

AWM4

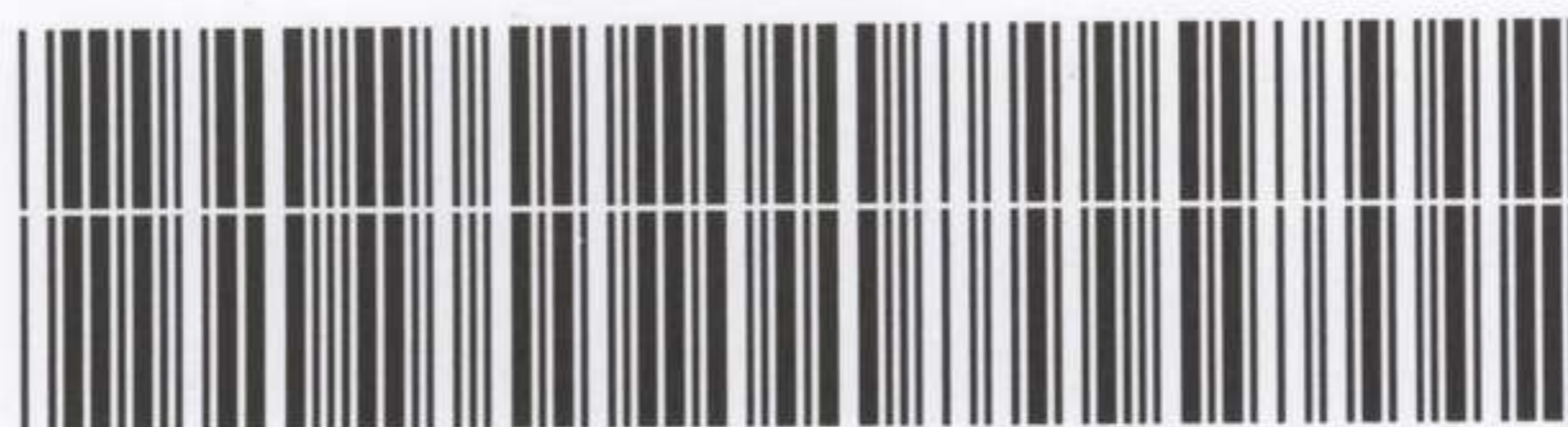
**Australian Imperial Force unit war diaries,
1914-18 War**

Medical, Dental & Nursing

Item number: 26/84/1

**Title: 1st Australian Convalescent Depot,
Le Havre**

April 1918



AWM4-26/84/1

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.

1st Australian or Convalescent Depot

INTELLIGENCE SUMMARY.

(Erase heading not required.)

Place	Date	Hour /	Summary of Events and Information	Remarks and references to Appendices
Havre	18th April 1918.		<p>The 1st Australian Convalescent Depot was authorised by A.I.F. Order 1160, dated 19th March, 1918. This provided for an Establishment as laid down in War Establishments part VIIa No.575, with the addition of ten P.B. men to be attached as Cooks. The Commanding Officers of the Australian Base Depots were instructed to select "B" Class N.C.Os and men whom they considered suitable for positions on the staff as laid down in War Establishment, and to forward Nominal Rolls of N.C.Os and men selected and recommended to O.C. Reinforcements, Havre. On the recommendation of the D.M.S., A.I.F., the G.O.C., A.I.F., approved of the following appointments and transfers of officers for the Convalescent Depot on the 28th March, 1918;---</p> <p>(a) <u>Lieut-Colonel</u>; Lieut-Colonel S.R.Burston, D.S.O., S.M.O., Australian Base Depots, Havre; and to remain S.M.O. Australian Base Depots.</p> <p>(b) <u>3 Captains</u>; One to be drawn from each Australian General Hospital. The D.G.M.S., G.H.Q. has accordingly been asked to detail these officers.</p> <p>(c) <u>Adjutant and Quartermaster</u>; Captain G.A.Oxley from 3rd Australian General Hospital. Instructions have been issued for this Officer to proceed to Havre.</p> <p>(d) <u>2 P.B. Officers to act as Censors</u>; Action has been taken by Headquarters A.I.F. to provide these officers.</p> <p>Arrangements were made by Lieut-Colonel S.R.Burston, D.S.O., with the O.C. No.4. Convalescent Depot, R.A.M.C., for the "B" class personnel selected to be assembled at that Depot for instructional purposes until the Australian Convalescent Depot was formed. The personnel as selected was then temporarily transferred to No.4. Convalescent Depot.</p> <p>To-day (18th April, 1918) the camps were taken over from the Camp Adjutant and the Staff assembled in Camps 22 and 23 Rouelles and the D.D.M.S. No.1.Base notified that the Depot was ready to take in patients.</p> <p>Personnel; The personnel taken on the strength of the Depot are detailed in Appendix 1.</p> <p><u>Site</u>; The site allotted to the Depot is camps 22 and 23, Rouelles. (The Camps were originally occupied by the 1st and 2nd A.D.B.D's until 15.12.17; since that date, the camps have not been in use) The area comprises about ten acres and is on ground sloping down to the East from the main road running between Rouelles and Montivilliers.</p> <p><u>Accommodation</u>;</p> <p>(a) <u>Hutted</u>; There is the following Hutted accommodation in each camp (shewn in plan Appendix 1):---</p>	<p>Appendix 1.</p> <p>Appendix 1.</p>

WAR DIARY

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Place	Date	Hour	Summary of Events and Information	Remarks and references to Appendices																				
Havre	18th	April	<p><u>Accommodation</u> (continued)</p> <p>(1) Orderly Room; (2) Q.M. Stores; (3) Sergeants' Mess. (4 and 5) Dining Huts (each capable of sitting 600 men). (6) Kitchen (7) Butcher's shop, barber's shop and shoemaker's room. (8) Drying Room. 9. OFFICERS MESS</p> <p>There are also in each camp good permanent latrines and ablution sheds. In addition to these there are in camp 22 a large well equipped Y.M.C.A, Gymnasium, an E.F. Canteen, and in Camp 23 a Medical Hut, Steam Disinfector and Vapour Bath. This is the property of the S.S.O. and has been fenced off as it has to undertake the disinfecting of blankets etc. for the Australian Infantry Base Depot, Australian General Base Depot and the British troops situated in various camps in this area comprising in all about 40,000 men. The days and hours available for each Unit are allotted by the S.S.O.</p> <p>(b) <u>Tented accommodation.</u> The accommodation provided for personnel and patients for sleeping is 433 Bell Tents and 25 Store Marquees. The Bell Tents have been erected as shewn in Appendix 11.</p> <p><u>Classification of patients;</u> Instructions (Appendix 11) were issued to Medical Officers for their guidance in the classification of the men under their command.</p> <p><u>E.F.Canteen Building in Camp 23.</u> A letter has been despatched to O.C.Reinforcements asking that authority be granted for the E.F.Canteen Building in Camp 23 to be handed over to us for the purpose of making Reading and Recreation Rooms. In this connection it may be stated that the Australian Branch of the British Red Cross Society have promised to equip this building if authority is granted for its use for that purpose.</p> <p><u>Strength.</u> The undermentioned officers of the A.A.M.C. have been taken on strength and posted for duty as follows;---</p> <table border="1" data-bbox="915 1533 2533 1737"> <thead> <tr> <th>Rank</th> <th>Name</th> <th>Transferred from</th> <th>Posted to</th> </tr> </thead> <tbody> <tr> <td>Captain</td> <td>Field O.A.</td> <td>No. 2. A. G. H.</td> <td>O.C. No.1.Camp.</td> </tr> <tr> <td>do</td> <td>Clark A.,A.A.M.C.</td> <td>No.3. do</td> <td>O.C. No.2.Camp.</td> </tr> <tr> <td>do</td> <td>Harper G.C. do</td> <td>No.1. do</td> <td>General duties.</td> </tr> <tr> <td>do</td> <td>Oxley,C.A. do</td> <td>No.3. do</td> <td>Adjutant and Q.M.</td> </tr> </tbody> </table>	Rank	Name	Transferred from	Posted to	Captain	Field O.A.	No. 2. A. G. H.	O.C. No.1.Camp.	do	Clark A.,A.A.M.C.	No.3. do	O.C. No.2.Camp.	do	Harper G.C. do	No.1. do	General duties.	do	Oxley,C.A. do	No.3. do	Adjutant and Q.M.	<p>Appendix 11</p>
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INTELLIGENCE SUMMARY.

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Place	Date	Hour	Summary of Events and Information				Remarks and references to Appendices
Havre	18th	April	(Strength (continued))				
			The undermentioned N.C.O's and men have been taken on strength and marked for duty as under; ---				
			<u>Number</u>	<u>Rank</u>	<u>Name</u>	<u>Unit</u>	
			1738	Sgt.	Knight,	W.F. 2nd Pioneer Battalion.	
			305	"	Forder,	W.H. do	
			24535	R.S.M.	Gilbert,	W.A. 3rd D. A. C.	
			1666	Cpl.	Tredrea,	R.C. Australian Field Artillery.	
			3464a	Sgt.	Boyle,	M.S. Australian A. M. C.	
			1294	L/Cpl	Rattan,	A.G. A.G.B.D. Staff.	
			25401	Gnr	Halse,	C.H. A. F. A.	
			-133	Dvr.	Harwood	N. do	
			16631	Spr.	Pogson,	H. Australian Engineers.	
			2663	Cpl.	Holness	F. A. F. A.	
			12946	L/Cpl.	Scott,	W. 3rd Sanitary Section.	
			22319	Gnr.	Dudley	A. A. F. A.	
			7862	Pte.	Grosley	M. G. A. A. M. C.	
			8646	"	Metcalf,	G.R. do	
			1348	Gnr	Reid	W.J. A. F. A.	
			17353	Spr.	Bennett,	W. Australian Engineers.	
			12663	Pte.	Rieusset	R.G. Australian A.M.C.	
			2392	Gnr	Wakefield,	J. A. F. A.	
			33160	Dvr.	Shepherd,	C.I. do	
			3316	Cpl.	Frame,	J. A.A.M.C.	
			18644	Pte.	Gallagher,	R. do	
			17286	"	Fox	K.O. do	
			17821	"	Lyon,	S.C. do	
			12226	Gnr	Tonks	J.H. A.F.A.	
			1633	Cpl.	Clarke,	T.W. A.A.M.C.	
			9	Sgt.	Cocks,	S.S. 23rd Battalion.	
			422	O.R.Sgt.	Thomas,	L.G. A.I.B.D. late 2nd A.D.B.D.	
			4434	Sgt.	Butcher,	A.W. Att. A.I.B.D. late 1st A.D.B.D.	
			5556	Pte.	Crosby,	H.S.A. 17th Battalion	
			4885	Sgt.	Scrivener,	H. 29th Battalion	
			2240	L.Cpl.	Read,	L.P. 6th do	

D. D. & L., London, E.C. (18.00) Wt W1771/M2031 750,000 5/17 Sch 52 Forms/Gen 18/14

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	19th April		<u>Admissions;</u> 1 sick - 1 wounded.																																																																					
	20th April		<u>Remaining;</u> 1 do 1 do <u>Admissions</u> 3 sick.																																																																					
	21st April		<u>Remaining;</u> 4 do 1 do <u>Admissions</u> 5 sick	Appendix																																																																				
			<u>Depot Standing Orders and Fire Orders</u> issued to-day as detailed in Appendix <u>iii</u>	<u>iii</u>																																																																				
			<u>Strength;</u> The following men have been struck off the strength;---																																																																					
			No.3882 Pte. Watson J. 29th Battalion																																																																					
			6783 " Manuel G.F. do																																																																					
	22nd April		<u>Remaining in Depot;</u> 9 sick; 1 wounded; <u>Admissions to Depot;</u> 6 sick; 11 wounded;																																																																					
	23rd April		<u>Admissions to Depot;</u> 37 sick; 11 wounded; <u>Evacuated to Hospital;</u> 2 sick.																																																																					
			<u>Strength;</u> The undermentioned N.C.O. has reported for duty as Pay Sergeant and has been taken on the strength accordingly;---																																																																					
			No.3461 Sgt. Roberts, W.D. A.A.P.C.																																																																					
	24th April		<u>Admissions to Depot;</u> 2 sick; 2 wounded.																																																																					
	25th April		do do 18 do 10 do																																																																					
			<u>Strength;</u> Routine Order published this day taking the following on the strength of the Depot;--																																																																					
			as from 23.4.1918;																																																																					

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INTELLIGENCE SUMMARY.

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1793	"	Wood	G.	12th Brigade Headquarters.																				
6081	"	Hitchcock	A.S.	19th Battalion.																				
	26th April		<u>Admissions to Depot; 5 Sick</u>																					
	27th April		do do 25 do 26 wounded; <u>Evacuated to Hospital; 2 wounded;</u>																					
	28th April		<u>Transferred to Base Depots; 1 sick classified "A"</u>																					
	28th April		<p><u>Admissions to Depot; 401 sick; 277 wounded; Evacuated to Hospital; 1 sick 1 wounded;</u></p> <p><u>Strength; The undermentioned N.C.O. has marched in from 12 Training Battalion and is attached for duty as physical training and bayonet fighting instructor;---</u></p> <p>No.475 Sgt. Bishop F.G., 45th Battalion.</p> <p><u>Boundaries of 1st Australian Convalescent Depot; A communication has been received from D.D.M.S., Havre, pointing out that we had overstepped the bounds allotted to us and asking us to curtail number of tents etc. The following correspondence resulted;---</u></p> <p>"D.D.M.S., Havre</p> <p>Reference your 41/18 of 28.4.18.</p> <p>1. Paragraph 1 is not understood. I wrote to O.C. Reinforcements on 25.3.18. pointing out that in my opinion it was absolutely essential that the whole of Camps 22 and 23 be allotted to the Convalescent Depot. O.C.Reinforcements forwarded the application to Base Headquarters and recommended that the whole of the two above Camps should be allotted as requested by me. As nothing further had been heard of this matter and the whole of both Camps were handed over to me on 16.4.18. it was assumed that Base Headquarters concurred with the recommendation of O.C.Reinforcements.</p> <p>2. If, as was originally suggested, the area allotted to the Convalescent Depot is to only comprise Camp 23 and part of Camp 22 lying between the road leading to the A.G.B.D. and the Railway (vide C.R. (B.H.Q.) 04562/1 dated 15.3.18) the whole of the available space will be required to erect the necessary tentage, and there will be no parade ground available for the physical training which is the most essential part of the syllabus of all Convalescent Depots.</p> <p>3. The establishment of the Depot is for 2,000 patients and unless ample space is provided for carrying out the necessary physical training, etc. I cannot be responsible for the efficient working of the Depot.</p> <p>Could this matter therefore be re-considered, and the whole of Camps 22 and</p>																					

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INTELLIGENCE SUMMARY.

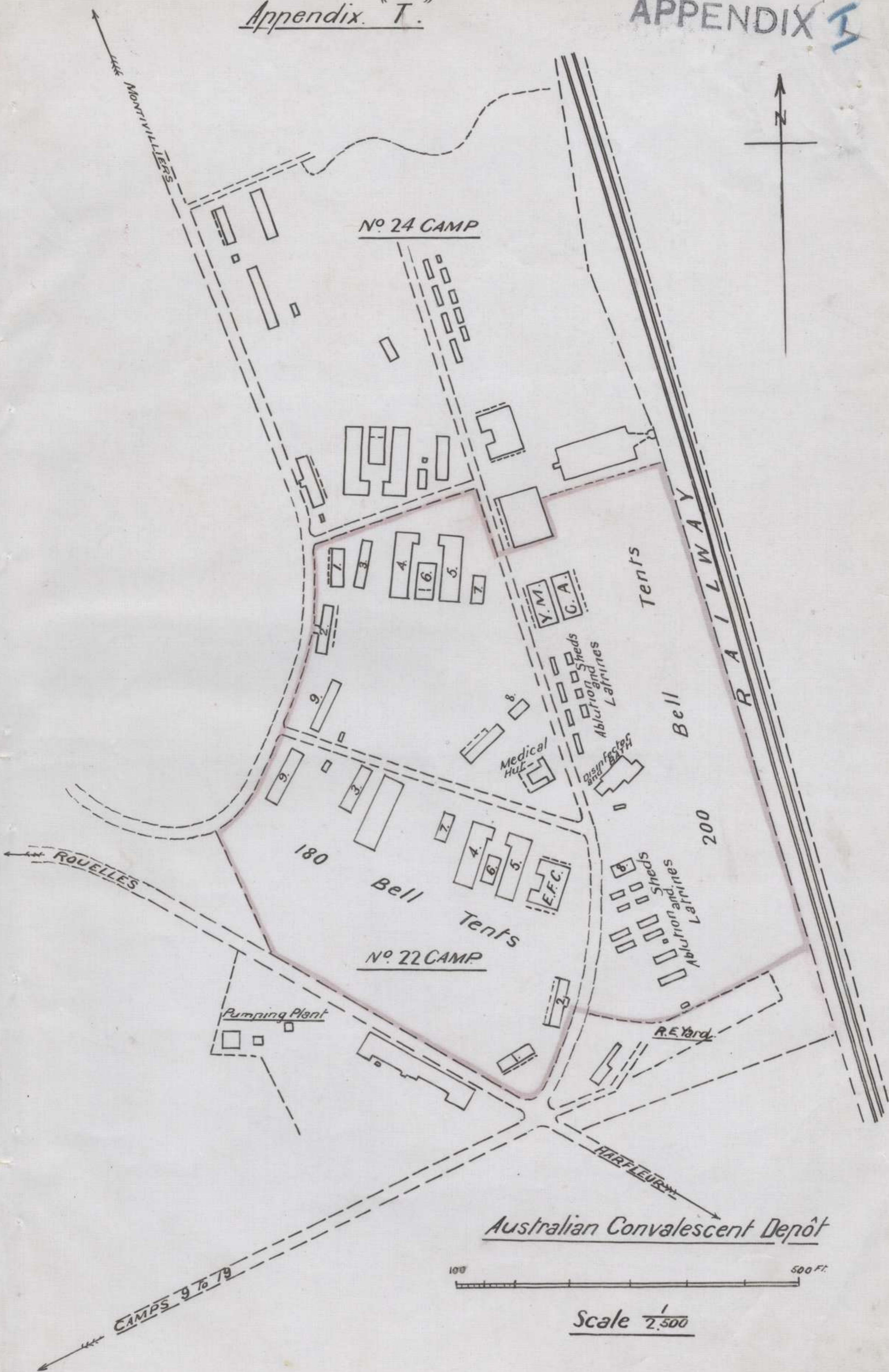
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Place	Date	Hour	Summary of Events and Information	Remarks and references to Appendices
	28th	April	<p><u>Boundaries of 1st Aust. Convalescent Camp (continued)</u> "23 allowed to remain at my disposal." Havre 29.4.18. (sd) S. Roy Burston, Lieut-Colonel, Commanding 1st Australian Convalescent Depot.</p> <p>"S.M.O., Australian Base Depots. (3) Have seen the Base Commandant about this matter and he directs the present arrangements to stand. Please return this correspondence. (sd) R.H. Firth, Colonel, D.D.M.S. 30.4.18"</p> <p>"D.D.M.S., Havre (4) Noted and returned. Havre 1.5.18. (sd) S. Roy Burston, Lt. Col. Commanding 1st Australian Convalescent Depot.</p> <p><u>E.F. Canteen Building in Camp 23.</u> Authority has been received granting us the use of this building for Reading and Recreation Rooms.</p> <p><u>Admissions to Depot;</u> 31 sick 3 wounded; <u>Evacuated to Hospital;</u> 5 sick 2 wounded; do do 130 do 152 do do do 5 do 2 do</p> <p><u>Strength;</u> The undermentioned N.C.O. marched in from Australian Section, 3rd Echelon, G.H.Q., and is attached accordingly; No. 24361 S. Sgt. Blanshard, S.C. A.F.A.</p> <p><u>Returns;</u> Returns furnished by this Depot as detailed in Appendix v.</p>	
	29th	April		
	30th	April		

Appendix v.

S. Roy Burston

Lieut-Colonel,
C.O., First Aust. Con. Depot.



100 500 FT.

Scale 1/2,500

APPENDIX 11CLASSIFICATION OF PATIENTS.

(a) All patients marching into the Depot will be medically inspected at 9-30 a.m. on the day following that on which they marched in, and will be classified in one of the categories detailed hereunder;---

"D" Class - Unfit for any duties;

"C" Class - Fit for light fatigues or light physical training only;

"B" Class - Fit for physical training, route marching, etc.

(b) On the weekly medical inspection and re-classification carried out by Officers Commanding Camps, all "D" and "C" Class men should be raised to a higher category if considered advisable.

(c) Medical Board Cases; As soon as it becomes apparent that a man is suffering from a disability that will render him permanently "B" Class, or render him "B" Class for at least 2 months, he should be marked "M.B."

(d) The C.O. will, at times to be stated, order a parade of "B" class men fit for discharge or men to be discharged to Base Depots for "M.B." The R.S.M. will arrange for these men to be paraded in consecutive order of Units for each Australian Division, and also separate Infantry and Pioneers from Artillery, A.A.M.C., Engineers, and Miscellaneous units. Nominal Rolls, in accordance with pro formas attached will be compiled in triplicate for all men on this "Fit Parade". When completed, two copies will be sent to the D.O.R. and one retained by the Depot R.S.M. One copy will be signed by the C.O. and handed to Draft Conducting Officer or N.C.O. when the men are ready to march out to the Base Depots. The remaining copy will be filed for office reference.

FIRST AUSTRALIAN CONVALESCENT DEPOT.

STANDING ORDERS.

APPENDIX 3

1. ROUTINE:
 REVELLE 6.00 a.m.
 1ST. PARADE 6.45 a.m.
 BREAKFAST 7.00 a.m.
 2ND. PARADE 9.00 a.m.
 DINNER 12.00 noon.
 3RD. PARADE 2.00 p.m.
 TEA 4.00 p.m.
 RETREAT 6.30 p.m.
 FIRST POST 9.15 p.m.
 LAST POST (TATOO ROLL CALL) 9.45 p.m.
 LIGHTS OUT 10.00 p.m.
2. SICK:
 Patients wishing to report sick will give their names to their Serjeant Major by 8.00 a.m.
3. BOUNDS:
 The camp boundaries are defined by the Police Posts on all the roads leading into the Reinforcement Depots. Men may walk in fatigue dress without passes as far as the Police Posts after 4.00 p.m. daily. They must not proceed beyond these unless in possession of a pass. N.C.O's and men are warned that Military Camps in the District, other than that to which they are attached, are out of bounds before 4.00 p.m. daily except when on duty.
 All French buildings within this area and closed villages are "OUT OF BOUNDS".
 No Officer, Warrant Officer, N.C.O. or man, unless on duty will quit camp without leave. All ranks will be held responsible that they make themselves thoroughly acquainted with the boundaries of the camp.
 The Town of MONTIVILLIERS and the village of FONTAINE-la-MALLET are "OUT OF BOUNDS". No passes will be granted to visit these places.
 Warrant Officers, N.C.O's and men are forbidden to cross the railway line except at level crossings.
 All Cafes, Estaminets or places where liquor is sold are "OUT OF BOUNDS" to all British Troops, except between the hours of 12.00 noon and 2 p.m. and 6.00 p.m. and 8.00 p.m.
 Canteens, Y.M.C.A's and Church Army Huts are "OUT OF BOUNDS" during parade hours.
4. PASSES:
 Patients are not allowed out of camp except in possession of passes which are granted at the discretion of the Commanding Officer. Applications should be made to the Company Serjeant Major. Attention is directed to the back of the pass shewing places "OUT OF BOUNDS".
5. DISCIPLINE:
 Strict attention to all matters of discipline, especially the paying of compliments and salutes, is to be rigidly enforced at all times. N.C.O's must at all times be an example to the men, and check any breaches of discipline in this regard.
 Strict attention should be paid to the Officers of the Allied Armies, and the necessity of paying compliments to Commissioned Officers must at all times be observed.
 No man will parade to the Depot Orderly Room unless paraded by a Non-commissioned-Officer.
6. DRESS:
 All ranks must at all times be clean and properly dressed. No man must be permitted to enter any canteen or other place of recreation unless properly dressed.
PUTTEES. Puttees must always be worn correctly rolled.

APPENDIX 3

HAIR: Hair of the head is to be kept short in accordance with King's Regulations para. 1696.

All ranks must be shaven by the 9.00 a.m. parade, daily. There is no excuse for non-observance of this order.

WALKING OUT DRESS: N.C.O's and men on leave will wear clean service dress and belts. Hats to be turned up at the side and chin straps worn. All ranks on leave must be in possession of a soldier's pay-book. The wearing of flowers, trinkets, ribbons or other emblems is strictly forbidden.

GREATCOATS: When greatcoats are worn they must be buttoned up to the throat.

WATERPROOF SHEETS: Water-proof sheets are issued for special purposes and will not be worn except on duty.

COLOUR PATCHES: Regimental Colour Patches of the Unit to which the man belongs must always be worn. No man is allowed on leave unless wearing colour patches.

7. GAMBLING: Gambling is strictly forbidden. Offenders will be severely dealt with. Onlookers will be considered as gamblers.
8. CAMERAS: No Officer or man is allowed to be in possession of a Camera. Photographs are not allowed to be taken.
9. TRANSPORT: N. C. O's and men will not ride in any transport vehicle unless such vehicle is empty.
10. TRAMWAYS: The overcrowding of tram-cars is strictly forbidden. Every N. C. O. or man, whether on duty or not, must pay his fare. Smoking is forbidden in the interior of tram-cars.
11. MILITARY POLICE: All ranks are warned that on no account are they to interfere with, or hinder in any way, the Military Police in the execution of their office.
12. OFFENCES: The following are serious offences when committed on Active Service, and liable to extreme punishment --
DESERTION - SLEEPING ON POST - LEAVING POST WITHOUT ORDERS
DISOBEDIENCE OF LAWFUL COMMANDS - INSUBORDINATION -
DRUNKENNESS - OFFENCES AGAINST THE INHABITANTS OF THE COUNTRY.
12. GOVERNMENT PROPERTY: The sale of all Government Property is strictly forbidden. This order applies to all articles of clothing, equipment and rations. All timber material is the property of the Royal Engineers or Civil Contractors and must on no account be taken away or used for any unauthorised purposes.
13. ELECTRIC LIGHTS: The electric switches must only be touched in cases of necessity. Tampering with these is forbidden. Strict economy is to be observed in the use of electric lights.
14. POST: All letters for the Post must be posted in the post-box by 9.00 a.m. and left open. Picture post-cards of HAVRE are allowed to be sent through the post. One green envelope per fortnight is issued to each patient, and attention is drawn to the necessity for completing the certificate on the face of the envelope. If this is not complied with the letter will be censored at the Base, and will be delayed, destroyed, or other action taken which may seem desirable.
The sale of green envelopes is prohibited, and they may not be transferred from one patient to another. On no account will they be handed to civilians.
15. ADDRESS: For the information of all ranks the address of this Depot is as follows :-

"First Australian Convalescent Depot,
Australian Imperial Forces,
A. P. O., S. W. 2.,
H A V R E".

16. ALARM:

HOSTILE AIRCRAFT: On the "Alarm" being given, all Officers and Other Ranks in camp will fall in in their respective Company lines, stand by, and await orders.

All Officers, N.C.O's and men out of camp will return as quickly as possible.

On the alarm of the approach of hostile aircraft all Guards will stand by, but remain in the Guard Room until required.

The "ALARM" by day will be - 3 guns fired in quick succession, also the hoisting of three red flags on the Florida Battery -, by night - 3 guns fired in quick succession, followed after an interval of 30 seconds, by 3 red rockets at 10 seconds intervals.

Men will stand fast by the side of the road if they happen to be on one at the time of alarm, and not move about. Telephone Operators will stand to their telephones. Fire Picquet will fall in and prepare to extinguish any fires. All electric lights will be switched off at the main.

FIRE: All ranks must guard against the great danger of fire. No matches or lighted cigarette ends must be thrown in tents, woods or scrubs. On no account are candles or naked lights, braziers, etc., to be left in a tent unoccupied.

All ranks must make themselves thoroughly acquainted with "Fire Alarm" Orders posted in various parts of the Depot. Any person discovering a fire must at once raise an alarm and inform the Orderly Officer of the Guard. Any tents in the vicinity of the fire must at once be struck and dragged clear.

17. CLOTHING:

No articles of clothing or equipment are to be burnt or destroyed that can in any way be repaired or made fit for further use.

18. PRECAUTION AGAINST DISEASE:

MILK: The use of milk unless tinned is strictly forbidden.

VEGETABLES: The consumption of uncooked greens or vegetables is strictly forbidden.

WATER: No water other than that supplied in camp, is to be consumed.

SHELL-FISH: The eating of Mussels or any other uncooked shell-fish is strictly forbidden.

SANITATION: The latrines are not to be used for urinating. Special urinating buckets are provided. Night urinating buckets are placed in the lines.

When latrines are used, all excreta must always be covered with sawdust provided for that purpose.

ABLUTION SHEDS: Ablution Sheds will be the only place where ablutions will be carried out. Soiled clothing will be washed in the special hut provided.

BATHING: The depot baths will be set apart for the use of the various Companies on dates specified.

All patients will be bathed as soon as possible after admission.

VENEREAL DISEASE: Any N.C.O. or man suffering from venereal disease is to report sick without delay. Concealment of this disease will be dealt with under Section 11 of the Army Act.

19. CLEANLINESS: Any N.C.O. or man found in a verminous condition who has not reported the matter, will be severely dealt with.

N.C.O's and men presenting themselves before a Medical Board must be thoroughly clean in every respect.

No 14

20. PRISONERS
OF WAR:

Communication with prisoners of war is strictly prohibited. Any breach of this law will entail severe punishment.

21. SPIES:

ALL RANKS are warned against talking of MILITARY MATTERS with strangers, or amongst themselves if there is any chance of being overheard.

NO MILITARY NEWS should be sent in letters nor should military matters be talked about at home during leave.

MILITARY NEWS includes such items as --

- (a). Port and date of arrival in FRANCE.
- (b). Destination of Unit.
- (c). Names of Regiments forming part of Brigades or Divisions.
- (d). Names of Regiments that have recently been in action.
- (e). Number and size of guns seen at any place.
- (f). Impending moves and operations.
- (g). Any other information which is likely to disclose details of the Order of Battle.

ANY OF THE ABOVE INFORMATION MAY BE OF THE GREATEST VALUE TO THE ENEMY.

H A V R E,
20/4/1918.

W. R. Burton
Lieut.-Colonel,
A.A.M.C.
Commanding, 1st. Australian Convalescent Depot.

CENSORING OF LETTERS:

Cases have recently occurred which show that the responsibility attaching to the Censorship of Letters is not sufficiently realised.

Attention is directed to para. 24 of the "Censorship Orders for Troops in the Field".

An Officer who franks a letter with his signature vouches that he has satisfied himself that the letter is one that does not contain any censorable matter, and he will be held to account for any negligence in performance of this important duty.

This should be brought to the notice of all new arrivals.

APPENDIX 3FIRE ORDERS.FIRST AUSTRALIAN CONVALESCENT DEPOT.

1. FIRE ALARM: The fire alarm will be a gong rung continuously until the "Fire Alarm" is blown by the orderly bugler. This alarm will be given by the person discovering the fire. The gong is situated near the Quartermaster's Store, Camp No. 23.
2. REPORTING OUTBREAK: An outbreak of fire will be telephoned at once by the Adjutant (and in his absence by the Orderly Officer) to MILITARY NO. 157, then to A.P.M., HAVRE, MILITARY NO. 66, and then to D.O.R.E., HARFLEUR, NO. 10. The locality of the fire is to be stated.
3. ACTION TO BE TAKEN BY TROOPS. On the "Alarm" being sounded the Fire Picquet will immediately proceed to the fire, taking with them the fire appliances to which they have been allotted.
The Orderly Officer will proceed at once to the fire and take command.
The remaining Officers, Warrant Officers, N.C.O's and men (except those mentioned below) will fall in on the Depot Parade Ground and await orders.
The Quartermasters and Orderly Room Staff will proceed to their respective stores and offices.
Telephone Orderlies will stand by their telephones.
Medical Officer and Staff will take the necessary action for removal of sick.
The Officer in charge of parade will notify Officer Commanding adjoining Depot and apply to him for assistance if necessary.
4. FIRE OCCURRING IN ADJOINING DEPOT: In case of fire occurring in an adjoining Depot no water is to be drawn off until the fire has ceased.
5. PRECAUTIONS TO BE TAKEN: Care must be taken that no lighted matches or cigarette ends are thrown about, and on no account are candles or naked lights to be utilised in any tents or buildings. Lanterns must be provided and no smoking will be allowed in tents buildings, etc.
Fire appliances must not be tampered with, and on no account will fire buckets, pumps etc., be used for any purpose other than for quelling the outbreak of fire.

H A V R E,
20/4/1918.

C. A. Kelly Captain.
Adjutant, 1st. Australian Convalescent Depot.

FIRST AUSTRALIAN CONVALESCENT DEPOT.STANDING ORDERS FOR OFFICERS
byAPPENDIX **E**Lieut-Colonel S.R.BURSTON, D.S.O., A.A.M.C.,
Commanding 1st Australian Convalescent Depot.

H a v r e, 25.4.1918.

- (1) ORDERS. Depot Routine Orders are issued daily. Copies of these Orders are always posted up in the Officers' Mess. Officers are responsible for making themselves acquainted with contents. All Special Orders, Notices, etc. affecting Officers will be posted in the Ante-room of the Mess. The attention of all Officers is drawn to Base Standing Orders, copies of which are hung in the Mess.
- (2) LEAVE Before leaving Camp, Officers must report to the Commanding Officer. On no account are Officers allowed to remain out of camp over-night. All Officers must be in their quarters not later than 11.00 p.m. unless special permission for a later hour has been obtained from the Commanding Officer of the Depot.
- (3) DRESS. Officers will at all times appear correctly dressed. The Service Dress Tunic issued to the A.I.F. when worn must be buttoned to the neck. Officers on leave in Havre are not permitted to wear slacks before 6.00 p.m. Slacks are not permitted in camp when on duty. Belts are to be worn at all times when outside the camp and when on duty. The Officers' Clothing Store is situated in Havre in rear of Hotel Tortoni.
- (4) DISCIPLINE. The attention of Officers is drawn to Kings Regulations para.1787 re saluting.
- (5) DUTIES OF OFFICERS COMMANDING CAMPS.
- (a) They will have the power of Company Commanders, and will be responsible for the interior economy of their respective camps.
 - (b) They will see all men who parade sick in their Camps, and will hold daily sick parade at 9.00 a.m.
 - (c) They will medically inspect and re-classify all men in their camps once a week. The Medical inspection will take place on the days specified hereunder;---

"A"	Company.....	Monday.
"B"	do	Tuesday.
"C"	do	Wednesday
"D"	do	Thursday.
 - (d) They will do everything in their power to foster the spirit of healthy rivalry between the Companies under their command, both in regard to their Military Duties and Sport, and they will ensure that, as far as possible, every man under their command takes an active part in some sport.
- (6) DUTIES OF OFFICER DETAILED FOR GENERAL DUTY.
- (a) He will be responsible for the sanitation of the Camp.
 - (b) He will hold a parade at 9-30 a.m. daily for the purposes of medical inspection and classification of all men who have marched into the Depot on the previous day.
 - (c) He will carry out the duties of Orderly Officer and will be present on all general parades of the Depot.
 - (d) He will inspect all incoming drafts immediately on arrival and ascertain whether any men are suffering from infectious diseases or are verminous, and he will ensure that all men on these drafts suffering from infectious diseases are isolated pending evacuation and that all verminous men are bathed and issued with clean clothing.
 - (e) The Admitting Officer will carry out the duties

detailed in para. (d) between the hours of 6.00 p.m. and 6.00 a.m.

The attention of all Officers is directed to book kept in the Officers' Mess, in which are posted instructions to Officers from time to time.

(signed) S.ROY BURSTON, Lieut-Colonel,
A.A.M.C.
Commanding 1st. Australian Convalescent Depot.



Appendix v.

To D. A. G.,

3rd Echelon.

NOMINAL ROLL OF "B" CLASS MEN ATTACHED BUT NOT ON WAR ESTABLISHMENT.

No.	Rank	Name	Unit	How employed in Depot.
-----	------	------	------	------------------------

Havee / /

Lieut-Colonel,
A.A.M.C.
Commanding 1st Australian Convalescent Depot



Appendix v.

To D. A. G.,
3rd Echelon.

NOMINAL ROLL OF ALL RANKS EMPLOYED ON
WAR ESTABLISHMENT.

No.	Rank	Name	Unit	How employed in Depot.
-----	------	------	------	------------------------

Lieut-Colonel
A.A.M.C.

Havre / /

Commanding 1st Australian Convalescent Depot

Appendix v.

NOMINAL ROLL OF OFFICERS DOING DUTY AT 1ST
AUSTRALIAN CONVALESCENT DEPOT FOR THE MONTH ENDING.....

Rank

Name

Unit

Havre / /

Lieut-Colonel
A.A.M.C.
Commanding 1st Australian Convalescent Depot



APPENDIX 5

Appendix v.

D.D.M.S.,

No. 1. Base.

The Sanitary arrangements in the Depot under my
Command are quite satisfactory.

Havre,
/ /

Lieut-Colonel
A.A.M.C.

Commanding 1st Australian Convalescent Depot

(This return to be forwarded each Friday)



APPENDIX 5

Appendix v.

Headquarters,

No. 1. Base.

Amendments to list of Officers permanently employed
in the Depot under my Command;---

Havee
/ /

Lieut-Colonel,
A.A.M.C.
Commanding 1st Australian Convalescent Depot,

(This return to be forwarded every Friday)



Appendix v.

D.D.M.S., Havre.
Havre.

With reference to the Permanent Staff of the Depot under my Command; this week's return shews an increase - or - decrease of as compared with the figures of last week.

(The following to be shewn - "Nature of casualty - Number - Rank - Name - Unit etc. - how disposed of, or from whence arriving)

Havre / / Commanding 1st Australian Convalescent Depot
Lieut-Colonel,
A.A.M.C.

(To be forwarded each Saturday)

Appendix v.

D.D.M.S., No.1.Base.

Reference your No.1192/16 dated 51/17.
Number of Discharges from the Depot under my Command to duty with Local Units for the week ending.....

Havre / / Commanding 1st Australian Convalescent Depot.
Lieut-Colonel,
A.A.M.C.

(To be dated each Saturday).



APPENDIX 5

Appendix v.

D.D.M.S.,

No.1.Base.

T.A.B. INOCULATION RETURN FOR THE MONTH OF.....

APPENDIX

Strength of Unit	No. & % inoc. within last 12 months.	No. & % inoc. more than 12 months ago, but within 24 months.	No. inoc. during past month.	Number and percentage never inoculated, or inoculated more than 24 months ago.
:	:	:	:	:
:	:	:	:	:
:	:	:	:	:
:	:	:	:	:
:	:	:	:	:
:	:	:	:	:
:	:	:	:	:
:	:	:	:	:

Havre, / /

Lieut-Colonel
A.A.M.C.
Commanding 1st Australian Convalescent Depot

Appendix v.

1ST AUSTRALIAN CONVALESCENT DEPOT.

WEEK ENDING.....1918.

	Other Ranks		Remarks.
	Sick	Wounded	
Remained (midnight) Saturday			
Admitted.....			
"A" Discharged to duty "A"			
"B" do "B"			
"C" Transferred to Hospital			
Remaining (midnight) Saturday			

Total Vacant Beds..... Lieut-Colonel,
A.A.M.C.
C.O. 1st Australian Convalescent Depot

Havre / /



Appendix v.

D.D.M.S.,
Havre.

Reference B.R.O.115 dated 5.2.1918.

Certified that all "B" Class N.C.Os and men in the Depot under my Command, likely to become "A" Class have been examined by a Medical Board during the month of.....

Havre, / /

Lieut-Colonel,
A.A.M.C.
C.O. Australian Convalescent Depot,

Appendix v.

D.D.M.S.,

Havre,

CERTIFIED that no drugs, stores, etc. for 1st Australian Convalescent Depot have been purchased locally.

Havre, / /

Lieut-Colonel,
A.A.M.C.
C.O. Australian Convalescent Depot,

A.D.G.M.S.
G.H.C.

1st.Echelon.

1st.AUSTRALIAN CONVALESCENT DEPOT. H A V R E.

Ref. D.D.M.S. Havre. 28/84/18, dated 26/4/18.

Number of patients in Depot.	:	Number discharged to duty, "A" class to-day.	:
	:		:
	:		:
	:		:

HAVRE / /1918.

Lieut.Colonel A.A.M.C.
Commanding 1st.Australian Convalescent Depot.

Appendix v.

RETURN OF "B" PERSONNEL (a) REQUIRED TO COMPLETE THE AUTHORISED WAR ESTABLISHMENT OF

NO. 1. AUSTRALIAN CONVALESCENT DEPOT, FOR WEEK ENDING SATURDAY.....

APPENDIX 5

Detail	P e r s o n n e l					Total	Remarks.
	Officers	Warrant Officers	Staff Sgts. & Sgts.	Rank and File.			
Censors	:	:	:	:	:	:	
Sergeant-Majors (WO.C1.1)	:	:	:	:	:	:	
Q.M.S's (WO.C1.11)	:	:	:	:	:	:	
Coy. Sergeant Majors	:	:	:	:	:	:	
Clerks	:	:	:	:	:	:	
Pay Sergeant.	:	:	:	:	:	:	
Cooks	:	:	:	:	:	:	
Carpenters	:	:	:	:	:	:	
Tailors	:	:	:	:	:	:	
Shoemakers	:	:	:	:	:	:	
Barber	:	:	:	:	:	:	
Police	:	:	:	:	:	:	
Sanitary duties	:	:	:	:	:	:	
Batmen	:	:	:	:	:	:	
Officers' Mess.	:	:	:	:	:	:	
Total	:	:	:	:	:	:	

Havre / /

Lieut-Colonel,
A.A.M.C.
Commanding 1st Australian Convalescent Depot

D. D. M. S.,

No.1.Base.

OFFICERS, N.C.Os AND MEN ABSENT WITHOUT LEAVE.

APPENDIX 57

Number	Rank and Name	Regiment	Dates of Leave From To	Date of return.	Reasons for absence quoting authority (if any)	Remarks

H a v r e / /

Lieut-Colonel
A.A.M.C.
Commanding 1st Australian Convalescent Depot

C 2. Casualties.

HOSPITAL at _____

NOMINAL ROLL of Sick and Wounded of the Expeditionary Forces, Admitted, Discharged, Transferred, or Died (**each heading to be shewn separately in the body of the form and repeated on Continuation Sheets, which should be numbered**), during 24 hours up to 12 midnight _____ . The last report furnished was up to 12 midnight _____ . (*Nil* reports are not required.)

Separate Forms should be used for (a) Officers, (b) Other ranks, (c) French, Belgian, Russian, Portuguese, or United States soldiers, (d) Prisoners of War, (e) Native Labour Corps, (f) Weekly Progress Reports; the Dangerous & Serious cases being shewn under distinct headings.

NOTE.—These Rolls should be forwarded direct to the **War Office, Alexandra House, Kingsway, W.C.2.** (Specially addressed envelopes are provided.)

Regtl. No.	Rank.	Name (Surname first).	This Column to be left Blank.	Corps (In the case of attachments give name of both units).	Wound or Sickness (State whether wounded or sick, and whether slight, severe, or dangerous).
Despatched daily to D.A.G., Australian Section, 3rd Echelon, and Records Section, A.I.F. Headquarters, Administrative 130, Horseferry Road, London, S.W.1.					

Date _____

Signature _____

APPENDIX

Offence Report (Field Service only).

Army Form B. 2069.

(In pads of 50.)

Corps.....

Squadron, Troop, Batty. or Company	Regt. No.	Rank	Name	Place and Date of offence	Offence	By whom reported and Names of Witnesses	Initials of Officer Comdg. Company, &c.	Punishment awarded	Signature of Officer by whom ordered and date of award	Date of entry in Conduct Sheet	Remarks
					Despatched weekly to D.A.G., Australian Section, G.H.Q., 3rd Echelon.						

N.B.—A horizontal line should be drawn the whole length of the Return after each day's offences are entered.

(36339) W5381/M2320 30000 7/17 R.T. (1547)

Forms B. 2069

NOMINAL ROLL OF W.O'S AND N.C.O'S SHOWING QUALIFICATIONS.

Base
Area
Hospital

APPENDIX

Reg. No.	Rank	Name	Dispenser	A.F. C.344	Supt. Cook	Mil. Hos.	Mental. Atten-dant	Labo-ratory	Mas-seur	Cut-ler	Opera-ting Room	School of Sani-tation	Cler-ical	Nurs-ing	Other	A/Rank
	Perm. Actg.															

Havre / /

Lieut-Colonel,
A.A.M.C.
C.O. Australian Convalescent Depot,

D.D.M.S.

Appendix v.

No. 1. Base.

Reference your No.2408/17.

RETURN OF A. A. M. C. OTHER RANKS IN 1ST AUSTRALIAN CONVALESCENT DEPOT on

APPENDIX 5

Strength of other ranks A.A.M.C. ;				Number of Category "A"				Number raised to				Number of other ranks A.A.M.C. (by								
(by substantive ranks) serving				: included in the				: Category "A" from				: substantive ranks) in Hospital from								
with this Unit on 22k.50k				: strength (by substan-				: lower categories				: Field and other Units, not included								
1918.				: tive ranks)				: during the month				: in the strength.								
Cpls.	L.Cpls.	Ptes.	Total.	Cpls.	L.Cpls.	Ptes.	Total:					WO:	QMS:	SS:	SGT:	LS:	Cp:	L/C:	Pte:	Total

Havre, / /

Lieut-Colonel
A.A.M.C.
C.O. Australian Convalescent Depot

APPENDIX 5

MONTHLY AND DAILY RETURN.

H A V R E B A S E .

RETURN TO MIDNIGHT / / 1918.

	ADMISSIONS.				DISPOSAL OF SICK.		DISPOSAL WOUNDED		REMAINING			Notes special admission etc.
	Total remained all cases.	Sick. From L. of C.	Wounded. Trans. from other M. U. L. of C.	From L. of C. Trans. from other M. U. L. of C.	Base Depots or Details.	Hospitals at same Base.	Base Depots or Details.	Hospitals at same Base.	Sick.	Wounded.	Vacant Beds.	
1st. Australian Convalescent Depot. HARVE.												
British												
TOTALS												

HARVE. / / 1918.

Lieut. Colonel A.A.M.C.
Commanding 1st. Australian Convalescent Depot.

