of clothing and equipment that men are short of, that acquittance rolls are properly signed and payment number, and pay-book number are filled in properly. Acquittance Roll to be attached to Q.I form, and to be returned with same to Brigade Q.M.Store after each draft.

## G A S.

46.

Anti-Gas. Drafts before proceeding Overseas should be inspected by the Battalion Gas Officers, to see that the Small Box Respirators are in good order and fit the men.

Anti-Gas appliances. O's C.Battalions will see that all ranks are issued with anti-gas appliances within 24 hours of their marching in to their Units in the Camp.

Gas. In order that the Gas N.C.O. may not be in the Gas chamber an unnecessary number of times, Battalions will, in future, send all men for practical gas tests down in one large party, under an Officer, and not in several small parties.

TRAINING OF  
COOKS.

47.

Officers commanding Battalions are responsible that in addition to the cooks allowed, a proportion of men, eligible for draft, equal to 50% of the Permanent Cooks, have a knowledge of Cook's duties, so that cooks may be available for inclusion in draft overseas, Men who have been trained will proceed Overseas in the same manner as other specialists.

55

S Y L L A B U S   O F   T R A I N I N G .OFFICERS COMPANY   OVERSEAS   TRAINING   BRIGADE.

<u>1st WEEK.</u>		
<u>Day.</u>	<u>TIME</u>	<u>SUBJECT.</u>
Monday	9- 0 to 10- 0 a.m.	P. T. & B. F.
	10- 0 to 10-30 a.m.	Opening Lecture.
	10-30 to 11- 0 a.m.	Lecture - Crimes and punishments.
	11- 0 to 12- 0 noon	Lecture - Scales and their construction.
	2- 0 to 4- 0 p.m.	Revolver instruction and practice.
Tuesday.	9- 0 to 10- 0 a.m.	P. T. & B. F.
	10- 0 to 10-45 a.m.	Lecture - Fire discipline, direction and control.
	10-45 to 12- 0 noon	Live Gas Test.
	2- 0 to 4- 0 p.m.	Tactical exercises.
Wednesday	9- 0 to 10- 0 a.m.	P. T. & B. F.
	10- 0 to 11- 0 a.m.	Lecture - Contours and visibility of points.
	11- 0 to 12- 0 noon	Task work in above
	2- 0 to 4- 0 p.m.	Outposts (Exercise).
Thursday.	9- 0 to 10- 0 a.m.	P. T. & B. F.
	10- 0 to 10-30 a.m.	Lecture - Framing and investigation of charges.
	10-30 to 12- 0 noon	Indication and recognition of targets (Min. Range).
	2- 0 to 4- 0 p.m.	Lewis Gun instruction and practice.
Friday.	9- 0 to 10- 0 a.m.	P. T. & B. F.
	10- 0 to 10-45 a.m.	Lecture - Finding own position on a map (with or without compass)
	10-45 to 11-15 a.m.	Lecture - Map enlarging.
	11-15 to 12- 0 noon	Task work in above.
	2- 0 to 4- 0 p.m.	Route March.
Saturday.	9- 0 to 10- 0 a.m.	Lecture - Prismatic Compass, and its uses.
	10- 0 to 12- 0 noon	Practical work, i.e. Marching on compass bearings, etc.



24

SYLLABUS OF TRAINING  
OFFICERS COMPANY OVERSEAS TRAINING BRIGADE.

<u>2nd WEEK</u> <u>Day.</u>	<u>TIME</u>	<u>SUBJECT.</u>
Monday	9- 0 to 10- 0 a.m.	P. T. & B. F.
	10- 0 to 12- 0 noon	Practical work in finding own positions on map.
	2- 0 to 4- 0 p.m.	Pistol instruction and practice.
Tuesday	9- 0 to 10- 0 a.m.	P. T. & B. F.
	10- 0 to 10-45 a.m.	Lecture - Methods of finding and reporting artillery targets, etc., with the compass.
	10-45 to 12- 0 noon 2- 0 to 4- 0 p.m.	Live Gas Test Tactical Exercise.
Wednesday	9- 0 to 10- 0 a.m.	P. T. & B. F.
	10- 0 to 11- 0 a.m.	Lecture - Methods of sketching
	11- 0 to 12- 0 noon	Practical sketching of trench system
	2- 0 to 4- 0 p.m.	Tactical exercise (Defence).
Thursday	9- 0 to 10- 0 a.m.	P. T. & B. F.
	10- 0 to 11- 0 a.m.	Lecture - Traversing and plotting
	11- 0 to 12- 0 noon)	Practical traverse
	2- 0 to 3- 0 p.m.)	" "
	3- 0 to 4- 0 p.m.	Plotting of same.
Friday	9- 0 to 10- 0 a.m.	P. T. & B. F.
	10- 0 to 12- 0 noon	Indication and recognition of targets (Min. Range).
	2- 0 to 4- 0 p.m.	Route March.
Saturday	9- 0 to 10- 0 a.m.	P. T. & B. F.
	10- 0 to 12- 0 noon	Practical work in finding and reporting artillery positions with compass.

NOTES.

Officers will stand by ready to fall in at 8-45 a.m. and 1-40 p.m. Note books must always be carried. Field glasses for Musketry parades, and sketching material for Topography also K. R's and M.M.L. for lectures on Regs. (if in possession).

PARADES.

It must be understood that all Officers assemble on parade. Those desirous of parading to R. M. O. or Dental Officer will hand their names to Battalion Orderly Officer at 8 a.m. and 4-30 p.m. for sick parades at these hours. This includes Officers who may already be on duty or have dental or medical appointments. In such cases Officers must produce a "chit" signed by the Medical Officer.

25

SYLLABUS FOR N.C.Os COMPANY.

<u>Day</u>	<u>Time</u>	<u>Subject.</u>
Mon.	9- 0 to 9-30	Opening Lecture
	9-30 to 10-15	Lecture - Prismatic Compass
	10-15 to 12	P. T. & B. F, Platoon Drill.
	2- 0 to 4-30	Syndicate instruction in P.T., Bombing, Lewis Gun, Musketry, Wiring. (Live Bombing).
Tues.	9- 0 to 10- 0	Musketry - Lecture - Fire discipline Direction and control.
	10- 0 to 10-45	Platoon Drill
	11- 0 to 12- 0	(Live Gas Test) & Gas Lecture, P.T. & B.F.
	2- 0 to 4-30	Syndicate instruction in (Bombing, Lewis Gun, Wiring, Musketry, P.T. & B.F.)
Wed.	9- 0 to 9-45	Company Drill
	9-45 to 10-30	Platoon Formations for attack - P.T. & B.F.
	10-30 to 11-15	Lecture - Contours and visibility of points.
	11-15 to 12	Syndicate instruction in Bombing, Lewis Gun, Wiring, Musketry, P.T. & B.F., anti-gas).
	2- 0 to 4-30	Outpost - exercise.
Thurs.	9- 0 to 12- 0	Musketry - Rifle Range, Ball Firing.
	2- 0 to 4-30	Demonstration, Lewis Gun.
Fri.	9- 0 to 10-30	Syndicate instruction in Bombing, Lewis Gun, Wiring, Musketry, P. T. & B. F., Gas.
	10-30 to 11-15	Writing reports
	11-15 to 12- 0	Company Drill
	2- 0 to 4-30	Route March.
Sat.	9- 0 to 9-30	Company Drill.
	9-30 to 10-15	Brigadier's inspection.
	10-15 to 11-30	Syndicate instruction in Bombing, Lewis Gun, Wiring, Musketry, Min. Range, Fire Direction and control, P.T. & B.F., Gas.
	11-30 to 12- 0	Interior economy.

LECTURES. DISCIPLINE. RESPONSIBILITIES OF N.C.Os. INTERIOR ECONOMY. REPORTS AND MESSAGES. MARCH DISCIPLINE. CARE OF ARMS.

NOTES. N.C.Os. will stand by ready to fall in at 8.30 a.m. and 1.30 p.m. Note books must always be carried. Field glasses for Musketry Parades and sketching material for topography, also K.Rs. and M.M.L. for lectures on Regs. (if in possession).

PARADES. It must be understood that all N.C.Os. assemble on parade; those desirous of parading to R.M.O. or Dental Officer will hand their names to the School Sgt.-Major at least 30 minutes before parade, and will be ordered to fall out before school marches off.

This includes N.C.Os. who may already be on No Duty or have dental or medical appointments; in such cases, N.C.Os. must produce a "chit" signed by the Medical Officer.

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22

PROGRESSIVE SYLLABUS OF TRAINING (CONTINUED).

26

MUSKETRY.

	<u>1st week.</u>	<u>2nd week.</u>	<u>3rd week.</u>
<u>MONDAY.</u>	Visual Training. Judging distance.	Rapid Aiming. Miniature Range.	Description and recognition of Targets.
<u>TUESDAY.</u>	Aiming. Miniature Range. Care and cleaning of arms.	Rapid Loading. Rapid Aiming. Rapid firing.	Fire orders and Control and Discipline. Rapid loading and firing.
<u>WEDNESDAY.</u>	Firing positions. Rapid Loading. Muscle exercises.	Use of ground. and cover. Firing behind a round cover.	Miniature Range. Rapid Loading. Recapitulation.
<u>THURSDAY.</u>	Miniature Range. Firing positions.	Fire orders. Control and Discipline.	Range practices.
<u>FRIDAY.</u>	Miniature Range.	Judging Distance and Visual Training.	Field Firing. Competitions.

NOTE. Squads should be practices for 10 minutes in muscle exercise, Rapid Loading, Rapid Aiming, Rapid Firing, all in continuation at end of each hour.

29

PROGRESSIVE SYLLABUS OF TRAINING.

27

B O M B I N G .

	<u>1st week.</u>	<u>2nd week.</u>	<u>3rd week.</u>
<u>MONDAY.</u>	Lecture on Fuses and Detonators used by Bombers	Lecture;- Trench tactics of Bombers and Dummy Throwing.	Lectures on Bombers in attack and defence, and Dummy Throwing.
<u>TUESDAY.</u>	Lecture on Explosives used.	Trench clearing in Trenches.	Duties of Bombers as Raiders and Moppers Up and Dummy Throwing.
<u>WEDNESDAY.</u>	Explanation of Mills Grenade, and $\frac{1}{2}$ hour to be spent in teaching correct way to throw.	Lecture on Rifle Grenades used by British, and Rifle Grenade throwing.	Live Throwing.
<u>THURSDAY.</u>	Lecture on care and storage of Grenades in Trenches and Dummy Throwing.	Foreign grenades. (German). Rifle Grenade firing.	Live throwing.
<u>FRIDAY.</u>	Lecture on Demolitions and Dummy throwing.	Practice in Trench clearing and building barricades in enemy trenches.	Live throwing.

28

PROGRESSIVE SYLLABUS OF TRAINING (CONTINUED).

Physical and Bayonet Training.

No. 1. Bn. 1st week (Soft)	2nd week (medium)	3rd week (heavy)
<u>MONDAY.</u> P.T. Table 6. B.F. Lesson 1. "Parry".	P.T. Trained soldiers. B.F. Final Assault.	Trained soldiers. Final Assault.
<u>TUESDAY.</u> P.T. Table 6. B.F. Lesson 2. "Parry"	P.T. Trained soldiers. B.F. Final Assault.	Trained soldiers. Final Assault.
<u>WEDNESDAY.</u> P.T. Table 7. B.F. Lesson 4. "Jab".	P.T. Trained soldiers. B.F. Trench clearing.	Trained soldiers. Platoon in Offensive.
<u>THURSDAY.</u> P.T. Table 8. B.F. Lesson 4. "Jab".	P.T. Trained soldiers. B.F. Final Assault.	Trained soldiers. Platoon in offensive.
<u>FRIDAY.</u> P.T. Tables 7. & 8. B.F. Lesson 5 "Butt strokes"	P.T. Trained soldiers. B.F. Final Assault.	Trained soldiers. Platoon in offensive.

No. 2. Bn.			
<u>MONDAY.</u>	P.T. & B.F. Same as for No. 1. Battalion.	P.T. Trained soldiers.	Trained soldiers.
<u>TUESDAY.</u>		B.F. Trench clearing.	Platoon in offensive.
<u>WEDNESDAY.</u>		P.T. Trained soldiers.	Trained soldiers.
<u>THURSDAY.</u>		B.F. Final Assault.	Platoon in offensive.
<u>FRIDAY.</u>		P.T. Trained soldiers.	Trained soldiers.
		B.F. Final Assault.	Final Assault.
		P.T. Trained soldiers.	Trained soldiers.
		B.F. Final Assault.	Trench clearing.

No. 3. Bn.			
<u>MONDAY.</u>	P.T. & B.F. Same as for No. 1. Battalion.	P.T. Trained soldiers.	Trained soldiers.
<u>TUESDAY.</u>		B.F. Platoon in offensive.	Final Assault.
<u>WEDNESDAY.</u>		P.T. Trained soldiers.	Trained soldiers.
<u>THURSDAY.</u>		B.F. Final Assault Course.	Trench clearing.
<u>FRIDAY.</u>		P.T. Trained soldiers.	Trained soldiers.
		B.F. Final Assault.	Final Assault.
		P.T. Trained soldiers.	Trained soldiers.
		B.F. Final Assault.	Final Assault.

22

PROGRESSIVE SYLLABUS OF TRAINING (CONTINUED).

29

Anti Gas Instructions.

Soft Companies.

1st week.

MONDAY. General Lecture on  
Gases, Cloud Gas attacks, Shell Gas Attacks.

TUESDAY. Inspection of P.H.Helmets.  
P.H.Helmet Drill.

WEDNESDAY. P.H.Helmet Drill.

THURSDAY. Inspection of S.B.Respirators and S.B.R.Drill.

FRIDAY. S.B.R.Drill.

As soon as the men enter the Unit they will be supplied with 1 S.B.R. 1. P.H.Helmet and Container, and 1 Satchel. Battalions will make arrangements, after preliminary fitting by Battalion Gas Officers, to parade men to the Gas Hut for fitting in Lachrymatory Gas Chamber (Strength of Gas used; - R.C.C.of S.K. per 300 Cubic feet.) Men will remain in Gas chamber 5 minutes, moving about and talking. On no account will service P.H.Helmets be used prior to proceeding Overseas.

Medium Companies.

2nd week.

MONDAY. S.B.R.Drill.

TUESDAY. Passing through Gas Chamber;-  
(1) In Practice P.H.Helmets.  
(2) In Service S.B.Rs.

WEDNESDAY. S.B.R.Drill including change to P.H.Helmets.

FRIDAY. General lecture on the use of smoke, flame throwers, and final points on the care care of anti-gas appliances.

Service S.B.R's may be used for Drill purposes. (not more than one hour's breathing through mask.  
Strength of gas used with P.H.Helmets. 1-1000  
" " " " " S.B.R's 1-10,000  
Men will remain in chamber 1½ minutes.

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PROGRESSIVE SYLLABUS OF TRAINING. (CONTINUED.)

Anti-Gas Instruction.

N.C.O's School.

1st Week.

MONDAY. General Lecture on.  
Gases, Cloud Gas attacks, Shell Gas Attacks.

TUESDAY. Lecture on and inspection of P.H.Helmets.  
P.H.Helmet Drill.

WEDNESDAY. P.H.Helmet Drill.

THURSDAY. Lecture on and inspection of Small Box Respirators.  
S.B.R. Drill.

FRIDAY. Lecture on duties of a Gas N.C.O.

As soon as N.C.Os enter the Unit they will be issued with 1 S.B.R. 1. P.H.Helmet and Container and 1 Satchel. Battalions will make arrangements for preliminary fittings by the Battalion Gas Officers to parade all N.C.Os to Brigade Gas Officer for fitting in Lachrymatory Gas Chamber. On no account will service P.H.Helmets be used prior to proceeding Overseas.

N.C.O's School.

2nd week.

MONDAY. S.B.R. Drill.

TUESDAY. Passing through Gas Chamber.  
(1) in practice P.H.Helmets.  
(2) in service S.B.Rs.

WEDNESDAY. S.B.R. Drill, including change to P.H.Helmet.

THURSDAY. S.B.R. Drill, including change to P.H.Helmet.

FRIDAY. General lecture on the use of smoke, flame throwers,  
and final points in the care of anti-gas equipment.

Service S.B.Rs may be used for all Drill purposes. (not more than 1 hour's breathing through mask.)

29

TRAINING. ANTI-GAS.

31

The following is to be carried out in this Brigade with "practice" Small Box Respirators on ;-

In Musketry. Advancing and firing two practices.

In Physical Training. Physical training and organised games for half an hour.

In Bayonet Training. The final Assault Course.

In Bombing. With and without Small Box Respirators, the difference in results to be carefully noted.

In Lewis Gun Training. Stoppages to be gone through.

In Rapid Wiring.

In Anti-Gas. Apart from instructions in the usual Anti-Gas syllabus, all men, before proceeding Overseas are to be passed through the Gas Chamber, and receive instructions on "Protected Dug-Outs".

Battalion Gas Officers are to be present at the inspection of all drafts in order to inspect all Small Box Respirators, and see that they fit each man.

22



Resume on the Messing System and arrangements for feeding the troops at  
Overseas Training Brigade.

The system of Messing in the Overseas Training Brigade is in the hands of a Brigade Messing Officer and staff. Each Battalion of the Brigade has a Messing Officer and staff also.

SUPPLY. The Brigade Bulk Store indent on A.S.C. each day for rations for the number of men in Camp, which is always in excess of 4000 troops. The rations are delivered to Bulk Store two days after indenting, where they are received. The bread is stacked to avoid breakages and to allow free passage of air to prevent sourness. The meat ration is placed in a specially prepared Butcher's Shop. The bulk rations are received between the hours of 10 and 12 and are reissued to Battalions according to strength between the hours of 2 and 3 daily.

At the Battalion Ration store the bread is sliced and packed into boxes, when the Mess Orderlies take delivery of same. As regards the meat, this is sent to the various Battalion Butcher Shops and is there prepared for issue to Cookhouse according to menu.

COOKHOUSES. There are five Cookhouses in the Brigade, exclusive of Officers' and Sergeants'. Each Cookhouse is under the supervision of a Sergeant Cook who is an expert qualified cook. The staff of cooks is mainly H.S. personnel.

MEALS. Three meals are issued daily from the Cookhouse where they are inspected by the Messing Officer and Orderly Officer prior to despatch to Dining Huts. In each Dining Hut a staff of Mess Orderlies, who have received special lectures and instructions in the distribution of food, economy, etc., issue the food out to the troops. The Messing Officer inspects each Dining Hut and personally supervising the issue, deals with complaints, if any. A supper consisting of Cocoa or Coffee with biscuit, or Soup and Bread, is supplied at 8 o'clock each evening. A sample of weekly menu is attached hereto.

BY-PRODUCTS. At the Brigade Swill Depot all waste food from Mess Huts and Cookhouses is treated for despatch to the Army Waste Products. The average amount received for Brigade By-products is £150 for 28 day period, which money is re-expended in improving the arrangements for cooking and distribution of food.

COMMUTED ALLOWANCE. The above which <sup>is</sup> 5½d. per man per day is expended by the Battalion Messing Officers with the N.A.C.B. in such a manner as to provide good meals combined with economy. The Bulk amount spent by this Brigade is nearly three thousand pounds per month. The daily expenditure by each Battalion is shown on separate bills which are passed on to the Brigade Bulk Store and after audit by a Sergeant are bulked and put into Army Book 48, which is a daily statement of income and expenditure for the Brigade Messing. The By-product account for the Brigade is also incorporated in this Book.

When the book for the period of 28 or 35 days is complete the necessary forms in connection with the finance, etc. are completed and sent to A.I.F. Headquarters for perusal and check.

*M. Thompson.*  
.....Lieut.,  
Brigade Messing Officer,  
Overseas Training Brigade.

Longbridge Deverill,  
5.2.18

DIET SHEET.

FEBRUARY.  
 MENUS FOR WEEK ENDING ~~JANUARY~~.....1918.

MEAL.	SUNDAY. Wednesday.	MONDAY. Thursday.	TUESDAY. Friday.	WEDNESDAY. Saturday.	THURSDAY. Sunday.	FRIDAY. Monday.	SATURDAY. Tuesday.
<b>BREAKFAST.</b>	Porridge and Milk, Fried Bacon, Bread Dripping Jam Tea.	Brown stew, Carrots, Turnips, Onions, Bread, Dripping, Jam Tea.	Porridge and milk, Rissoles, and mashed potatoes, Bread Dripping Jam Tea.	Irish stew, other veg. Bread, dripping, Jam. Tea.	Porridge and milk, Boiled Bacon, Onions Bread, Dripping Jam Tea.	Brown stew. other veg. Bread, Dripping Jam Tea.	Porridge and Milk, Rissoles Bread, Dripping Jam, Tea.
<b>DINNER.</b>	Curry & Rice. Carrots, Turnips, Onions, Bread, Tea.	Potatoe Pie. Bread Tea.	Boiled meat. Onions sauce and other veg. Bread tea.	Curry & Rice Other veg. Bread, Tea.	Roast Meat, Potatoes, and other veg. Pudding, Vanilla sauce Brea.	Potatoe Pie. Bread, Tea.	Curry and Rice. Other veg. Bread, Tea.
<b>TEA.</b>	Apple puddg. Custard, Bread, Jam. Marg. Tea.	Ginger pudding Custard Bread, Marg. Jam. Tea.	Bread pudding Custard Bread Marg. Jam. Tea.	Cheese Bread, Jam. Marg. Tea.	Block cake. Margarine. Jam, Tea.	Fruit pie. Custard Bread Jam. Marg. Tea.	Apple dumplings. Custard Bread Jam Margarine Tea.
<b>SUPPER.</b>	Cocoa Biscuits.	Soup. Bread.	Cocoa Biscuits.			Soup. Bread.	Cocoa Biscuits.

Date.....31.1.18.....191.....

Signature.....

O.C.....Unit.

Location.....

33

OUTWARD MOVES FROM 17th. OCTOBER 1917 to 31st. JANUARY, 1918.

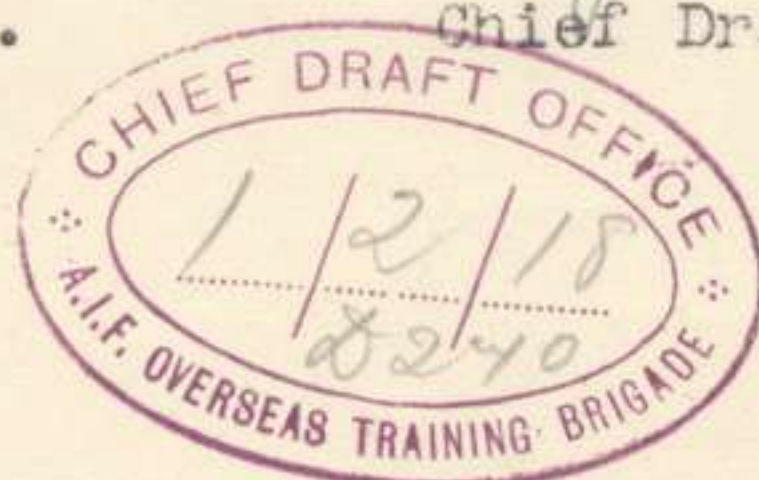
Date.	Overseas.	Depots in U.K.,	Command Depots.
<u>1917.</u>			
October 17th.	323		
18th.		1	
19th.	345		18
20th.		2	16
21st.			
22nd.	32	3	11
23rd.	7	1	43
✓ 24th.	299		27
✓ 25th.		181	10
✓ 26th.		1	13
✓ 27th.			4
28th.	1		
29th.		224	5
30th.		1	8
31st.			2
November 1st.			12
2nd.	667		4
3rd.		78	6
4th.			
5th.			6
6th.	26		2
7th.			1
8th.	14		12
9th.	648	110	8
10th.		1	7
11th.			
12th.		2	4
13th.	7	1	19
14th.			3
15th.	670		
16th.		91	9
17th.			11
18th.			
19th.			10
20th.	7	1	10
21st.	9		7
22nd.	12		4
23rd.	417	130	
24th.		49	6
25th.			
26th.			9
27th.	30	1	16
28th.	525	71	8
29th.	4		16
30th.		103	4
December 1st.			8
2nd.			
3rd.		13	5
4th.		1	7
5th.	380	1	8
6th.	8	1	
7th.		48	9
8th.		60	4
9th.	225		
10th.		110	
11th.			4
12th.	181		5
13th.			3
14th.		52	5
15th.		1	6
16th.			
17th.		127	
Carried forward:	4837	1466	415.

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Date.	Overseas.	Depots in U.K.	Command Depot.
Brought Forward	4,837	1,466	415
December 18th.			7
19th.	562		
20th.		1	10
21st.		152	
22nd.			5
23rd.			
24th.		43	9
25th.			
26th.			
27th.	437		
28th.		60	2
29th.	19	24	5
30th.			
<u>1918.</u> 31st.	51	83	5
January 1st.			1
2nd.	12	37	12
3rd.	547	44	
4th.		57	7
5th.			12
6th.			
7th.	8	198	7
8th.		1	13
9th.	5	37	14
10th.	481	<del>46</del>	<del>16</del>
11th.		46	16
12th.	10	5	10
13th.			
14th.		62	3
15th.		1	13
16th.	295		
17th.	4		2
18th.		113	6
19th.			18
20th.			
21st.		101	8
22nd.	4		18
23rd.	396	99	32
24th.		4	2
25th.		80	
26th.			1
27th.			
28th.		107	
29th.			
30th.	65		5
31st.	12		
TOTAL:	7,745.	2,8 <del>97</del> <sup>21</sup>	658 <sup>845</sup> <del>873.</del>

Chief Draft Office,  
Overseas Training Brigade,  
Sandhill Camp,  
Longbridge Deverill.  
1/2/1918.

*Amos J. Adams*  
..... Lieut.,  
Chief Drafting Officer.



Overseas Training Brigade,  
Sandhill Camp.

Longbridge Deverill.  
1/2/1918. 26

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SUMMARY OF OTHER RANKS MARCHED INTO  
OVERSEAS TRAINING BRIGADE.  
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From the 16th. October 1917 to the 31st. January 1918, (inclusive) 12,823

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SUMMARY OF OTHER RANKS MARCHED OUT OVERSEAS.  
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From the 16th. October 1917 to the 31st. January 1918, (inclusive) 7,745

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SUMMARY OF OTHER RANKS MARCHED OUT TO DEPOTS IN U.K.  
OTHER THAN TO COMMAND DEPOTS.  
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From the 16th. October 1917 to the 31st. January 1918, (inclusive) 2,820

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SUMMARY OF OTHER RANKS MARCHED OUT TO COMMAND DEPOTS.  
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From the 16th. October 1917 to the 31st. January 1918, (inclusive) 658

Chief Draft Office,  
Overseas Training Brigade,  
Sandhill Camp,  
Longbridge Deverill.  
1/2/1918.

*Amoyoufshaw*  
.....Lieut.,  
Chief Drafting Officer.

