

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

Formation Headquarters

**Item number:** 1/47/25 Part 1

**Title:** Administrative Staff, Headquarters  
3rd Australian Division

December 1918



AWM4-1/47/25PART1

**CONFIDENTIAL.**

ORIGINAL.  
DUPLICATE.  
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Australian Imperial Force.

**WAR DIARY**

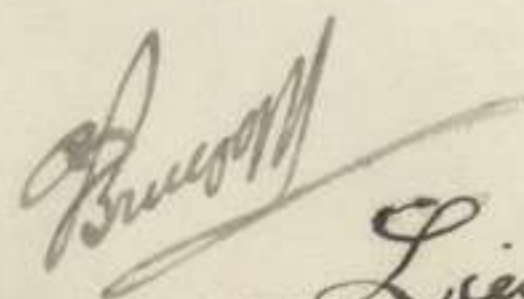
OF

"Q" BRANCH - THIRD AUSTRALIAN DIVISION.

FOR

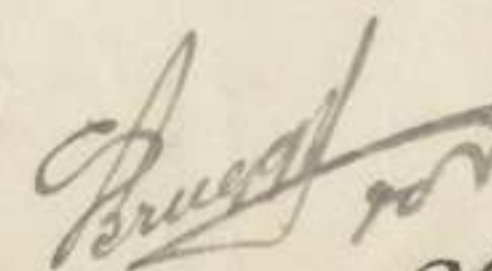
D E C E M B E R 1918.

Signature of Officer compiling



Lieut.-Colonel.  
A. R. H. Q. M. G. 3<sup>rd</sup> Aust. Division.

Signature of Officer Commanding



Major-General  
Commanding 3<sup>rd</sup> Aust. Division.

# WAR DIARY

Army Form C. 2118.

Instructions regarding War Diaries and Intelligence Summaries are contained in F. S. Regs., Part II. and the Staff Manual respectively. Title pages will be prepared in manuscript.

## ~~INTELLIGENCE SUMMARY~~

(Erase heading not required.)

123

Place	Date	Hour	Summary of Events and Information	Remarks and references to Appendices
HALLEN - COURT.	<u>1918.</u>			
	Decr.	1.	Arrangements made to extend the Agricultural Classes to various Formations in Brigade Groups, and for attaching men to the Engineers for instruction in various trades.	1.
	"	2.	"A. & Q" Notes for week ending 30th Novr., 1918 issued, (see Appendix 2). Preliminary arrangements made with Pioneer Battalion for instruction of carpenters, cabinet-makers and other Trades.-	2.
	"	4.	Issue of Civil Training Circular No. 2 - (see appendix 3). Instructions regarding Education at Corps School, issued (see appendix 4). Conference of G.Os.C. Brigades and O.C., Divisional Units on Education and Vocational Training, in which it was decided that trades such as tailoring, boot-making, gun-smithing and saddlery etc., will be carried out in Divisional workshops, and all other trades within their respective units. The disadvantages found by the Units were owing to shortage of material, tools or cash to purchase same.	3. 4.
	"	5.	Issue of Civil Training Circular No. 3, (see appendix 5). Conference of C.Os. Technical Units regarding technical classes in Joinery, Plumbing, Tinsmithing, Surveying, etc.- Conference of representatives of all Units to arrange for an Exhibition; arrangements made for carpenters, and other classes to commence.	5.
	"	6.	Reconnaissances made of the HUPPY area by "A", and MAUBEUGE area by "Q", in anticipation of an impending move forward. - Administrative Instruction No. 66 issued (see Appendix 6).	6.
	"	7.	Issue of Civil Training Circular No. 4 - (see appendix 7), grouping competitions into various headings. -	7.
	"	7.	Issue of Civil Training Circular No. 5 - (see appendix 7a).	7a.
	"	9.	9th Aust. Inf. Brigade moved from HALLENCOURT to HUPPY AREA.	
	"	10.	11th Aust. Inf. Brigade moved to HUPPY Area, and Divisional Headquarters to OISEMONT	
	"	11.	Civil Training Circular No. 6, giving allotment at G.H.Q., Workshops, issued, (Appendix 8).	8.
	"	11.	10th Aust. Inf. Brigade Group moved from HALLENCOURT to HUPPY Area.	
	"	12.	Civil Training Circular No. 7 issued - (see appendix 9). Administrative Instruction No. 67 regarding Leave, issued - (see appendix 10). Circular Memorandum regarding the preparation of the "Peace Despatch" issued. (Appen. 11).	9. 10. 11.
"	12.	Circular Memorandum regarding the Preparation of the Demobilization Form issued (App. 12).	12.	
"	13.	Civil Training Circular No. 8, issued, giving details of allotments at Dieppe Docks and shops at INLAND WATER TRANSPORT, etc. - (see appendix 13). Instructions issued to all Units with regard to Forfeitures, (see appendix 14).	13. 14.	

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WAR DIARY

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~~INTELLIGENCE SUMMARY~~

(Erase heading not required.)

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Place	Date	Hour	Summary of Events and Information	Remarks and references to Appendices
1918.- OISEMONT.	December. 13.		"A. & Q." Notes for Week Ending 7th Decr., 1918 issued 13-12-1918. (See Appendix 15). Conference of G.O.s. C. Brigades, and C. O., Divisional Units on Education, Training, History of Units, etc. -	15.
	14.		Detail of Agricultural Lecturers and Lectures issued - See Circular No. 9 (appendix 16).	16.
	15.		Conference of Dramatic Artists of the Division to consider a proposal for the formation of a Dramatic Company.	
			Conference of members of the Arts and Crafts Committee held.	
	16.		Circular Memorandum - Historical Records - issued - (see Appendix 17).	17.
	17.		Circular Memorandum No. 10 on Civil Training issued - (See Appendix 18).	18.
	18.		Circular Memorandum No. 11 on Civil Training issued - (See appendix 19).	19.
			Budget No. 1, outlining work done by the Division as regards Civil Training. (Appendix 20).	20.
			Civil Training Circular No. 12 regarding the Arts and Crafts Exhibition issued (Appdn. 21).	21.
			Civil Training Circular No. 13 regarding Civil Training issued. (See Appendix 22).	22.
			Special Order issued - Honours and Rewards. -	23.
			Conference with Third Army Representatives regarding Change of Railhead, which was changed from ABBEVILLE to OISEMONT, on Third Army undertaking to supply 6 additional M. T. lorries.	
	19.		9th Aust. Inf. Brigade moved to ACHEUX.	
			"A. & Q" Notes for week ending 14th Decr. 1918 issued, (see appendix 24).	24.
			Issue of Budget No. 2, giving details for training, issued. (See appendix 25).	25.
	20.		Civil Training Circulars Nos. 14 and 15 issued. (see appendices 26 and 27).	26, 27.
			Special Order regarding Honours and Rewards issued. (See appendix 28).	28.
			Memorandum to all Units, issuing further instructions with regard to Demobilization Form No. 534. - (see appendix 29).	29.
			Circular Memorandum No. "Q" 56/42, setting out proposals for Brigade Group and Artillery competitions in driving, horse-management etc. (see appendix 30-).	30.
			Issue of "Q" 125/50, amending Instructions in respect to Historical Records. (Appen. 31.)	31.
			Civil Training Circular No. 16 regarding Agricultural Classes, Wood-Carving classes, Dairies etc, issued. - (see appendix 32).	32.
	22.		Issue of Budget No. 2 on Civil Training (see appendix 33).	33.
	23.		G. O. C., left for Conference at Australian Corps Headquarters.	
			Issue of Civil Training Circular No. 17 - (see appendix 34).	34.
			(-Sheet 2).	
			(P. T. O.)	

WAR DIARY

Army Form C. 2118.

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~~INTELLIGENCE SUMMARY~~

(Erase heading not required.)

123

Place	Date	Hour	Summary of Events and Information	Remarks and references to Appendices
<u>OISEMONT</u>	<u>1918.</u>		<u>sheet - 3 -.</u>	
	<u>December.</u>			
	24.		Civil Training Circular No. 18 issued, giving details of personnel to attend various classes. - (see appendix 35).	35.
			"A. & Q". Notes for week ending 21-12-1918. - (see appendix 36).	36.
	25.		This day was observed as a Holiday, only extremely urgent matters being dealt with.-	
	26.		Circular Memorandum issued to all Units regarding the issue of Pro Forma <del>in</del> regarding Demobilization. - (see appendix 37).	37.
			Civil Training Circular No. 19 issued, dealing with Education - Special Tuition by Correspondence etc". (see appendix 38).	38.
	27.		Circular Memorandum No. 20 on Civil Training - setting out various classes to be formed. (see appendix 39).	39.
	28.		Circular Memorandum No. 21 on Civil Training - giving list of Agricultural Lectures. (Ap. 40).	40.
			Circular Memorandum No. "Q" 42/20, giving particulars for early Repatriation in a Country other than Australia. - (see appendix 41).	41.
	30.		Circular Memorandum No. 28 on Civil Training - giving details of classes at Corps School.	42.
	31.		"A. & Q" Notes for week ending 28-12-1918, issued - (see appendix 43).	43.
			Civil Training Circular No. 44 issued - see appendix 44).	44.
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**WAR DIARY**

OF

"Q" BRANCH - THIRD AUSTRALIAN DIVISION.

FOR

MONTH OF DECEMBER, 1918. -**LIST OF APPENDICES.**

- | No. | Subject.   |
|-----|--|
| 1.  | Civil Training Circular No. 1, dated 1-12-1918, Instructions regarding Civil Training.       |
| 2.  | "A. & Q" NOTES for Week Ending 30-11-18, issued 2-12-1918.                                   |
| 3.  | Issue of Instruction regarding Education at Corps School, dated 4th December, 1918.          |
| 4.  | Issue of Civil Training Circular No. 2 - Instructions regarding Trade Classes.               |
| 5.  | Administrative Instruction No. 66 - Move of Third Australian Division to HUPPY AREA. -       |
| 6.  | Civil Training Circular No. 3, issued 6-12-1918.   |
| 7.  | Civil Training Circular No. 4, issued 7-12-1918. ✓   |
| 7A  | " " " " " 5. Issued 10th Decr. 1918.   |
| 8.  | Civil Training Circular No. 6. Issued 10th Decr. 1918.                                       |
| 9.  | Civil Training Circular No. 7, Issued 11th Decr. 1918.                                       |
| 10. | Administrative Instruction No. 67, Issued 11-12-1918.  |
| 11. | Instructions issued regarding "PEACE DESPATCH".  |
| 12. | Circular Memorandum "Q" 42/34, regarding Compilation of the Demobilization Form.             |
| 13. | Civil Training Circular No. 8, reference the establishment of Classes in Practical Pharmacy. |
| 14. | Circular Letter reference Forfeitures - A.Fs.B. 2069.  |
| 15. | "A. & Q" Notes for Week Ending 7-12-18, Issued 13-12-1918.                                   |
| 16. | Civil Training Circular No. 9 issued 14-12-1918.   |
| 17. | Civil Training Circular No. 10 - Issued 17-12-1918.  |
| 18. | Historical Records - Issue of Circular Memo No. 1.   |
| 19. | Civil Training Circular No. 11 - Issued 18-12-1918.  |
| 20. | Issue of Budget No. 1 - Revision of work done by Division with regard to Civil Training.     |
| 21. | Issue of Civil Training Circular No. 12, dated 18-12-18.                                     |
| 22. | Issue of Civil Training Circular No. 13, dated 18-12-18.                                     |
| 23. | Special Order, Honours and Rewards - dated 18-12-1918.                                       |

WAR DIARY - APPENDICES FOR MONTH OF DECEMBER, 1918.

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24. "A. & Q" Notes for Week Ending 14-12-18, Issued 19th December, 1918.
  25. Issue of Budget No. 2, - Dated 19th Decr. 1918.
  26. Civil Training Circular No. 14, dated 20-12-1918.
  27. Civil Training Circular No. 15, dated 20-12-1918.
  28. Special Order - Honours and Rewards, Dated 20-12-1918.
  29. Instructions - Re Compilation of Demobilization Form 534.
  30. Circular Memorandum "Q" 56/42, issued 20-12-1918, reference Mounted Troop Competitions in Fourth Army.
  31. Issue of Amendment to Historical Records No. 1 - dated 20-12-1918.
  32. Issue of Civil Training Circular No. 16, dated 20-12-18.
  33. Issue of Budget No. 3, - dated 22nd Decr. 1918.
  34. Issue of Civil Training Circular No. 17 dated 23-12-18.
  35. Issue of Civil Training Circular No. 18 dated 24-12-18.
  36. A. & Q. Notes for Week Ending 21-12-18, dated 24-12-18.
  37. Demobilization - Issue of Memorandum No. 1, dated 26-12-18.
  38. Civil Training Circular No. 19 - dated 26-12-1918.
  39. Civil Training Circular No. 20 - dated 27-12-1918.
  40. Civil Training Circular No. 21 - dated 28-12-1918.
  41. Issue of Memo. 42/20 dated 28-12-1918 - Applications for Discharge in a Country other than Australia, and Applications for Early Repatriation.
  42. Civil Training Circular No. 22 - dated 30-12-1918.
  43. Civil Training Circular No. 23 - dated 30-12-1918.
  44. A. & Q. Notes for Week ending 28-12-1918, issued 31-12-18.
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CIVIL TRAINING.

Divisional Headquarters,  
1st December, 1918.

CIRCULAR No. 1.

The Divisional Agricultural Class, with an attendance of 25, has been in progress during the past month at ALLERY, for the purpose of giving instruction in general Agricultural work suitable for small holdings. Lectures and Demonstrations have been given in Horse Management, General Agriculture, Fertilizers, Orchards, Wheelwright's repairs, Saddlery repairs, Horse shoeing and Farm Book-keeping.

The Lecturers are, as follows :-

Lieut. J.O. HENRICK, B.A., B.Sc. Lecturer, Hawkesbury Agricultural College.	
Major L.E. MCKENZIE, D.S.O.	D.A.D.V.S., 3rd Aust. Division.
Lieut. E. H. BUGG.	Horticultural Dept., Victoria.
Serjeant SKELWES.	Expert Fertilizer.
Q.M.S. W.H. POMBS.	Poultry Expert.
L/Corpl. P. F. NUTTALL.	Bee Expert.
Pte. L. J. HARRIGAN.	Dairy Expert.

2. Extensive Classes - The ALLERY Agricultural Class extends over a period of 25 working days, during which time members are detached from their units. As accommodation is at present limited, it has been decided to extend the classes to Brigade Groups by sending Lecturers to various centres. Table of dates and places is given in annexed Table. This syllabus will be extended to the use of Internal Combustion engines, in farm work, and special crops as Instructors become available.

Divisional units in the vicinity of these centres who have members desirous of attending will report the number to the Staff Captain of the Brigade concerned before 10-0 a.m. on 3rd instant.

In the case of a move, these, or any other lectures or classes will be discontinued, and re-commenced immediately on arrival in new area.

3. Existing Classes: Instruction is already being given in various units of the Division in the following subjects :-

Mathematics, (Elementary & Advanced).	Commercial Correspondence.
Book-keeping (Farm and General).	Physics.
Surveying.	Anatomy.
Shorthand & Typewriting.	Salesmanship.
English and French.	Principles of Logical Speaking and Thinking.
Building.	Mechanics.
History of Architecture.	Tailoring.
Architectural and Mechanical Drawing.	Veterinary Science, Horse Management and Farriery.
Health Lectures.	
The Steam Engine.	

4. Classes yet to be formed: Arrangements are in hand for instruction in :

Electricity.	Lithography.
Joinery.	Tin-working.
Internal Combustion Engines, -	

and other trades, particulars of which will be issued later.

*[Signature]*  
Lieut - Colonel.  
A. A. & C. M. G.  
Third Australian Division.



**CIVIL TRAINING. 1st. SYLLABUS OF LECTURES. - Commencing 3rd. Decbr. 1918.**

Note. Subject of Lectures will be the same for each group as shown in headline.

**FIRST ROUND.**

Bde. Locality.	3rd. December.	4th. December.	5th. December.	6th. December.	7th. December.	9th. December.
9th. GIPERNE	Veterinary. Major MCKENZIE. DSO. General.	Agriculture. Lt. HENRICK. "Farming a Profession. Business Lines. Origin of Soils".	Fertilizers. Sgt. Orchard. - Lt. SKEWES. "Commercial Fertilizers".	Orcharding. - Lt. BUGG. "Base Principles".	Dairying. - Pte. HARRIGAN. "Dairying Industry in Australia".	Poultry. Lt. TOMES. "Poultry Industry in Australia".
10th. HALLS-COURT.	Beekeeping.	Veterinary.	Agriculture.	Fertilizers.	Orcharding.	Dairying
10th. BAUCOURT.	Poultry.	Beekeeping.	Veterinary.	Agriculture	Fertilizers	Orcharding
11th. BAUCOURT.	Dairying.	Poultry.	Beekeeping.	Veterinary.	Agriculture.	Fertilizers
11th. WARLUS.	Orcharding.	Dairying.	Poultry.	Beekeeping.	Veterinary.	Agriculture

**SECOND ROUND.**

FIRST ROUND (Cont'd)

Bde. Locality.	10th. December.	11th. December.	12th. December.	13th. December.	14th. December.	16th. December.
9th. GIPERNE.	Bee-keeping. L/Cpl. NUTFALL. "Future prospects".	Poultry. - Lt. H.S. TOMBS. "Modern Breeds of Poultry".	Bee-keeping. L/Cpl. NUTFALL. "Localities most favourable".	Agriculture. Lt. HENRICK. "Resources Classification, & texture of Soils".	Fertilizers. Sgt. SKEWES. "Unit values of Fertilizers".	Orcharding. - Lt. BUGG. "Planting & treatment of young trees".
10th. HALLS-COURT.	Poultry.	Dairying.	Poultry.	Bee-keeping.	Agriculture.	Fertilizers
10th. BAUCOURT.	Dairying.	Orcharding.	Dairying.	Poultry.	Bee-keeping.	Agriculture
11th. BAUCOURT.	Orcharding.	Fertilizers.	Orcharding.	Dairying.	Poultry.	Bee-keeping
11th. WARLUS.	Fertilizers.	Agriculture.	Fertilizers.	Orcharding.	Dairying.	Poultry.

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Appendix 2

SECRET.

Copy No. ....

THIRD AUSTRALIAN DIVISION.2nd. December, 1918."A. & Q." NOTES. - WEEK ENDING 30th. NOVEMBER, 1918.FIGHTING STRENGTH - WEEK ENDING 30th. Novbr. 1918.

UNIT.	"A".		"B"		"A" MINUS "B".	
	Off.	O.R.	Off.	O.R.	Off.	O.R.
33rd. Battn.	32	651	9	74	23	577
34th. "	38	659	4	71	34	588
35th. "	34	689	5	52	28	637
38th. Battn.	38	676	7	107	31	569
39th. "	39	569	6	74	33	495
40th. "	38	648	5	42	33	606
41st. Battn.	48	996	7	148	41	848
43rd. "	51	514	5	80	46	434
44th. "	38	487	4	96	34	391
3rd. A.M.G. Bn.	53	833	13	94	40	739
3rd. Pioneer Bn.	41	759	6	74	35	685
<u>TOTALS. -</u>	<u>450</u>	<u>7481</u>	<u>72</u>	<u>912</u>	<u>378</u>	<u>6569</u>

REINFORCEMENTS ARRIVED AT THIRD AUSTRALIAN DIVISIONALREINFORCEMENT WING DURING WEEK ENDING 29/11/1918.

Formation.	Officers	O.Ranks.
3rd. A.M.G. Battn.	-	7.

(W.P.S.)

( P. T. O. -

STATEMENT OF PUNISHMENTS AWARDED DURING WEEK ENDING 30/11/18.

FORMATION.	Desertion.	A.W.L.	Other Offences
3rd. Divl. Signal Coy.	-	1	-
9th. Aust. Inf. Brigade	1	-	3
10th. -do-	-	1	4
11th. -do-	-	3	1
3rd. A.M.G. Battn.	-	7	1
10th. A. Fla. Amb.	-	1	1
<b>TOTALS.</b>	1	13	9

STATEMENT OF DISEASES OF DIRECT ADMISSIONS TO FIELD AMBULANCES

For period Noon 23-11-18 to Noon 30-11-18.

FORMATION.	P.U.O.	TRENCH FEVER.	BROUCHITIS	DEBILITY.	DIARRHOEA.	EMPHYSEMA, COLIC & PRACHELITIS &c.	VENERICAL DISEASES	SCABIES.	HAIR DISEASES.	(Other than Scabies)	MINOR SURGICAL.	OTHER DISEASES	TOTALS.
Divl. Headqtrs.	-	-	-	-	-	1	-	-	-	-	-	-	1
3rd. D.A.C.	-	-	-	-	-	2	-	-	-	-	2	-	5
Divl. Engrs.	-	-	1	-	-	3	-	-	-	-	-	1	5
Divl. Sig. Coy.	1	-	-	-	-	-	-	-	-	-	-	-	1
9th. B.H.Q.	-	-	-	-	-	1	-	-	-	-	-	-	1
33rd. Battn.	-	-	6	-	-	11	6	-	-	-	1	-	18
34th. "	-	-	-	-	-	-	-	-	-	-	3	-	4
35th. "	-	-	-	1	-	3	-	-	-	-	1	-	4
9th. ALTM Bty.	-	-	-	-	-	4	-	-	-	-	-	3	7
38th. Battn.	-	-	-	-	-	2	3	-	-	-	2	3	12
39th. "	-	-	-	-	-	2	1	-	-	-	-	1	4
40th. "	-	-	-	-	-	2	1	1	-	-	-	-	4
10th. ALTM By.	-	-	-	-	-	1	-	1	-	-	-	-	2
11th. B.H.Q.	-	-	-	-	-	1	-	-	-	-	-	2	4
41st. Battn.	-	-	2	-	-	35	-	1	-	-	-	1	40
43rd. "	-	-	-	-	-	1	2	-	-	-	-	1	4
44th. "	-	-	-	-	-	-	1	-	-	-	-	1	2
11th. ALTM By.	-	-	-	-	-	-	-	-	-	-	-	1	1
3rd. A.M.G. Bn.	-	-	1	-	-	1	5	-	-	-	-	6	13
3rd. Pioneer Bn.	-	-	-	-	-	3	-	-	-	-	-	2	5
9th. Fla. Amb.	-	-	-	-	-	-	-	-	-	-	1	2	3
11th. "	-	-	-	-	-	6	-	-	-	-	-	4	10
Divl. Train.	-	-	1	-	-	1	-	-	-	-	-	1	3
<b>TOTALS.</b>	1	-	8	1	-	78	15	2	-	10	34	34	149

(Continued -

(W.E.B.)

RETURN OF FAT AND DRIPPING DESPATCHED TO BASE, N. G. ...  
DURING MONTH OF NOVEMBER 1918.

U N I T .	"A" Class lbs.	"B" Class lbs.	TOTAL. lbs.
3rd. Aust. Divl. Artillery	45	20	65
3rd. Aust. Divl. Engineers	57	-	57
9th. A. I. Brigade	334	-	334
10th. -do-	234	-	234
11th. -do-	1607	-	1607
3rd. A. M. G. Battn.	141	149	290
3rd. A. Pioneer Battn.	133	-	133
3rd. Aust. Divl. Train	319	-	319
A. A. M. C.	505	-	505
<b>TOTALS.</b>	<b>3375</b>	<b>169</b>	<b>3544</b>

RETURN OF PAPER, CARDBOARD, and JAM CARTONS, SALVED AND SENT  
TO BASE FOR MONTH OF NOVEMBER, 1918.

U N I T .	PAPER. lbs.	CARDBOARD. lbs.	JAM CARTONS lbs.
3rd. A. Divl. Headquarters	570	276	43
3rd. Divl. Artillery	31	21	25
3rd. Divl. Engineers	159	33	-
3rd. Divl. Signal Coy.	10	18	-
9th. A. I. Brigade	1478	287	223
10th. -do-	1198	314	16
11th. -do-	978	495	461
3rd. A. M. G. Battn.	71	36	-
3rd. A. Pioneer Bn.	449	65	122
3rd. Divl. Train	264	398	148
3rd. A. A. M. C.	634	209	174
<b>TOTALS.</b>	<b>5842</b>	<b>2152</b>	<b>1211</b>

SOLDER AND LEAD SALVED AND SENT TO BASE DURING MONTH  
of NOVEMBER, 1918.

U N I T .	SOLDER.	LEAD.
9th. Aust. Inf. Bde.	235 lbs.	-
10th. -do-	84	-
11th. -do-	28	-
3rd. Pioneer Battn.	29	413
3rd. Divl. Train	15	-
A. A. M. C.	29.8 ozs.	-
<b>TOTALS.</b>	<b>420.8 ozs.</b>	<b>413 lbs.</b>

*W. E. B.*  
Lieut.-Colonel.  
A. A. & Q. M. G.

(W. E. B.)

*War Diary**[Signature]**Appendix 3*CIVILTRAINING.CIRCULAR No. 2:

An exhibition of work done by members of the Third Australian Division will be held early next year.

Undermentioned is a provisional list of Trades, etc., in which there will be competition. These will be added to and detailed schedule issued later.

Photography.  
 Farriery.  
 Wood-work.  
 Metal work.  
 Engraving.  
 Tinsmithing.  
 Electrical Appliances  
 Draughtsmanship.

Mechanics.  
 Fitting and Turning.  
 Essay Writing.  
 Sign and Advertisement Writing.  
 Water Colour Painting.  
 Sketching.  
 Saddlery.

The following units will select representatives with necessary qualifications for the Committee of Management. These will meet at Divisional Headquarters at 10-0 a.m. on 6th instant.

<u>UNIT.</u>	<u>No. of Representatives.</u>
Divisional Engineers.	1.
9th, 10th, 11th Brigades.	each 2.
3rd Aust. M. G. Battn.	1.
3rd Aust. Pioneer Bn.	1.
3rd Aust. Divisional Train.	1.
3rd Aust. Div. Signal Coy.	1.
A. A. M. O.	1.

A limited supply of Circulars is . . . , forwarded herewith for posting in billets etc. -

*[Signature]*

Lieut - Colonel.  
 A.A. & Q.M.G.  
 Third Australian Division.

3rd Decr., 1918.-



THIRD AUSTRALIAN DIVISION

AN EXHIBITION OF  
CRAFTSMANSHIP  
WILL BE HELD EARLY  
NEXT YEAR IN  
PREPARATION FOR  
THE RETURN TO OUR  
CIVIL AVOCATIONS.

CONDITIONS WILL BE ISSUED LATER TO ALL UNITS: :

PRIZES WILL BE AWARDED  
FOR WOODWORK METALWORK  
DRAFTSMANSHIP: :  
ELECTRICAL WORK, ETC. ETC

ALL UNITS.

343/1.

*W. A. G. M. G.*

Reference my 343/1 of 2/12/18, and para. 6 of Aust. Corps Circular annexed thereto, please forward classified returns to reach this office not later than morning of 7th inst.

4th December, 1918.  
O.F.M.

*[Signature]*  
Lieut-Colonel.  
A. A. & Q. M. G.  
Third Australian Division.

*Appendix*

TO ALL UNITS.

*[Signature]*

The attached letter from Headquarters, AUSTRALIAN CORPS, No. 116/88, dated 29th November, 1918, is forwarded for your information and necessary action, please.

A return as asked for in para: 6, will be compiled, and forwarded to reach these Headquarters not later than noon, 7th inst.

3rd Aus. D. H. Q.  
End November, 1918.

*[Signature]*  
Lieut. Colonel  
A. A. & Q. M. G.  
Third Australian Division.



*Appendix*

116/89

AUSTRALIAN CORPS,  
29th November, 1918.

EDUCATION.  
-----

1. It is proposed to establish a Corps Central School in France at which advanced instruction in various subjects will be given.
2. One department of this School will be devoted entirely to instruction of a University standard.
3. It is intended to provide to the fullest extent instruction in the subjects of the Arts, Law, and Education Departments to the standard required by the 1st. and 2nd. year Examinations at Australian Universities, and in the subjects required by the Science, Engineering and Agricultural Departments for the first year Examinations.  
In addition instruction will be afforded to selected Third Year Students in Arts, Law, and Education who require only one subject to qualify for the first degree in these departments.
4. As this course will take at least four months it will be necessary for all intending students to forego for that period all rights of priority of demobilization.
5. To final<sup>ise</sup> the organization a complete census of all Undergraduate and Post graduate University Students in the Corps is necessary. As this return will be the basis, not only of the organization of this School but of further extensions to University Education in English Universities and Scientific Institutes, it is hoped that ~~it~~ will be made with the greatest regard to completeness and accuracy.
6. A return shewing all such University Students, classified as follows, with records as per attached pro-forma, will be forwarded to reach Corps Headquarters by December 9th.

P.T.O.



Economics

- (a) Matriculated University Students who wish to complete 1st year Arts, Law, Medicine, Education, Science, Engineering, Veterinary Science, and Agriculture.
- (b) University Students who having completed the 1st year by examination in any of the above Departments wish to complete the 2nd. year in that Department.
- (c) University Students who having completed the 2nd. year in any of the above Departments wish to complete the 3rd year.
- (d) University Students who having completed the 2nd. year in any of the above Departments require only one subject to complete their 3rd year examination.
- (e) Graduates of Australian or other Universities who desire advanced courses for degrees or otherwise.

7. The question of the extent to which the above classes at the Corps Central School will receive recognition from the Australian University authorities is now under consideration.

*R. C. L. ...*  
*for*

Brigadier-General.  
 General Staff  
 Australian Corps.

DISTRIBUTION.

1st Australian Division,	31 Copies.	G.O.C., R.A.
2nd Australian Division,	"	A.Q.
3rd Australian Division,	"	A.
4th Australian Division,	"	Q.
5th Australian Division,	"	C.I.
3rd Army Bde. A.F.A.	3 Copies	D.D.M.S.
6th Army Bde. A.F.A.	"	S.M.T.O.
12th Army Bde. A.F.A.	"	A.D. Signals.
1st Aust. Tunnelling Co. A.E.		A.D.O.C.
2nd Aust. Tunnelling Co. A.E.		Aust. Corps School.
3rd Aust. Tunnelling Co. A.E.		Camp Commandant.
1st Aust. Army Troops Co. A.E.		D.A.D. Posts.
3rd Squadron. A.F.C.		A.D.V.S.
13th L.H. Regiment.		C.A.
Corps Cyclist Battalion.		Paymaster, A.I.F.
Aust. Corps Signal Company.		I ga.
Corps Topo. Section.		A.D.C. for G.O.C.
Branch Intelligence Section.		Aust. Corps M.T. Column.
Director of Education.		A.A.G., A.I.F.
Supt. P.&R.T. A.I.F.		A.D. of Education.

----- PRO - FORMA -----  
 -----

1. No. ....
2. Rank .....
3. Name. ....
4. Unit. ....
5. At what University did you matriculate or attend. ....
6. Yearly Examinations or subjects thereof already passed. ....
7. For what examination do you wish now to study? .....
8. Do you desire to avail yourself of the facilities of the Corps Central School? .....
9. If so, in what subject or subjects do you desire to read? .....
10. If special facilities are made available for attendance at English Universities
  - (a) At which University do you desire to attend? .....
  - (b) For what special examinations or course do you desire to read? .....

NOTE : Please record your answers to the above questions on a sheet of paper of this size with headings indicated by numbers as above.

Appendix 5.7

CIVIL TRAINING.CIRCULAR No. 3.

Classes in accordance with the enclosed table will be commenced on Monday next - 9th. instant.

Personnel selected for attendance to report to Headquarters, 3rd. Aust. Divl. Engineers, and Headquarters 3rd. Aust. Pioneer Battalion, by 10 a.m. on that date.

Should any Unit be unable to find their quota, they are to report to these Headquarters not later than 10 a.m. on the 8th. inst. Similarly those who have excess personnel are to report the numbers in excess by the same time.

The Surveying classes are limited for the present to Students who:-

- (1). - Have one years experience in Field Survey work; and
- (2). - Those whose Mathematics are up to Matriculation standard.

Those selected for the General Construction classes should be practical Bricklayers, Carpenters, Joiners, Plumbers, and those connected with the general building trade and first-class tradesmen. The object of the classes is to give a general knowledge of the trade, improve the knowledge of the students, and give them an idea of quantities and materials etc. for general construction and building work.

The classes set down for rope-splicing, etc. will include hemp and steel rope splicing and knotting, jacks, scaffolding, and details generally required for scaffolding and construction work.

6/12/1918.  
(W.E.B)


  
Lieut.-Colonel.  
A.A. & Q.M.G.  
Third Australian Division.

TABLE OF CLASSES.

UNIT.	No. of men to be supplied by formations.									
	Carpentars.		Joiners.	Plumbers. Tinsmiths.		Rope splicers. &c.		General Construction.	Surveyors.	Surveyors Foremen & Chainmen.
	At Engineers.	At Pioneers.	At Pioneers.	At Engineers.	At Pioneers.	At Engineers.	At Pioneers.	At Pioneers.	At Engineers.	At Pioneers.
9th A. I. Bde.	10.	1.	2.	4.	-	8	-	2	1.	1.
10th do.	10	1	2	4	-	8	-	2	1	1
11th do	10	1	2	4	-	8	-	2	1	1
A. D. M. S.	-	3	1	-	1	-	2	1	-	1
Signal Company.	1	2	1	-	1	-	2	1	-	1
Divl. Train.	1	2	1	-	1	-	2	1	-	1
3rd M. G. Btn.	1	3	1	-	1	-	2	1	1	-
<u>TOTALS.</u>	30	12	10	12	4	24	8	10	4	6

*Appendix*

5

CIVIL TRAINING.CIRCULAR No. 3.

Classes in accordance with the enclosed table will be commenced on Monday next - 9th. instant.

Personnel selected for attendance to report to Headquarters, 3rd. Aust. Divl. Engineers, and Headquarters 3rd. Aust. Pioneer Battalion, by 10 a.m. on that date.

Should any Unit be unable to find their quota, they are to report to these Headquarters not later than 10 a.m. on the 8th. inst. Similarly those who have excess personnel are to report the numbers in excess by the same time.

The Surveying classes are limited for the present to Students who:-

- (1). - Have one years experience in Field Survey work; and
- (2). - Those whose Mathematics are up to Matriculation standard.

Those selected for the General Construction classes should be practical Bricklayers, Carpenters, Joiners, Plumbers, and those connected with the general building trade and first-class tradesmen. The object of the classes is to give a general knowledge of the trade, improve the knowledge of the students, and give them an idea of quantities and materials etc. for general construction and building work.

The classes set down for rope-splicing, etc. will include hemp and steel rope splicing and knotting, jacks, scaffolding, and details generally required for scaffolding and construction work.

*[Signature]*

Lieut.-Colonel.  
A.A. & Q.M.G.

Third Australian Division.

6/12/1918.  
(W.E.B)

TABLE OF CLASSES.

123

UNIT.	No. of men to be supplied by formations.								
	Carpenters.		Joiners.	Plumbers. Tinsmiths.	Rope splicers. &c.		General Construction.	Surveyors.	Surveyors Foremen & Chainmen.
	At Engineers.	At Pioneers.	At Pioneers.	At Engineers.	At Pioneers.	At Engineers.	At Pioneers.	At Engineers.	At Pioneers.
9th A. I. Bde.	10.	1.	2.	4.	-	8	2	1.	1.
10th do.	10	1	2	4	-	8	2	1	1
11th do	10	1	2	4	-	8	2	1	1
A. D. M. S.	1	3	1	-	1	1	1	-	1
Signal Company.	1	2	1	-	1	1	1	-	1
Divl. Train.	1	2	1	-	1	1	1	-	1
3rd M. G. Btn.	1	3	1	-	1	1	1	1	-
<u>TOTALS.</u>	30	12	10	12	4	24	10	4	6

S E C R E T.

Copy No. 78.....

ADMINISTRATIVE INSTRUCTION No. 66.MOVE OF THIRD AUSTRALIAN DIVISION (LESS ARTILLERY)  
TO HUPPY AREA.

1. The Third Australian Division (less Artillery) will move to the HUPPY Area by road in accordance with Third Aust. Divisional Order No. 113, of 6/12/1918.
2. Move will take place by Brigade Groups in accordance with Table Appendix ~~was~~ herewith.  
Attention is directed to G.R.O. 5586.
3. C.R.E. The C.R.E. will rejoin Divl. Headquarters at OISEMONT on the 10th. instant.
4. BILLETING. Brigades will make a reconnaissance of the area as shown on map issued with above quoted order, and allot billets to Units of Brigade Groups except where otherwise allotted. Billeting parties will arrive in new area 24 hours before the troops are due. In the case of Battalions up to the strength of a Platoon will be sent forward, as the area is a very scattered one.
5. BILLETS VACATED. Each Unit will leave a rear party under an officer (in the case of a Battalion not below the rank of Captain) to finally clean up all billets and obtain receipts for Area Stores on charge. A certificate to the effect that billets have been left in a clean and sanitary condition, together with a clearance from the Sub-Area Commandant or Billet Warden concerned, will be forwarded to these Headquarters 24 hours after completion of move.
6. TRANSPORT. Leave lorries at present with Brigades are cancelled for this purpose during the move. Lorries are allotted for blankets as under:-

<u>9th. inst.</u>	9th. Bde. Group -	-	8 lorries.
	11th. Bde. (For M.G. Batta) -	-	2 "
<u>10th. inst.</u>	10th. Bde. (for 38th. Batta) -	-	2 "
	11th. Bde Group -	-	8 "
	Divl. Headqtrs. (Including Divl. Sig. Coy)	-	4 "
<u>11th. inst.</u>	10th. Bde (including 3rd. Aust. Pioneer Bn) -	-	6 "

Baggage Wagons of the 3rd. Aust. Divisional Train will report to Units, under arrangements to be made direct with G.O. Divisional Train.

(W.E.B.)

(P. T. O -

800

Administrative Instruction No. 66 (Continued)      -2-

7. BATHS. Full particulars regarding Baths in new Area will be published later.
8. SUPPLIES. Supply Railhead, Refilling Points, etc. will be notified later.
9. REINFORCEMENT & LEAVE RAILHEAD - ABBEVILLE, from 10th. inst. Location of Divl. Reinforcement Wing will be notified later.
10. FIELD POST OFFICES. These will accompany their respective A.A.S.C. Companies.
11. DISPOSITIONS. Brigades will immediately on arrival in new Area, wire Divisional Headquarters location of Units of their Brigade Groups.
12. ACKNOWLEDGE.

*[Signature]*

Lieut.-Colonel.  
A.A. & C.M.G.  
Third Australian Division.

3rd. Aust. D.H.Q.  
7/12/1918.

(JLC/WEB).

-----: DISTRIBUTION. :-----			
Copy No. 1.	A.D.C. for G.O.C.	Copy No. 18.	D.A.P.M.
2.	"G" Staff.	19.	D.A.D.O.S.
3.	C.R.A.	20.	Australian Corps.
4.	S.A.A. Section.	21.	Area Comdt. HURRY.
5.	C.R.E.	22.	Sub-Area Comdt.
5.	3rd. A. Div. Sig. Co.		ABBEVILLE.
7.	9th. A.I. Bde.	23/26	Area Comdt. HALLEN-
8.	10th. " "		COURT.
9.	11th. " "	27.	File.
10.	3rd. A.M.G. Btz.	28/ 30.	War Diary.
11.	3rd. A. Pioneer Bn.	30/34 .	Spares.
12.	3rd. A. Divl. Train.	35)	Records Melbourne.
13.	S.S.O.	36)	
14.	A.D.M.S.	37.	Divl. Wing.
15.	D.A.D.V.S.		
16.	Camp Comdt.		
17.	Salvage Coy.		



APPENDIX "A".

Date.	UNIT.	AREA.	ROUTE.	REMARKS.
9/12/18	9th. BRIGADE GROUP.	MAISENIÈRES.	MOST DIRECT.	No movement before 09.00, and definite routes and times to be laid down by Brigades for units of the group. March tables to be forwarded to Divl. Headquarters 12 hours prior to commencement of move (4 copies).
	9th. B.H.Q.	)		
	53rd. Batta.	)		
	34th. "	)		
	35th. "	)		
	9th. ALPM Bty.	)		
	9th. Fld. Co. A.E.	)		
	9th. A. Fld. Ambulance)	)		
		As shown on map issued with 3rd. Aust. Divl. Order No. 113 of 6/12/1918.		
	10th. BRIGADE GROUP.			
11/12/18.	10th. Bde. Headqtrs.	MARTAINNEVILLE.		To be clear of SOREL by 11.00.
10/12/18.	38th. Batta.	)		
11/12/18.	39th. "	)		
	40th. "	)		
	10th. ALPM Bty.	)		
	10th. Fld. Co. A.E.	)		
	10th. Fld. Ambulce.	)		
	3rd. Pioneer Btn.	)		
		As shown on map issued with 3rd. Aust. Divl. Order No. 113 of 6/12/18.		
10/12/18.	11th. BRIGADE GROUP.			
	11th. Bde. Headqtrs.	RAMBURES.		To be clear of RAMBUS by 11.00.
	41st. Batta.	)		
	43rd. Batta.	)		
	44th. "	)		
	11th. ALPM Bty.	)		
	11th. Fld. Coy. A.E.)	)		
	11th. Fld. Ambulce.)	)		
	S.A.A. Section.)	)		
		As shown on map issued with 3rd. Aust. Divl. Order No. 113 of 6/12/18.		
9/12/18.	3rd. Aust. M.G. Batta.)			

(Continued P. 124)

(W.E.B.)

123

Date.	UNIT.	AREA.	ROUTE.	REMARKS.
<u>MISCELLANEOUS:</u>				
10/12/18.	Divl. Headqtrs. Divl. Signal Coy. Divl. Salvage Coy. 3rd. A. Sanitary Sect.)	OISEMONT.	"	Under orders from Camp Commandant, and to be clear of HALLENCOURT by 12 noon.
	Headqtrs. 3rd. Aust. Divl. Train. 23rd. Coy. A.A.S.C.) 24th. " " ) 25th. " " )	VILERS-sur-MAREUIL.	-	Under orders of C.O. 3rd. Aust. Divl. Train. To be clear of ALLERY by 11.00.
	Mobile Vety. Section.	HUCHENNEVILLE.	-	Under orders of D.A.D.V.S. To be clear of ALLERY by 11.00.
	D.A.D.O.S.	(To be notified)	-	To be clear of ALLERY by 11.00.
11/12/18.	<u>DIVL. REINFORCEMENT WING.</u> BIENPAY.		-	2 lorries will be provided for move and time of reporting notified.

3rd. Aust. D.H.Q.  
7/12/1918.

(W.B.B.)

Appendix 7

CIVIL TRAINING.CIRCULAR No. 4.7th December, 1918.

With reference to Civil Training Circular No. 2, of 3rd December, 1918.

At a meeting of the Committee of Exhibition of work, it was decided that the competitions should be grouped under the following general headings:

1. A R T.
2. LEATHER WORK.
3. METAL WORK.
4. WOOD WORK.
5. MISCELLANEOUS.

and that a Sub-Committee be entrusted with the framing of Schedules setting out the various sub-heads for competition in each class.

Sub-Committees are, as follows :-

<u>Group</u>	<u>Subject.</u>	<u>Members of Sub - Committee.</u>
1.	<u>A R T.</u>	Capt. R.L. BENNETT, 3rd A.M.G. Bn. (Attached 10th A.I. Bde. H.Qrs). Lieut. G. HALFORD, 9th A.I. Bde. H.Qrs. Lieut. J.W. ALLAN, 3rd Aust. Div. Signal Co. 2/Lt. A.R. GANTWELL, 39th Battalion.
2.	<u>LEATHER WORK:</u>	Capt. R. DeB. O'BRYEN, 41st Battalion. Lieut. H. MCCOLL, 3rd Aust. Div. Train. 2/Lt. H. HEARTY, 44th Battalion.
3.	<u>METAL WORK:</u>	Capt. R. DeB. O'BRYEN, 41st Battalion. Lieut. A. WILLIS, 3rd A. Pioneer Bn. Lieut. H.C. VALENTINE, Divl. Engineers. Lieut. P. F. LARK, 33rd Battalion.
4.	<u>WOOD WORK:</u>	Lieut. P. F. LARK, 33rd Battalion. Lieut. A. WILLIS, 3rd A. Pioneer Bn. Lieut. H.C. VALENTINE, Divl. Engineers. 2/Lieut. A.R. GANTWELL, 39th Battalion.
5.	<u>MISCELLANEOUS:</u>	Major R.D. BARTRAM, D.A.D.M.S. 3rd A. Div. Lieut. H. MCCOLL, 3rd Aust. Div. Train. 2/Lt. H. HEARTY, 44th Battalion.

(R.M).

(P. T. O.)

1123

CIVIL TRAINING  
7th December, 1918  
Circular No. 2

(Sheet 2). CIVIL TRAINING (Continued). 7-12-1918.

Members of these sub-committees were empowered to select sufficient specialists to advise their various groups to enable them to more effectively prepare their schedules. The sub-committees to present at the next meeting a detail of the various subjects in their group.

Lieutenant G. HALFORD, 9th Aust. Infantry Brigade Headquarters was selected as Secretary, and Lieut-Colonel W. S. KING, D.S.O. - (C.O., 3rd Aust. Divisional Train) as President of the Committee.

The question of prizes was discussed, and it was decided to leave this to the next meeting in order to ascertain the probable number required and funds necessary.

The question as to whether it was advisable to limit the supply of tools and materials to that actually supplied by the Division was discussed. It was thought more advisable that this matter be left in the hands of individual units, and for units to procure their own requirements as best they could.

It has been suggested that Officers and men on leave to LONDON or PARIS might be requested to procure any special tools and materials urgently required for anything that may be set out on the schedules.

Lieut - Colonel.  
A. A. & Q. M. G.  
Third Australian Division.

7th Dec., 1918.  
(R. M.)

APPENDIX 7A

CIVIL TRAINING.

8th December, 1918.

ULAR No. 5:

- (1). Classes and Courses in accordance with annexed Table will commence as shown.
- (2). Artillery personnel will proceed direct and report to the formation conducting the class - nominal rolls to be with the Senior N. C. O. of the party. - Personnel from other Formations will report as shown in Table.
- (3). Those selected to attend the Course in Elementary Motor Engineering, Electricity, and Electrical Mechanics are to be chosen from the List - "Q" 52/2/4 dated 30-11-1918.
- (4). Parties reporting to D.A.D.O.S., and to Divisional Train, will carry the unconsumed portion of the day's ration plus 24 hour's rations.
- (5). Men for the Tradesmen's Classes (No. 2 on Table) may be of the following Trades - Fitters, Turners, Blacksmiths, Pin-smiths, Sheet metal workers, carriage builders.
- (6). Classes detailed in Civil Training Circular No. 3 of 6-12-1918, will now commence on 12-12-1918, instead of the 9th instant, as shown.
- (7). Agricultural Lectures detailed in Civil Training Circular No. 1, will be suspended during the move. A fresh time table of dates and localities will be issued later.
- (8). With reference to this Office memo. "Q" 11/54 of 2-12-18, regarding Fitters, Turners and Blacksmiths for G. H. Q., Workshop, Formations will report by 13th instant, the number of men of these Trades available for the next Course.
- (9). It is requested that replies be sent separately on each Course.

8th Decr. 1918.  
(R.M.)c

*[Signature]*  
Lieut - Colonel.  
A. A. & Q. M. G.  
Third Australian Division.

APPENDIX 7A

ALLOTMENT.

ALLOTMENT.											Trades and Occupation.	Qualifications.	To be Attached to.	Period.	Names to be submitted to D.H.Q.	REMARKS.
9th Bde.	10th Bde.	11th Bde.	Artillery	Engineers	M. G. Bn.	Pion. Bn.	Signal Co.	Divisi. Troops	A. A. M. C.							
✓ (1)	1	1	1	1	-	-	1	-	1		Elementary Motor Engineering	18 mcs. at Trade.	Aust. Elec. & Min. Coy. MARSEILLE. (near ARRAS)	52/2/4 4 weeks.	By Wire 12.00 on 10-12-18.	Personnel to report to Divl. Wing 12.00 on 12-12-18; 5 Days rations to be carried.
✓ (2)	3	3	3	1	1	1	-	-	-		Tradesman's Class.	All these trades complete.	5th M. T. Company. 52/1/9	8 weeks.	By Wire 12.00 on 12-12-18.	Personnel to report to Divl. Wing 10.00 on 14-12-1918.
✓ (3)	3	3	3	1	1	-	-	-	1		Motor Car Putting.	Those 18 months at Trade.	-do-	4 weeks. 12-00 on 12-12-18.	-do-	
✓ (4)	1	1	1	-	-	-	-	-	1		Blacksmithing.	6 Months at Trade.	Aust. Corps Work - Shops.	4 weeks from 14/12/18.	By Wire 12.00 on 12-12-18.	Transport arrangements to be made later.
✓ (5)	1	1	1	-	-	-	1	-	-		Tin-smithing.	-do-	-do-	-do-	By Wire 12.00 on 12-12-18.	Transport arrangements to be notified later.
✓ (6)	1	1	1	-	-	-	1	-	-		Cycle Mechanics.	-do-	-do-	-do-	By Wire 12.00 on 12-12-18.	Transport arrangements to be notified later.
✓ (7)	1	1	1	1	1	-	1	-	-		Elec-tricians.	18 Months at Trade.	Aust. Elec. & Min. Coy. MARSEILLE. (Near ARRAS).	4 Weeks. 10-12-18.	By Wire 12.00 on 10-12-18.	Personnel (less Arty) to report to Divl. Wing on 12-12-18; 5 days rations to be carried.

8/12/1918. (R. M.)

(1)

(P. T. O.-

1123  
L I 203 T M B N F. I

	10th Bde.	11th Bde.	Arms.	Engin.	M.C. Co.	P.C. Co.	Signal Co.	Div. Train.	A.A.M.C.	Trades and Occupations.	Qualifications.	To be Attached to.	Period.	Names to be submitted to D. H. Q.	REMARKS.
(3)	-	-	-	-	1	-	-	-	-	Motor Engineers.	18 months at Trade.	Aust. E. & Min. Co. MARCEUIL. (nr. ARRAS)	4 Weeks.	By Wire on 10-12-18, 12.00 noon.	To report to Divl. Wing on 12-12-1918; 5 day's rations to be carried.
(9)	1	1	-	-	-	-	-	-	-	Electric Mechanics.	-do-	-do-	-do-	-do-	do. do.
(10)	1	1	2	-	1	1	-	-	-	Plumbers and Gas-Fitting.	-do-	-do-	4 weeks from 17-12-18.	By Wire 12 noon 12-12-18.	To report to Div. Wing on 14-12-1918. 5 days rations to be carried.
(11)	3	3	3	-	1	1	-	-	1	Tailors.	Trades men.	DADOS. 3rd A. Div.	About 1 Month.	By Wire 12 noon 11-12-18.	Personnel to report 12 noon on 12-12-18 to D. A. D. O. S.
(12)	1	1	1	-	-	-	-	-	-	Gun-smith.	Trades men.	DADOS.	-do-	-do-	do. do.
(13)	1	1	1	-	-	-	-	-	-	Cycle-Mechanics.	Trades men.	DADOS. 52/116	-do-	-do-	do. do.
(14)	2	2	2	-	-	-	-	-	-	Boot-makers.	Trades men.	DADOS.	-do-	-do-	do. do.
(15)	5	5	-	1	1	1	1	-	1	Cooks. 52/118		3rd Aust. Div. Train.	-do-	-do-	Report to C.O. Div. Train 12 noon on 12-12-1918

CIVIL TRAINING.

10th. December, 1918.

CIRCULAR No. 6.

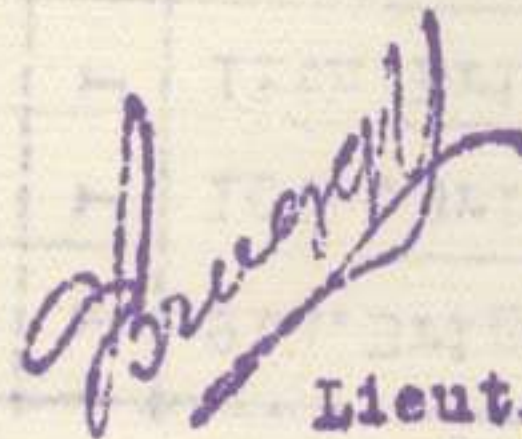
1. Allotment of vacancies to the first series of attachments at G.H.Q. Workshops is shown on Table herewith.
2. It is important that only skilled tradesmen be sent to the Loco. Workshops ST. NIENNE, in order that the work going on at the Workshops may not be interfered with.
3. Nominal Rolls will be furnished on Pro Forma sent out with Q 52/2/0 of 7/12/1918.
4. Field Conduct Sheets will be attached to nominal rolls.
5. Candidates will proceed to the workshops armed and equipped, and will take with them:-  
Blankets,  
Paybooks.
6. Formations will report by December 23rd. the number of men of the undermentioned trades available for the next series of attachments. The number in each trade is to be shown separately:-

SKILLED TRADESMEN.

Blacksmiths  
Boilermakers,  
Platers,  
Coppersmiths,  
Fitters -  
Loco.  
Pipe,  
Tool,  
Westinghouse Brake.  
Turners - ordinary and  
Screwcutting.  
Plumbers, and White  
Metallars.  
Springsmiths,  
Draughtsmen.  
Tubers (boiler)  
Boiler Attendants, or Fireman.  
Electricians.  
Engine Fitters.

NOVICES & APPRENTICES.

Fitters,  
Turners,  
Blacksmiths,  
Coppersmiths,  
Millers,  
Grinders,  
Riveters,  
Technical Storeman.



Lieut.-Colonel.-  
A.A. & Q.M.G.

Third Australian Division.

10/12/1918.  
(W.E.B.)



A L L O T M E N T .										TRADES and OCCUPA- TIONS.	QUALI- FICATIONS.	TO BE ATTACH- ED TO :-	PERIOD.	NAME TO BE SUB- MITTED to D. H. Q.	REMARKS
9th. Brigade	10th. Brigade	11th. Brigade	Artillery	Engineers.	M.G. Battln.	Pioneer Bn.	Divl. Sig. Coy.	Divl. Train.	A. A. M. C.						
1	1	1	1		1				1	Fitters	APPRENTICES.	Tank Corps Central Work- shops, TENNEUR.	30th. Dec. '18 to 14th. Feb. '19.	20/12/1918.	Transport arrange- ments to be notified later.
1										Turners.					
	1									Rivettors.					
			1							Technical Storemen.					
1		1								Boiler- making.	SKILLED TRADESMEN. Candidates will be interviewed at 4th. Army Troops Reception Camp AMIENS.	Locomotive Works ST. ETIENNE.	23rd. Dec., 1918 to 31st. Jan. 1919.	14/12/1918.	Report to Dis- tional Wing on 18/12/18.
2	3	3								Fitters Loco					
						P				Fitters Pipe.					
				1						Fitters Tool					
	1	1								Turners - ordinary & Screw-cutting.					
							1			Plumbers & White metallers					
								1		Springmen & Tubers, Boiler					
1										Electricians					

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*War Diary*  
 9 *Appendix 9*

CIVIL TRAINING.

"Q" 52/9/7

CIRCULAR No. 7.

11th December, 1918.

Hereunder is a list of text books now in stock at the Central Library. These can be supplied in small quantities on requisition at the cost price opposite each book. Units will forward their requisitions through this office.

*Brugge*  
 Lieut.-Colonel.  
 A.A. & Q.M.G.  
 Third Australian Division.

LIST OF BOOKS IN STOCK 5/13/10.

<u>GROUP I.</u>		<u>Cost Price:</u>
Freem	Elements of Agriculture	5.10.
Russell	Soil Concoction & Plant Growth	7. 1.
Smith	Sheep & Wool Industry of Australia	1. 0 $\frac{1}{2}$
Wright	Primer of Horticulture	
<u>GROUP II.</u>		5. 0
Edmond	Steam	
Cottrell		2.11
Slade	Applied Mechanics, Pts. I & II.	4. 2
Isney	Mechanics & Hydrostatics	2. 6
Riley	Building Construction for Beginners	1. 0
Saunders	Motor in a Nutshell	
<u>I. O. S. Pamphlets</u>		
List "A"	Internal Combustion Motor	11. 0
	Motor Vehicles	1. 0
	Motor Car Tyres	1. 0
	Petrol Motors	1. 0
	Maintenance of Petrol Motors	1. 0
	Carburettors	1. 0
	Ignition Devices	1. 0
	Lubrication & Cooling Arrangements	1. 0
	Electric Self Starter	1. 0
List "B"	Navigation	1. 0
	Bench Vices & Floor Work I	1. 0
	" " " " II	1. 0
	Blacksmith Shop Equipment	1. 0
	Light Forging	1. 0
	Power Gas Producers	1. 0
	Stationary Gas Engines I.	1. 0
	" " " " II.	1. 0
	Principles of Mechanics I.	1. 0
	Machine Elements I.	1. 0
	Mechanics of Fluids I.	1. 0
	Pattern Making, Parts I, II, III, IV, V.	1. 0 ea.pt.
	Green Sand Moulding, Parts I, II, III, IV	1. 0 " "
	Electric Mining Practice	1. 0
	Elements of Electricity & Magnetism	1. 0
	Principles of Elec. Mech. I. II.	1. 0 each.

LIST OF BOOKS IN STOCK 5/12/18. (Continued)

Cost Price:

List "B"  
(Cont'd).

	Furniture Making Details	1.0
	" " Styles	1.0
	Masonry	1.0
	" "	1.0
	Elements of Mech. Drawing	1.0
	Architectural Drawing	1.0
	Ore Mining	1.0
	Excavation, I, II	1.0 each
	Mine Pumps, I, II, III	1.0
	Winding, I, II, III, IV.	1.0
	Ventilators, I, II, III	1.0 each
	Steam Boilers, I, II	1.0
	Steam Engines	1.0
	Stationery Engines Management	1.0

GROUP III.

Burton	Advanced Bookkeeping	2.6
"	Elements of Bookkeeping	1.1
Pitman's	Instructors, Shorthand	2.6
"	Rapid Course	2.6

GROUP IV

Wright	Elementary Physics	2.3
Watt	Geology for Beginners	2.11
Willis	Junior Geography of the World	2.11
Tickner	Social & Industrial History of England	2.6
Stevens	Mensuration for Beginners	1.0
Seipmann	French Course, Pts. 1 & 2	2.6
Wolff	Sur le pont	1.3
Scott & Jones	1st. Latin Course	1.5½
	2nd. " "	2.1
		7½
Bacon's	Relief Atlas	1.3
Brown	Caesar's Invasion of Britain	2.1.
Coyen	Principles of English Composition	2.1.
Hall & Stevens	Geometry, Parts I, II, III & IV. (Parts I & II - -	1.6
	" III & IV - -	1.5½
Goikie	Outlines of Field Geology	2.11
Pendlebury	School Arithmetic	2.6
Baker & Bourne	Algebra	3.6
Meiklejohn	Art of Writing English	2.11

GROUP V.

Bailey	Elements of Botany	5.5
Loney	" " Trigonometry	3.4
Morgan	Chemical Biology	6.4½
Oxford	Book of Australian Verse	5.0
Palgrave	Golden Treasury, Vol. IV.	1.8
Nelton	Logical Basis of Education	3.0
Fasnacht	First Year German	1.5½
"	Second " "	3.4

GROUP VI. Kerr. Growth of the British Empire

*War Diary*  
*Appendix 10*

**SECRET.**  
**ADMINISTRATIVE INSTRUCTION No. 67.**

**December 11th, 1918. -**

**1. THIRD AUSTRALIAN DIVISIONAL REINFORCEMENT WING: -**

The Divisional Reinforcement Wing is now established at BIENFAY.

**2. LEAVE:**

All Other Ranks proceeding on leave must report to the Divisional Reinforcement Wing two days prior to the date of crossing; similarly those proceeding on leave in France on the day prior to date of commencement of leave.

For the convenience of those proceeding and returning from Leave, a Motor Lorry will leave daily as under, and proceed along the BLANCOY-ABBEVILLE Road. -

<u>DOUFFENCOURT.</u>	Lorry leaves	11.00
<u>TRANSLAY.</u>	do.	11.20
<u>MARTAINEVILLE.</u>	do.	11.40
<u>HUPPY.</u>	do.	Mid-day.

thence to Reinforcement Wing, BIENFAY.

Units will, so far as possible, arrange for first line transport proceeding to Refilling Points to convey leave personnel as far as the BLANCOY-ABBEVILLE Road.

This Leave lorry will then pick up leave details etc., from Divisional Wing, leaving at 14.00 and proceeding to DOUFFENCOURT, dropping details at the various cross roads on route.

**3. MEN DISCHARGED FROM HOSPITAL.** Men discharged from the 3rd. A. G. Hospital, ABBEVILLE, "fit for duty" will, from the 13th inst, be collected by an Ambulance from this Division at 11.00 daily and conveyed to the Reinforcement Wing, BIENFAY.  
O. C., Divisional Wing, will keep these details for 48 hours and then send them forward on leave lorry.

Sheet -2-. Admin. Instruction No. 67. 11th Dec., 1918.-

4. BOUNDS: Brigade-Commanders will sub-divide their Areas placing a Senior Officer in charge of each.

Maps showing sub-areas, together with name of Officer in charge of each, will be forwarded to this Headquarters by the 13th instant.

OISEMONT is reserved for Divisional Headquarters.

5. ORDNANCE: D.A.D.O.S., is now established at OISEMONT.

6. SUPPLIES: Railhead - PONT ENMY - to 13th instant. From 14th instant, supplies will be drawn from Lines of Communication, No. 9 Detail Store, ABBEVILLE.

7. SANITATION: The 3rd. Aust. Sanitary Section is located at POUCAUCOURT.

8. R. E. MATERIAL: Divisional Dump will be established at OISEMONT on the 12th inst. Indents for material required will be submitted to the C. R. E.

9. DIV. CLOTHING STORE and BATHS OFFICER - HUPPY.

10. AUSTRALIAN COMFORTS' FUND: Divl. Train Headquarters, Villers-sur-MAREUIL.

11. DIVL. CANTEEN'S CENTRAL STORE: LONGUEMONT, North of MARTAINVILLE.

12. Y.M.C.A. Headquarters: OISEMONT; Billots Nos. 27 and 84a.

13. ACKNOWLEDGE.

(J.I.C./R.M).-

*J. J. M. M.*  
Lieut - Colonel.  
A.A. & Q.M.G.-  
Third Australian Division.

DISTRIBUTION: To all Recipients of Administrative Instruction No. 66.-

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Man Diary

Appendix 11

NO 74/343.

TO ALL UNITS.

re. PEACE DESPATCH.

The instructions regarding the Supplementary New Year's Despatch, 1919, issued on the 19th. November, 1918, (No. "N" 74/343) is cancelled.

Instructions have now been received for the preparation of a final Honours Despatch, which will be known as the "Peace Despatch".

The period to be covered will be from September 17th. inclusive, to December 31st. inclusive. Recommendations in connection with this Despatch should include:-

- (a). Services rendered between midnight 16/17th. September and cessation of hostilities - November 11th.
- (b). Services rendered between the cessation of hostilities (Nov. 11th) and the closing date of the Peace Despatch, (midnight 31st. December 1918/1st. Jan. 1919). Although the allotment has been based on the composition of the Forces previous to this period, recommendations must come out of the allotment of the officer making the recommendation. Recommendations will necessarily be exceptional and should only be submitted in special cases. No extra allotment can be given to meet such cases.
- (c). Services which do not fall under (a) or (b) above in the case of officers, soldiers or others under your command, whose names may have possibly been held over for future consideration, or whose services - rendered during the period covered by the New Year's Despatch 1919 (Feby. 25th.-Sept. 16th) - were brought to notice subsequent to the closing of that Despatch.

2. Recommendations for the Peace Despatch will not be submitted until AFTER the New Year's Gazette 1919, has been published.

YOUR RECOMMENDATIONS must reach these Headquarters not later than 6th. January 1919.

3. (a). Headquarters of Formations will be responsible for the submission of recommendations concerning all those who were under their command, or administered by them at 11 a.m. on Novbr. 11th. 1918. If there is any doubt in the case of a unit on the move at that hour, it will count as part of the formation it has just left.

(b). At the same time any reward recommended for an officer or man who may have left a formation in which he is considered to have earned reward, must form part of those of the officer making the recommendation.

(c). No recommendation will be sent to the formation to which the officer or man may have been transferred. An exception may be made in the case of a recommendation for the Commander of a Formation or unit which has been transferred complete.

(P.T.O.)

(a). Recommendations for commanders will come out of the allotment to the unit which they command.

4. The proportion of honours to mentions for officers will be 2 to 3. A separate allotment of Honours and Mentions will be given for "other ranks", the proportion being 3 medals to 1 mention. The number of recommendations submitted for the D.C.M. will in no case be larger than those for the M.S.M.

5. (a). Except in special circumstances, or for particularly gallant services, no officer should be recommended who has received two rewards in any of the following Gazettes, or Supplements, bearing the same date:-  
1st. Jan. 1918. 3rd. June 1918. 1st. Jan. 1919.

Two rewards are to be regarded as either two promotions, brevet or substantive, or one promotion and one decoration, or two decorations.

(b). If an officer or man received an honour in the Gazette bearing date Jan. 1st. 1919, a recommendation for an honour in this Peace Despatch should be most exceptional (See para 59 (a) of S.S. 477).

(c). Excessive rewards or duplication of rewards should be carefully guarded against, and it must be impressed on all concerned that when framing recommendations the rewards already conferred on the individual during the war must not be lost sight of.

6. Special attention is drawn to the amendments to para 64(a) of S.S. 477 which were issued with G.R.O. 5667, regarding recommendations for the award of the M.S.M.

7. Recommendations for the Peace Despatch will be prepared and assembled in exactly the same manner as previously and in accordance with the instructions contained in Section III of S.S. 477 dated September 1918.

8. For instructions regarding the conditions governing the award of the B.E.O., D.S.O., and M.C., see attachment marked "A".

9. (a). Particulars of all officers must be verified by the latest available official list and a certificate forwarded to that effect.


(b). Recommendations for different honours should NOT be on the same form.

(c). Recommendations for officers and other ranks belonging to different arms of the Service must not be submitted on the same Army Form.

(d). Denomination and class of all Chaplains must be given.

(e). An alternative should (where possible) be stated with all recommendations for brevet or substantive promotion.

(f). Attention is directed to War Office letter No. 0137/5232 (M.S.E.) (issued in connection with the last Despatch) regarding qualifications for the award of the D.S.O., M.C., and D.C.M.

  
Lieut.-Colonel.  
A.A. & Q.M.G.  
Third Australian Division.

12/12/1918.  
(W.E.B)

APPENDIX "A".

The following rules will be observed in recommending for the British Empire Order, the Distinguished Service Order, and the Military Cross in the Honours Despatch.

(a). The award of the D.S.O. and the M.C. will be recommended for "services in action" only.

(b). "Services in action" will be held to mean:-

- (i). Services under fire.
- (ii). Distinguished individual services in connection with air raids, bombardments, or other enemy action which at the time produces conditions equivalent to services in actual combat, and demands the same personal elements of command, initiative or control on the part of the individuals and, in a lesser degree only possibly, entails the same risks.

(c). The wish of the Army Council is that the B.E.O. shall be considered to bear the same relation to the D.S.O. and M.C. in the case of officers, as the M.S.M. bears to the D.C.M. and M.M. in the case of other ranks.

(d). The appointment held by the individual (whether Staff, Departmental or Regimental) has no bearing on the case; the services performed by him are the criterion.

(e). In submitting recommendations for the D.S.O. and M.C., A.F.W. 3121 must show clearly that the action for which the recommendation is made comply with the above rules; unless this is done the D.S.O. and M.C. will not be awarded.

(f). The following examples are given by M.S. to G. in C. as typical cases in which one or other of these rewards should be recommended:-

A Transport Officer is recommended for wholehearted devotion to his especial duty. He has lavished time and labour on his animals and vehicles, with the result that the unit has frequently been complimented on their state by superior authority, and has won the first prize at an Army show. The B.E.O. is a suitable reward.

Another Transport Officer has never failed to deliver ammunition and rations to his unit, night after night he has been exposed to shell and machine gun fire, but he has always succeeded in his task. The D.S.O. or M.C. would be the reward.

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War diary

Appendix 12

CIRCULAR MEMORANDUM No. "Q" 42/34.

12th. December, 1918.

The following instructions are issued with a view to assist in the compilation of the Demobilization Form recently issued:-

1. One officer per Company<sup>or</sup> equivalent unit will be selected to fill in a form for each Officer and Other Rank of the Company etc., commencing on the 17th. inst.

2. The form is to be explained to the Companies before the 17th. inst., and a copy posted on each Company and Battalion Notice Board.

No answers are to be recorded unless the question and its bearing has been explained in the hearing of the soldier concerned. No addition or alteration is to be made after the soldier has signed, but the form may be cancelled upon dispute, and a fresh one made out.

Care is to be taken to ensure that the form is carefully and neatly made out in ink by the officer or clerk concerned.

3. The forms will be completed alphabetically.

4. Where more than one occupation has been followed for any length of time, such occupations should be mentioned in paras 8 and (d) of the form. If there is not sufficient space to give full details opposite those paras, they should be entered in the column for General Remarks and cross referenced.

5. Under General Remarks, soldiers should be recommended to record:-

- (a).- Total service in the field.
- (b).- Whether wounded (and action) number of times, severity of wounds, M.I.D.
- (c).- Nature of employment and promotion in A.I.F.
- (j).- Whether desirous to live in Country or City.
- (k).- Whether willing to work at other trades.
- (l).- Land and cash desired.

6. It is in the Soldier's interest to record all dependants, i.e. if married, and with or without children, the dependance (partly or wholly) of parents, sisters, etc.

7. Headquarters of Units will file one sheet of the attached pro forma for each Demobilization form sent in.

*W. H. Murray*  
Lieut.-Colonel.  
A.A. & Q.M.G.  
Third Australian Division

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REGIMENTAL MEMORANDUM No. 12/12/18

12th December 1918

The following instructions are issued with the completion of the Demobilisation Form

UNIT..... **Regtl. No.**.....

**N A M E** .....

One officer per company/ equivalent unit will be selected to fill in a form for each officer and send back of the Company

Left AUSTRALIA on.....

DEPENDANTS.

OCCUPATION before Enlistment (in order).

Any change desired and nature.

Any employments promised - Nature and Address.

Any Classes or Training desired.

Promotions and Employments in A.I.F.

WOUNDS.

HEALTH.

Former and future Residence.

Desired Residence.

Willing to work at.

Land and Cash

D.H.Q. 12/12/1918.

(W.E.B)

Headquarters of Unit will fill one sheet of the attached pro forma for each Demobilisation form sent in.

CIVIL TRAINING.

CIRCULAR No. 8.

12th December, 1918.

1. It is proposed to establish a small class in Practical Pharmacy at each Field Ambulance.

Units will report by 16th December, 1918, the number of men who are desirous of attending courses, as under:

- (a) Apprentices, or Learners in Pharmaceutical Chemistry.
- (b) Qualified Pharmaceutical Chemists.

For (b) it is proposed to hold meetings for discussion of recent advances in Pharmaceutical Chemistry, and for general discussions.

2. Nominations of Officers for the following are required at this Office by 12.00 on 15th December. Full particulars of qualifications are to be submitted with nominations.

(a) Officer with at least three years Mechanical experience for attachment to the ST. ETIENNE LOGO. WORKS for period 22nd Decr. to 31st January.

(b) Officer with Mechanical Marine Engineering experience for attachment to Inland Water Transport troops, PORT GASSION, AIRE. Selection will be made at Corps Headquarters, and units will be notified accordingly.

3. The Table herewith shows the allotment of vacancies for attachment at DIEPPE DOCKS, and SHOPS of INLAND WATER TRANSPORT.

Skilled Tradesmen are to be detailed for these attachments. Candidates will be interviewed at 4th Army Reception Camp, AMIENS.

Nominal rolls (one for DIEPPE DOCKS Party and one for INLAND WATER TRANSPORT Party) will be furnished on "pro forma" sent out with "Q" 52/2/8 of 7-12-1918. -

Field Conduct Sheets will be attached to nominal rolls. Candidates will take with them:-

Arms, Equipment, Blankets, Pay books.

4. Formations will report by Decr., 23rd, the number of men of the undermentioned Trades available for the next series of attachments:

DIEPPE DOCKS.

- Blacksmiths (ordinary)
- Carpenters.
- Crane Drivers (steam).
- Electricians.
- Fitters (Ordinary).
- Plate layers.
- Watermen.

INLAND WATER TRANSPORT.

- Blacksmiths.
- Rivottors.
- Platers.
- Carpenters and Joiners.
- Civil Engineers.
- Draughtsman.
- Electricians.
- Marine Firemen.
- Marine Fitters.
- Shipwrights.
- Watermen and Lightermen.

*AM Dayton* major  
Lieut - Colonel.  
A.A. & Q.M.G.  
Third Australian Division.

(A.W.T/R.M.)

ALLOCATION.					TRADE.	QUALIFI - CATION.	ED BE AT - TACHED TO.	PERIOD.	NOMINAL ROLL TO REACH D. H. Q.On.	REMARKS.
9th Bde.	10th Bde.	11th Bde.	Engineers.	Pioneer Bn.						
2	-	-	-	-	Crane Drivers, (Steam).	Skilled Tradesmen.	DILPES DOCKS.	22nd Decr. to 31st Jany.	12.00 on 15-12-1918, (see para 3).	Report to Divl. Wing on 18-12-18, thence to 4th Army Reception Camp, AMIENS. -
-	1	-	-	-	Plate Layers.					
-	1	-	-	-	Water men.					
-	-	1	-	-	Blacksmiths.	Skilled Tradesmen.	SHOPS OF INLAND WATER TRANSPORT.	22nd Decr. to 31st Jany.	12.00 on 15-12-1918. (see para 3).	Report to Divl. Wing on 18-12-18, thence to 4th Army Reception Camp, AMIENS.-
-	-	1	-	-	Carpenter & Joiner.					
-	-	-	1	-	Draughtsman.					
-	-	-	-	1	Marine Fitters.					
1	1	1	-	-	Watermen and Lightermen.					

(12)  
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TO ALL UNITS:

FORFEITURES - A.F.s. D. 2069.

Further to instructions issued under this office "Q" 40/307 of 18- 11- 1918.

In many instances Forfeitures are still calculated incorrectly.

Attention is directed to "RETURNS FOR MAINTENANCE OF RECORD" para: 27, dated 29-10-1918, issued by Australian Section, 3rd. Echelon, G. H. Q.

Forfeitures must be reckoned from date of first investigation to date of promulgation of sentence, and N O T to date of award. Date of award to date of promulgation is concurrent.

*J. L. C.*

Major,  
 D. A. A. G.  
 Third Australian Division.

13th Decr. 1918.  
 (J.L.C/R.M.)

*J*

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*Appendix 15*

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S E R I E S.

Case No. ....

"A. & Q" NOTES FOR WEEK ENDING 7th Decr. 1918.

13th December, 1918.

FIGHTING STRENGTH, W.E. 7-12-1918.

UNIT.	"A".		"B".		"A" MINUS "B".	
	Strength excluding "Attached".		Not present with Unit, and not at disposal of G.O. (Inc. in Col. "A")		Available Fighting Strength (inc. personnel of Battalion Transport & Q.M. Stores.)	
	Off.	O.R.	Off.	O.R.	Off.	O.R.
33rd Battaln.	39	717	8	66	31	651.
34th do.	42	688	4	66	38	622.
35th do.	41	714	4	68	37	646.
38th Battaln.	41	709	6	71	35	638.
39th do.	43	607	7	63	36	544.
40th do.	43	690	7	46	36	644.
41st Battln.	51	1039	7	150	44	889.
43rd do.	56	550	6	84	50	466.
44th do.	41	512	1	95	40	417.
3rd A.M.G. Bn.	53	885	9	86	44	799.
3rd A.Pion.Bn.	43	782	8	71	35	711.
<b>TOTALS.</b>	<b>493</b>	<b>7893.</b>	<b>67</b>	<b>866.</b>	<b>426</b>	<b>7027.</b>

STATEMENT OF PUNISHMENTS AWARDED DURING WEEK ENDING 7. 12. 1918.

Formation.	Desertion.	A.W.L.	Drunkenness.	Improperly Dressed.	Other Offences.
3rd Aust. D.H.Q.,	-	1	-	-	-
Div. Signal Co.	-	2	-	-	-
Div. Engineers.	-	2	-	1	2
9th A. I. Brigade.	-	13	1	-	6
10th do.	-	7	1	-	-
11th do.	-	5	1	-	-
2nd A.M.G. Battn.	-	2	-	-	-
3rd A.Pioneer Bn.	-	4	-	-	-
A. A. M. G.-	-	5	-	-	1
Div. Salvage Coy.	-	-	-	-	-
<b>TOTALS.</b>	-	<b>42.</b>	<b>3.</b>	<b>1.</b>	<b>9.</b>

(. P. . . O.-)

(R. M.)-

100

REINFORCEMENTS ARRIVED AT THIRD AUST. DIV. REINFORCEMENT WING DURING THE WEEK ENDED 7. 12. 1918.

<u>Formation.</u>	<u>Officers.</u>	<u>D. Ranks.</u>
Divisional Artillery.	-	2.
Divisional Engineers.	-	7.
Divisional Signal Coy.	-	11.
9th Aust. Infantry Brigade.	17	128.
10th -do-	10	116.
11th -do-	10	148.
3rd Aust. M. G. Battalion.	-	76.
3rd Aust. Pioneer Battaln.	2	31.
A. A. M. C.	-	14.
3rd Aust. Mob. Vet. Section.	-	5.
3rd Aust. Div. Salvage Co.	-	1.
<b>TOTALS.</b>	<b>39.</b>	<b>537.</b>

STATEMENT OF DISEASE ADMISSIONS TO FIELD AMBULANCES For period Noon 30-11-18 to Noon 7-12-1918.

<u>Formation:</u>	<u>R.</u>	<u>U.</u>	<u>O.</u>	<u>Bronchitis.</u>	<u>Debility.</u>	<u>Diarrhoea.</u>	<u>Influenza, Colds, Tracheitis, etc.</u>	<u>Veneral Disease.</u>	<u>Scabies.</u>	<u>Skin Diseases other than Scabj.</u>	<u>Minor Surgical.</u>	<u>Other Diseases.</u>	<u>TOTAL.</u>
Div. Hqdqrs.	-	-	-	-	-	-	-	-	-	-	4	6	14
Engineers.	-	-	-	-	-	-	-	-	-	-	1	1	2
Div. Signal Co.	-	-	-	-	-	-	-	-	-	-	1	1	2
34th Battaln.	-	-	-	1	-	-	-	-	-	-	1	2	7
34th do.	-	-	-	-	-	-	-	-	-	-	1	2	3
35th do.	-	-	-	-	-	-	-	-	-	-	1	1	4
9th ALFM. By.	-	-	-	3	-	-	-	-	-	-	1	1	7
10th Bde H.Q.	-	-	-	-	-	-	-	-	-	-	1	1	3
36th Battln.	-	-	-	-	-	-	3	-	-	-	1	1	3
39th do.	-	-	-	-	-	-	1	-	-	-	1	1	2
40th do.	-	-	-	-	-	-	1	-	-	-	1	1	19
41st do.	1	-	-	1	-	-	1	-	-	-	1	1	4
43rd do.	-	-	-	-	-	-	2	-	-	-	1	1	9
44th do.	-	-	-	-	-	-	3	-	-	-	1	1	10
M. G. Battn.	-	-	-	-	1	-	3	-	-	-	1	3	8
Pioneer Bn.	-	-	-	-	-	-	2	-	-	-	1	1	2
9th Fld. Ambca.	-	-	-	-	-	-	2	-	-	-	1	1	2
10th do.	-	-	-	-	-	-	2	-	-	-	1	1	5
11th do.	-	-	-	-	-	-	1	-	-	-	1	1	5
Divl. Train.	-	-	-	-	-	-	1	-	-	-	1	1	1
Salvage Coy.	-	-	-	-	-	-	-	-	-	1	13	45	115.
<b>TOTAL.</b>	<b>1</b>	<b>5</b>	<b>2</b>	<b>1</b>	<b>39</b>	<b>8</b>	<b>-</b>	<b>1</b>	<b>13</b>	<b>45</b>	<b>115.</b>		

(R. M.)

(Continued).

- 3 -  
RETURN OF FAT AND DRIPPING DESPATCHED TO THE BASE  
FOR WEEK ENDING 7th December, 1918.

<u>UNIT.</u>	<u>"A" CLASS.</u> lbs.	<u>"B" CLASS.</u> lbs.	<u>TOTAL.</u> lbs.
Div. Artillery.	-	45.	45.
9th A. I. Brigade.	53.	--	53.
10th A. I. Brigade.	90.	--	90.
11th A. I. Brigade.	145.	--	145.
3rd A. Div. Train.	35.	--	35.
<u>TOTALS.</u>	323.	45.	368.

RETURN OF PAPER, CARDBOARD AND JAM CARTONS SALVED AND SENT TO  
BASE FOR WEEK ENDING 7th December, 1918.

<u>UNIT.</u>	<u>PAPER.</u> lbs.	<u>CARDBOARD.</u> lbs.	<u>JAM CARTONS.</u> lbs.
Divisional Hdqrs.	90.	30.	10.
Divisional Artillery.	14.	16.	--
Divisional Engineers.	30.	--	--
Divl. Signal Company.	25.	25.	25.
9th A. I. Brigade.	130.	53.	86.
10th A. I. Brigade.	100.	22.	10.
11th A. I. Brigade.	72.	124.	83.
3rd Aust. Div. Train.	23.	123.	26.
3rd A. A. M. C.	166.	94.	70.
<u>TOTALS.-</u>	658.	487.	310.

*James*  
 Lieut - Colonel.  
 A. A. & Q. M. G.  
 Third Australian Division.

(R.M.)--



*War Diary**Appendix 16***CIVIL TRAINING.**CIRCULAR No. 9.14th. December, 1918.

Reference Civil Training Circular No. 1  
the Agricultural lectures will be continued at various centres  
in accordance with Table herewith.

The lectures are as follows:-

Major L.E. MCKENZIE, D.S.O.	D.A.D.V.S.	3rd. Aust. Divn.
Major PHILLIPS, DSO, MC.		
Lieut. J.O. HENRICK, B.A. B.Sa.	Lecturer,	Hawkesbury Agri. College.
Lieut. JEAYS,		Poultry Expert.
Lieut. E.H. BUGG,		Horticultural Dept. Victoria.
Serjt. SKEWES,		Expert Fertilizer.
Serjt. O.W. WILSON,		Wool classing expert.
L/Cpl. P.F. NUTTALL,		Bee Expert.
Pte. L.J. HARRIGAN,		Dairy Expert.
Pte. R.C. SEATON,		Wool buyer.

Units in the proximity of centres at which lectures are to be given will notify the Infantry Brigade concerned of the number they wish to attend by 12.00 on Sunday, 15th. inst.

The times for lectures will be:-

9th. A.I. Bde. centres	-	-	09.30.
11th. " "	-	-	11.00.
3rd. A.M.G. Battn.	-	-	11.00.
3rd. A. Pioneer Battn.	-	-	10.00

(W.E.B.)

*W. Bayly*  
Major  
for Lieut. Colonel.  
A.A. & Q.M.G.  
Third Australian Division.

Unit or Formation.	CENTRE.	16th. Decbr.	17th. Decbr.	18th. Decbr.	19th. Decbr.	20th. Decbr.	21st. Decbr.
9th. Brigade	FEUQUIERES	Fertilizers. Sgt. SKELLES.	Wool. What the buyer expects from the Farmer. Pte. SETON.	Orchards. Lt. BUGG.	Dairying. Pte. HARRIGAN.	Bee-keeping. L/Cpl. NUTFALL.	Wool-classing. Sgt. WILSON.
9th. Brigade	BUIGNY.	Wool- classing. Sgt. WILSON.	Agriculture. Lt. HENRICK.	Wool. What the buyer expects from the Farmer. Pte. SETON.	Poultry. Lt. JEAYS.	Orchards. Lt. BUGG.	Veterinary. Major MCKENZIE.
11th. Brigade.	St. MAXENT.	Sugar growing & manufacture of Sugar. Major PHILLIPS.	Wool- classing. Sgt. WILSON.	Fertilizer. Sgt. SKELLES.	Wool. What the buyer expects from the Farmer. Pte. SETON.	POULTRY. Lt. JEAYS.	DAIRYING. Pte. HARRIGAN.
11th. Brigade	CERISY.	Poultry. Lt. JEAYS.	Sugar growing & manufacture of sugar. Major PHILLIPS.	Wool- Classing. Sgt. WILSON.	AGRICULTURE. Lieut. HENRICK.	Wool. What the buyer expects from the farmer. Pte. SETON.	POULTRY. Lieut. JEAYS.
3rd. A. Pioneer Battln.	HUPPY.	Orchards. Lt. BUGG.	Poultry. Lt. JEAYS.	Bee-keeping. L/Cpl. NUTFALL.	Wool-classing. Sgt. WILSON.	Fertilizers. Sgt. SKELLES.	WOOL-What the buyer expects (from the farmer) Pte. SETON.
3rd. Aust. M.G. Battalion.	RAMBURES.	Wool: What Buyer expects from the Farmer. Pte. SETON.	Dairying. Pte. HARRIGAN.	Poultry. Lt. JEAYS.	Veterinary. Major MCKENZIE.	Wool Classing. Sgt. WILSON.	Agriculture. Lt. HENRICK.

War Diary

Appendix 17

CIRCULAR MEMORANDUM : "Q" 125/50.  
HISTORICAL RECORDS. No. 1.

1. The C. C. G., considers it desirable that the work of compiling and verifying the foundations for Historical Records of Units should progress on uniform principles throughout the Third Division. The work should be entrusted to a small permanent committee, and is to be considered as military duty of the greatest value. Facilities will be given to obtain or consult the A.I.F. Records in London.

2. A "Calendar of Events" will be compiled for each unit from date of formation to the present, showing for each day :

- (a). Date and day of week.
- (b). Chief incident of the day.
- (c). Strength present with the unit (changes of 10 or over) and casualties in action (if any).
- (d). Location of Headquarters of units at nightfall.

1917.	:		:	18 Offs,	575 O.R.	:	
January	:	Line at ESTAMINETEN.	:	1 " "	6 K.I.A.	:	RMD
17th. F.	:	Casualties -	:	2 " "	21 W.	:	HOUSE.

3. "Strength Statement" showing -

- (a). Total number of Officers and Other Ranks who have actually served with the Unit - (a.1) of those who served in France - (a.2) throughout in France to 11-11-1918.
- (b). Total action casualties.
  - (i) Killed in action (including Died of Wounds and Missing, believed killed).
  - (ii) Wounded.
  - (iii) Prisoners (including Missing, believed prisoner).
- (c). Total sickness casualties
  - (i) Died of Disease.
  - (ii) Invalided to Australia (or otherwise discharged etc) not through Field Ambulances.
  - (iii) Evacuations to Field Ambulances in France.
- (d). Summary showing the following proportions :-
 

Killed to total	{ a.1 }	for Offrs. & for O.Ranks.
Wounded -	{ a.1 }	
Prisoners -	{ a.1 }	
Died -	{ A }	
Invalided -	{ A }	

4. Statement of number of Prisoners taken and Trophies captured showing date, Place, and nature.

(R.M).

(P. T. O.-

5. "Statement of Line Service of Units" showing, inclusive dates :

- (a) Of operations (including holding the line), i.e. nearest to the Boche,
- (b) In support, i.e., directly supporting a front line unit,
- (c) In Reserve, i.e., when neither in support nor at rest,
- (d) Of rest periods i.e., when not subjected to more than Air-bombing or H. V. Long Range gun fire.

The above applies to Infantry Battalions, and other Arms and branches conform as far as feasible.

6. "Mustor Roll" of all Officers and Other Ranks who have actually served with the unit showing :-

- (a). Date of enlistment.
- (b). Date of Joining.
- (c). Date of leaving (i.e., transfer, discharge, death, Invaliding).
- (d). Actions at which present and immediate awards and wounds.
- (e). Remarks (Promotions; Honours other than (d)).

7. "Statement of Offences" dealt with by Court-Martial or C.O., for which a punishment has been awarded whilst on strength of his unit.

- (a). Present with unit in France.
- (b). In France, but not present with units (i.e., outside Brigade or equivalent.
- (c). Elsewhere (England or voyage, etc.)

The Offences to be grouped as follows :-

- (a). Desertion or absence to avoid an action.
- (a.a) Desertion or absence not held to be disgraceful.
- (b). Offences against discipline - showing insubordination.
- (bb). Offences amounting to neglect.
- (c). Offences against property (theft, destruction etc).
- (d). Drunkenness.
- (e). Miscellaneous.

An Offence is held to be the most serious of any charges brought in the order, A, B, C, AA, BB, D, E. -

In each of the three Divisions, a separate total will be made for each group of offences to show the number of men concerned.

Where active service in France is concerned, it is desirable that this information should be recorded by weeks, based on the date of offence.

8. Roll of Honours for service with the Unit in the following order: -

- V. C.
- British Orders (C.B., C.M.G., D.S.O., D.E.:-
- " Decorations - M.C., D.C.M., M.S.M., M.M. B.E.
- Foreign Orders
- Decorations.

The date and operation should be given for immediate award, the date of London Gazette for half-yearly awards.

(R.M).

(Continued).

- 3 - HISTORICAL RECORDS No. 1 (Continued).

9. Where reliable data is available, it is very desirable to record an analysis of :

- (a). Officers with previous Commissioned Service
  - R.M.F. ....
  - A.I.F. ....
- Officers with Service in O.R., and never Commissioned previously, .....
- Officers with no previous military experience .....

TOTAL SERVED.

- Officers commissioned direct from the ranks of the A. I. F. ....
- do- -do- from Cadet Battalions. ....
- do- of Reinforcements . ....

Civil occupations of Officers commissioned from the ranks or Cadet Battalions.

Average age of Officers Commissioned from the ranks or Cadet Battalions ..... years.

Average service of above on being commissioned.....months.

Civil occupations of O.R., serving on .....

Percentage of above, Married; Single; Widowers.

Average age of above ..... years.

Average service of above in A.I.F. ....Months.  
-do- in the Field ..... do.

Roll (or number) of all ranks who have served continuously (except leave) during service of unit in France up to 11-11-1918.

Average number of days leave in England from France.

Noteworthy percentages of casualties to numbers engaged, i.e. - "Operations MESSINES 1917 - percentage 23%" etc. etc.-

Lieut - Colonel.  
A. A. & Q. M. G.  
Third Australian Division.

Sgt Aust. D. H. G.,  
16th December, 1918.  
(R.M).

*War Diary*  
*Appendix 18*

C I V I L T R A I N I N G .

CIRCULAR No. 10:

17th December, 1918.

1. DEMONSTRATION IN TRACTOR PLOUGHING:

There will be a demonstration in Tractor Ploughing at the G. H. Q., Farm, CORBIE, on Monday, December 23rd. The Demonstration is intended primarily for Officers, but there is no objection to Other Ranks being sent.

The object of the Demonstration is to compare the relative values of tractors and horses in ploughing, and also to illustrate the various types of tractors in use.

The Demonstration will be preceded by a short lecture, and will last in all approximately four hours.

Units will advise this Office on 18th instant as to numbers of Officers and other ranks wishing to attend

2. ATTACHMENTS TO ORDNANCE BASE WORKSHOPS:

Vacancies have been allotted to this Division for the first series of attachments to Ordnance Base Workshops, beginning on 6th January, 1919, and dispersing on 9th February, 1919.

In order that the work going on at the shops may not be interfered with, it is important that only skilled tradesmen be sent.

Nominal rolls of applicants on pro forms sent out with "Q" 52/2/3 of 7-12-18, will be submitted to this office not later than 21-12-18 for Trades in List "A", and at the same time, numbers of tradesmen in Lists "A" and "B" who are available for the second series of attachments, will be sent in.

LIST "A".

- Carpenters.
- Wheelers.
- Saddlers.
- Fitters.
- Blacksmiths.
- Hammermen.
- Moulders.
- Tinsmiths.
- Cycle fitters.
- Gun Shop fitters.

LIST "B".

- Painters.
- Machine Shop Driller.
- Furners.
- Leather stitchers.
- Instrument-makers.
- Coppersmiths.
- Pattern-makers.
- Electricians.
- Machine Shop (lathe)
- Carpenter (machinist).
- Carpenter and Packing Case maker.
- Tarpaulin Mender.

3. 353rd ELECTRICAL AND MECHANICAL COMPANY, R. E.--

It has been decided to use the resources of the 353rd Electrical and Mechanical Company, R.E., in providing practical training for selected officers and other ranks.

The 353rd E. & M. Company will be re-organised for purposes of instruction on the lines of a modern Engineering Works, engaged in the manufacture, repair and installation of machinery; and, in addition, in the construction of Extra High Tension overhead power lines and sub-stations, and the Running and Maintenance of Power Stations.

(R.M.).

P. T. O.

353rd ELECTRICAL AND MECHANICAL COY., R.M. - (Continued).

While the output of the workshops will be regulated in accordance with actual military requirements, all work will be estimated for and carried out strictly on costs basis, exactly as would be the case were the work in a Contractor's hands.

The personnel attached for instruction will run the whole business, under the guidance of selected Officers, W.C.Os. and men of the Company. Students, however, will be required to instruct those employed under them, subject to the supervision of the Company's instructional staff, and will in turn receive instruction from the latter.

It is hoped to be able to give facilities to those wishing to sit for an Engineering Degree or Special Certificate of a Higher Standard than the Board of Education (last stage) or the City and Guilds of London Institute (first stage).

The attachment will take effect from the 7th January, 1919.

The enterprise offers valuable experience for Technical Officers and men, prior to their return to their Civil occupations. The acceptance of vacancies will not prejudice any priority in the order of demobilization.

In the selection of Candidates only skilled staff and works hands will be considered.

Nominal Rolls of applicants, with qualifications in accordance with Pro Forms forwarded with this office HQ 52/2/8, of 7-12-1918, will be forwarded to reach this office not later than ... 21st instant.

Vacancies are, as under :-

<u>COSTS DEPARTMENT.</u>			
Feed and Speed Men.	...	...	One Other Rank.
<u>TESTS DEPARTMENT:</u>			
Assistants Engine Drivers.	...	...	1 O.Rank.
<u>FACTORY ENGINEERS DEPT:</u>			
Shift Engineer.	...	...	1 Officer.
<u>CHIEF ELECTRICAL ENGINEERS DEPT:</u>			
Mains Chargehands.	...	...	1 Other Rank.
" Linesmen.	...	...	1 Other Rank.
Fitters Engine, Mates	...	...	1 Other Rank.
<u>WORKS DEPARTMENT (Includ-</u>			
ing Finsmiths).	...	...	1 Other Rank.
<u>FOUNDRY:</u>			
Moulders Iron.	...	...	1 Other Rank.
<u>MACHINE SHOPS.</u>			
Furners.	...	...	1 Other Rank.
<u>FITTING BAY:</u>			
Engine Fitters Steam.	...	...	1 Other Rank.
" " Oil & Petrol.	...	...	1 Other Rank.
<u>SMITHS SHOP.</u>			
Scrapers.	...	...	1 Other Rank.
<u>PLUMBERS SHOPS.</u>			
Coppersmiths (Pipework)	...	...	1 Other Rank.
<u>WINDING SHOP.</u>			
Coil Winders.	...	...	1 Other Rank.
			(Total 1 Officer, 13 Other Ranks).

(Continued).

(R.M.).

- sheet 3 - Civil Training Circular No. 10. - 17-12-1918.  
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4. It is probable that vacancies will be allotted very shortly to this Division for the following :-

COURSES in FORESTRY. - For Officers and Other Ranks.  
Duration of Course - 3 weeks - to be spent at:

1st week. - HAWY FOREST.  
2nd week. - BROTONNE FOREST.  
3rd week. - LYONS FOREST.

Units will report as early as possible the number of vacancies which could be filled.

17th December, 1918.  
(A.W.T/R.M.)-

*A. W. T. R. M.*  
*Major*  
for Lieut - Colonel.  
A. A. & Q. M. G.  
The Australian Division.