

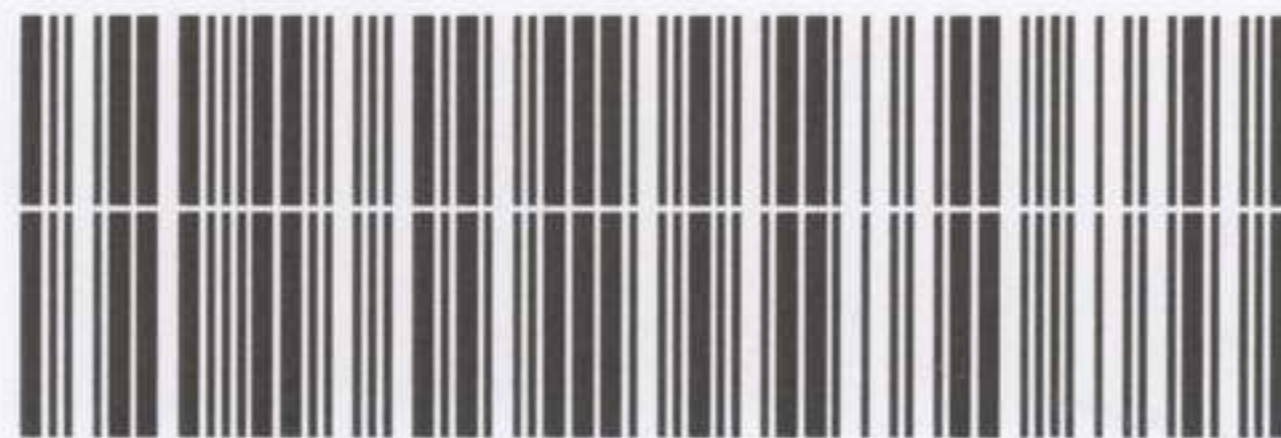
**AWM4**  
**Australian Imperial Force unit war diaries,  
1914-18 War**

Postal

**Item number:** 17/3/1

**Title:** Australian Base Post Office,  
Egyptian Expeditionary Force

January - March 1918



AWM4-17/3/1

The D.A.P.S.  
A.I.F. Administrative Headquarters,  
LONDON.

I have already forwarded you a report of the Postal Conference held at these Headquarters on 4th March 1918 also a progress report of the work carried out by me since my arrival, as well as other communications, which will give you an idea of the state of things over here, and will now proceed to make a full detailed report, setting out the postal system in operation when I arrived and the new systems introduced and adopted since. In this connection please see attached marked "A".

Before going into details of the Postal matter, I would just like to give you a brief outline of my journey from London to Egypt and tour round the Field in Palestine.

#### JOURNEY.

I left Waterloo Station by the 11.35am train for Southampton on Wednesday 30th Jan. 1918 arriving there at 2.10pm, Sergeant Craske accompanying me. From there to Taranto our trip was as follows:-

Arrived Southampton at	2.10pm	left at	5.20pm
" Cherbourg	11.30pm	" "	2.45pm
" "	30.1.18	" "	1.2.18
" Mt d'Or	4.30pm	" "	Midnight
(St Germaine)	3.2.18	" "	3.2.18
" Faenza	10.30am	" "	8pm
" "	7.2.18	" "	7.2.18
" Brindisi	9.15am	" "	12.15pm
" "	9.2.18	" "	9.2.18
" Taranto	7pm	9.2.18.	

In addition to the above, there were also 16 stops of about 1½ hours each to enable rations to be issued to the men.

I arrived at Cairo at 3.30pm on the 16th and reported to Headquarters, but, as it was Saturday afternoon, was unable to see any of the Staff Officers. I reported again at 9am on Sunday to Capt. Jarman, D.A.A.G., who referred me to Capt. Stillman the D.A.Q.M.G., the Commandant, Lieut. Col. Fulton, being on a visit to the front.

A small office was placed at my disposal, and, after explaining the object of my visit to the D.A.Q.M.G., he informed me that the A.I.F. Postal Service in Egypt was satisfactory, but he advised me to proceed to G.H.Q. to have a talk over matters with Col. Warren, the D.A.P.S., B.E.P.

#### INSPECTION OF THE FIELD.

I left Cairo the following evening (Monday 18th) and arrived at G.H.Q. on Tuesday 19th at 11.30am. In the afternoon I had a talk with Col. Warren and Major Mann the D.D.A.P.S. about postal matters in general and arranged to have a conference on the following Thursday morning at which the O.C., B.B.P.O., was to be present.

Wednesday 20th I left G.H.Q. at 8.30am for Jerusalem and visited the D.A.D.P.S. 20th Corps Headquarters, (British) in connection with the 1st, 2nd and 3rd Light Horse Brigades, which were stationed the other side of the City and temporarily attached to the 20th Corps. I was unable to see the C.Os. as the brigades were in action.

Thursday morning I conferred with the D.A.P.S., D.D.A.P.S., and Lieut. Hahn, O.C., B.B.P.O., who also controls the A.B.P.O., and put forward the new schemes instituted in London and France.

Regarding the

Regarding the Parcel Registration, this was agreed to, but the D.A.P.S. stated that to carry it out, 2 Divisional Supervisors would be necessary for the inspection of Postal Orderlies ( Brigade and Unit ), as well as to give general supervision over the A.I.F. Postal Services in the Field and Lines of Communication. They would not be attached permanently to any particular Australian Division but would supervise all Australian Units regardless of the Division to which they are attached.

Note:- Two British Postal Men have been carrying out this work, but it is more satisfactory to have our own supervisors, as the British do not understand our systems, and, with British supervisors over Australian Units, there is always the likelihood of friction between the two services.

Referring to your letter of the 19th January to the A.C.M.G. containing suggestions in connection with the Postal Services in Egypt, which it was desired I should investigate, these suggestions were discussed with the following results:-

- (a) Agreed that this would be satisfactory as far as Egypt is concerned. See cable to Administrative Headquarters No. CPI42 of 26.3.18.
- (b) Already being carried out as far as possible at present. Note:- I have arranged to replace the "A" class men attached to the A.B.P.O. as soon as suitable "B" class men are available.
- (c, d, e, f.) The British do not desire this, as they are already short of staff. Note:- In the interests of the A.I.F. I do not recommend, because it means submerging the identity of the A.I.F. Postal Services and, from what I can gather, it would cause dissatisfaction amongst the men; and Os.C. units would raise objection to having British Postal men attached to them. Formerly we only supplied one line of communication Post Office, the British supplying the balance, as well as the Divisional Headquarters' Post Office at the Australian Corps, which is composed of two Brigades of Australian Light Horse, and one brigade of Yeomanry. Regarding (f) as the New Zealanders only have one brigade in the Anzac Division, it would not be fair to ask them to supply the whole personnel of the F.P.O. The question of attaching one New Zealander to the staff at this office was considered but thought inadvisable in view of the fact that possibly some changes in formations, which are expected, will very likely give us one Australian Division of 4 Brigades of Light Horse - the New Zealand Brigade being attached elsewhere.
- (g) This will not be necessary if the appointment of the two Divisional Supervisors is agreed to.
- (h) Arranged that the D.A.Ds.P.S. (British), controlling the different sections of the A.I.F. Postal Services, render a monthly report through the D.A.P.S., E.E.F. to the D.A.P.S., A.I.F., London, a copy to be sent to the A.I.F. Headquarters, Cairo.

After discussing various matters including staff, it was arranged that I should visit all the Australian Field Post Offices and the A.B.P.O., and, having done so, prepare my schemes for the changes desired and put them up to the D.A.P.S., E.E.F.

In the afternoon I visited the Headquarters and F.P.O. Anzac Mounted Division, which consists of 2 Australian Light Horse Brigades and 1 Brigade of New Zealanders. The Divisional F.P.O. is worked by an Australian Postal Corps personnel of 1 S/sgt and 2 men.

Friday morning

Friday morning I visited F.P.O., SZ41. This office was a British Stationary Office manned by Australian personnel and corresponds to a certain degree with a Rail-head Office in France. This is the office referred to in a previous paragraph as a Line of Communication Office, and is now the Divisional Stationary Office for the Anzac Division.

In the afternoon I went over to the Headquarters of the Desert Mounted Corps. The Headquarters Staff consists of partly Australian Officers and partly British, the F.P.O. personnel being British. I saw Col. Newton (A.A.G., A.I.F.) and talked over matters with him. The question of appointing an Australian Postal Officer was discussed, and he said that, if it was decided to appoint such an officer in Egypt, we should be very careful in making a selection. I think it better to leave this matter in abeyance until I return to London, when we could chat it over and make a decision (i) whether to appoint an officer (ii) who is to be selected.

On Saturday morning, together with Lieut Nichols the D.A.D.A.P.S., of the corps (who has control of the Australian Postal Services in the Field), I visited F.P.O. LH2 and 2nd Brigade Headquarters, where I interviewed Brig. General Rylie, and from there I went over to the Anzac Mounted Division where I interviewed Major Bruxner (D.A.A.G.) who informed me, although the services were fairly satisfactory, he thought there should be an Australian Postal Officer in Egypt to look after the interests of the A.I.F.

On returning to the Desert Mounted Corps Headquarters, I met Capt. Hurley, Official Photographer A.I.F., who had just returned from the front line, and discussed with him the matter of a Postal Film, the result of our discussion has already been communicated to you in my letter of the 25th February.

At 7.45pm on 23rd I left Bir Salem (G.H.Q.) with Lieut Nichols for Belah, where the Australian Mounted Division was stationed. The Divisional Post Office is staffed by the British, but the two Australian Light Horse Brigades (Nos. 3 and 4) have Australian personnel.

At 10.45pm the following day I left Belah for the Australian Base Post Office Kantara, arriving there at 5.30am on the 25th.

Regarding the ~~present~~ system of working in the Field at this time, see the attached detailed report marked "B". It will be observed that the system here is different to France and facilities for transport fewer. The D.A.D.A.P.S. has been warned at times not to even apply for transport and mails have had to be dumped.

Since the occupation of Palestine, the F.P.Os. have been transacting the postal business of the Civil Population owing to the fact that no Civil Postal facilities are available. This does not in any way interfere with the efficient working of our staff, nor necessitate any increase in transport, as the postings are not very considerable.

During my tour round the field I ascertained from various officers and other ranks, whom I interviewed, that the Postal Services in general were fairly satisfactory. Everyone seemed to realize the difficulty of getting mails to the troops in the field owing to the enormous distances over which mails have to be transported between Railheads and the Units, such transport having to be done in various stages by motor, camels, donkeys, and wheeled transport. It is not unusual for the divisional dump to be 30 miles or more from the railhead office and for most of the intervening road to be impracticable for motor or wheeled transport. In France, of course, we have the Postal Supply Waggon to carry mails from the Railheads to the F.P.O.

the F.P.O. or Divisional Dumps, but in Egypt there are no such waggons or special transport for postal services with the exception of a few light Ford Motor Waggons at G.H.Q., all mails having to be placed upon already heavily loaded supply transport as described above. In one case an advance of 50 miles was made by the mounted troops, which meant that for about three or four weeks (until the railway was completed) mails with supplies had to be transported in numerous stages over that distance and without properly constructed roads. Therefore, some of the difficulties to be overcome in connection with the postal services in Egypt will be fully understood.

A few of the officers whom I interviewed, complained that parcels sent to them had not been received. Of course we have many such complaints in London and France, but, owing to the system in Egypt, it was impossible to trace the circulation of parcels from the A.B.P.O. direct to the Units or to the addressee. Consequently, the fate of a missing parcel cannot be determined. Parcels from the A.B.P.O. and F.P.Os. were listed but, owing to the fact that our Post Offices did not vouch direct one with the other, but through British Railhead Offices, who will not list our parcels forward, the circulation record of Australian Parcels was lost; the list when received at the British Office being born up. The necessity for Australian Divisional Stationary Offices is therefore apparent and I have arranged for the establishment of an Australian Divisional Stationary A.P.O. for the Australian Division - the Anzac Division already has one - so that proper records may be maintained. The A.B.P.O. will in future vouch on these offices, and F.P.Os. with the A.B.P.O. for the return of Australian Mail.

The D.A.D.A.P.S., Desert Mounted Corps, speaks well of the majority of our men and they in turn say that this officer gives them every consideration and does his utmost to help them.

Many of the R.E.F.S. officers whom I met, admitted to me that our schemes were practicable in the A.I.F. and considered they should be given effect to, as they would result in further improving our Postal Service; not that they considered we were getting a bad one now, but it could be improved. Nearly every officer agreed that the Card Index System and direct vouching was necessary, also that greater satisfaction would be derived if the post orderlies attached to the A.B.P.O. were either transferred to the Postal Corps or returned to their units.

#### A.B.P.O.

Monday, Tuesday and Wednesday I spent inspecting the A.B.P.O., returning to Cairo on Wednesday evening to put my schemes for re-organization together and to forward same to the D.A.P.S., E.E.F. for consideration.

#### ACCOMMODATION

The Australian Base Post Office building consisted of a large wooden hut covered with Indian Matting, earth floor, the usual post office sorting racks and fittings. The office is divided into sections - general mail despatch section, parcel section, registration section, records section, postal orderlies redirection and sorting section where they run their unit's mail prior to despatch. Note:- Since my inspection, the A.B.P.O. has moved to a similar building on the Base Kantara side of the Suez Canal, which is an advantage. There is no doubt that Kantara is the most central position for the A.B.P.O.

The messing and sleeping accommodation for the staff is very good, there being a hut for the N.C.Os. to mess in and another for the men; the sleeping accommodation being tents - three and four to a tent.

#### STAFF.

The staff consisted of

- 1 staff sergeant - N.C.O. in charge A.B.P.O.
- 1 sergeant
- 5 corporals
- 1 private permanently transferred to the Postal Corps
- 5 privates temporarily attached pending transfer
- 16 postal orderlies.

It is

It is proposed that in future the staff of the A.B.P.O. will be as follows as soon as suitable "B" class men become available:-

1	S/Sgt.	H.C.O. in charge of A.B.P.O.
1	sgt.	
5	corporals	
27	ptes.	permanently transferred to the A.P.O.C.

The general working of the A.B.P.O. was fairly satisfactory with the exception of the attached Postal Orderlies. These men had the idea that they were attached to the Base to look after their own unit, and not to assist generally. Consequently, they rushed through their mails and when finished, sat down and did nothing, although there may have been other units' mails still on hand, as well as other duties to be performed, and when put on to work other than that connected directly with their particular unit, did so with very bad grace. Of course it is possible to compel the men to do the work, but it is more satisfactory to have a permanent staff at the A.B.P.O., when the duties could be properly allotted and things run more smoothly.

SUPERVISION.

The working of the A.B.P.O. is supervised by the D.A.D.P.S. ( R.E.P.S. ) Kantara, who also has charge of the British Base P.O. Kantara, situated about 20 yards away from our office. This officer, from what I can gather, is not able to give very strict attention to the A.B.P.O. and our men are left pretty well to themselves. The D.A.D.P.S. visits our office to sign all endorsements on mail items for killed, missing and prisoner of war.

POSTAL RECORDS.

The P.P.O. Records held at the A.B.P.O. are in good condition but of course there are not the same conveniences as in London, and they become covered with dust and dirt, as the shelves are not closed in. I have arranged for a covering to be placed over these shelves. After 12 months the records are destroyed.

REGISTRATION SECTION

In the registration section, the system was for the postal orderlies at the A.B.P.O. to enter this room and check over the registered items and redirect them where necessary. This I have altered, and arranged for the duplicate lists received from Australia, to be sent to records section for location - similar to London, - the redirection of the items to be done by the H.C.O. i/c of the registration section.

PARCEL SECTION.

Previously the parcels were sorted into units and the unit postal orderlies went through them, redirecting where necessary. I have now arranged for the duplicate lists, received by registered post from Australia, to be sent to records for verification, reconciled with the bags, and the parcels redirected where necessary from the lists. The parcels will then be sorted into units, and forwarded according to the parcel registration scheme. (See attached marked f.)

Parcels for Killed and Missing and Undeliverable Parcels, posted in Australia, were being returned to the G.P.O. of the State of origin for return to the senders, but I have had A.I.F. order No. 1083 republished, and have arranged that the contents of such parcels be handed to the Comforts Fund as in England.

NEWS-PAPERS

Previously returned papers have been referred to records and redirected, but are now being dealt with in accordance with A.I.F. order No. 338 which has been republished.

MEN IN DETENTION

Letters and registered items were being forwarded to the prison or compound for delivery to the addressee at the discretion of the C.C. of the prison.

Parcels. Some were being forwarded to the prison and dealt with there as in the case of letters. Others were being held at

held at the F.P.Os. and delivered to the addressee on release. I have had A.I.F. order No. 1050 republished and all mail matter is being dealt with in accordance with the instructions contained therein.

CORRESPONDENCE

All correspondence, including local complaints, is dealt with by the D.A.P.S., E.E.P. and the papers, when completed, retained at his office. Headquarters A.I.F. do not see them, and the papers only pass to the A.B.P.O. for reference to records or report of the H.C.O. in charge, the final letter being written by the D.A.P.S. or his officers. Consequently, the A.I.F. remain in ignorance as to what complaints are being received.

RECORDS.

The main weakness in the A.B.P.O. was the record system. For the Light Horse there were 16 Post Orderlies with indexed books containing a complete record of the whole of their units. All changes in the unit were notified in a personal letter from the Postal Orderly at the unit to the Postal Orderly of the unit attached to the A.B.P.O. Mail matter for the Light Horse was handed to the respective Postal Orderlies and redirected before going out to the Field.

Mail matter addressed to the Camel Corps and the Australian Flying Corps was forwarded as addressed - a record of these corps not being kept at the A.B.P.O., except changes of address personally advised. The A.F.C. were redirecting their own mail, but the Camel Corps returned all undeliverable mail matter to the A.B.P.O., where it was bagged and forwarded to the Camel Details Camp at Abbassia. The Post Orderly there had an indexed book of the whole of the Australian and New Zealand Camel Corps, and he redirected from that all mail received by him. (See report on Camel Corps Details Camp attached).

Mail matter for small units, such as the Sanitary Sections, Signal Sections etc., was run against a card system held at the A.B.P.O.

To obviate all the unnecessary handling and consequent delay and to make the running of the mail uniform, I have established at the A.B.P.O. a complete card index for the whole of the A.I.F. in Egypt, and all classes of mail matter is run against the cards before being despatched. By so doing, the 16 Unit Post Orderlies, at present attached, will be released for duty with their units and their places filled by 12 "B" class men to be taken on to the strength of the Australian Army Postal Corps, thus effecting a saving of 4 men at the A.B.P.O. as well as releasing 16 "A" class men. This depends of course on our being able to procure a sufficient number of suitable "B" class men. There is a scarcity of these men in Egypt. If not obtainable here, I would suggest that about 25 "B" class men, suitable for postal work, be sent out from the United Kingdom.

*Note  
Old Estab allowed  
for 21 ranks  
in addition  
there were  
16 Post Orderlies  
2 Cooks*

MAILS INWARD

The average Australian Mail consists of about 150,000 letters, 27,000 papers, 3,000 parcels, 2,500 packets and 370 registered items. A statement in connection with the handling of an Australian Mail is attached marked (c). A similar statement is made out for each Australian mail and forwarded to the D.A.D.P.S., (R.E.F.S.) Kantara.

The system of handling this mail was to work the men hard from 8am until 10.30 or 11pm with from 3 hour to an hour for dinner and tea. This, however, I do not agree with for the following reasons.

- (a) The mail is dealt with quickly and disposed of within 3 or 4 days. The rest of the time - between mails - there is, comparatively speaking, very little for the men to do, whereas, if they worked shorter hours, the work would be more evenly distributed.
- (b) Men working long hours in this climate soon become tired, and once tired, mistakes in redirection, sorting and list are frequent.

(c) Owing

- (a) Owing to the shortage of transport available in the field for postal work, it is much more convenient to have a steady flow of mail than having it come in waves. Further, by rushing the mail out, it increases the work of the personnel of the P.F.Os. who are working under trying conditions, and, in their endeavour to keep pace with the rush of mail, are liable to make serious mistakes in the handling of the mails for their units. Again, the postal orderlies, if rushed, will become careless in the checking of their rolls for absentees and incorrectly endorse mail matter, thereby causing complaints and much unnecessary reference to records etc.
- (d) By spreading the work out, the personnel of the A.B.P.O. can be reduced by four men, notwithstanding the fact that the whole of the mail, including the Camel Corps and the Flying Corps, is to be run against the cards before despatch and a complete card index record kept up-to-date.
- (e) The delay in delivering the mail would only be from one to two days. A few extra days' delay in a letter from Australia is neither here nor there as it has already been 4 to 5 weeks on the way.

OUTWARD  
MAILS.

All mails for Australia circulate to the A.B.P.O. and are prepared for despatch but remain at the A.B.P.O. until advice is received to forward such mails by a certain train to Suez (Port Tewfig) and sometimes Port Said. This advice is usually received at the last moment and little time is given to prepare despatches.

Registered Items are listed as received and bags of 25 articles are made up and sealed ready for despatch (each registered bill contains 25 lines thereon).

Parcels are similarly dealt with except of course that smaller number of parcels are included in bags.

Civil Mails. All postings in Egypt for Australia after being bagged, sealed, etc. are forwarded to the A.B.P.O. to be despatched with the Military mails. This is owing to the Admiralty refusing to supply the Civil Postal Authorities with dates of sailings etc.

For particulars re payment for transport, carriage of mails, native labour, etc., see paper attached marked (D)

PUB-  
LICITY

I have already dealt with this in my letter to you of the 15th Apl., but, instead of forwarding postal paragraphs direct to the Editors of the "His-ora Coosa", it would be advisable to first submit them to the D.A.P.S., H.K.F.

The "Anzac Bulletin" and the "British Australasian" are also in circulation in Egypt.

I have been waiting for copies of your "10 Postal Commandments" to be sent over as I think it would be advisable to have uniformity. Copies of these could be posted up in the "I.M.C.A." Hut, Suez Camp, for the information of reinforcements for U.K. and France arriving from Australia.

MEN RE-  
TURNING  
TO AUS-  
TRALIA.

The majority of the men for return to Australia are stationed at the 14th A.G.H. whilst waiting for a boat, and the roll of the men returning is made out at that Hospital. I have therefore arranged for a copy the roll of each boat to be handed to the Post Orderly of the 14th A.G.H., who makes up any mail for these men received after their departure for the boat and hands it in a sealed bag to Base "2" where instructions have been received from the D.A.D.P.S. (R.M.P.S.) to forward such by "express" to the Post Office at Port Tewfig for delivery on board the ship. A copy of the roll is forwarded to the A.B.P.O. who act similarly. If the mail arrives at Port Tewfig too late for delivery on board it is returned to the A.B.P.O.



The following A.I.F. Camps and Hospital have been visited by me:- Camel Corps Details Camp, Abbassia; Training Depot, Moascar; Base Signals, Alexandria; Australian Infantry Rest Camp, Suez; A.I.F. Headquarters, Cairo; 14th Australian General Hospital, Port Said. Reports regarding the working of these offices are attached

I think this report deals with everything, but should anything further requiring to be dealt with crop up, I will forward a supplementary report.

The following matters of re-organization have been dealt with by me and everything is now working well.

1. Uniform despatch of mails from Australia.
2. Registration of parcels.
3. Parcels addressed to Killed and Missing and Undeliverable Parcels.
4. Mail matter for men in detention.
5. Establishment of Divisional Stationary Post Offices.
6. Direct vouching between A.B.P.O. and Divisional Stationary Post Offices in the Field.
7. Appointment of Divisional Supervisors.
8. Supervision of Post Orderlies.
9. Records (a) Complete Card Index of whole of A.I.F. in Egypt installed at the A.B.P.O.  
(b) A.F.B 213 from all Units to be supplied to A.B.P.O.  
(c) Receipt and acknowledgement of changes of address at A.B.P.O.  
(d) Marching in and out states from all Camps, Hospitals and A.I.F. Headquarters, Cairo to be supplied to the A.B.P.O.  
(e) All redirection work to be done at the A.B.P.O.
10. Newspapers - undeliverable at unit not to be returned to the A.B.P.O. for redirection.
11. Monthly report to be rendered to the D.A.P.S., A.I.F., London by the D.A.P.S., E.E.F., copy of same to Headquarters, Cairo.
- 12 Postal Orderlies attached to the A.B.P.O. to be replaced by "B" class men and returned to their units.

I had some trouble to put these schemes into operation owing to the D.A.P.S. and D.D.P.S., E.E.F. having the idea that they were too elaborate and unworkable, but on my insisting, they did all they could to help me in carrying them out.

The D.A.D.P.S. Desert Mounted Corps ( Capt. Nichol ) has specially been of great assistance and takes a great interest in our postal affairs in the Field.

The D.A.A.H. ( Captain Jarman and the D.A.Q.M.G. ( Captain Stillman ) have rendered me every assistance in their power.

In conclusion I would like to mention the excellent work performed by Sgt. Craske, who has been my clerk since leaving England. This H.C.O. has taken a very keen interest in his duties and worked very hard to make things a success over here. He has visited all our offices in the field with me, also spent some time at the A.B.P.O. and has a good grip of the Postal Services generally. I propose, with your consent, to leave him here for a month attached to the A.B.P.O. Kantara, to keep an eye on things and report to you through the D.A.Q.M.G., A.I.F. Cairo. He will be able to advise the staff at A.B.P.O. on any matters pertaining to our new schemes should they require advise.

Now that everything is working satisfactorily, I propose to leave for London by first available ship unless otherwise instructed by you in reply to my cable, as it would be a great waste of time to remain here until my report reaches you viz. 4 weeks at least.

Captain,  
D.D.A.P.S., A.I.FORCES.

METHOD OF DESPATCH FROM AUSTRALIA.

<u>OLD METHOD.</u>	<u>METHOD OF DESPATCH.</u>	<u>NEW METHOD.</u>
(a) Registered Mail.	Alphabetically listed and sorted irrespective of units in respect to Sydney, Brisbane, Perth and Melbourne. Adelaide started alphabetical listing and sorting, but have recently discontinued same. Tasmania including in Victorian Mails.	All States to alphabetically sort and bag, and list in triplicate; original list to come in bag with items, duplicate under separate cover to the A.B.P.O., triplicate held at the office of origin. Tasmania may send Registered Items to Melbourne for inclusion in their mails ( Cable 18676 of 16th Oct. 1917).
(b) Ordinary Letters.	Unit sorted and labelled to units.	Alphabetically sorted and bagged i.e. to the first letter of each name.
(c) Parcels.	Alphabetically listed and sorted irrespective of units, excepting in the case of Melbourne, Hobart and Launceston, whence same was unit listed and sorted.	As for Registered Items.
(d) Newspapers and Packets.	Bagged together, unit sorted and labelled to units.	Bagged separately, alphabetically sorted as in the case of letters.

OFFLOADING AT PORT OF ARRIVAL.

A. Mails direct from Australia are in most cases offloaded at Port Tewfig, and those via England at Port Said. Occasionally, however, a direct mail is offloaded at Port Said.

B. Until quite recently the unloading of mails has been carried out by an H.C.O. and party from the A.B.P.O. Since the middle of December last, however, most mails have been offloaded by the R.E.P.S. with assistance from this office according to size of mail to be handled. The majority of mail boats are offloaded in the bay, which necessitates the services of a tug and lighters.

C. Letter mails are forwarded by first available passenger train and the remainder by perishable goods train. The cost of Railway Transport and native labour is met by the A.I.F.

TRANSPORT OF MAILS AT A.B.P.O. KANTARA.

On arrival at Kantara all mails are offloaded and transported to the A.B.P.O. by our own staff. One motor conveyance and 6 natives are attached permanently for this work, extra lorries and natives being requisitioned for as required.

CHECKING OF MAILS AT THE A.B.P.O.

On arrival at the A.B.P.O., the mails are carefully checked on to Tick Sheets. The letter bills, as soon as available are checked against same and, if correct, receipted accordingly. If there are any discrepancies or irregularities as against mails advised, the letter bill is endorsed accordingly and the matter duly reported to the Despatching Officer by means of a V.H.

DISPOSAL OF MAILS AT THE A.B.P.O.

<u>CLASS OF MATTER.</u>	<u>METHOD OF DISPOSAL.</u>	<u>METHOD OF DISPOSAL.</u>
(a) Ordinary Letters	Camel Corps and A.F.C. forwarded as addressed. Small sections, such as Sanitary Sections and Wireless Sections run against an incomplete card index held at the A.B.P.O. Light Horse sorted alphabetically and run against records held by unit Post Orderlies attached to the Base Redirected where necessary and forwarded accordingly	All letters to be run against new card index, redirected where necessary and forwarded accordingly.
(b) Registered Mail	Checked against lists, sorted in order of units, then as in (a).	Checked against lists, duplicate lists to be sent to Records for location, returned to Registration Section, and Items, where necessary, redirected by the H.C.O. in charge. Previously the Unit Post Orderlies entered this section and redirected the mail for Light Horse Units.
(c) Parcels	Checked against lists, sorted in order of units then as in (a)	Checked against parcel lists, then as in (b). Forwarded in accordance with instructions set out in Parcel Registration scheme.

OLD METHOD.

NEW METHOD.

(d) Newspapers and Packets. A<sup>3</sup> in (a)

as in (a)

Letters are dealt with first, then parcels and finally newspapers and packets.

DESPATCH OF MAIL TO UNITS.

Letters, newspapers and packet, and parcel mail is made up in unit bags and despatched to the relative British Cross Post Offices. No direct despatches made to our brigade offices. This change was brought about by the D.A.P.S., E.E.F. in May 1917.

Direct Vouching from S.Z.3 to - or via in the case of unit bags - the Australian Divisional Stationary Offices, so far as mails from overseas are concerned. Two Divisional Stationary Offices have been established for this purpose so that there is no break in the circulation as formerly and to enable a proper record of parcels to be maintained.

HANDLING OF MAIL IN THE FIELD.

Mails from the A.B.P.O. are transferred from the British A.P.O. at Railhead to the Australian or Anzac Divisional Stationary Office, where it is sorted and despatched to the various F.P.Os. Mails are taken delivery of from the Stationary Office by the F.P.O. and transported to the F.P.O., transport being arranged by the Division or Brigade Headquarters. On arrival at the F.P.O. it is sorted into units and distributed to the Unit Postal Orderlies.

Mails from the A.B.P.O. to be despatched from the Australian Divisional Stationary Office in closed bags, as received, to the Brigade F.P.Os. Mails to be taken delivery of from the Stationary Offices by a representative of the F.P.O. and transported to the F.P.O., transport being arranged by the Division or Brigade Headquarters. On arrival at the F.P.O. to be sorted into units and distributed to the Unit Postal Orderlies. Direct bags to be made up on units by the A.B.P.O. if the quantity of mail warrants it, and to be handled as through bags to the unit.

In the case of Registered mail and Parcel Post (listed) they are checked against the accompanying lists and re-listed in duplicate into units and a signature obtained from the Unit Post Orderly for same, one copy of the list being retained and one handed to the Post Orderly together with the items. The Post Orderly obtains signatures for all items delivered and, when completed, returns the list to the F.P.O. where it is filed as office records. In the event of the Post Orderly being unable to deliver an item, it is suitably endorsed by him and returned to the F.P.O. together with the accompanying list and the list is then noted with the number of the outward parcel or registration list on which the item is subsequently despatched to the base or other F.P.O. Care is taken to see that all returned and redirected mail is suitably endorsed, initialled and dated by the Post Orderly and returned to the F.P.O. without delay, where it is made up into suitable labelled bundles or bags and despatched to the Base or other P.O. Parcels received without accompanying lists are treated as ordinary mail matter and are not listed on. (This refers to British).

Parcels to be handled according to instructions set out in the Parcel Registration Scheme. See attached. No change to be made in regard to the handling of Registered Items. All returned mail of Australian posting also postings for Australian units in U.K., France and for Australia to be made up in direct bags from the F.P.Os. to the A.B.P.O., S.Z.3., via the Australian Divisional Stationary Office serving the F.P.O. All clean postings for other than Australia and Australian Units in U.K., France and Egypt to circulate to the British Cross Post Office at Railhead.

RETURNED MAIL MATTER

Run against records at the A.B.P.O. If no later record is held, it is forwarded to 3rd Echelon, Cairo for location (parcels and registered items are listed and the lists forwarded). If no up-to-date location is obtainable there, the correspondence is stamped "No trace A.I.F. Records 3rd Echelon E.E.F." and returned to the A.B.P.O. A further trial is then made at the unit, correspondence being forwarded to the N.C.O. in charge of the F.P.O. serving the unit, with a special memo. If again returned it is treated as undeliverable and stamped accordingly.

No change with the exception of papers, which are to be dealt with in accordance with A.I.F. order No. 338 (Republished).

A copy of the letter sent out with the correspondence to the F.P.O. is attached.

UNDELIVERABLE REGISTERED ITEMS AND LETTERS.

English and other than Australian Postings are forwarded to the R.L.O. Base T (British A.P.O., Port Said) for disposal. Australian Postings are returned to the R.L.O. of State of origin. The D.A.D.P.S., R.E.P.S. signs all endorsements on these items.

No change.

KILLED, MISSING AND UNDELIVERABLE PARCELS AND PACKETS.

Australian Postings are checked against A.B.P.O. Records endorsed accordingly and returned to the sender through the D.L.O. of State of origin. British and other than Australian Postings are returned to the D.L.O. Base T for disposal.

As in A.B.P.O. London. Checked against records at both A.B.P.O. and 3rd Echelon, opened and the contents handed to the representative of the Australian Comforts Fund at Kantara, who gives a signature for the items received. (A.I.F. order Nos. 1016 and 1088 republished) No change in British and other than Australian Postings.

MEN IN DETENTION.

Letters forwarded to the Detention Barracks for delivery to the addressee. Parcels. Some forwarded to the Detention Barracks and either delivered to the addressee or held until he finishes his sentence. Others held at the F.P.Os. until the man finishes his sentence then handed to him.

To be dealt with in accordance with A.I.F. order No. 1050 (republished).

OLD METHOD.

16 indexed unit books kept by 16 Post Orderlies from units for the Light Horse, kept up to-date mainly by personal letters from the Post Orderlies at the units to the respective Post Orderlies at the A.B.P.O.  
 Card index for small units such as Air Line Section, A.I.F. Cable Section, Sanitary Sections etc.,  
 Very incomplete record of Camel Corps and A.F.C., merely a record of changes of address personally advised. The A.F.C. redirect their own mail and returned mail for the Camel Corps is sent to the Details Camp, Abbassia where the Post Orderly has a record of all men in the Australian and New Zealand Units of the Imperial Camel Corps.  
 A book is also kept in which all killed, missing and prisoners of war are registered.

RECORDS.

A complete card index system for the whole of the A.I.F. in Egypt to be installed.  
 The book for Killed, Missing and Prisoners of War to be done away with.

NEW METHOD.

Sources of information for records.

Headquarters, Cairo ( 3rd Echelon) Casualty Returns  
 Personal Advices from members of the A.I.F. ( about 20 Daily). Receipt not acknowledged.  
 Advice from Postal Orderlies at unit, changes sent to Post Orderly attached to the A.B.P.O.  
 Marching in and out states daily from the Details Training Camp, Moascar; Signal Depot, Alexandria; and Details Imperial Camel Corps, Abbassia weekly.  
 All Hospitals including British which admit Australians Daily.

The same as previously except that A.F.Bs. 213 are to be obtained from all units ( A.I.F. order No. 863 republished).  
 Personal advices to be acknowledged and the men encouraged to inform the A.B.P.O. of all changes ( notice in A.I.F. orders of 2.10.17 republished) The Postal Services to be advertised by the aid of the "Kia-ora Cocee!" See my letter of the 15th Apl. Note. The personal advices have already jumped from 20 daily to 70.  
 The personal advices from the Unit Post Orderlies to the Post Orderlies at the Base to be discontinued as the A.F.B.213 give this information.

CORRESPONDENCE.

All enquiries regarding A.I.F. postal matters dealt with by the British and all papers filed by them. Only referred to the A.B.P.O. for reference to records. Final letter written by the D.A.P.S., E.E.F. or one of his officers.

If an Australian Postal Officer is appointed, all correspondence concerning Australian Postal Matters to be dealt with by him and the papers filed at the A.B.P.O.

SUPERVISION OF POSTAL ORDERLIES.

No supervision of Unit postal orderlies  
 Australian F.P.Os. supervised by the D.A.D.A.P.S. (R.E.P.S.) and British supervisors.

In accordance with A.I.F. order No. 862 (republished) by the D.A.D.A.P.S. Desert Mounted Corps ( British) and the two Australian Divisional Supervisors.

ESTABLISHMENT.

In accordance with my letter of the 26th March. A copy of the Establishment is attached marked (d)

A.B.P.O.

The 16 Post Orderlies to be returned to their units and to be replaced by 12 "B" class men as soon as available.  
 All "A" class men, other than senior N.C.Os. to be replaced by "B" class men. The "A" class men to replace any casualties in the Field.  
 Sgt. Inches to be promoted to S/Sgt in charge A.B.P.O. vice S/Sgt. Downe who is acting as Divisional Supervisor.

FIELD.

S/Sgts. Green and Downe to be appointed Divisional Supervisors W.O. class 11. Duties according to instructions set out in attached marked (e)

Control of the two Divisional Stationary Offices - S.Z.41, British Office with Australian Personnel, and S.Z.42 British Office with British Personnel - obtained, and now worked by Australian Personnel as Divisional Offices for the Australian and Anzac Divisions.

Unit Postal Orderlies eligible for transfer to the Postal Corps to fill any vacancies that occur. (A.I.F. order No. 713 republished).

B

POSTAL SERVICES IN THE FIELD, E.E.F.

1. In the E.E.F., the SUPPLY COLUMNS Postal Staff and the staff of DIVISIONAL TRAIN and DIVISIONAL RAILHEAD F.P.Os. are dispensed with. There are, however, "Fixed" stationary F.P.Os. - all British - at these Railheads around which appreciable numbers of Corps, G.H.Q., or "Palestine Lines of Communication" troops are congregated and there is a Stationary F.P.O. attached to each Division. Small detachments of Corps etc., troops at other Railheads are served from the Travelling Post Offices. The staff of each Railhead Stationary F.P.O. is fixed according to requirements - i.e. in proportion to the number of troops in the neighbourhood to be served direct and the volume of postings from the Field to be dealt with - see para. 2 (a). The staff of a Divisional Stationary F.P.O. is usually 2.

The Divisional Train F.P.O. on the Establishment of the Australian Army Postal Service, E.E.F., is actually employed - reinforced by one man from the Establishment of the Australian Base Army Post Office - at the Australian Details Camp at Messara.

The Stationary Office attached to the A.M.Z.A.C. Division is Australian; that attached to the Australian Division is British.

2. - The working procedure is as follows:-

(a) The Units of each Division are given an "R" Location. Locations are issued to all "Cross-Post Offices" - i.e. Advanced Base, Base and Railhead Stationary Offices which vouch direct on to other similar offices.

(b) At each "Cross-Post" office the mails are sorted into bundles, enclosure bags or "through" bags which are labelled with the relative "R" locations. These labelled bundles and bags are forwarded, in accordance with special instructions issued as movements take place, to the "Cross-Post" offices at the Railheads through which the divisions are supplied - but see also 3.

(c) There is no vouching on "R" locations. The vouching is on the relative "Cross-Post" offices.

(d) At the receiving "Cross-Post" offices the mails - which, as explained, arrive in labelled "R" bundles, enclosure bags or "Through" bags - are included in despatches to the relative Divisional Stationary F.P.Os.

(e) The function of the Divisional Stationary F.P.Os. is to sub-divide the mails into despatches to the Divisional and Brigade H.Q. F.P.Os. and to serve direct any Divisional Units located in their own vicinities. The Divisional Stationary F.P.Os. do not act as "Funnel" offices for postings from the Field, which are made up by the Field Offices direct on the "Cross-Post" office.

(f) Units served through Corps H.Q. F.P.Os. are given "RH" locations and their inward mails are forwarded through one of the Divisional S2 offices as "Located" by the Corps D.A.D.A.P.S. e.g., "R54 to S29"

"R" is simply a letter of the alphabet given to a group of Units or formations same as "W" is to our units in France i.e. DW1 1st Australian Divisional Headquarters F.P.O., R.W.1, 1st Australian Divisional Railhead A.P.O. - In the E.E.F., R.M.1 would represent the Anzac Mounted Divisional Headquarters F.P.O. its units. Instead of Railhead Post Offices we would have a Divisional Stationary A.P.O. which works on similar lines, but this office would be designated S2 (stationary office-S2 simply grouped together The "2" having no particular meaning by itself)

3. Para. 3 sets forth the general principle. It sometimes happens that the "Cross-Post" offices are in advance of Railhead in which case the link between the actual Railhead and the "Cross-Post" office is covered by lorry, Ford-car, camel, donkey or wheeled convoy. It occasionally happens also - e.g., when a Division is taken back for rest to an area not normally occupied by troops - that there is not a "Cross-Post" office at the Railhead through which the division is served. In such cases the Division almost invariably draws its supplies direct from Railhead where the Divisional Stationary Office is located and operates as a "Cross-Post" office; i.e., it is supplied with

and more than 200 miles from the Division's own... In the R.E.F., the SUPPLY... DIVISIONAL TRAIN and DIVISIONAL... There are the... "Post-Office" for... The distance between the "Cross-Post" office... are very... in the... "Cross-Post" office for most of the... impracticable for motor or wheeled transport.

The Divisional... The Divisional... The Stationary Office attached to the... Australian; that attached to the Australian Division is British.

The Divisional "Dump" is usually... a refilling point. It is... having for the... The Units of each Division... Locations are issued to all "Cross-Post" Offices... "Dump"; at other times, it is... "Dump" up to the... relative "R" locations. These labelled bundles and bags... forwarded, in accordance with special instructions... At the receiving "Cross-Post" offices... explained, arrive in labelled "R" bundles, enclosure pass or... Divisional Stationary R.E.F. is to

The function of the Divisional... sub-divide the mails into... H.Q. R.E.F. and... The Divisional... their own... Units served... "R" is simply a letter... or formations same as "W" is to our units in France i.e. DVI... at... R.E.F. would... Instead of... Stationary... would be... The "R" having no... generally... also... "Cross-Post" office at the... direct from... and operates as a "Cross-Post" office; i.e., it is supplied with

and operates as a "Cross-Post" office; i.e., it is supplied with... "Cross-Post" office at the... direct from... and operates as a "Cross-Post" office; i.e., it is supplied with

and operates as a "Cross-Post" office; i.e., it is supplied with... "Cross-Post" office at the... direct from... and operates as a "Cross-Post" office; i.e., it is supplied with

and operates as a "Cross-Post" office; i.e., it is supplied with... "Cross-Post" office at the... direct from... and operates as a "Cross-Post" office; i.e., it is supplied with

and operates as a "Cross-Post" office; i.e., it is supplied with... "Cross-Post" office at the... direct from... and operates as a "Cross-Post" office; i.e., it is supplied with

and operates as a "Cross-Post" office; i.e., it is supplied with... "Cross-Post" office at the... direct from... and operates as a "Cross-Post" office; i.e., it is supplied with

and operates as a "Cross-Post" office; i.e., it is supplied with... "Cross-Post" office at the... direct from... and operates as a "Cross-Post" office; i.e., it is supplied with

STATEMENT OF AUSTRALIAN MAILED HANDLED AT A.B.P.O.  
S23 EX H.T. "MAHIA".

TIME AND TIDE OF ARRIVAL:-)

UNLOADING COMPLETED. ) Offloaded at Port Said by Staff Base E  
 ) on 26.2.1918

ROUTE Direct

TIME & DATE ARRIVAL KANTARA:- 1500 26.2.1918

NUMBER OF BAGS RECEIVED:- Letters 85., Packets etc. 269., Parcels  
 182 = 536

SORTING COMPLETED:-

Letters 1000 27.2.18  
 Pkts. etc 2200 28.2.18  
 Parcels 1000 28.2.18

*Reg. Items*

PARTICULARS OF DESP TCH:-

Office of origin.	Desp.No.	Date	Average dates of postings	No. of Bags
BRISBANE.	17/1 ?	9.1.18?	27.12.17 to 9.1.18	106
SYDNEY	59	4.1.18	29.12.17 to 4.1.18)	
do	59 supp.	10.1.18	4. 1.18 to 10.1.18)	208
do	59 "	14.1.18	10.1.18 to 14.1.19)	
MELBOURNE	2	11.1.18	1.1.18 to 11.1.18	157
ADELAIDE	1	10.1.18	31.12.17 to 10.1.18	56
HOBART	1	8.1.18	28.1.17 to 8.1.18	4
do	2	10.1.18	8.1.18 to 10.1.18	4
LANCERSTON.	55	10.1.18	29.12.17 to 10.1.18	4
				536

REMARKS.

Letter Bill from Adelaide is endorsed to the effect that Despatch No. 67 should read final for 1917

Letter Bill for Brisbane is not to hand, hence ? appearing against columns 2 and 3.

In addition to the bags enumerated above as being received, the following bags were received out of course from Base T

Sydney to Port Taufig	1	bag of Newspapers	1	forwarded by
do B.A.P.O. Salonica	1	do do	1	TAC TPO 26.2.18
do do do	2	do letters		
do do do	2	do parcels		a.1 bag forwarded
Melbourne do do	1	do letters		by TAC 26.2.18
do do do	3	do newspapers		1 bag by TAC 27.2
do do do	5	do parcels		
Adelaide do do	1	do newspapers		b forwarded by
Lanncoston do do	1	do parcels		TAC 27.2.18
	<u>17 bags total</u>			

This makes a Grand Total of 552 bags received which agrees with advice from Base A.P.O. 2.

The D.A.D.A.P.S.  
 KANTARA

Australian Base Post Office,  
 S23

forwarded for your information, please.

Kantara  
 1st March 1918

Staff Sergeant  
 in charge.

D

Up to the time of posting my report I have not been able to obtain a report from the British setting out the charges payable by the A.I.F. for transport, carriage of mails, native labour etc. on mails arriving from Australia. I understand however, that the A.I.F. is charged for railway transport from port of offloading and for any extra native labour required outside that requisitioned for. The British pay for tugs, lighters, and the Egyptian Labour Corps supply the natives for offloading, providing that they are requisitioned for.

On receipt of the report from the British, same will be forwarded to you for your information.



PRESENT ESTABLISHMENT.

PROPOSED ESTABLISHMENT.

	Lt.	S/Sgt.	Sgts.	Cpls.	Ptes.	Total		Lt.	W.O.2	S/Sgts.	Sgts.	Cpls.	Ptes.	Total
A.B.P.O. and Stationary Offices	1	1	2	6	18	28	A.B.P.O.	1	.	1	1	5	27	35
Each Div. Hd. Crs.	.	1	.	.	2	6	Div. Supervisors	.	2	.	.	.	.	2
Each Div. Train	.	1	.	1	1	6	2 Div. Stat. Offices.	.	.	.	1	.	1	4
Each L.H. Bgde.	.	.	.	1	2	12	1 Div. Hdqrs.(Ansac)	.	.	1	.	.	2	3
							Each L.H. Bgde.	.	.	.	.	1	2	12
							Stat. Office(Moascar)	.	.	1	.	1	1	3
							A.I.F. Hd. Crs.	.	.	.	.	1	.	1
<b>TOTAL.</b>	<b>1</b>	<b>5</b>	<b>2</b>	<b>12</b>	<b>32</b>	<b>52</b>		<b>1</b>	<b>2</b>	<b>3</b>	<b>3</b>	<b>11</b>	<b>40</b>	<b>60</b>

	Lt.	W.O.2	S/Sgt.	Sgts.	Cpls.	Ptes.	Total
Increase	1	2	.	1	.	8	11
Decrease	.	.	2	.	1	.	<u>3</u>

Reserve Staff 2 sgts. 6 men.

Note:- The reserve staff will only be appointed should the necessity arise

8

INSTRUCTIONS ISSUED TO AUSTRALIAN DIVISIONAL SUPERVISORS.

Inspection of all F.P.O. records.

Early advice of all Divisional Movements to the D.A.D.A.P.S.

The payment of all surplus cash to Field Cashiers where this cannot be conveniently done by a member of the F.P.O. staff.

Attention to the Divisional SE office workings and general circulation as supplied to the Field Post Offices within the Division and the circulation and despatches from the Base or Cross-Post Office. Also the supervision of all Unit Postal Orderlies.

Accommodation for all F.P.Os. and SE offices of Division.

Attention to office cleanliness and discipline as applied to the personnel and general cleanliness and soldierly appearance of the latter.

The inspection and reconciliation of all parcel lists under the new parcel listing system as per instructions issued in separate circular.

Advice to the D.A.D.A.P.S. of all evacuations sick and etc. and leave and return therefrom of Postal Personnel within Divisional control.

The arrangement of the most suitable Mail Time Table for the needs of the divisions and the advice thereof to the Divisional Headquarters for notification in Divisional Orders after first being referred to the D.A.D.A.P.S. for approval and consent.

The Divisional Supervisors will be held responsible for all postal matters in connection with their respective division and the efficiency and accuracy of the work generally. Any suggestions for improvements of the service from S.C.Os. and men will be made to D.A.D.A.P.S. and will be welcome and receive every consideration.

J.

PARCEL REGISTRATION SCHEME.

1. All parcels despatched in direct units bags from A.P.O. 323 will be listed in triplicate, two lists being placed in each bag, and the third list being retained at A.P.O. 323. Parcels despatched in miscellaneous bags may be listed in duplicate, the office of delivery relisting the parcels to units, and reconciling the bills against the relative lists in the local despatch book.
2. Parcels despatched from Field Post Offices will be listed in duplicate.
3. All parcels bags, on receipt at the office of delivery will be opened up by a member of the Postal Corps in the presence of the Unit Post orderly, and the contents checked by the latter prior to acceptance of delivery.
4. The postal orderly will then sign one of the lists, and this list will be retained at the office of delivery.
5. The second list will be retained by the post orderly who will obtain a receipt from the addressees for all parcels delivered within the unit, and return the remainder together with the list to the Field Post Office and obtain an acquittance from the receiving official for the parcels for which an acquittance has not already been received. See also para. 9
6. The provisions of (5) in-so-far-as addressees' signatures are concerned, may be suspended when necessary at the discretion of the D.A.D.A.P.S., but special endeavour must be made to adhere to these provisions whenever possible.
7. The list retained by the Field Post Offices will be reconciled weekly with those held by the unit post orderly, when any discrepancies should be referred to the respective Divisional Supervisors.
8. The list held by the unit post orderlies will be returned to the Field Post Offices, and, when correct, despatched to A.P.O. 323.
9. In the event of units changing location from one Field Post Office to another, the relative parcel lists held at the Field Post Offices should be forwarded to the Divisional Supervisors who will effect a transfer of necessary lists from and to the respective Field Post Offices.
10. Parcel lists retained by Field Post Offices on opening of parcel bags must be date-stamped by the office of receipt in the space provided therefore in the top left hand corner of list, on the day of receipt. The parcel lists retained by the Post Orderlies must be similarly dealt with, and date-stamp on the day the lists are returned to the Field Post Office completed.
11. All parcels returned to the Field Post Offices will be signed for in full against the relative entries on the Parcel Lists by the receiving official. Date-stamp impressions must appear against the entries of returned parcels, and also particulars of the list number showing office despatched to.
12. Divisional Supervisors and N.C.Os. will from time to time endeavour to verify signatures appearing on the parcel lists with a view of checking the work of the unit postal orderlies in-so-far-as parcel work is concerned.
13. Parcels for men on leave may either be held by the unit or delivered to a person nominated by addressee on production of the necessary order. The latter is preferable.
14. All parcels undeliverable within a unit should be returned to the Field Post Office without delay, the necessary particulars of despatch ( as provided in paragraph 11 ) being entered on the duplicate list retained by the Field Post Office, and later on the original list when this is returned completed to the P.P.O. The receiving official will date-stamp the postal orderlies list against the relative entries for all returned parcels and sign as provided in paragraph 11.
15. Australian Units served through other than Australian Field Post Offices will return all parcel lists to A.P.O., 323 as soon as completed, there the checking and reconciliation of the lists will be performed.

UNLOADING OF A.I.F. MAILS AT PORT TEWFIG.

On the 4th April I was at Port Tewfig awaiting the arrival of the Orient ship "Ormonde" from Australia with reinforcements for the A.I.F., B.E.F. In the advice received at A.I.F. Headquarters, no mention was made of any mails being on board, but it was thought almost certain that she would be carrying some for the A.I.F., B.E.F.

The Army Post Office Staff at Port Tewfig, who are responsible for unloading and trucking of our mails to Kantara, were not aware of the expected arrival.

At 10am the ship was alongside the wharf and I, accompanied by Capt Stillman (D.A.Q.M.G.), went on board. The ship's mail officer informed me that he had 1328 bags of mail for the A.I.F. and 50 bags for Civil Post Office on board.

The Sergeant in charge of A.P.O. Fort Tewfig was not advised of mails until the ship's agent rang him up at 11.30am. Arrangements had then to be made for trucking, unloading and native labourers. The unloading did not commence until about 2pm. As the trucks were not alongside the ship, mails had to be dumped and later loaded into trucks which came alongside about 4.20pm. 1 N.C.O. and 3 men from S.Z. 3 had been telephoned for to check the mails. This I think was quite unnecessary, as the N.C.O. and men arrived at the ship's side at 5.20pm when all mails were offloaded and a large number of bags already placed in trucks. The checking was done by the <sup>A.P.O.</sup>sergeant and ship's mail officer in the hold.

Had early advice re mails been received at A.I.F. Headquarters, Cairo, the Post Office at Port Tewfig would have been advised in time to make necessary arrangements for handling same and letter mails would have been despatched by the 5pm passenger train instead of perishable goods at 5am next day, thus saving at least 12 hours.

The mails did not reach the A.B.P.O., S.Z. 3 until 2.30pm next day.

The D.A.Q.M.G., A.I.F., Cairo informs me that a cable was received yesterday 8th inst from Australia advising particulars of the "Ormonde" and he is taking the matter up with Defence Department with a view of obtaining early advice in future.

OFFLOADING  
OF MAILS AT  
PORT TEWFIG.

INSPECTION OF THE CAMEL DETAILS CAMP POST OFFICE

ABBASSIA.

The Camel Corps Post Office is situated in Polygon Camp, Abbassia. One half of the office is used for the treatment of British Mails, and the other half for the Australian and New Zealand mails.

The procedure is:-

INWARD  
MAILS.

At 9am every morning the N.C.O. in charge of the Australian Section of the F.P.O. (L/Cpl. Curlett) proceeds to A.P.O., F.2, Abbassia and collects A. and N.Z. mails, including registered matter, and brings them to the Corps Post Office at Abbassia. The mail is then sorted out for the Base Depot Company, Camel Corps, which is handed to the Post Orderly for delivery to the men in Camp. Parcels are treated the same as letters and papers, no record being kept under the present system. Registered matter is signed for at A.P.O., F.2, and a signature obtained from the Post Orderly when handed to him. He in turn gets a receipt from the addressee. All other mail matter received is for location.

RECORDS  
AND  
REDIRECT-  
ION.

L/cpl. Curlett has a book with a nominal roll of all Australians and New Zealanders in the Camel Corps, and is kept posted with the men's movements every day, as far as possible. He then redirects the mail to the latest location. Bags for all companies are made up as follows:- Nos. 1, 2, 3, 4, and 1st Battalion Headquarters; Nos 11, 12, 13, 14 and 3rd Battalion Headquarters; Nos. 15, 16, 17, 18 and 4th Battalion Headquarters. Nos. 15 and 16 are New Zealand Companies. All mail matter for men in hospital and men struck off strength, deceased etc., after being properly re-directed and endorsed, is sent direct to S.Z.3 for disposal.

Parcels for men in detention are kept at the Post Office and handed to the men on completion of sentence. Note:- The N.C.O. in charge has been instructed to return all undeliverable (including mail for men in detention) mail matter to the A.B.P.O. in future.

All bags made up for the Anzac Section of the Corps are tied and handed to the British Post Office, where they are sealed and sent direct to the Companies and are not handled at intermediate Post Offices. Should it happen that there is not sufficient mail to warrant making up a bag, labelled bundles are made up which are returned loose to the Army Post Office, but they are not opened until received ~~by~~ the Unit.

Clean  
Postings.

All clean postings, after being censored, are collected and taken to A.P.O., F.2 for disposal.

GENERAL

On the arrival of the last Australian Mail, 2,500 to 3000 letters were received at this office first day; second day 300 letters only. About 8 bags of papers and ten to twelve bags of parcels is about the average volume of this class of mail matter.

After an Australian Mail, returns from units in the field for location and disposal are very heavy and this work has formerly been carried out by the N.C.O. in charge of this office, as the Camel Corps mails have not been run at the A.B.P.O. prior to despatch, owing to no records being held there for this unit. L/Cpl. Curlett has done very good work unassisted and this fact I personally brought to the notice of the adjutant of the Camp (Capt. Barber).

In future all mails will be run at the A.B.P.O. where up-to-date records of all units are now held. This will considerably lighten the duties of the N.C.O. in charge of the Details Camp Post Office, Abbassia.

INSPECTION OF AUSTRALIAN DETAILS CAMP, MOASCAR.

This camp is for all men evacuated from Hospital who are en route, after a short spell, to join their units in the field, and for Reinforcements to units in Egypt arriving from Australia. The latter are immediately quarantined. There are New Zealanders, Australians and a few British units at Moascar, served by our Post Office, but of course the majority are Australians. At present there are approximately 3,000 to 4,000 men in the camp.

STAFF.

The Post Office was originally the Mounted Divisional Train (MDT1) - Staff Sergeant Stoltz in charge - but, owing to the establishment of a Mounted Divisional Train being abolished, it was decided by the D.A.P.S., E.E.F. to transfer the F.P.O. (MDT1) to Moascar Camp, when the removal of the A.B.P.O. from the Camp to Kantara was carried out. This office is now designated as T.M.1. The staff consists of 1 S/sgt., 1 Cpl., and 2 Ptes. The heavy lumping of bags is done by natives supplied by the Egyptian Labour Corps or Camp Commandant. The present staff consists of "A" class men, but I am endeavouring to procure suitable "B" class men to replace the Privates (2). I have asked the D.A. P.S., E.E.F. to procure one (1) New Zealander to replace one Australian on the staff of this office, as there are a number of New Zealand Troops in the camp.

INWARD  
MAILS .

Six mails are received daily. 24 Postal Orderlies call at the Post Office two or three times a day for mail. Parcels and registered items are relisted to these Post Orderlies who deliver the articles and obtain the addressee's signature on the list which is then returned to the F.P.O.. As it happens in a great many cases that there is only one item for delivery on the Postal Orderlies' lists, there is a great waste of valuable printed stationery which can be avoided by using the small notification cards. A card should be made out to the addressee, asking him to call at the F.P.O. for a Registered item or Parcel, the card being handed to the postal orderly for delivery. The addressee then calls and, after handing in the card and being indentified, receiving the article. This ensures safe delivery and saves much unnecessary listing and consequent waste of stationery. Note:- I have instructed the N.C.O. in charge that in future the cards should be used in preference to lists. This is being carried out, whenever possible.

OUTWARD  
MAILS

Clean postings for the United Kingdom are made up on SZ4 Ismalia (British). Australian and postings for the field to A.B.P.O. SZ3, Kantara.

COUNTER  
BUSINESS.

Records for February shew  
450 reg. articles received over the counter  
373 " " " from other offices  
531 Bags ( letters and papers) " " "  
122 " Parcels " " "

An account is held with the D.A.P.S., E.E.F. and the weekly takings average £21. This does not include Postal Orders cashed, which is approximately £10 per week.

POSTAL  
RECORDS.

The Postal Records were in good order, all items being accounted for. Records for the month of February were already packed for despatch to the A.B.P.O., but I opened and examined them and found all very satisfactory.

VISIT TO THE 3rd BATTALION HEADQUARTERS AND 12th COMPANY  
IMPERIAL CAMEL CORPS.

On Wednesday March 13th after inspecting the F.P.O. at Moascar Camp, I went across to Ferry Post on Suez Canal to see the O.C. of the 3rd Australian Camel Battalion, but was informed by Captain Bell of the 12th Camel Company that the Headquarters of the Battalion was at Ismalia about 3 miles away. I inspected the Company Post Office run by the Orderly Room Sergeant, where I found that parcels were not being delivered against receipt, but simply handed out to the addressee. I instructed the N.C.O. in charge that all registered articles and parcels must be signed for by the addressee personally or on his order. The supervision of Postal Orderlies by Divisional Supervisors will improve matters in this direction.

On Thursday 15th March I saw Major Donovan, Headquarters 3rd Battalion Imperial Camel Corps, who informed me that postal matters were not too satisfactory owing to letters for detached men and units being despatched to the field and having to be returned to the A.B.P.O. for redirection, thus causing much delay, also that letters were mis-directed. I informed Major Donovan that I had a scheme in hand which would do away with this annoyance viz:- the establishment of a card index for the whole of the A.I.F. in Egypt at the A.B.P.O. and the running of all mails prior to despatch. Up-to-date records would be kept and no mis-direction of mail matter should occur. He suggested that an Australian Post Office for the Australian Camel Battalions be established - at present there is a British F.P.O. serving the whole of the Imperial Camel Corps including the Australian and New Zealand Units - but I pointed out that as the F.P.O. could not be closely attached to the Australian Camel Units owing to the operations of the camel formation, but must be located at the Divisional Supply Dump with the British F.P.O., no advantage would be gained, and we would only be wasting postal staff, as the British Post Office could serve the whole of the Camel Units. The running of the Australian Camel Mails at the A.B.P.O. prior to despatch to the field would greatly improve matters and the British F.P.O. would handle only closed bags for each Australian Unit. Returned parcels and registered items would be acknowledged by the N.C.O. in charge of the F.P.O., therefore, nothing was to be gained by placing an Australian Field Post Office alongside the British Office.

After explaining to Major Donovan some of the new schemes adopted in the United Kingdom and France, which are also to be put into operation here, he said he was satisfied to leave things to me and hoped it would not be long before we got things in shape.

See also report of Camel Details Camp, Abbassia.

INSPECTION OF POST OFFICE ATTACHED TO AUSTRALIAN HEAD-  
QUARTERS, CAIRO.

The work of this office consists of receiving and despatching mails to and from these Headquarters - the mails are not made up but simply handed over to the British Post Office. The first collection is made from the British Army Post Office at 8.30am, which is taken to the post office at Headquarters and sorted - the official mail being dealt with first, and then delivered to the respective sections and offices in the building. After having delivered all mail located, the H.C.O. in charge has been in the habit of re-directing and locating officers, sisters, and men's letters who are not attached to these Headquarters - same being despatched by the first mail at 1.15pm. The Post Office then closes until 3.45pm, at which hour the second collection from the B.P.O. is made, the work being the same as in the morning, till the evening outward mail is ready for despatch, which is about 7.45.

RECORDS.

Changes of location were recorded in an indexed book, but a card system has since been adopted. In future very little redirection work will be done at this office, the A.B.P.O. will do the work.

Change of address forms have now been supplied to the H.C.O. in charge and officers sisters and other ranks desiring to register their address may do so, the form being forwarded to the A.B.P.O. Formerly the addresses were recorded at the Headquarters Post Office as well as at the A.B.P.O. I have discontinued this practice. A great number of letters etc. undeliverable at units located in and around Cairo i.e. A.I.F. Kit Stores, Provost Corps etc., are being returned to the British Army Post Office Cairo endorsed accordingly and the British send all this stuff to the Post Office A.I.F. Headquarters for location before sending to the A.B.P.O. Records I have instructed the H.C.O. to check all such loose mail matter before he leaves the British Office from which he draws his mail and to hand back any mail returned from local units which should properly go to the A.B.P.O. records for redirection. I also saw the O.C. British Post Office in this connection but he could suggest no better plan, as his staff were all "B" class men, untrained in postal work.

The H.C.O. in charge obtains all marchings in and out at Headquarters daily and forwards same to the A.B.P.O. records.

REGISTERS.

All registered mail received is entered in a book supplied for that purpose, and signed for by the person to whom addressed. In the event of that person not being a member of the staff, the addressee is located and the letter handed back to the British Post Office and a signature obtained for same.

PARCELS.

Parcels received are also entered in a book, which is kept for that purpose, and signed for by the person to whom it is addressed.

Parcels for officers, sisters, and men not on the staff are located and re-addressed, placed in the Kantara A.B.P.O. bag, sealed and sent direct from this office. They are not listed. Formerly the H.C.O. in charge listed parcels, but was instructed to discontinue ( by this I refer to parcels received at this office from the British Post Office ) Note:- I have instructed the H.C.O. in charge to list all parcels again

Clean outward parcels are handed in at the B.P.O. and paid for, but no receipt is obtained for same from this office.

PAPERS.

Papers received at this office, if for the officers and men of the staff, are delivered to their respective sections. Those not for members of the staff are located if possible. Those not located are, after the address has been torn off, handed over to the Gift Stores and despatched to the troops in



the field. Bound Books are treated similarly to packets, which, if unable to locate, are forwarded back to the A.B.P.O., Kantara.

The A.B.P.O. Kantara send mail for final location through this office to the Records Section 3rd Echelon. When located, same is handed back to the N.C.O. in charge of the Post Office who makes it up into bundles - "Redirected", "No Trace" "Returned to Australia" and " B.E.F." for men who are overseas.

Letters for officers and men killed in action are signed by an officer of the Records Section, with date

Redirected mail etc. is despatched from these Headquarters in a sealed bag to the Australian Base Post Office Kantara, through the British Post Office, Cairo.

INSPECTION OF BASE SIGNAL DEPOT, ALEXANDRIA.

The number of men in the Australian Section of the Signal Depot averages from 150 to 200.

Mail is collected every morning from A.P.O. Z. Alexandria and taken to the camp - the Australian portion of the mail is not received separate from the British but mixed with it.

There is no Australian Post Office in the camp, but the men draw their mail from the British Office.

On arrival of the mail at the camp 4 lists are made out, containing the names of the men for whom mail items are held, as follows:- No. 1 list Letters, No. 2 list Papers and Packets, No. 3 Parcels and No. 4 Registered Items. The lists are posted up outside the Post Office and the addressees call for their mail.

A receipt is obtained for all registered items in Army Book 426.

No receipt has been obtained for parcels, but arrangements have been made whereby all Australians calling for parcels will sign for them on the list received from the A.B.P.O., the list, when completed, being returned to the A.B.P.O.

In the orderly room for the Australian Section, a complete card index for the whole of the Cable Section, Pack Wireless and Signal Section is kept with up-to-date records for all the men. A nominal roll of the two latter has already been forwarded to the A.B.P.O. and a nominal roll of the Cable Section is being forwarded at once for entering on the card index at the A.B.P.O.

Arrangements have also been made that a copy of the advice to Headquarters of all marchings in and out is to be forwarded to the A.B.P.O.

INSPECTION OF POSTAL FACILITIES AT A.I.F. REST CAMP, SUEZ.

This camp is situated about 3 miles from Suez town and 5 miles from Port Tewfig and is for the purpose of resting reinforcements from Australia after they disembark, pending entraining for port of embarkation for overseas. Reinforcements remain in this camp for about 7 days as a rule. Sometimes there are 1000 to 1500 men in camp, but only after the arrival of a transport. The permanent personnel of the camp consists of:-

	1	Lieut. Colonel
	2	Majors ( 1 A.A.M.C. )
	3	Captains
	2	Lieutenants
	25	Other Ranks
Total	<u>33</u>	

There is a temporary post Orderly who collects the mail twice daily, from the Army Post Office at Port Tewfig, on a bicycle, returning by train if the mail is too heavy to carry on the bicycle. On arrival at the camp, the mails are handed into the orderly room and distributed to the addressees by a member of the orderly room staff.

In the past, there has been nobody actually responsible for the mail work, it has been left to any member of the staff who happened to be present to deal with it, consequently signatures for registered letters and parcels were not always obtained, and in some cases people signed for registered items who apparently had no authority to receive them. The registered record book was not in good order and parcels were never recorded in any way. I pointed this out to the Adjutant of the camp and he said he would have the registered records kept in proper order, also keep a record of all parcels.

In addition I personally arranged with the N.C.O. in charge of the Orderly Room for one N.C.O. to be responsible for the handling of all mail matter received.

All undeliverable registered items and parcels returned to the British A.P.O. are to be signed for by the person receiving them.

There is of course little or no mail for new arrivals, but it sometimes happens that, after the departure of troops, a small quantity of mail is received at the camp which is endorsed "Embarked Overseas" and returned to the Army Post Office Port Tewfig, eventually reaching SZ3 for despatch to London.

On arrival of a ship from Australia, letters posted on board just prior to disembarkation, as well as those posted in camp, are censored and franked at the Orderly Room and taken to the A.P.O. at Port Tewfig for disposal.

DESCRIPTION OF POST OFFICE ATTACHED TO THE 14th A.G.H.

ON AN AVERAGE 8 TO 10 REGISTERED ITEMS ARE RECEIVED DAILY. ALL REGISTERED PACKETS AND PAPERS, AND PARCELS FOR ALL DEPARTMENTS ARE KEPT IN THE ORDERLY ROOM AT THE HOSPITAL. THE REGISTERED ITEMS ARE KEPT IN THE ORDERLY ROOM AT THE HOSPITAL. THE REGISTERED ITEMS ARE KEPT IN THE ORDERLY ROOM AT THE HOSPITAL.

The records are Card System, divided into two parts A to M and N to Z so that each man works independently. All records of Staff and patients are kept in one set, all transferred and discharged in another set. The idea of this is to deal with the mail of the men in hospital first so that it will not be delayed. All mail not in the first set of records is put by to be checked off through the second, when it is redirected after the other has been delivered.

Mail is delivered daily to staff and patients as soon as it is sorted and checked with the records.

STAFF

Staff records are kept in the orderly room at the hospital. The staff records are kept in the orderly room at the hospital. The staff records are kept in the orderly room at the hospital.

INWARD

Inward mail is delivered to the orderly room at the hospital. The inward mail is delivered to the orderly room at the hospital. The inward mail is delivered to the orderly room at the hospital.

MAILS

Mails are delivered to the orderly room at the hospital. The mails are delivered to the orderly room at the hospital. The mails are delivered to the orderly room at the hospital.

- G.O. to his office
- Official Mail to the orderly room
- Officers to their quarters
- Sisters do
- N.C.Os. to messes
- Other ranks, staff and attached, call at the Post Office.

Notices are sent to all the staff for any registered items and parcels; the staff call and sign for them. All patients' mail is delivered to their wards. Registered and parcels are signed for. In the event of the addressee being too ill or away from the wards, the sister-in-charge signs the receipt for the, delivering them as soon as possible. A daily return is given of all admissions and discharges of patients, also movements of staff, a copy of which is sent to the Australian Base Post Office, Kantara for records.

CLEAN POSTINGS

A rough estimate of the clean postings is as follows

Letters 500 to 600 daily. Registered Items and parcels vary. On an average 8 to 10 registers and one sack of parcels daily. All registered packets and papers, and parcels for all destinations other than Australia are paid for in cash at the F.P.O. Some for Australia are paid for, but it is optional. The N.C.O. in charge has been advising all that if the postage is not paid for at this end, it will be collected from the addressee. They are then taken across to S222 where the necessary amount of postage stamps are affixed to them, except the parcels for Australia which are not paid for; these are stamped with the office stamp and marked unpaid. No receipts are given for parcels posted at the British Post Offices. Receipts could be obtained from the Egyptian Post Offices, but it is against regulations to post in the civil office; there are also notices posted up that all mail posted by troops in the Egyptian office will be destroyed unless it first passes through the Army Post Office.

When the 14th A.G.H. took over from the 3rd A.G.H. the Post Office was run as a F.P.O. but not registered. Receipts were issued for all registered items and parcels which were numbered and listed; put into sacks and sealed; labelled to S.Z.3 via whatever office they were to go through, who would put on covering labels and forward to S.Z.3, a receipt of which was shown in registered and parcels listing book.

On the arrival of an Australian Mail, the N.C.O. in charge of the Post Office has been in the habit of proceeding to the Base Post Office, S.Z.3., to run his units mail before it is despatched to Port Said; his idea being that the mail for the 14th A.G.H. would not receive sufficient attention if he did not do so, owing to there being no representative (post orderly) of the unit attached to the A.B.P.O. This impression is gained on account of all Light Horse units having a postal orderly at the A.B.P.O. to run their mail. Of course the mail for the 14th A.G.H. would be treated the same as other units, so I have instructed the N.C.O. in charge that there is no necessity to journey to Kantara to sort his mail.

One or two complaints regarding mail were made to me by patients but nothing serious, mainly the fault of the men themselves through not advising changes of address.

The records are kept in a book, divided into two parts, A and B, so that each man works independently. Records of staff and patients are kept in one part, all letters and parcels are kept in another part. The list of this is to deal with the mail of the men in hospital first as they will not be delayed. All mail not in the first set of records is put by to be checked off through the second, when it is received after the other has been delivered. Mail is delivered daily to staff and patients as it is sorted and checked with the records.

to his office  
 Official Mail to the orderly room  
 Officers to their quarters  
 do  
 to messes  
 H.O.C.

Other records, staff and attached, will be sent to the Post Office.

Notices are sent to all the staff for any parcels and papers; the staff call and sign for them. All patients' mail is delivered to their quarters. Registered and parcels are signed for. In the event of the addressee being too ill or away from the wards, the sign-charge signs the receipt for the delivering man as soon as possible.

A slip return is given of all addresses and changes of patients, also movements of staff, a copy of which is sent to the Australian Base Post Office, Kantara for their records.

A rough estimate of the mail postage is as follows:

MAIL  
 1917

Monthly Report upon working of Australian Postal Services<sup>3</sup>  
in the Field. March 1918

AUSTRALIAN BASE POST OFFICE  
65/1/1

On March 1st. the whole of the Australian Forces in the Field were back in Rest Areas, A.&N.Z Mtd. Division being in the RICHON-LE-ZION-WADI HANBEIN district, and the Australian Mounted Division at DEIR EL BELAH.

On March 5th the 1st L.H. Bde., having been placed at the disposal of 20th Corps for operations NORTH of JERUSALEM, moved off, with F.P.O., via LATRON and JERUSALEM, to BEITUN. The movement caused no dislocation in postal arrangements, mails being sent up and brought in daily, by lorry and Ford car, and collected and despatched by a representative from L.H.1 via the 53rd Divisional Dump at RAHM ALLAH.

On March 13th the rest of the A. & N.Z. Mtd. Div. was handed over to 20th Corps, for operations EAST of the JORDON, S241, D.M.1 and L.H.2 proceeded with their respective formations to JERUSALEM via LATRON, and upon reaching the former place were joined by L.H.1, who came in from BEITUN to BETHLEHEM. Both on the journey and during the few days that the Division remained in the JERUSALEM area mails were despatched and delivered daily. Upon marching out for operations, however, F.P.Os. were left behind with details, and, at the request of Divisional Headquarters, no effort was made to send out mails until operations were completed. The country EAST of the River JORDON over which these operations were carried out, was exceedingly difficult for transport. Only pack mules and camels, (several of which were lost through falling over the edge of the cliffs) were practicable, and all wheeled transport, including first line limbers and artillery had to be left WEST of the JORDON.

The F.P.Os. therefore remained with their respective details and prepared mails in readiness for the return of the troops. The Division, however, after completing the operations, (a raid on ES SALT and AMMAN) instead of returning to JERUSALEM, halted at JERICHO, where the F.P.O. joined respective Headquarters a few days later, and daily mail services both inward and outward were renewed. S.2.41 however remained at Jerusalem Dump, in order to break up mail prior to despatch onward to F.P.Os.

On March 22nd S/Sgts Green and Downe took up duty as Divisional Supervisor to the A. & N.Z. and Australian Mounted Divisions, and their appointments will, I fancy, be exceedingly useful, particularly in the event of further operations on a large scale being undertaken.

Between March 21st and 27th a number of staff changes took place. Cpl. NICHOLS and MCNAMARA, on promotion to S/sgt. and Sgt. respectively, taking over F.P.O., D.M.1 and S242. The latter, formerly a British Office, became an Australian one on and from March 27th., with a staff of 1 sgt. and 1 O.R. some assistance being given by two attached men who are normally employed as convoy guards. Direct vouching from A.I.F. F.P.O.s to S23 was commenced on the 27th March. Tprs. WEEKS, NESBITT and HAGON were promoted to Cpls., the former going to S.2.3, NESBITT to L.H.4 and HAGON being placed in charge of his old office L.H.2, by reason of Cpl. BOWRING being required to replace MCNAMARA at L.H.3. Tprs. BLAKE and JAMES from S.2.3 are detached for duty at S.2.42 and D.M.1 respectively.

The changes, in every case, will, I think, make for increased efficiency, and the promotions have, of course, given a deal of satisfaction to the postal staff generally.

The necessary instructions for the introduction of the revised system of parcel listing, as desired by Capt. ROSS, have been prepared, and only await the appearance of the necessary A.I.F. Routine Orders before being brought into effect

Headquarters Desert Mounted Corps  
13th April 1918

(Sgd) F. Nichols  
Captain R.E.  
D.A.D.A.P.S.