

AWM4

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

Postal

Item number: 17/3/4

Title: Australian Base Post Office,
Egyptian Expeditionary Force

June - July 1918



AWM4-17/3/4

Ref. No. / /

File

Australian Base Post Office,
S.Z.3 KANTARA.
17th August 1918.

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



Herewith I beg to submit my report on the working of the Australian Army Postal Services in Egypt covering the months of June and July.

I officially took over the control of the A.I.F. Postal Services on the 25th June. No report was rendered by the D.A.D.A.P.S., Kantara for the month of June. Copies of reports by the D.A.D.A.P.S., Desert Mounted Corps, and the Australian Divisional Supervisors are attached hereto.

INCREASE.

Since the re-organization of our services here, and the introduction of the many new systems - a report in connection with which you have already received from me - the work at the A.B.P.O., Kantara, as well as in the Field Post Offices, has grown considerably. This was to be expected, but not to the extent it has increased.

The average Australian Mail during February, March, and April of this year was 652 bags per fortnight, but during the following three months - May, June and July - the average fortnightly mail was 928, an increase of 276 bags. In addition to this, it must also be taken into consideration that, now the mails are coming alphabetically sorted, the bags, particularly the letters, newspapers and packets, contain more mail matter than when sent unit sorted. For instance such units as Sanitary Sections, Signal Troops, Cable Section etc., would have each State making up direct on them and consequently the bags would only be about a half full. The same thing would apply to States such as Queensland, West Australia, South Australia etc., making up on units that are composed of New South Wales personnel and vice versa. Thus the increase of 276 bags means a much bigger thing than it would appear at first sight.

The clean postings from the Field have also been fairly heavy. During the period beginning on July 14th and ending on August 1st - statistics are not available prior to 14th July - 151,450 letters, 9,000 newspapers, 2,000 packets - total 162,450 articles, all clean postings, passed through this office. This does not, of course, include registered articles and parcels which numbered 1345 and 217 respectively for the same period, - a grand total of 164,012 items.

The magazine paper "Kia Ora-Cooee", which is something on the lines of the "Anzac Bulletin", published for the benefit of the Australian and New Zealand Troops in the E.E.F. has been the cause of not only increasing the volume of local and cross postings, but also the clean postings to Australia. There is a representative of the paper with each unit in the Field who posts copies of the paper to subscribers who are absent from the unit, in hospital or elsewhere. Some of the men have left a standing order for copies to be posted direct from the Editor's Office to friends outside Egypt and these copies circulate through this office. Of the last issue about 1500 copies were received in this way.

In drawing up my establishment for Egypt in my letter of the 26th March last, I made provision for a staff of 7 W.C.Os. and 27 privates, which was cutting the staff down to the very lowest. This number would have been adequate but for the facts

set out

set out above, also had it been possible to accurately gauge the volume of work in the different sections brought about by the introduction of the many new schemes and the increase in the postal traffic. In order to cope with the work and to enable the mails to be cleared as quickly as possible after their arrival from Australia, I have been compelled to temporarily attach four or five men to the staff at the Base Post Office. There has also been a greater proportion of men in the Field Post Offices evacuated to hospital, whom I have been compelled to replace from my staff here. Taking all these facts into consideration, and, should the work continue to increase or even to remain as at present, I will be compelled to ask for an increase in the establishment for this Base, in order to keep the work up-to-date. At present the running of the mails against the cards is taking rather longer than I think desirable in order to prevent complaints, and I am very anxious to avoid these.

Two men are practically lost to our working staff. One on Q.M.S. duties, also attending to stores, stationery etc., and the other on mess orderly's duty which occupies the best portion of the day.

Up to the present, it has been the practice to run newspapers against the cards, but this is being discontinued as the work is too heavy and papers are not alphabetically sorted, but simply bagged indiscriminately and have to be sorted here. I do not think the running of papers is warranted, and, as we have had one or two complaints regarding the delay in despatching them to the Field, it was thought advisable to send them out as addressed. The Commandant, A.I.F. Headquarters, Cairo, has written you re this and other matters which have been brought to his notice - see his letter No. 25622 of 31st July.

ACCOMMODATION.

The building occupied by the Australian Base Post office is a wooden one, roofed over with matting and felt, a low roof, and at the present period the heat is intense, the sun beating down on the heads of the men, making it almost impossible to keep working. The temperature has been known to reach as high as 120 degrees in this building. Men cannot work such long hours in this country as in a cooler climate, and this fact should be considered when judging the requirements as regards staff. The staff live in tents, four or five to a bell tent. The N.C.Os. have a very good mess hut and the privates also have a hut to take their meals in. All are fairly comfortable, or at least as comfortable as it is possible to be under the circumstances.

Owing to our mails at times having been overcarried to Port Said instead of being off-loaded at Port Tewfik, thereby causing very considerable delay and some expense, also for other reasons, I suggested that the Base Post Office should be removed to Port Tewfik, as all Australian Mails are loaded and unloaded at that port. At a conference held at A.I.F. Headquarters, Cairo it was decided by the Commandant, D.A.F.S. and D.D.P.S., E.E.F., and the D.A.C.M.G., that the Base should remain at Kantara, although I was still of the opinion that it should be shifted.

RECORDS

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REDIRECTION.

The work of this section, as in most of the sections has increased considerably during the last three or four months for the following reasons:-

1. The opening up of "Returned to Australia" etc. parcels and the forwarding of personal articles to the senders in Australia or elsewhere.

2. The increase in the number of personal advices of change of address consequent upon the publicity given this matter, and the acknowledgement of same.
3. The disbandment of the Imperial Camel Corps - Australian units - and the recording of transfers in connection with same.
4. The large number of entries to be made in connection with casualties and sickness which have been very much above the average.
5. Reference to nominal roll of the A.I.F. in Egypt for location of addressees whose mail matter is incorrectly or insufficiently addressed - without regimental numbers etc.- This saves delay and reference to 3rd Echelon, A.I.F. Cairo.
6. The keeping of statistics as per attached statements.
7. The recording of information from A.F.B.213.

The Card Index System is working splendidly and the information recorded therein is kept well up-to-date. It is being recognised that this new system is certainly a great improvement on the old one, and men in hospital, details etc., get their mail as early as those with the units, which was not the case under the old system. The work of keeping the records and the redirection of mail is all carried out by the same staff of men. I have instituted the system of numerically sorting the letters prior to running them against the records. Formerly, it was the practice to simply sort alphabetically before running the mail which meant that, if there were 20 letters in the "Bs" for one man, they would not necessarily be all together and perhaps reference would have to be made to the cards as many as 20 times, and as many letters redirected for the same man, to say nothing of the fact that the addressee might get one letter to-day and the balance in dribs and drabs, which was the cause of complaint. Under the new system the letters are sorted into the same order as the card cabinets viz. into regimental numbers alphabetically, consequently all addressees receive their letters together and only one reference is made to the cards for his location. If there are more than three letters for one man they are enclosed in a redirection envelope. A certain amount of time is, of course, lost in sorting into numerical order, but it is picked up later in the saving in reference to cards and in redirection work. This system is working very well.

I am informed by the D.A.D.A.P.S., Desert Mounted Corps that there is a great improvement in the mails being received in the Field, the last big mail ex "Pakeha" being the best handled of any. This was the first mail treated under the new system and, although the men were new to the number sorting and breaking up into thousands, then into hundreds prior to putting against the cards, they gained over nine hours on the previous mail notwithstanding the fact that this mail was bigger by 20 full bags of letters.

As already stated, there has been a big increase in the number of personal advices re change of address in the last two or three months. During the months of June and July we received 753 and 1237 respectively.

In this section the work is going on well and the staff are taking a great interest in their work. At first the new schemes were not in favour, but they now see the value of them and do all they can to further them.

The work in this section is also proceeding very satisfactorily. On receipt of the last Australian mail, it was observed that many of the sacks, also the contents of same

had been

PARCEL
SECTION

had been eaten by rats during the voyage. The addressees have been advised accordingly. Owing to sickness and casualties, we have had a large number of parcels returned from the Field. From the 1st and 2nd Australian Light Horse Brigades 18 bags were returned within seven days. This was in no way due to faulty records.

In accordance with your instructions, parcels for addressees of whom we have no trace in the E.E.F. are being forwarded to the A.B.P.O., London for trial. During the month of July - since the issue of the instruction - 51 parcels have been forwarded.

As will be seen on reference to the reports by the D.A.D.A.P.S., and the Australian Divisional Supervisors, personal signatures are being obtained from addressees of parcels, and in very few cases is it found to be impracticable to obtain this receipt. The same trouble was experienced as in France at first, but after explaining the system and the advantages to be gained to the O.C. and Post Orderlies - the latter being also an important factor to the success or otherwise of the system - the trouble, after a time ceased, and in nearly every case the addressee's signature is obtained.

REGISTRATION

SECTION.

During the months of June and July 8,009 registered articles were received from various sources, and 7,879 despatched from this office. One N.C.O. attends to this work including the location, redirection and listing of all registered items handled in this base. So far, we have had no complaints regarding loss or tampering with any registered articles.

If the Australian Base Post Office, London would sort all registered articles into alphabetic order and list in duplicate, it would assist us considerably. For example 14 lists were received in the last mail from the A.B.P.O. - not in alphabetical order - and this meant that each Record Clerk had to handle 14 different lists instead of one. If listed alphabetically, a list could be handed simultaneously to each Record Clerk and so save time and unnecessary passing of the lists from one to another.

During the month of July only one registered item had to be referred to 3rd Echelon for location and four returned to sender, the latter being addressed to men reported killed and missing.

MAIL ROOM

Sorting,
Despatching
Transport.

In this combined section are employed one N.C.O. and 8 privates normally, but on arrival of an Australian Mail, the staff is reduced to one N.C.O. and one or two privates, the rest of the staff being required for duty in connection with the handling of the Australian Mail. This is practically the system of working throughout the A.B.P.O. Whichever section is slackest lends staff to the section which requires assistance.

One man is continually employed on Station Duties and one on despatching, labelling, checking etc. This is of course at normal times, when no Australian mail is on hand.

It has been noticed that a great amount of mis-sorting is occurring in the mails from Australia. Mail for units in U.K. and France is being sent here, and I have received complaints that mail matter plainly addressed to Egypt, is being forwarded to U.K. from whence it is returned to this office after much delay. The Australian Base Post Office, London do not back-stamp such mail, and I shall be glad if arrangements could be made for this to be done so that in case of enquiry after delivery to the addressee, we shall be able to give

the reason

the reason for delay. In one mail from Australia we collected no less than 15 bags of mail matter which had been mis-sent to Egypt, although plainly addressed to units in France and U.K. The Commandant, A.I.F. Headquarters, Cairo has written to you re this also regarding the stowing of mails on board ship.

The work here is also increasing, the cause being attributed to the influx of mails from Australia, France and U.K., local postings in Egypt and in the Field.

Up to about ten days ago it was the practice for the Civil Post Office to send all their mails from Cairo, Alexandria, etc., for Australia to this office for despatch with the military mails. There was apparently no necessity for this, and, as it crowded us out here, and meant a great deal of handling and transport, I have arranged for it to circulate in future to Port Tewfik British Army Post Office to await a transport.

HEAD LETTER

&

PARCEL SECT.

As already stated, parcels for men returned to Australia are being opened up and the contents distributed through the Australian Comforts Fund. In many of the parcels opened, photos, cards and other articles of sentimental or intrinsic value are

found and returned to the senders. This causes much work, as each has to be accompanied by a memorandum and particulars kept for reference, if required, and, with a limited staff, all counts

The Field Post Office records are also kept in this section and all searching and tracing done by the N.C.O. in charge

Arrangements have been made for all mail addressed to members of the A.I.F. reported "Prisoner of War" to circulate direct to the A.B.P.O., London instead of to the British Army Post Office Port Said, which was the practice prior to my taking over control.

This is a very busy section as there is also an enquiry window therein, at which numerous enquiries are made by men passing through Kantara on leave etc., and, as there is only 1 N.C.O. and 1 private to do the whole of the work, they are kept very busy and have long hours.

Statistics in regard to all undeliverable, 3rd. Echelon, and Prisoner of War mail is kept, also all parcels for men who are reported killed, missing, or returned to Australia are opened up in this section.

NEWSPAPERS

&

PACKETS.

There is no particular section for this class of mail matter. The work in connection with these is being carried out in the mail room and handled by the same staff which sorts the letters and who are turned on to the papers as soon as the other mail matter is cleared.

Many papers are received without wrappers or address and these are handed over to the Australian Hospitals and Y.M.C.A Huts.

STAFF.

The N.C.Os. and men, including those attached, are of a good stamp and work willingly and well. So far there has been no trouble, no disciplinary cases, and each man appears to take a keen interest in his work. I have four or five "B" class men on trial and, as they become proficient and suitable, they are transferred to the Postal Corps and an "A" class man marched out. The work being very strenuous in this office, it is necessary to keep a few "A" class men for the heavier work, as "B" class men cannot stand it in this hot climate. A number of "B" class men are employed in the Field as Mailguards, and are attached to the Divisionary Stationary A.P.Os. These men, if found suitable for the Base Post Office, after about two or three months in the Field, are sent down on trial, and, if they prove to be good men, are recommended for transfer to the Postal Corps, another "B" class man being sent from Details to replace him as Mailguard. In this way we get men who have been tried in the Field - they pick up a fair amount of post 1 knowledge by being attached to our Divisional

Stationary

Stationary Offices - and after a further trial in the Base prove much more useful than a man straight from Details, who has to be kept on trial at the Base for perhaps two months.

A copy of our A.F.B.213 is being forwarded to you weekly for your information.

I regret to say that I have lost two of my best N.C.Os. who have been accepted for transfer to the A.F.C., C.S.M., C.L. Downe and S/Sgt. T.C. Inches, both of whom have had charge of this Base. Whilst regretting the loss of two such good men, I am glad they will still have an opportunity of putting in some good work for the A.I.F. as well as obtaining some advancement, which they deserve. I am sure they will be a credit to whatever unit they are attached.

TRAINING
CENTRE
MOASCAR.

The F.P.O. at this camp was in charge of S/Sgt. Stoltze but is now temporarily in charge of Cpl. Hancock owing to the transfer of Stoltze to replace C.S.M. Downe at the Australian Mounted Division, as Divisional Supervisor.

Everything is going well at this office, and no complaints have been received from that centre.

In conclusion, I wish to assure you that the Australian Army Postal Service in Egypt is running very smoothly, few complaints, none of a serious nature, and of those received, rarely can the fault be attributed to the Australian Army Postal Corps.

Lieut. Col. Warren, D.A.P.S., E.E.F., at a conference at A.I.F. Headquarters on the 31st July, in the presence of the Commandant, A.I.F., the D.A.Q.M.G. and the D.D.P.S., E.E.F. and myself, said that he had visited nearly all the Australian formations in the Field and had heard no complaints from any of them, and the services were running very smoothly. This is also confirmed by the D.A.D.A.P.S., Desert Mounted Corps and the Divisional Supervisors in their reports, copies of which are attached hereto.

The work both in the Field and in the Base is very satisfactory indeed, especially in view of the fact that many new schemes have been introduced during the last four or five months, with which the staff were not acquainted, but I am pleased to say that they did not take very long to get into the running, and now we have a service that bids fair to be a credit to the A.I.F.

Working statements of the Australian Base Army Post Office, also detailed statements in connection with the Australian mails received at this office are attached for your information.

Captain,
D.D.A.P.S., A.I.F., in Egypt.

STATEMENT OF MAILS HANDLED AT A.B.P.O., S.Z.3, E.E.F.

EX. H.M.T. "Pakeha"

Time and date of arrival at Port Taufic	0530	4.7.18
Time and date of departure from "	1030	4.7.18
Time and date of arrival at Port Said	0530	5.7.18
Unloading completed by party from S.Z.3	1445	5.7.18
Letter portion of mail forwarded per T.A.C.	1810	5.7.18
Parcels and Newspapers per midnight Goods		5.7.18

Number of bags received. Letters 111, Papers 406, Parcels 792
Total 1309

<u>Sorting Completed.</u>	Letters	1200	9.7.18
	Papers & Pkts.	2100	16.7.18
	Parcels	1500	14.7.18

Particulars of despatch.

Off. of Origin	Desp.No.	Date	Average Dates of Posting	No. of Bags.		
				Lts.	Pps.	Pcls.
Brisbane	9	23.5.18	22.4.18 to 23.5.18	30	62	98
Sydney	14	27.5.18	29.4.18 to 27.5.18	31	205	344
Melbourne	12	23.5.18	26.4.18 to 23.5.18	31	7	211
do	sup.12	25.5.18	23.5.18 to 25.5.18	1	-	-
Adelaide	13	21.5.18	30.4.18 to 21.5.18	12	100	139
Perth	13	20.5.18	7.5.18 to 20.5.18	3	2	-
Launceston	11	20.5.18	24.4.18 to 20.5.18	2	5	-
Hobart	12	17.5.18	24.4.18 to 17.5.18	1	5	-
<u>Total.</u>				<u>111</u>	<u>406</u>	<u>792</u>

Registered Mail received.

Brisbane	120
Sydney	429
Melbourne	272
Adelaide	44
Perth	27
Launceston	8
Hobart	-
Total	<u>900</u>

REMARKS.

This mail was overcarried to Port Said owing to the N.C.O. i/c of S.Z.24, Port Taufic not being informed in time of the arrival of the boat at Port Taufic.

Letter Bills reported as missing from Perth for Despatches 10 and 11 ex "Port Darwin" received ex "Pakeha"

On advice from the D.P.M.G., Sydney despatches for 1918 have now been altered to read as from 1 to 14. Despatches 59 to 67 have been altered accordingly.

**STATEMENT OF MAILS HANDLED AT A.B.P.O., S.Z.3, E.E.F.
ex H.M.T. "WILTSHIRE"**

Time and date of arrival at Port Taufic	0630	17.7.18
Ship Boarded by staff from S.Z.3	10.30	17.7.18
Unloading Completed	1400	17.7.18
Letter portion of the mail forwarded by train	106 on	17.7.18
Parcels and Newspapers per perishable goods		18.7.18

Number of bags received.	Letters 83	sorting completed	1200	20.7.18
	Papers 368	" "	1200	26.7.18
	Parcels 335	" "	2100	23.7.18

Particulars of despatch.

Off. of Orig.	Desp.No.	Date	Average dates of posting	No of bags
				Lts. Pps. Pol
Brisbane	10	6.6.18	23.5.18 to 6.6.18	27 42 43
Sydney	15	7.6.18	27.5.18 to 7.6.18	24 102 151
Melbourne	13	6.6.18	25.5.18 to 6.6.18	21 176 103
Adelaide	14	5.6.18	21.5.18 to 5.6.18	6 35 38
Perth	14	31.5.18	20.5.18 to 31.5.18	3 1 -
Launceston	12	31.5.18	20.5.18 to 31.5.18	1 8 -
Hobart	15	31.5.18	? to 31.5.18	1 4 -
				<hr/> 83 368 335

REGISTERED MAIL RECEIVED.

Brisbane	49
Sydney	173
Melbourne	96
Adelaide	12
Perth	16
Launceston	4
Hobart	<hr/> 350

REMARKS.

The four hours delay between the arrival and the boarding of the boat by the unloading party was due to the fact that immediate information could not be received as to whether the boat would anchor in mid-stream or berth at the wharf.

Despatches 13 and 14 from Hobart are outstanding but it is expected they will arrive in the next Australian Mail.

MONTHLY REPORT ON A.I.F. POSTAL SERVICES IN THE FIELD. June 1918

The month has been comparatively uneventful so far as work in the Field is concerned. The normal reliefs from the Jericho area to Solomons Pools - some five miles beyond Bethlehem on the Jerusalem - Hebron Road - have been carried out without incident and no difficulty has been experienced at any point.

Only one Australian Mail was dealt with during the month, and I am glad to state that there was a marked improvement in the accuracy of the sorting compared with previous mails dealt with under the New Card Index System. There is still a substantial delay, however, between the time the mail arrives at the Base A.P.O., and the time correspondence reaches the Field, but no doubt this defect will be remedied as the staff at the Base P.O. become more accustomed to handling mail under the new conditions.

Regarding the parcel listing system, it would appear that many Australian Units served through British Offices are not complying with the instructions to return all parcel lists direct to S.Z.3. Particulars regarding a large number of outstanding lists have been received from S.Z.3, and enquiry is being made into the matter. In the Desert Mounted Corps area, however, this question is at present rather complicated by reason of the fact that, owing to frequent movements of troops, units in many cases are served alternately by British and A.I.F. Offices every few weeks. Probably considerable improvement in this respect will be effected, however, when the suggested two additional A.I.F. offices in the Australian Mounted Division are installed, in place of the present British Offices, D.M 2 and 5Y.

There have been several changes in staff during the month. Three of the "B" class men attached for convoy duties viz., Shine, Lathby, and Walker have been transferred to the Postal Corps. Cpl. Hagon LH2, has been returned to regimental duty and replaced by Tpr (now A/Cpl) Blake, the latter being replaced by Tpr. Rutherford from SZ3. Scanlon and Wines have been admitted to hospital and replaced by Shine and Farquahr respectively.

The health of the staff has, considering the conditions under which they are working, been surprisingly good and despite a fair amount of enemy shell fire and aeroplane bombing, not a single casualty has resulted.

(Sgd) G. Nichol
Captain R.E.
D.A.D.A.P.S.,
DESERT MOUNTED CORPS.

MONTHLY REPORT UPON A.I.F. POSTAL SERVICES IN
DESERT MOUNTED CORPS AREA - JULY 1918

There is little of importance to record for the month under review. The usual movements in and out of Rest, Reserve and Forward Areas were met without difficulty, and the work, on the whole has been smoothly and satisfactorily carried out.

Two Australian Mails were dealt with during the month. The improvements in sorting, mentioned in my last report, has been maintained, but the time taken for the mail to reach the Field was about the same.

C.S.M. Downe left on July 20th., transferred to the Air Force, and his place as Supervisor, Australian Mounted Division was taken by S/Sgt. Stoltze, who arrived 3 days later.

Corporals Weeks (L.H.3) and Nesbitt (L.H.4) and Trooper Farquhar (L.H.2) were evacuated to Hospital with Malaria during the month, and their places were filled by Tpr. (A/Cpl) Fitzgibbons, L.H.4) Tpr. Cole (D.M.1) and Tpr. Shine (S.Z.3) respectively. A/Cpl. Fitzgibbons was replaced at L.H.4 by Trooper Strange (S.Z.3) and Tpr. Cole's place at D.M.1 is still vacant.

On account of disagreements between S/Sgt. Nicholls and Tpr. James (both of D.M.1), the latter was changed over with Tpr. Cole (S.Z.41), and I am awaiting reports on both men before making the transfer permanent.

The question of obtaining personal signatures for parcels and the reconciliation of parcel lists is still giving some trouble, on account of the detached disposition of many units, and of the very frequent movements of others. However, I think everything possible is being done to maintain a continuous record.

I am glad to say that the weather conditions in the JORDON VALLEY have improved of late, the maximum shade temperature not having exceeded 105 degrees for the past fortnight. However, as the mean average daily temperature is still over 93 degrees, and the dust storms are frequent and violent, it will be appreciated that F.P.Os. in that area are still working under arduous conditions, especially in as convoy work varies from 12 to 18 miles daily.

Weekly reports from the Divisional Supervisors are enclosed. The marked portions of C.S.M. Downe's report of July 14 have been taken up in separate papers.

H.Q. D.M.C.
2.8.18

(Sgd) J.Nichol,
Captain R.E.
D.A.D.A.P.S.,

WORKING STATEMENT OF AUSTRALIAN BASE ARMY POST OFFICE S.E. 3

Month Ending 30th June 1918.

Number of bags received from Australia.	Letters	87
	Papers & Pkts.	317
	Parcels	<u>464</u>
	Total	868
Number of bags despatched to Australia	Letters etc.	145
	Parcels	<u>36</u>
	total	181 X
X 73 of these bags failed embarkation at Suez owing to rough weather. These comprise despatches No. 51, 52, & 53.		
Number of Local Bags received		921
Number of local bags Despatched		2854
Number of bags received from A.B.P.O.		295
Number of bags despatched to A.B...O.		35

STATISTICS. Registered items from Australia 514

Letter Mails received from Australia	1
Number of letters received and put against Card Index	90,500
Number of letters circulated as addressed	57,250
Number of items redirected - including those forwarded to D.L.O.	33,250

DEAD LETTER OFFICE.

Number of items on hand at 1.6.18	3,000
Number of items received from Cards	4,550
Number of items put into circulation	520
Number of items returned to senders and Australia	2,781
Number of items submitted to 3rd Echelon	3,249
Number of items on hand 30th June 1918	1,000

Number of parcels opened up and forwarded to Aust. C. Fund	164
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REGISTRATIONS.

Number of items received	514
Number of items addressed correctly and forwarded	312
Number of items redirected	202
Number of items returned to sender	2
Number of items submitted to 3rd Echelon	1

PARCEL POST.

Number of parcels received	5,032
Number of items circulated as addressed	3,021
Number of items redirected	1,976
Number of items again referred to cards	35

NEWSPAPERS AND PACKETS.

Number of newspapers received	51,334
Number forwarded as addressed	17,238
Number redirected	13,115
Number unable to trace (address missing)	980
Number of packets received	1,775
Number forwarded as addressed	913
Number redirected	845
Number submitted to 3rd Echelon	17

The aggregate time occupied for the sorting and disposal of the Australian mail was 100 hours.

Much additional work is being occasioned by the issue of a new paper for the troops "Kia Ora -Cooee". Large numbers of the magazine are being received for despatch to Australia, and an increase in the number of bags forwarded to Australia will be observed in consequence.

Mails from Australia are also increasing in size and naturally the time occupied in sorting the mails is on the increase.

STAFF.

Changes in the staff during the month are as follows:-

Marched in.	1715	Pte. Strange J.W.	I.C.C.	from Moascar	
	2676	Pte. Shine L.T.	I.C.C.	from D.A.D.A.E.S.,	D.M.C.
	3421	Tpr. Forster G.I.	10th A.L.H.	from Moascar	
	1432	L/c Carter R.H.	3rd A.L.H.	"	"
	1285	Tpr. Josephs F.W.	do	"	"
	3133	Tpr. Sweeney C.	6th A.L.H.	"	"
	3106	Tpr. Nicholson S.	2nd A.L.H.	"	"
	2217	Tpr. Reid J.A.	do	"	"
	3310	Tpr. Weidenbach P.	3rd A.L.H.	"	"
	2885	Tpr. Walker J.A.	I.C.C.	"	D.M.C.
	2369	Tpr. Lathby	do	"	"
	1168	Sgt. Craske S.S.	A.A.P.C.	"	A.I.F. Hd.qrs
Marched out.	1346	Tpr. Webb B.	6th A.L.H.	to Moascar	
	1315	Tpr. Johnson A.L.	do	"	"
	305	Tpr. Hargrave W.	7th A.L.H.	"	"
	3231	Tpr. Green C.G.	do	"	"
	1486	Tpr. Quire N.	3rd A.L.H.	to F.P.O., T.M.1	
	2623	Tpr. Bond A.	10th A.L.H.	to Moascar	
	191	Tpr. Rutherford R.E.	A.A.P.C.	to A.P.O., S.Z.41	
	2676	Tpr. Shine L.T.	I.C.C.	to F.P.O., L.H.2	

Four other ranks were marched in for Alphabetical sorting on the 8.6.18 and were marched out on the 18th ult.

Captain A.W. Ross arrived at A.B...O., S.Z.3 on the 25.6.18 and took up duties as D.D.A.P.S., A.I.F. in Egypt.

WORKING STATEMENT OF AUSTRALIAN BASE POST OFFICE S.E.3 E.E.E.
Month ending 31st July 1918.

Number of bags received from Australia	Letters	194
	Papers & Pkts.	774
	Parcels	<u>799</u>
		1767

Number of bags despatched to Australia	Letters etc.	186
	Parcels	<u>56</u>
		242

Number of local bags received	1324
Number of local bags despatched	3061
Number of bags received from A.B.P.O.	219
Number of bags despatched to A.B.P.O.	58

STATISTICS.

Letter mails received from Australia	2
Number of letters received and run against card index	230,000
Items circulated as addressed	150,000
Items redirected, including those forwarded to D.L.O.	80,000
XX Local clean postings received and despatched to Australia	Lt151,450
	Pps. 9,000
	pkts. 2,000
XX These statistics are only taken from the 14.7.18 to the 31.7.18 i.e. 17 days.	

HEAD LETTER OFFICE.

Number of items on hand at 1.7.18	1,000
Number of items received from all sources	8,137
Number of items put into circulation	2,650
Number of items returned to sender and Australia	4,219
Number of items submitted to 3rd Echelon	1,418
Number of items on hand on 31st July	850
Number of parcels opened and forwarded to Aus. Comforts Fund	193
Number of packets " " " " " " " "	23
Number of change of address forms received at enquiry office	175
Number of personal change of addressees received	1,062

REGISTRATIONS.

Number of articles on hand 1.7.18	1,383
Number of items received locally	82
Number of items received from Australia	1,250
Number of items received from A.B.P.O.	138
Number of items received from F.P.Os. in Egypt	2,909
Number of items despatched locally	40
Number of items despatched to Australia	2,365
Number of items despatched to London	47
Number of items despatched to F.P.Os. in Egypt	3,180
Total number of articles received (exclusive of balance on hand)	4,379
Total number of articles despatched	5,632
Total number of articles on hand 31st July 1918	130

Articles received from Australia were disposed of as follows:-

Number of articles received	1,250
Number of items addressed correctly and forwarded	587
Items received and redirected	658
Items returned to sender	4
Items submitted to 3rd Echelon	1

PARCEL POST.

Number of parcels received from Australia	11,186
Number of items circulated as addressed	7,500
Number of items redirected	3,000
Number again referred to cards	450
Number referred to 3rd Echelon	136
Number of parcels received from A.B.P.O.	1,255
Number despatched to London	228
Number despatched to London (No trace H.E.F.)	51
Number of parcels received from A.B.P.O. (No trace H.E.F.)	
Number of parcels despatched to Australia	414

NEWSPAPERS AND PACKETS.

Number of papers received	75,852
Number forwarded as addressed	49,500
Number redirected	25,000
Number unable to trace (damaged and wrappers torn off)	1,352
Number of packets received	4,500
Number forwarded as addressed.	2,900
Number redirected	1,600
Number submitted to 3rd Echelon	nil

The aggregate number of days occupied in disposing of the inward Australian Mails was fifteen working 11 hours per day.

D. A. D. A. P. S.
D. M. C.

In accordance with your memo N. 36 dated 7.7.18, I have to report the following results of my inspection of the working of Postal Orderlies in this Division during week ending the 13th inst.

The units visited and inspected are No. 3 Australian Ariline Section on 8.7.18, 38th Coy A.A.S.C. and No. 8 A.I.F. Canteen on 9.7.18, "D" troop 1st F.S. Engineers 10.7.18, Headquarters Australian Mounted Division 11.7.18 and 8th Sanitary Section, Australian Pack Wireless Section, Headquarters Australian Mounted Divisional Train, 35th Coy. A.A.S.C. and A.I.F. Cable Section on 13th.7.18

The Post Orderlies of the 3rd Australian Ariline Section, Australian Pack Wireless, "D" Troop 1st F.S.E., Headquarters Australian Mounted Division, Headquarters Australian Mounted Divisional Train and 35th Coy A.A.S.C. are very satisfactory and all thoroughly conversant with the nature of their duties.

The working of the Post Orderly of the 38th Coy. A.A.S.C. has not been very satisfactory. Prior to my visit and since this unit has been served through 5Y, it has been the custom for all Registered Items to be called and signed for at the F.P.O. by the addressees. The last entry in P.Os. Signature Receipt Book was made on 12.10.17 - book opened 1.10.17. The present N.C.O. i/c 5Y cannot state whether such has always been the procedure while the unit was served through that office, but as 38th Coy. A.A.S.C. has been served through other offices than 5Y, it is thought that more entries should appear in the book than actually do. For instance D.M.2 served this unit from 9.1.18 to 19.4.18 and L.H.4 from 17.5.18 to 26.6.18. The N.C.O. i/c D.M.2 definitely states that any registered items delivered by that office would not be signed for by the addressees, but listed out and delivered to the Post Orderly. Perhaps the N.C.O. i/c L.H.4 can furnish particulars of any items delivered by his office and how same were signed for. The present Post Orderly has been instructed as to the correct method of dealing with both Registered Mail and Parcel mail.

Complaint was made by the W.O. i/c No. 8 A.I.F. Canteen attached to 3rd A.L.H.Bde. re delay in delivery of mail matter for the staff, owing to same being handed over at S.Z.3 to the Kantara representative of the A.I.F. Canteen. Same was reported to you on the 11th inst. by memo D53/18 refers.

The Post Orderly of A.I.F. Cable Section was found not to be in possession of a Post Orderly's Receipt Book for Registered articles. He states that such was never issued to the unit. All items have been signed for on Registered List issued with them by the delivering office and same returned to office of origin as soon as completed.

The regular Post Orderly of the 8th Sanitary Section is at present on leave, and the temporary orderly was neither given any definite instructions as to his duties nor handed the

-2-

the Post Orderly's Registered Receipt book. This matter will be investigated as soon as the regular orderly returns from leave.

"D" Troop 1st F.S.E. were found not to be rendering a copy of A.F.B.213 to the A.B.P.O., S.Z.3. Arrangements have been made for a copy of this return to be forwarded in future.

The forming of the New Australian Mounted Division Signal Squadron (Australian personnel) is now nearly completed and is being carefully followed with a view to preventing any inconvenience in the delivery of their mail.

A.I.F. Pack Wireless Section, A.I.F. Cable Section and No. 3 Australian Airline Section now form A, B, and D troops respectively of the new Squadron. Arrangements have now been made for one Post Orderly to deal with all mail matter for these units as a Squadron.

The late British Personnel Signal Squadron is now almost disbanded, the personnel being transferred to various signal units in the E.E.F.

Arrangements have been made for a nominal roll showing the whereabouts of every man, to be supplied to the new Post Orderly as soon as the movements are completed, also a copy to be forwarded to me, with a view to have all mail matter run against same at Bases "T", "Z" or "K"

Headquarters
Australian Division,
14th July 1918.

(Sgd) C.L. Downes,
C.S.M.
Div. Supervisor.

WEEKLY REPORT TO D.A.D.A.P.S., DESERT MOUNTED CORPS,
July 14th 1918.

Since taking up duties as Divisional Supervisor, Anzac Mounted Division, I have periodically inspected the work of all Post Orderlies and have from time to time visited the Headquarters of practically every unit and have received no complaints of any importance.

The new Parcel Post System is working very satisfactorily. Some of the post orderlies, at first, were inclined to be a little lax but all are now working well and using every effort to obtain individual signatures for parcels.

In reconciling parcel lists for the month of May at the various offices, I took out a rough graph showing the number of returns and the number of individual signatures obtained and found that out of the parcels received at D.M.1, approximately 25% were returned and approximately 98% of individual signatures were obtained. Of the parcels received at L.H.1 and L.H.2 approximately 14% were returned and 95% of individual signatures obtained.

During May the C.O. of the 6th A.L.H. gave the Post Orderly written authority to sign for parcels for personnel of the 6th A.L.H. while they were in the front line, as he considered it was not practicable to get the individual signatures. The authority given to the post orderly has been sent in with the inward parcel lists for May. The parcels thus delivered - 216 - have been classed as individual signatures in the average given.

Have reconciled parcels lists for June and would estimate that even better results have been obtained.

At present it is rather difficult to obtain the personal signatures for parcels for the units in the front line, as the men are mostly divided in different position, some with the horses, and one squadron in one place and one in another and at times, mails can only be got up to them with the rations at night. Nevertheless, the post orderlies are getting individual signatures in almost every instance. In the case of the 1st and 3rd A.L.H. Regiments authority was given to the post orderlies by C.S.M. Downe when they first arrived at Jericho from Solomon's Pools to hand parcels over to and obtain the signatures of the Squadron Q.M.S. for men who were in the front line and who were difficult to get at.

During the past week all P.P.Os. have been visited and most of the post orderlies interviewed and everything is apparently working well. The recent Australian Mail now coming to hand is being delivered to the units with the least possible delay. Also a decided improvement in the sorting of mails at the A.B.P.O. Kantara is noticeable, although a fair quantity of mail matter is being returned owing to the large number of men being evacuated sick etc.,

14.7.18

(Sgd) W. Green

C.S.M.

Postal Supervisor Anzac Division

NOTE BY WAR MUSEUM LIBRARY.

POSTAL SERVICES - EGYPT.

AUGUST & SEPTEMBER 1918.

Diary not available for binding.

1224

WEEKLY REPORT TO D.A.D.A.P.S. DESERT MOUNTED CORPS
July 21st 1918.

During the pastweek, I have visited F.P.Os. D.M.1,
L.H.1, L.H.2, N.Z. and L.H.4 and A.P.O., S.Z.41.

Everything satisfactory.

S.Z.41 has moved from Jericho to Jerusalem changing
over with S.Z.42.

L.H.1 moved from Jericho to Talaat-el-Dumm to Hebion
Road.

N.Z. moved from Jericho to Talaat-el-dumm

D.M.1 from Jericho to Bethlehem.

Mail Service continues to be satisfactory.

(Sgd) W. Green
C.S.M.
Div. Supervisor.

REPORT TO D. A. D. A. P. S. DESERT MOUNTED CORPS

July 28th 1918

During the week ending July 28th have visited D.M. 1, 22Y and N.Z. and found everything correct.

Had an interview with O.C. "D" Troop A.E. who states that he is satisfied with their mail service, but some mail for the unit is still being sent to and redirected from the 1st Field Squadron Engineers, Also instructed the Post Orderly as to the correct treatment of the A.I.F. Parcel Lists.

Jerusalem
28.7.18

(Sgd) W. Green
C.S.M. Postal Supervisor
Anzac Mounted Division.

D.D.P.S.,
A.I.F.

The following is a report on the duties carried out from the 23rd to the 27th inst.

Tuesday 23rd. Arrived at Jericho at 1000, after consultation with N.C.O. in charge of A.P.O., S.Z.42, made my Headquarters at that office, also made myself acquainted with the duties performed and visited F.P.O., L.H. 4, also located at Jericho.

~~xxxxxx~~ Wednesday 24th. Visited F.P.Os. L.H.2, L.H.3, D.M.2, & 5Y with D.A.D.A.P.S., Desert Mounted Corps.

Thursday 25th. N.C.O. i/c L.H.4 evacuated to Hospital at 1900 24th inst. Took over stock and supervised the work of that office.

Friday 26th. Tpr. Cole reported at 1000 to take over L.H.4 vice Cpl. Nesbitt, checked and handed stock over and issued the necessary instructions. Visited 38th Coy A.A.S.C. and interviewed the Post Orderly.

Saturday 27th. Reported for duty at F.P.O., D.C.5 at 0900 till 1200. Visited F.P.O. L.H.3 and made enquires re supposed missing bag from S.Z.3 to S.Z.42 on 22nd ult.

I might state that I have had very little knowledge of how the Postal arrangements were carried out in the Field and I feel more than satisfied with the present system. Will visit C.Os. of units in the course of next week's duty.

Jericho
28.7.18

(Sgd) F.C.Stoltze S/Egt
Div. Supervisor
Aus. Mtd. Division.