

**AWM52**  
**2nd Australian Imperial Force and**  
**Commonwealth Military Forces unit war**  
**diaries, 1939-45 War**

Item number: 8/2/20

20 Infantry Brigade

November 1940, Appendices, part  
1 of 2



D4

ALL UNITS.

DISEMBARKATION.

1. BAGGAGE.

- (a) Heavy baggage (steel trunks etc) of Offrs and Nurses will be packed and ready for removal from cabins by 0800 hrs Monday 4 Nov 40.
- (b) Upon order for disembarkation being received units will detail fatigue parties to load above baggage on to ferry transport or lighters.
- (c) Baggage Cpls will be given detailed instructions as soon as information is received by Ships QM. All baggage Cpls will report to Baggage Offr (Capt Kelly) at Travel Bureau at 0700 hrs Monday 4 Nov 40.
- (d) Offrs are advised to carry with them, in suitcases or kit bags, sufficient clothing, and gear for one week as it is not yet known when heavy baggage will be available at next destination.

2. STATIONERY & STORES.

- (a) Cases, stores, stationery, etc. marked "WANTED ON VOYAGE" and at present in possession of units will be stacked in the vicinity of Unit Orderly Rooms by 0800 hrs Monday 4 Nov 40.
- (b) Unit QMs will report to Ships QM at Travel Bureau at 0700 hrs Monday 4 Nov 40 for further instructions.

3. KIT BAGS.

- (a) Kit Bags will be drawn by Units concerned from Offrs Baggage Room, and storeroom on "G" Deck according to the following timetable:-

<u>UNIT.</u>	<u>TIME.</u>	<u>DATE.</u>	<u>PLACE.</u>
2/5 Fd Coy.	0900 hrs.	3 Nov 40.	Cherbourg Baggage Room.
2/6 Fd Coy.	1000 hrs.	do.	do.
2 A/TK Regt.	0900 hrs.	do.	Storeroom.
7 Div Supp Col & ASC Units.	1030 hrs.	do.	do.

- (b) Baggage Cpls will be instructed later as to time and date for return to cabins of Offrs luggage at present in Baggage Rooms.

4. WAR EQUIPMENT & STORES.

- (a) All blankets, stores, etc at present in holds will be unloaded into transports and it is anticipated that they will be handed over to Units after stores etc, have been landed at wharf.

5. BEDDING & BLANKETS.

- (a) Bedding and blankets drawn by units in the hammock areas for the purpose of sleeping on decks will be returned by Units to Tourist Lounge aft MAIN DECK, by 0800 hrs on Monday 4 Nov 40.
- (b) Upon delivery to Tourist Lounge bedding and blankets will be taken over by Ship.

6. TRAINING STORES FOR VOYAGE & P.T. STORES.

- (a) Training Stores and P.T. stores issued to Units by Ships QM will be returned to Baggage Master No.1 Hold at times as under on Saturday 2 Nov 40.

<u>UNIT.</u>	<u>TIME.</u>
2/13 Bn.	0900 hrs.
2/17 Bn.	0945 hrs.
2/5 Fd Regt & 52 L.A.D.	1030 hrs.
2 A/TK Regt.	1115 hrs.
54 L.A.D.	1115 hrs.

Contd.



DISEMBARKATION. Contd. Sheet 2.  
TRAINING STORES FOR VOYAGE & P.T. STORES (contd).

UNIT.	TIME.
7 Div Arm Coy.	1400 hrs.
20 A/TK Coy.	1430 hrs.
2/5 A.G.H.	1500 hrs.
 <u>SUNDAY. 3 Nov. 40.</u>	
2/5 Fd Coy RAE.	0900 hrs.
2/6 Fd Coy RAE.	0945 hrs.
7 Div Emp. Fltn.	0945 hrs.
7 Div Mob Bath Unit.	0945 hrs.
7 Div Provost Coy.	1030 hrs.
20 Inf Bde HQ.	1100 hrs.
7 Div "I" Sec.	1100 hrs.
7 Div Fd Cash Office.	1100 hrs.
58 L.A.D.	1100 hrs.
7 Div Supp Col.	1130 hrs.
7 Div Mob. Laundry.	1400 hrs.
7 Div Sigs.)	
56 L.A.D. )	
7 Div H.Q. )	1430 hrs.
7 Div Mob. Laundry.	1400 hrs.
2/2 Fd Hygiene Sec.)	
54 L.A.D. )	1500 hrs.

(b) Units are instructed that the above time-table must be strictly adhered to.

(c) Units who are deficient in Training Stores & P.T. gear and who have not yet furnished a deficiency report will do so not later than 1300 hrs on Saturday 2 Nov 40.

7. CLEANING OF QUARTERS.

All Units will arrange that upon disembarkation their cabins, and quarters are left in a clean and orderly condition.

Allan Backhouse Capt.  
Ship's Adj't.



AUSTRALIAN IMPERIAL FORCES.

ADMINISTRATIVE INSTRUCTION No. 1

by

BRIGADIER J. J. MURRAY, DSO, MC, VD, CG TROOPS

TRANSPORT Y.523.

DISSEMBARKATION.

AD STA.

24 NOV 40.

1. Units will disembark at EL CAMPARA at 3 hrs, 26 Nov 40, in accordance with the following schedule:-

<u>Serial</u>	<u>Unit</u>	<u>Disembark at</u>		<u>Train No.</u>	<u>Ex-train</u>	<u>Train departs at</u>	<u>Destination.</u>
		<u>Hrs</u>	<u>Mins</u>				
1	Baggage Parties serials 2-10	2	-				
2	2/4 Pd Amb	2 plus	5	10	0815	0830	Kilo 89
3	20 Aust Inf Bde HQ	2 "	20	11	0915	0930	" "
4	58 LAD	2 "	30	11	0915	0930	" "
5	51 LAD	2 "	35	11	0915	0930	Detr SUNGC
6	52 LAD	2 "	40	11	0915	0930	" "
7	54 LAD	2 "	45	11	0915	0930	HAJDAL
8	55 LAD	2 "	50	11	0915	0930	"
9	56 LAD	2 "	55	11	0915	0930	"
10	59 LAD	2 "	60	11	0915	0930	"

(Baggage parties serials 2-10 return to ship and take baggage ashore)

11	Baggage party serial 12	2 plus	90	11	0915	0930	
12	2/13 Bn	2 plus	100	12	1015	1030	Kilo 89
13	Sick	2 plus	130	By road to hospital.			

(Baggage party serial 12 returns to ship and takes baggage ashore).

It is anticipated that 2 time will be 0730 hrs.

Disembarkation may be facilitated by the provision of an extra gangway, in which case above times will be advanced.


2. ROUTINE:

	<u>Hrs.</u>
Reveille ... ..	0450.
Coffee ... ..	0500
Cabins clear and kits on B deck	0600
Cabins clear and in inspection order	0630
Roll-call ... ..	0630

Tps will stand by kits until order to disembark is received.



3. Immediately on disembarkation, all tps will proceed to assembly area H of station as directed, take off kits and await for orders to proceed to mess tents. Rifles will be taken by soldiers to mess tents.
4. On completion of meal, tps will move independently to their kits and stand by for entrainment.
5. All equipment and stores will remain under guard at all times.
6. (a) Brig J. J. Murray, DSO, MC, VD, will act as CO Train No. 11.  
(b) OC 54 LAD will act as entraining offr No. 11 train.  
(c) CO 2/13 Bn will act as CO Train No. 12 and will detail one entraining offr.
7. (a) Tps will disembark with both kit-bags; mess tins to be carried in an accessible position; knife, fork and spoon to be available.  
(b) Offrs will take valise and one suit-case only.  
(c) Offrs' tin trunks to be placed in baggage room by 1200 hrs, 24 Nov 40.  
(d) Offrs' valises and suit-cases will be stacked as directed on stair landings B and C decks by 0600 hrs, 26 Nov 40.  
(e) FS dress will be worn by all ranks.
8. Men's kits will be placed on B deck by 0600 hrs:-  
2/13 Bn - the whole of port side extending around forward of Offrs' Lounge towards aft on starboard side to and inclusive of WOs and Sgts' Lounge.  
20 Aust Inf Bde HQ - from aft end of WOs and Sgts' Lounge to partition at No. 7 Emergency Stn starboard side.  
LAD Coy from partition No. 7 Emergency Stn to gangway on starboard side.  
2/4 Pz Amb - from aft to gangway on starboard side.
9. Offrs in possession of pistols will wear them.
10. Train baggage parties will consist of at least one NCO and strength equal to 10% of strength of Unit.
11. Units will arrange to draw and will issue, prior to disembarkation, 10 rds SAA per rifle.
12. Orderly room equipment required for maintenance of Units on arrival in camp will be treated as offrs' valises and suit-cases; other equipment to come forward with Unit stores.
13. Rear parties will NOT disembark at EL CANHARA but will proceed to PORT SAID and will take orders from Movement Control at that port.
14. All times given are PALESTINIAN time.

  
(Allan Backhouse) Capt  
Ship's Adjt.

DISTRIBUTION. 2/13 Bn (3 copies), 2/4 Pz Amb (3 copies), LADS (7),  
Ship's Adjt, BM, Supply Offr, PG Offr, RSM, CH (Cabin 107) A Deck, War  
Diary, File (4 copies), Bde HQ, Troop Deck Sgt, Ship's QM.



D2

AUSTRALIAN IMPERIAL FORCES.

ADMINISTRATIVE INSTRUCTION No. 8.

by

BRIGADIER. J. J. MURRAY, D.S.O., M.C., V.D., OC TROOPS.

TRANSPORT Y.323.

DISSEMBARKATION.

AT SEA.

25 Nov. 40.

1. HAVERSACK RATION.

- (a) A haversack lunch will be issued to personnel at morning coffee 26 Nov 40.
- (b) As there is not sufficient suitable wrapping on board this will be carried in mess tin.

2. WATER BOTTLE.

Water bottles will be full on disembarkation.

3. MORNING COFFEE.

Those tps who usually have their meal at the second sitting will obtain coffee at 0500 hrs 26 Nov, and those tps who usually have their meal at the first sitting will obtain coffee at 0530 hrs.

4. TIME.

- (a) Watches will be put forward 60 mins at 2000 hrs 25 Nov and all movement from then on will be carried out in accordance with the time shown, i.e., PALESTINIAN time.
- (b) Time shown by clocks on ship and at railway station or anywhere else in the Egyptian zone will be disregarded.

5. BLANKETS.

All unused ship's blankets to be returned immediately; those in use to be returned by 0440 hrs, 26 Nov.

6. HAMMOCKS.

All hammocks will be neatly laid out on the floor of each hammocked area, in bundles of 20, each heap will be in line, lashings will be folded to the centre.

7. LIFE-BELTS.

All life-belts will be returned to racks in sleeping quarters.

*Allan Backhouse*

Capt.  
(Allan Backhouse)  
Ship's Adjt.

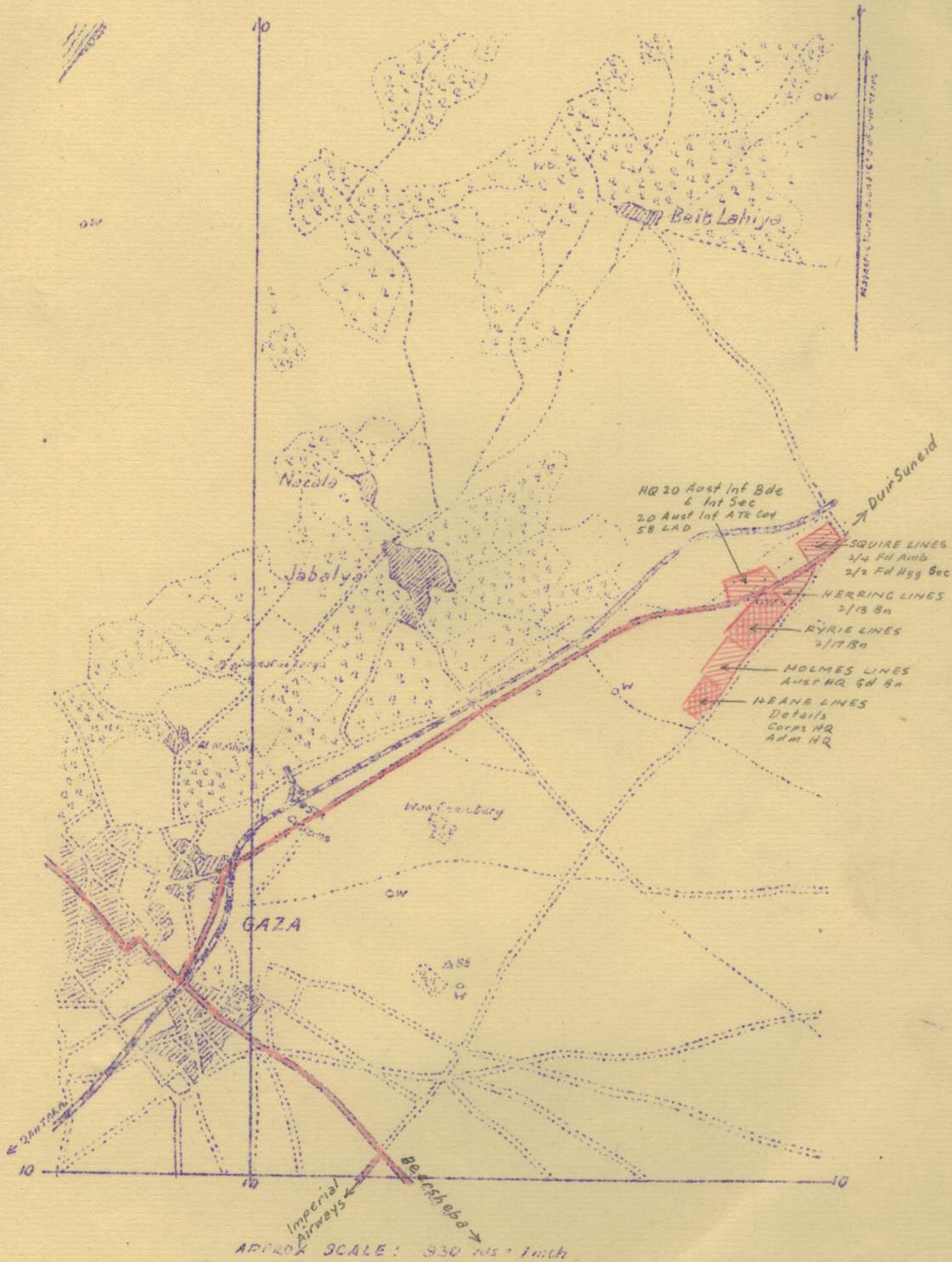
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CAMP-KILO 89

REF MAP-GAZA 1:1000,000

D 3



HQ 20 Aust Inf Bde  
& Int Sec  
20 Aust Inf ATK Coy  
58 LAD

- ← SQUIRE LINES  
2/4 Fd Amb  
2/2 Fd Hqs Sec
- ← HERRING LINES  
2/13 Bn
- ← RYRIE LINES  
2/17 Bn
- ← HOLMES LINES  
AUST HQ 9d Bn
- ← HEANE LINES  
Details  
Corps HQ  
Adm HQ

APPROX SCALE: 930 105 = 1 inch

20 Aust Inf Bde Intel Sec  
Nov 23 40.



20 Aust Inf Bde. HQ  
AT SEA  
21 Nov 40


2/13 Bn  
2/4 Fd Amb  
LA D's (7 copies) Capt Jones.  
File

E 1

LOADING BLANKETS AND RATIONS.  
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Reference SS0 A.I.F. Chap. 8 para 54.

1. All Units will issue one blanket to all ranks prior to disembarkation.
2. Blanket may be had on application to Ship's Q.M.
3. Ref. SS.C. A.I.F. Chap. 8 para 46. Unit will draw an emergency ration of biscuits, tea, sugar, preserved meat or meat and vegetable, application to be made to the Ship's Q.M. immediately.
4. Ration is to be held in bulk and landed with the same priority as baggage.
5. Ration will be consumed at discretion of C.O's, unconsumed rations will be returned to Supply Depot serving unit at place of destination.

  
Capt.  
Ship's Adjt.





~~CILIA~~

# WHAT OF PALESTINE? EIA

## POINTERS FOR THE A.I.F.

YOU have just arrived in Palestine, a country with a history dating back to the beginning of time, a country in which you will discover the most amazing combinations of the primitive and the modern ages.

For most of you this is an entirely new experience, you are far away from the familiar people, customs and habits you have known for years, and the tendency is to relax many of those habits of which, as Australians, we are proud. We have a legacy from the last war, when the Australian Light Horse fought and won in Palestine and Sinai. During this period they established themselves in Arab eyes as soldiers second to none, as men to be trusted and respected. You must live up to this, and to help you, the G.O.C., A.I.F. has directed that these notes be issued to every man on arrival.

Palestine does not belong to us, it belongs to the Arabs and Jews, both of whose histories date long before ours, whose respective religions are two of the oldest in the world. As you know, there has in the past been trouble between these two races, who are now, however, united in the same cause as you, namely, to win this war. Hundreds of young men of both races have enlisted in the various units of the English Army and Air Force. Some of them have seen months of service in France, including the evacuation of Dunkirk, when they distinguished themselves. You are using their homeland as a training ground. You represent Australia, whether in the smallest Arab village, or the largest towns in Palestine. It is therefore of paramount importance that you learn, understand and respect their many customs, by far the greater part of which are due to their religion. These are vastly different to ours, but none the less they must be respected.

### THE ARABS.

The Arab is a Moslem, and as such, his most noticeable characteristics are his religious fervour and the segregation of his women folk.

Do not attempt to enter a Mosque unless in possession of permission to do so and unless conducted by a member of the Mosque. Remove your shoes and your hat. You can only enter a Mosque on bare or stockinged feet. Only attempt to enter those portions of the Mosque shown you by your guide.

The Mosque is a place of worship, respect it, do not talk loudly or laugh. Do not disturb any worshipper at his prayers or devotions. Under no circumstances enter during the hours of prayer.

The Arab Sabbath is the Friday.

When in the streets, remember that most Arabs know a little English, so do not speak of them in disparaging terms, or swear at them. Do not refer to them as "Wogs".

Arab women are kept severely apart from all men except their husbands, and are easily scared of Australians, so do not look at, or speak to any woman. Any attempt to molest them will only cause trouble for you. Walk along the roads as if they were not in sight. They are regarded as inferior to men, and you therefore should not even notice their presence.

Some Arabs have religious objections to being photographed, so if you see you are causing embarrassment with a camera, do not use it. Use will only frighten the women, and cause resentment in the men.

When you see the Arab seated on his donkey with his wife walking behind laden with goods, do not attempt to teach the Arab the Australian customs. His wife is used to this, do not interfere.

Lastly, the Arab's standard of honesty is different from yours, so under no circumstances put temptation in his way.

By both nature and religion the Arab is the most courteous person in the world. Do not take advantage of his courtesy and hospitality. Show him the courtesy he shows to you. You will rise in his esteem.

### THE JEWISH PEOPLE.

The Jewish Sabbath is from sunset on the Friday to sunset on the Saturday.

When entering a synagogue, unless you are of Jewish faith, get permission, and someone to conduct you. Do not remove your shoes or hat. It is a place of worship. Do not disturb worshippers, talk loudly, or laugh.

If the dress and appearance of some Jewish men or women appears very strange to you, do not ridicule it. It is the custom of their sect. To the Jew, Palestine is the Promised Land, their home. The greater percentage by far are idealists, and so many will appear fanatical in their ideas. Respect their ideas as you expect them to respect yours.

In both, Jerusalem and Tel Aviv you will find people who have opened their houses to Australians during the past months. No doubt many of you will make similar friendships. Their hospitality is genuine—do not abuse it.

### A FINAL HINT.

You are an Australian, and it is by your appearance, behaviour and bearing that Australia and every Australian will be judged. Wear your uniform correctly, have it clean and neat. Be temperate in your desires and habits.

*S. J. Rowell*

Brig.,  
General Staff 1st Aust. Corps.

22nd October, 1940.

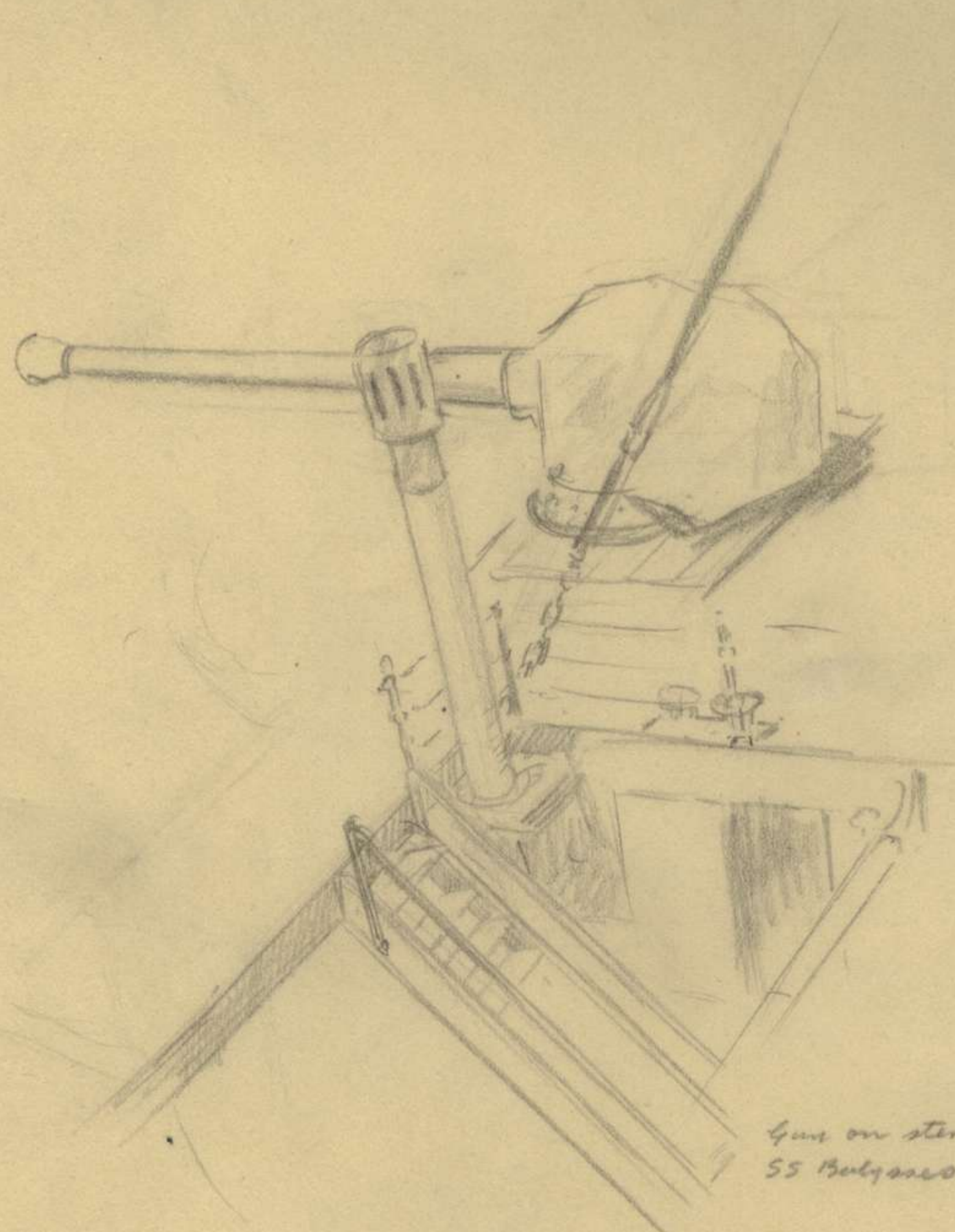


NOV 1

Sighted Rotterdam Is 0600  
abreast of " . 0700

Ax9 QX anchored in roadstead  
off Fremantle. MX entered harbour  
SS Bulwers, London tied up  
alongside to tranship oil fuel.  
QX Passed by SS Harrover outward  
bound.

E 2



Gun on stern  
SS Bulwers.

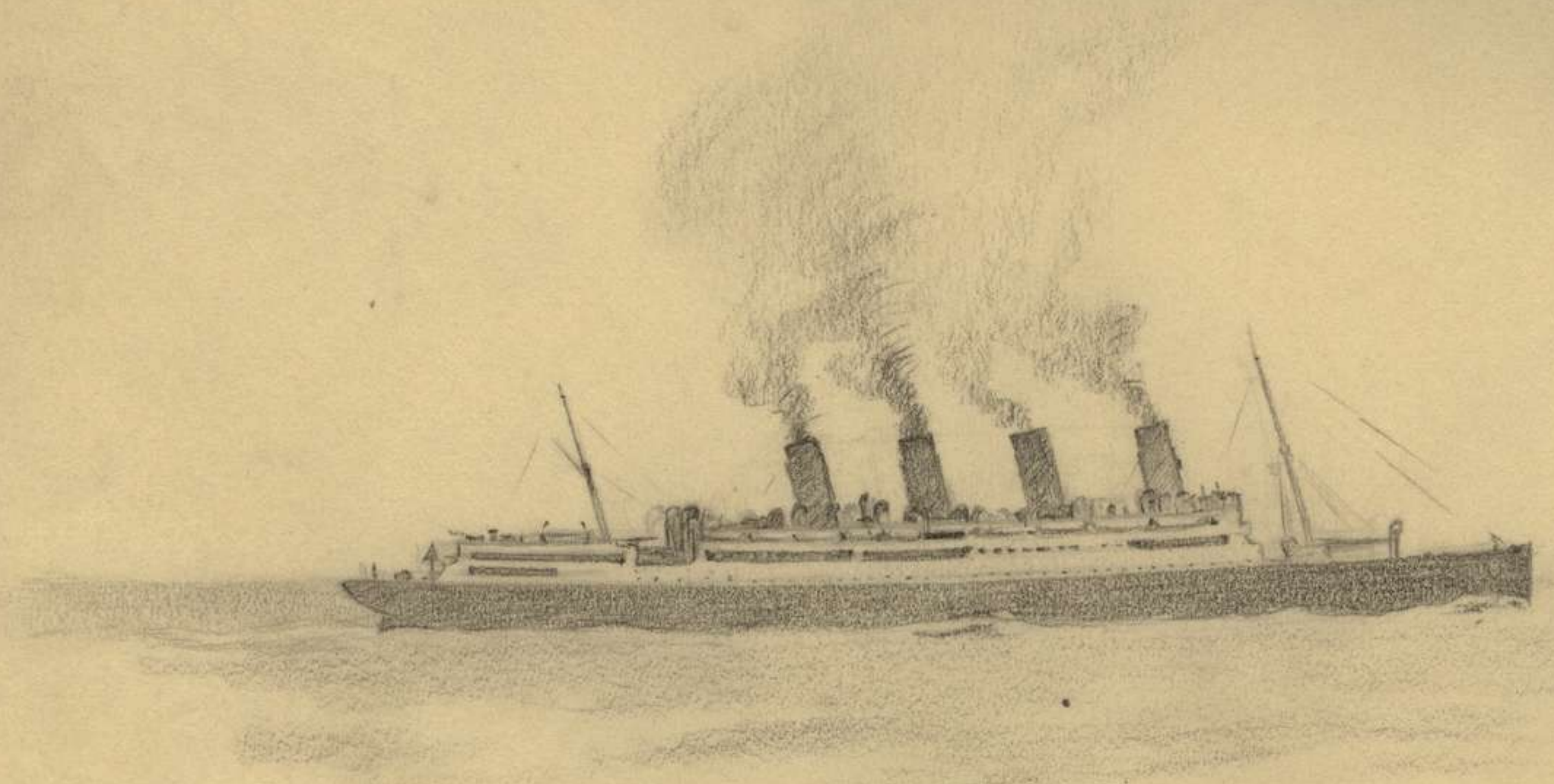
Lt Col G W Macleay  
HQ 70 Aust Inf Bde.



NOV 1

~~3~~  
Drawn from porthole of QX

E 3



Lt Col C. W. Muslean  
HQ 20 Aust Inf Bde.



E5

# WOULDN'T IT . . . ?

EDITOR: Pte. G. M. WHITE

EDITORIAL ADDRESS: CABIN-M-74

VOL. I. No. 8.

MONDAY, NOVEMBER 4, 1940

ALL AT SEA

## THE COMMODORE'S FAREWELL

A message from  
Commodore R. B. IRVING,  
O.B.E., R.D., R.N.R.

Officers, N.C.O.'s and Men of  
the A.I.F.—

I have been asked to give you a message for "Wouldn't It" and I do so with great pleasure.

We of the Queen Mary are very proud to have had you all on board and wish to thank you, one and all, for the great respect that you have shown for our ship, which naturally we feel so proud of, representing as she does the best our Empire has to offer you.

I feel that you are worthy of her.

Wherever you may go, I wish you all luck and a safe return to your beloved Australia.

God bless you and thank you all.

(Signed) R. B. IRVING,  
Commodore, Queen Mary.

## The Final Issue

Herewith we present the final issue of "Wouldn't It . . . ?" and if it brings a cry of joy to your lips, it doesn't to ours. We have enjoyed every minute of our work on this paper and the occasional moan from someone when it was a bit late in the morning was like the gurgle of beer in our ears.

We had one or two threats of libel action and a few of more violent action, but the appearance of the picquet always saved us, to produce another issue.

Now we look forward eagerly to the day, we hope not far distant, when we shall be retracing our steps, perhaps on this ship, and you will be reading "Didn't It . . . ?"

Seriously, though, we would like to thank many people who assisted in our nefarious work—particularly the Radio Staff, who went to all sorts of trouble to get us news. We were also helped by the Bridge, the Purser, and the ship's printers. On the military side, from the O.C. Troops down everyone was most willing to assist.

## DON'T SHOOT—WE DID OUR BEST

Here, for posterity, are the people responsible for "Wouldn't It . . . ?"

Editor: Pte. G. M. White  
Wisecrack Editor: W.O. Don Mould

Distribution: Cpl. D. Cartledge, Pte. J. Howick and Div. Int. Section.

Printers: J. Davies and W. Burley (ship's company).

## BRITISH TROOPS IN GREECE

### No Details Given

LONDON, Sunday.

It was officially announced to-day that British forces have landed in Greek territory. No details are given of the place or the troop dispositions.

At the same time a British military mission has been installed at Athens.

British bombers are co-operating with the Greek planes in attacks on military objectives in Albania, notably in the capital, Durazzo.

## DANGER!

### Disease Risks in our New Home

From the senior medical officers on this ship, men with personal knowledge of conditions in the place we are going to, comes this good advice. Read it; follow it.

Do not drink water from unauthorised sources.

Do not drink cordials or milk from itinerant vendors.

Do not eat raw green vegetables or fruit which cannot be peeled.

Carefully wash your hands before meals. Thus you may avoid typhoid fever, cholera, dysentery and diarrhoea.

Only swim in authorised areas. Unauthorised areas may be infested with the organisms responsible for Bilharzia and hook-worm disease.

Always wear some form of footwear unless permission is given to the contrary.

Sleep under your mosquito nets and take your quinine regularly when it is issued to you. Thus you will avoid malaria.

The louse is responsible for spreading typhus fever and relapsing fever. If you become lousy report it immediately.

Quench your thirst, but do not drink excessively.

Take your salt tablets regularly when issued to you. Thus you will be enabled to withstand the effects of heat and humidity.

Take alcohol only after sun-down.

Remember that venereal disease is very widespread in the area to which we are going.

## BRIGADIER MURRAY'S THANKS

O.C. Troops, Brigadier J.J. MURRAY, D.S.O., M.C., V.D., said yesterday:—

I take this opportunity to thank the Commanding Officers, other officers, N.C.O.'s and men on this ship for their willing help and support in overcoming the difficulties that arise when thousands of men are crowded into a single ship, even when it is as large as this one.

The success of the voyage reflects credit on everyone. It is, I believe, a forecast of what our team-work and loyal support of one another will achieve in harder times ahead.

Especially would I like to thank those whose almost unnoticed labors meant so much to our comfort and well-being. I refer to the supply and messing sections, to the mess orderlies and sentries and all others on similar duties. Such men as these deserve the thanks of all of us.

And finally, I would like to refer to the respect paid to me as O.C. Troops, at all times and by all ranks. I have been made to feel that this was more than the fulfilment of an obligation, but was rather a spontaneous and sincere gesture of respect. For that I thank you.

J. J. MURRAY, Brigadier.  
O.C. Troops, H.T. Queen Mary.

## WINNING CONTRIBUTION

The prize of 10/- awarded for the best original contribution to "Wouldn't It . . . ?" has gone to Pte. J. Cassidy, 20 Infantry Brigade H.Q., for the verses, "Touch of the Shorts," which appear below.

### TOUCH OF THE SHORTS

At dawn, when the seagulls are crying,  
I bound from my bunk with a crash,  
And wake from my dreams sadly sighing  
And cursing my shortness of cash.  
(My hideous shortness of cash.)  
With twelve in the cabin a shaving,  
It's easy to shave the wrong face,  
While waiting for baths sets me raving  
And cursing the shortness of space.  
(This hideous shortness of space.)  
At meal times the din is appalling,  
Such as ne'er heard on land or on sea,  
With all other ranks loudly bawling  
And cursing the shortness of tea.  
(The hideous shortness of tea.)  
P.T. on a deck that is slanting,  
And for joints that are set as in death,  
Has terrors. I find myself panting  
And cursing my shortness of breath.  
(My hideous shortness of breath.)  
When evening and blackout are nearing,  
One's thoughts turn to mess-tins  
and jugs,  
But cursing replaces the cheering,  
Yes, cursing our shortness of mugs.  
(Our hideous shortness of mugs.)

—Cass /

## FINALS HARD FOUGHT Stubbs Takes Heavy Title

Each bout fought as though it were a world championship, the ship's boxing tournament ended yesterday on a high note.

With one exception the boxers were well matched, and the winning margin was never more than one point.

Heavyweight champion of the ship is Gnr. Stubbs of the 2/5 Fd. Reg. He beat Gnr. Miller (2 A/Tk Reg.) after Miller had won the first round. Both men fought well.

Solid punching was the feature of the light-heavyweight bout, won by Bdr. Eacott (2 A/Tk Reg.) by three-quarters of a point. He beat Pte. Snellson (2/17 Bn.).

After the contests, Gnr. Edwards (2 A/Tk Reg.) who won the featherweight division on a forfeit, gave an exhibition with Pte. Raines (2 A/Tk Reg.), unopposed champion in the flyweight division.

### Results:—

Heavyweight division.—Gnr. Stubbs (2/5 Fd. Reg.) beat Gnr. Miller (2 A/Tk Reg.) on points.

Light-heavyweight.—Bdr. Eacott (2 A/Tk Reg.) beat Pte. Snellson (2/17 Bn.) on points.

Middleweight.—Pte. Moore (2/17 Bn.) beat Gnr. Albutt (2/5 Fd. Reg.) on points.

Welterweight.—Bdr. Duckering (2 A/Tk Reg.) beat Cpl. Bourke (D.A.C.) on points.

Lightweight.—Pte. Hudson (2/17 Bn.) beat Spr. Dalton (2/6 Fd. Coy.) on a T.K.O.

Featherweight.—Gnr. Edwards F. (2 A/Tk Reg.) beat Dr. Flannagan (D.A.C.) on a forfeit.

Bantamweight.—Pte. Brunell (2/5 A.G.H.) beat Gnr. Edwards B. (2 A/Tk Reg.) on points.

Flyweight.—Pte. Raines (2 A/Tk Reg.) unopposed.

### PRIZE DISTRIBUTION

Prizes and trophies for the boxing and sports were distributed by Brigadier J. J. Murray on the Promenade Deck after all events had been concluded yesterday.

Officers and nurses received small mementoes such as pencils and desk calendars while O.R.s received more negotiable gifts in the form of canteen orders.

### YESTERDAY'S SPORTS

The boxing proved too much of a draw for the sports yesterday and there were only sufficient competitors for four events.

Results were: Relay race, 2/13 Bn. (Cpls. Searle, Blowes, Ptes. Smith, Ogilvy). Three-legged, Ptes. Daly, Ready (2 A/Tk Reg.). 150 yards championship, Pte. Taylor (A.S.C.). Tug-o'-war 2/5 A.G.H.



SECURITY SLOGANS COMPOSED ON "QUEEN MARY"

by Cpl R.J.Searle.

E6

There was a young man from the 'Loo  
He'd discuss everything that he knew  
His rumours grew fast  
Reached the enemy at last  
Killed five hundred men and a colonel too.

Rumours grow like the grape vine,  
Life is very sweet,  
Rumours spread to the enemy line,  
Cemtries look so neat.

Confuscious say - man who kill rumour save cobber.

handkerchief

A magician, using a ~~careless~~-word, can make a rabbit disappear.  
The enemy, using a careless word, can make a transport disappear.

Rumours repeated give enemy ears delight,  
The danger is great, why don't you see the light.

Where there's smoke there's fire, where there's hot air there's disaster.



EMBARKATION RETURN - HT "QUEEN MARY".

*War Diary*

Unit	Officers			WO'S & Sgts.			Other Ranks			TOTAL			
	18-19 Oct	11-14 Oct	Total Oct	18-19 Oct	11-14 Oct	Total Oct	18-19 Oct	11-14 Oct	Total Oct	18-19 Oct	11-14 Oct	Total Oct	
HQ 20 Aust Inf Bde	6	3	9	5	-	5	51	5	56	62	8	70	
2/13 Bn.	38	2	40	35	6	41	841	-	841	914	8	922	
2/17 Bn.	35	2	37	41	5	46	330	2	332	908	9	915	Plus 5 minus 1 at Fremantle - 919
20 Inf A /Tr Coy	4	-	4	6	-	6	71	1	72	81	1	82	
58 LAD (att 20 Aust Inf Bde)	1	-	1	2	-	2	9	-	9	12	-	12	
2/5 Fd Regt	35	3	38	33	5	38	555	2	557	623	10	633	Plus 3 minus 1 at Fremantle - 635.
52 LAD (att 2/5 F Regt)	1	-	1	1	-	1	11	-	11	13	-	13	
2/5 Fd Coy, RAE	7	-	7	7	-	7	243	-	243	257	-	257	Minus 1 at Fremantle 256.
2/5 Fd Coy, RAE	5	1	6	5	-	5	246	2	248	256	3	259	
2/2 A/Tr Regt.	32	-	32	38	-	38	529	-	529	599	-	599	
54 LAD (Att 2 A/Tr Regt)	1	-	1	1	-	1	11	-	11	13	-	13	
5 A.G.H.	31	2	33	25	2	27	168	6	174	224	10	234	
AANS	36	6	42	-	-	-	-	-	-	36	6	42	
Mass cuses	9	-	9	-	-	-	-	-	-	9	-	9	
7 Div Sigs	23	-	23	24	-	24	364	-	364	411	-	411	Plus 30 minus 1 at Fremantle - 440
Dets HQ 7 Div Sigs	-	-	-	-	-	-	11	-	11	11	-	11	
58 LAD (att 7 Div Sigs)	1	-	1	1	-	1	11	-	11	13	-	13	
2/2 Fd Hygiene	1	-	1	4	-	4	25	-	25	30	-	30	
7 Fd Cash Office	1	-	1	2	-	2	2	-	2	5	-	5	
7 Div Int Sect.	1	-	1	2	-	2	6	1	7	9	1	10	
7 Div Fro Coy	1	1	2	7	-	7	93	3	101	106	4	110	
7 Div Employ Pl.	-	-	-	1	-	1	33	-	33	34	-	34	
7 Div Mobile Bath	1	-	1	-	-	-	14	-	14	15	-	15	
7 Div Mobile Laundry	2	-	2	8	-	8	125	-	125	135	-	135	
7 Div Amn Coy	11	-	11	18	-	18	365	-	365	394	-	394	
7 Div Supply Cpl / Div S.C.	14	-	14	34	-	34	422	-	422	470	-	470	
Dets HQ 7 Div AASC att 7	-	-	-	-	-	-	39	-	39	39	-	39	
SA	1	-	1	-	-	-	-	-	-	1	-	1	
SA	1	-	1	-	-	-	-	-	-	1	-	1	
SA	1	-	1	-	-	-	-	-	-	1	-	1	
	300	60	360	300	12	312	5,080	22	5,102	5380	60	5,740	

Plus personnel embarked Fremantle, 25 Oct 40. -

7 Div Sigs	-	-	-	1	-	-	29	-	29	30	-	30	
2/5 Fd Regt	1	-	1	-	-	-	2	-	2	3	-	3	
2/17 Bn.	-	-	-	1	2	-	4	35	39	5	-	38	

321 320 5,137 5,778

Less personnel disembarked Fremantle 25 Oct 40 -

2/5 Fd Regt	-	-	-	-	-	-	1	-	1	1	-	1	
2/5 Fd Coy, RAE (sickness)	-	-	-	-	-	-	1	-	1	1	-	1	
7 Div Sigs	-	-	-	-	-	-	1	-	1	1	-	1	
2/17 Bn (discharge)	-	-	-	-	-	-	1	4	5	1	4	5	

321 320 5,133 5,774

Strength - HT "Queen Mary", as at 1 Nov 40 -

Officers	Warrant Officers	Sergeants	Other Ranks	TOTAL
321	47	275	5133	5774

*J. J. MURPHY*  
 (J. J. MURPHY) Brig.  
 Comd, 20 Aust Inf Bde  
 CC, Tps, HT "Queen Mary".



EMBARKATION RETURN - HT "QUEEN MARY".

*Voyage Diary*

Unit	Officers			WO'S & Sgts.			Other Ranks			TOTAL		
	18-19 Oct	11-14 Oct	Total Oct	18-19 Oct	11-14 Oct	Total Oct	18-19 Oct	11-14 Oct	Total Oct	18-19 Oct	11-14 Oct	Total Oct
HQ 20 Aust Inf Bde	6	3	9	5	-	5	51	5	56	62	8	70
2/13 Bn.	38	2	40	35	6	41	841	-	841	914	8	922
2/17 Bn.	35	2	37	41	5	46	830	2	832	908	9	915
20 Inf A /Tk Coy	4	-	4	6	-	6	71	1	72	81	1	82
58 LAD (att 20 Aust Inf Bde)	1	-	1	2	-	2	9	-	9	12	-	12
2/5 Pd Regt	35	3	38	33	5	38	555	2	557	623	10	633
52 LAD (att 2/5 F Regt)	1	-	1	1	-	1	11	-	11	13	-	13
2/5 Pd Coy, RAE	7	-	7	7	-	7	243	-	243	257	-	257
2/5 Pd Coy, RAE	5	1	6	5	-	5	246	2	248	256	3	259
2/2 A/Tk Regt.	32	-	32	38	-	38	529	-	529	599	-	599
54 LAD (Att 2 A/Tk Regt)	1	-	1	1	-	1	11	-	11	13	-	13
5 A.G.H.	31	2	33	25	2	27	168	6	174	224	10	234
AANS	36	6	42	-	-	-	-	-	-	36	6	42
Mass cuses	9	-	9	-	-	-	-	-	-	9	-	9
7 Div Sigs	23	-	23	24	-	24	364	-	364	411	-	411
Dets HQ 7 Div Sigs	-	-	-	-	-	-	11	-	11	11	-	11
58 LAD (att 7 Div Sigs)	1	-	1	1	-	1	11	-	11	13	-	13
2/2 Pd Hygiene	1	-	1	4	-	4	25	-	25	30	-	30
7 Pd Cash Office	1	-	1	2	-	2	2	-	2	5	-	5
7 Div Int Sect.	1	-	1	2	-	2	6	-	6	7	-	10
7 Div Pro Coy	1	1	2	7	-	7	98	3	101	106	4	110
7 Div Employ Pl.	-	-	-	1	-	1	33	-	33	34	-	34
7 Div Mobile Bath	1	-	1	-	-	-	14	-	14	15	-	15
7 Div Mobile Laundry	2	-	2	8	-	8	125	-	125	135	-	135
7 Div Amm Coy	11	-	11	18	-	18	365	-	365	394	-	394
7 Div Supply Col /Div S.C.	14	-	14	34	-	34	422	-	422	470	-	470
Dets HQ 7 Div AASC att 7	-	-	-	-	-	-	39	-	39	39	-	39
TEWA	1	-	1	-	-	-	-	-	-	1	-	1
TOP	1	-	1	-	-	-	-	-	-	1	-	1
SA	1	-	1	-	-	-	-	-	-	1	-	1
<b>TOTAL</b>	<b>300</b>	<b>20</b>	<b>320</b>	<b>300</b>	<b>18</b>	<b>318</b>	<b>5,080</b>	<b>22</b>	<b>5,102</b>	<b>5680</b>	<b>60</b>	<b>5,740</b>

Plus personnel embarked Fremantle, 25 Oct 40. -

7 Div Sigs	-	-	-	1	-	1	29	-	29	30	-	30
2/5 Pd Regt	1	-	1	-	-	-	2	-	2	3	-	3
2/17 Bn.	-	-	-	1	2	3	4	-	4	5	-	5
<b>TOTAL</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>4</b>	<b>35</b>	<b>4</b>	<b>39</b>	<b>38</b>	<b>5</b>	<b>38</b>
<b>TOTAL</b>	<b>321</b>	<b>21</b>	<b>342</b>	<b>302</b>	<b>20</b>	<b>322</b>	<b>5,115</b>	<b>26</b>	<b>5,141</b>	<b>5710</b>	<b>65</b>	<b>5,778</b>

Less personnel disembarked Fremantle 25 Oct 40 -

2/5 Pd Regt	-	-	-	-	-	-	1	-	1	1	-	1
2/5 Pd Coy, RAE (sickness)	-	-	-	-	-	-	1	-	1	1	-	1
7 Div Sigs	-	-	-	-	-	-	1	-	1	1	-	1
2/17 Bn (discharge)	-	-	-	-	-	-	1	-	1	4	-	4
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>4</b>	<b>7</b>	<b>0</b>	<b>7</b>
<b>TOTAL</b>	<b>321</b>	<b>21</b>	<b>342</b>	<b>302</b>	<b>20</b>	<b>322</b>	<b>5,111</b>	<b>26</b>	<b>5,137</b>	<b>5703</b>	<b>65</b>	<b>5,774</b>

Strength - HT "Queen Mary", as at 1 Nov 40

Officers	Warrant Officers	Sergeants	Other Ranks	TOTAL
321	47	275	5133	5774

*J. J. MURPHY*  
 (J. J. MURPHY) Brig.  
 Comd. 20 Aust Inf Bde  
 CC, Ips, HT "Queen Mary".



Voyage Diary

Additional appendix  
to war diary for October/40

Oct?



AUSTRALIAN IMPERIAL FORCES

CIA

STANDING ORDERS

IMP 506 - CONVOY ENB+

by

BRIGADIER J. J. MURRAY, D.S.O., M.C., V.D.

INDEX

<u>CHAPTER</u>	<u>TITLE</u>
1.	Administration
2.	Emergencies
3.	Discipline
4.	Messing
5.	Training
6.	Postal
7.	Canteens and Bars
8.	Medical
9.	Baggage
10.	Welfare and Entertainment
11.	Summary of duties

*A. N. Backhouse*

(A. N. BACKHOUSE)  
Ship's Adj't.

Capt.



AMENDMENTS

SERIAL NO.	DATE.	AMENDMENT	INITIALS.
Chap 4 Para 6.	16 Nov 40	REF CHAP 3 PARA 1. SMOKING WILL BE PERMITTED IN OFFERS W.O's + SGTs. MESSSES AFTER MEALS	P
	16 Nov 40	Tables in mens' messes do be occupied by 16 men	Mtd



SHIPS      STANDING      ORDERS      FOR  
HF 306,      CONVOY BN 8 $\frac{1}{2}$

Distribution	No of Copies	Copy Nos
OC Tps, Comd. 20 Aust Inf Bde	1	1
Commander, HF 306, Convoy BN 8 $\frac{1}{2}$	4	2-5
BM, 20 Aust Inf Bde	1	6
Ships Adjt, SC, " " "	2	7-8
LC (I) " " "	1	9
LC (II) " " "	1	10
LC (III) " " "	1	11
Fd Offr, TO, " " "	1	12
Sup " , AASC, " " "	1	13
IO, " " "	1	14
2/15 Bn	3	15-17
2/4 Fd Amb	3	18-20
51 IAD	1	21
52 "	1	22
54 "	1	23
55 "	1	24
56 "	1	25
68 "	1	26
59 "	1	27
Gd Rm	1	28
Notice Board	1	29
War Diary	1	30
7 Aust Div	1	31
Voyage Rpt	4	32-35
Spare Copies	5	36-40



SHIP'S ROUTINE:

Reveille. . . . .	0600 hrs
Mess Orderlies Parade.....	0645 hrs
Administration Pde. . . . .	0700 hrs
Breakfast. (First Sitting) . . . . .	0715 hrs
do. (Second Sitting). . . . .	0800 hrs
Sick Parade. . . . .	0900 hrs
Ship's Inspection. . . . .	1045 hrs
Mess Orderlies Pde. . . . .	1145 hrs
Lunch First Sitting. . . . .	1215 hrs
do Second Sitting. . . . .	1300 hrs
Duty Mounting Pde. . . . .	1630 hrs
Mess Orderlies Pde. . . . .	1630 hrs
Sick Pde. . . . .	1700 hrs
Tea First Sitting. . . . .	1700 hrs
do. Second Sitting. . . . .	1745 hrs
Retreat. . . . .	1745 hrs
Supper. . . . .	2000 hrs
First Post. . . . .	2130 hrs
Last Post. . . . .	2145 hrs
Lights Out. . . . .	2200 hrs
<u>W.O.'s &amp; Sgts. Mess.</u>	
Breakfast. . . . .	0700 hrs
Lunch. . . . .	1200 hrs
Dinner. . . . .	1315 hrs
<u>Officer's Mess</u>	
Breakfast. . . . .	0800 hrs
Lunch. . . . .	1315 hrs
Dinner. . . . .	1915 hrs

2. CABIN

- (a) All cabins including bathrooms will/in<sup>be</sup> inspection order by 0915 hrs
- (b) Beds will be stripped daily and made neatly.
- (c) Mirrors will be washed and all clothes will be placed in kit bags.
- (d) Equipment will not be hung on cabin walls, but will be placed neatly at the foot of each bed.
- (e) S.D. trousers and jackets will be folded neatly and placed below the pillow- jacket on top with sleeves so folded that the colour patch is visible.
- (f) Boots will be placed under the bed.
- (g) Unit Orderly Officers will inspect unit troop deck by 1000 hrs and adjust any irregularities prior to the ship's inspection.
- (h) Cabin doors will kept open continuously.
- (i) Cabins will remain in inspection order until 1600 hrs daily after which hour they will be kept tidy.

3. LIFEBELTS.

- (a) All personnel are reminded that deficiencies in, or damage to, lifebelts will be paid for by the person or persons concerned.
- (b) Should a lifebelt be lost a full written report will be submitted to the ship's Q.M. immediately.

4. LOSSES AND DAMAGE:

- (a) All losses and damage must be reported to ship's Q.M. immediately, in writing.
- (b) Damage to ship's property will be charged to the offender. If he cannot be found, then to the troops in general.

5. CONSERVATION OF FRESH WATER:

All ranks are warned against wasting fresh water and will use as little fresh water as possible for washing purposes. Soap which will lather in salt water may be obtained from dry canteen.

6. RETURNS:

The following returns are to be rendered whilst on board:-

<u>FORM</u>	<u>NO. OF COPIES</u>	<u>WHEN REQUIRED</u>	<u>REMARKS.</u>
W.3008	2 )		
W.3009	2 )		
W.3010	2 )		
W.3011	2 )		
W.3012	2 )		

Dry previous to arrival at each port of call and finally before disembarking at destination. By all units.



<u>FORM</u>	<u>NO. OF COPIES</u>	<u>WHEN REQUIRED.</u>	<u>REMARKS.</u>
B2069	2	To be compiled during voyage and rendered prior to disembarking at destination.	By all Units
Return of all personnel in hospital.	1	100 hours daily.	by S.M.O.
Nominal roll of personnel on sick parade	1	One day prior to disembarkation.	by all Units
Rifle state	1	1000 hrs daily.	by all Units
Disembarkation nominal roll.	12	As advised in Ship's Routine Orders.	by all Units
Nominal roll.	8	do. do.	by all Units
Report by:-			
Field Officer	1	Daily	
Captain of Day	1	do.	
Orderly M.O.	1	do.	
Ship's C.O.'s.	1	do.	
Guard Comd.	1	do.	
Tattoo Reports.	1	do.	by all Units
Report on damage or losses	1	Within 24 hours of such loss or damage.	by all Units

7. CHURCH PARADES

Denominational church parades will be held as promulgated in Ship's daily routine orders.

8. VENTILATION

All cabin doors will remain open continuously.

9. CANTENEN HOURS

Dry Canteen - 0730 to 0830 hrs  
 1200 to 1330 hrs  
 1630 to 1930 hrs.  
 Wet Canteen - 1830 to 2130 hrs

10. SECURITY

- (a) The ship will maintain a complete black-out during the hours of darkness. No torches matches or any lights will be exposed for any purpose whatever.
- (b) This regulation must be strictly enforced by all ranks and disciplinary action will be taken in all cases of non-observance.
- (c) All port-holes on D and E decks will be closed day and night.

11. SHIP'S SIREN

The ship's siren will be sounded once, at 1200 hrs daily.  
This is a test only.



## CHAPTER 2 - EMERGENCIES

1. The following emergency signals will be sounded in regard to the respective state of emergency :-

- (a) Proceed to life-boats on boat deck, close water-tight doors and port holes SEVEN SHORT BLASTS FOLLOWED BY A LONG BLAST ON THE ELECTRIC HORN.
- (b) Abandon ship - lifeboats will be lowered to promenade deck - SEVEN SHORT BLASTS FOLLOWED BY A LONG BLAST ON THE SHIP'S SIREN.
- (c) Fire alarm - all water tight doors, fireproof doors, and port holes closed - fire party proceed to station - A SERIES OF SHORT BLASTS ON THE ELECTRIC HORN.
- (d) Drill for closing water tight doors, port holes, valves, etc - A CONTINUOUS BLAST OF ABOUT ONE MINUTE ON THE ELECTRIC HORN.
- (e) Air raid or surface attack - SERIES OF FIVE SHORT BLASTS WITH FIVE SECOND INTERVALS FOR ABOUT ONE MINUTE.
- (f) Water tight doors, port holes, etc. to be closed, gun crews proceed to station - A SERIES OF A LONG BLAST FOLLOWED BY A SHORT ONE ON THE ELECTRIC HORN.
- (g) Stand down in all cases of emergency - TWO LONG BLASTS ON ELECTRIC HORN.

2. The following procedure will be adopted on receipt of the respective alarm signals

- I (a) AIR ATTACK OR SURFACE RAID ATTACK - SIGNAL - FIVE SHORT BLASTS ON ELECTRIC HORN IN SERIES OF FIVE SECOND INTERVALS
- (b) All personnel will proceed to "D" and "E" decks to a similar position in relation to their boat stations assume the prone position, face downward, and preserve strict silence.
- (c) This situation will be maintained until the "all clear" signal is given or the signal for boat stations is sounded.
- (d) OC Troops, Ship's Adjt, Field Officer and one runner will proceed to the bridge.
- (e) Fire party (2/13 Bn) one officer, one NCO and 10 ORs will report to ship's officer at concreted protection area near wireless cabin on "A" deck, port side.
- (f) Armed guard (2/13 Bn) one officer, one Sgt, 2 Cpls, 20 ORs will take up station on area immediately aft of bridge on "A" deck.
- II (a) EMERGENCY - SEVEN SHORT BLASTS FOLLOWED BY A LONG BLAST ON THE HORN.
- (b) All personnel will don life belts and proceed to boat station.
- (c) Officers and NCOs will go to the station to which their men are allocated.
- (d) Senior Officer present will act as OC boat station.
- (e) Strict silence will be preserved and all will await orders. CIC station will receive orders from the ship's officers.



CHAPTER 2 → EMERGENCIES (Contd)

3. III (a) Fire - SIGNAL - A SERIES OF SHORT BLASTS ON ELECTRIC HORN
- (b) All troops will stand fast.
  - (c) Field Officer will proceed to scene of fire and report to bridge by runner, and take any apparent immediate action.
  - (d) Fire party will proceed to station on "A" deck and await orders.
4. GENERAL
- (a) 2/13 Bn will detail a fire party consisting of one Officer, one NCO and 10 ORs who will proceed to "A" deck and report to Ship's Officer at concreted protection area near wireless cabin "A" deck, port side.
  - (b) 2/13 Bn will detail an armed guard one officer, one Sgt, two cpls, 20 ORs who will "stand to" on area immediately aft of bridge "A" deck.  
Rifles for these personnel will be kept in a special locker at this situation. 20 rounds of .303 amm will be drawn from ship's QM and placed in locker with rifles.
  - (c) This guard will await orders from OC troops and will function during all phases of emergency.
5. It is notified that the situation of the boat stations is in no way related to the boats immediately adjacent to them - it rests entirely with the ship's officer as to which boat troops from any station may be embarked in the case of emergency and directions in this regard will be given to the OIC boat station by the ship's officer, such instructions are to be strictly complied with.
6. All ranks are to be instructed to familiarise themselves with the situation of the electric emergency fire alarm press button within their area.
- These are situated at regular intervals in the passages throughout the ship and should be used as the method of raising the alarm in the event of fire.
7. The senior officer present will act as OIC boat station and he will immediately prepare a roll of all personnel attending that station and he will check up and see that all personnel are present in the event of an emergency occurring.
8. OIC station will register his rank, number and name and unit at ship's orderly room as soon as practicable after the first emergency practice drill.
9. OC troops, Ship's Adjut, and Field Officer will proceed to the bridge in all cases of emergency.
10. Boat stations are located as per appendix "A".



APPENDIX "A", CHAPTER II, EMERGENCIES:

BOAT STATIONS:

Station No 2	A Deck Portside abaft the bridge.	Station No 1	A Deck starboard abaft the bridge.
" 4	B " 1st Class portside	" 3	B " 1st Class starboard side
" 6	B " " " "	" 5	B " " " " "
" 8	B " 2nd " "	" 7	B " 2nd " " "
" 10	B " " " "	" 9	B " " " " "
" 12	B " " " "	" 11	B " " " " "
" 14	B " " " "	" 15	B " " " " "
" 16	C " portside No 2 hatch	" 15a	C " " " " No 2 hatch
" 18	B " 1st " portside	" 17	B " 1st Class " side
" 20	B " " " "	" 19	B " " " " "
" 22	A " 2nd " " near Hospital	" 21	A " 2nd " " "
" 24	B " " " " No 7 hatch	" 23	B " " " " " No 7 hatch
" 26	B " 3rd " "	" 25	B " 3rd " " "
" 28	A " 1st " " No 3 hatch	" 27	A " 1st " " " No 3 hatch
"		" 29	Kido Deck starboardside.



APPENDIX "A", CHAPTER II, - EMERGENCIES:

BOAT STATIONS

Station	2 Crew	No of Pers.	Station 1	Crew	No of Pers.	
"	4	Passengers from Cabins 26/66	63	"	3 Passengers from Cabin 25/65	61
"	6	" 27/20, 116/132	64	"	5 " 1/23, 115/131	66
"	8	" 134/170	62	"	7 " 133/169	62
"	10	" 68, 220/268	62	"	9 " 67/69, 223/255	62
"	12	" 172/312	62	"	11 " 171/313	62
"	14	" 270/284, 414/418 314/328, 315/3 27	67	"	15 " 257/285, 413/419--6	
"	16	" 4th Class F Deck	86	"	15a " 4th Class shelter	34
"	18	" Hatch No 2 tweendeck Portside	130	"	17 " Hatch No 2 tween deck starboardside	129
"	20	"		"	19 " --	
"	22	" Portside Veranda 1st Class B Deck	88	"	21 " Starboardside Veranda 1st Class B Deck	88
"	24	" Hatch No 6 tweendeck, Portside	65	"	23 " Hatch No 6 tweendeck starboardside	65
"	26	" 3rd Class E deck portside	85	"	25 " 3rd class E Deck starboardside	80
"	28	"		"	27 " A Deck Cabins	40
"		"		"	29 " --	



HTM 306,  
AT SEA,  
16 Nov 40.

SMOKING.

Ref SSO Chap 3, Para 1. Smoking will be permitted in Offrs,  
W.O's and Sgts Messes after meals.

ALLAN BACKHOUSE (Capt)  
Ship's Adj't.



## CHAPTER 3. - DISCIPLINE

### 1. Smoking will not be permitted in

- (i) Cabins,
- (ii) Swimming Baths
- (iii) Kitchens
- (iv) On open decks during darkness
- (v) Dining rooms during meals
- (vi) Corridors

### 3. General

1. Units will be responsible for maintaining discipline within their own allotted areas. Patrols will be appointed with duties as follows:
  - (a) Patrol unit areas; together with public places within that area, at least once every hour at irregular intervals.
  - (b) Ensure that SSO AND SRO's are fully complied with by all ranks.
  - (c) Ensure that fraternising does not take place between troops and crew.
  - (d) Ensure that personnel do not loiter between decks. They should be either on the decks or in public rooms allotted, in cabins or moving between them. The practice of loitering and playing games in open spaces between the decks in the vicinity of crews quarters will be stopped.
  - (e) Ensure that crew, not on duty, are not allowed in quarters, public rooms or on decks allotted to troops.
  - (f) Ensure that troops remain within the bounds laid down.
  
  - (h) Report to Field Officer of Day's office at least once per two hours the result of patrols. First report at 2000 hrs.
  - (i) Tour of duty 0700 hrs to 2359 Hrs.
2. 2/13 Bn will be responsible for maintaining good order and Military discipline in the wet canteen.



## CHAPTER 3 Discipline (Contd)

### 4. Lighting restrictions

- (a) No naked lights will be exposed on decks.
- (b) All port-holes will be closed on the sounding of four "G" by the ship's bugler, and they will not, on any account, be opened until 4 "G" and a double are sounded by the ship's bugler.
- (c) The Field Officer of the Day will find out from the Officer of the Watch on the bridge, times at which port holes must be closed and when they may be opened and he will instruct the Orderly Bugler accordingly.
- (d) Unit Orderly Officers will report to the Field Officer of the Day when all port holes in unit accommodation have been closed.
- (e) Field Officer will arrange for all remaining port holes to be inspected and, if necessary, closed.
- (f) All port holes will be closed on any emergency signal being sounded.

### 5. Gambling.

- (a) Gambling on the ship is strictly prohibited.
- (b) All Officers and NCO's will assist in the enforcement of this regulation; the names of any offenders being taken and a report forwarded to the unit concerned.

### 6. Wireless sets.

No private wireless sets are permitted to be used whilst on board.

### 7. Sale of food etc.

The buying or selling of tea, coffee, etc. or any other articles of food between troops or between troops and crew is strictly forbidden.

### 8. Sleeping on Decks

- (a) When authorised personnel may sleep on decks normally allotted to their off duty use.
- (b) Application for permission for men to sleep on deck must be made to the Ship's Adj't.
- (c) No bedding will be brought on deck before 2030 hrs and must be removed before 0545 hrs.
- (d) Personnel sleeping on ~~the~~ unenclosed decks will observe smoking restrictions.
- (e) The use of ~~the~~ slung hammocks on open decks is forbidden.

### 9. Spitting

Spitting in any part of the ship is prohibited.

### 10. Lights and fans

- (a) The lights and fans will be switched off when personnel leave cabins.
- (b) Electric lights generate considerable heat and a strict observance of this order will have an appreciable effect on keeping this ship cool.
- (c) Fans go out of adjustment ~~and~~ if left running for long periods and should only be used when necessary.
- (d) Lights will be left on in all cabins and troop decks during ship's inspection period, i.e. 1045 to 1115 hrs.

### 11. Tattoo roll call

- (a) Units will ensure that all troops are in their cabins by 2145 hrs each night.
- (b) Tattoo roll call will be called by an officer at 2145 hrs and returns forwarded to Field Officer of the Day by 2200 hrs.



## CHAPTER 3 - DISCIPLINE (Contd)

### 12. Bounds

1. The following parts of the ship are out of bounds to troops at all times:
  - (a) Officers and nurses' accommodation, bath rooms and lavatories.
  - (b) WO's and Sergeants accommodation, bath rooms and lavatories.
  - (c) Officers and nurses', WO's and Sgt's lounges.
  - (d) Officers, nurses, WOs and Sgts' promenade deck as indicated.
  - (e) Ship's hospital.
  - (f) Crews' quarters.
  - (g) Ship's officers quarters and deck.
  - (h) Ship's bridge.
  - (i) All galleys.
  - (j) Engine room.
  - (k) Forward top lido deck (except for training).
  - (l) Ship's top hamper.
  - (m) The vicinity of naval gun aft.
  - (n) All rigging.
2. Officers, nurses, WOs and Sgts will not use those portions of the ship allocated to troops unless on duty.

### 13. Daily ship(s) inspection.

- (a) An inspection of the ship will be carried out daily at 1045 hrs.
- (b) The ship is divided into three sections for this purpose each section being inspected by a party consisting of one ship's officer, one army officer and the unit orderly officer.
- (c) The army officers to attend will be OC troops, SMO, Field Officer of the Day. In the absence of OC troops, CO 2/13 Bn will attend. In the absence of SMO, 2 I/C 2/4 Pd Amb will attend. In the absence of the Field Officer an officer to be detailed.
- (d) On completion of the inspection inspecting parties will attend a conference in the Captain's cabin where any action taken will be reported and any matter requiring attention raised for discussion.
- (e) Unit areas are to be in inspection order by 1000 hrs.
- (f) Hammocks will be stowed and bunks made up by 0700 hrs.

### 14. Ship's crew

Troops will not fraternise with the ship's crew nor enter their quarters or public rooms.

### 15. Leave

1. When leave is granted at any port the following arrangements will come into operation:
  - (a) The duty unit will supply a guard, one NCO and 3 men for each gangway to prevent unauthorised persons from embarking or disembarking.
  - (b) Each unit group will supply a continuous patrol of one Officer, one Sgt and 6 OR's who will patrol wharves, etc. to prevent unauthorised personnel from taking photographs, remaining in the vicinity of the ship and to prevent persons from boarding or leaving the ship except on duty or on leave.
2. All units will prepare a nominal roll of personnel to whom leave is granted and each man will be issued with a pass which will be collected by the piquet at the gangway on his return to ship.
3. On arrival in port six sentries are to be posted by the Field Officer to prevent the introduction of spirits and unwholesome fruit into the ship. Troops will be allowed to purchase only such fruit and vegetable as the ship's Medical Officer may recommend.



## CHAPTER 3 - DISCIPLINE (Contd).

### 15. Leave (Contd).

4. No hawkers will be allowed on board and sentries will examine all parcels going off and coming on the ship, reporting irregularities to his guard commander who will advise the Field Officer.
5. On the day of duty the duty unit will not be permitted to proceed on leave and will be available for duty in case of emergency.
6. Patrols and duties to be provided ashore will be published in Ship's routine orders or by Administrative instruction.

### 16. Hatch gratings

Gratings of Nos. 2 and 6 hatches must be kept clear at all times; this is necessary in order that the ventilation of the troop decks will not be interfered with.

### 17. Swimming

- (a) The pool is available to troops from 0800 hrs to 1630 hrs daily. Officers and nurses 1630 hrs to 1930 hrs.
- (b) Diving into the pool is forbidden as this is considered dangerous.

### 18. Training

During training rifle butts will not be allowed to come in contact with the deck in such a manner as to cause markings nor will troops be permitted to bump the rifle on the deck during care of arms in order to assist the pull-through to slide through the barrell.

### 19. Lavatories

- (a) Units will see that lavatory pans and basins are only used for the purpose for which they are intended; solid matter of any description will not be permitted to enter the drain or waste pipe.
- (b) Clothes will not be washed in hand basins.

### 20. Arms

- (a) Personnel allotted to cabins will keep their rifles therein in such a manner as to prevent the cabin fittings being damaged.
- (b) Rifles from hammock areas will be stowed in armoury.

### 21. Refuse

- (a) No refuse may be dumped overboard until 30 minutes before dusk.
- (b) This will be carried out under unit supervision.
- (c) Bins must be thoroughly cleansed before being returned to their proper places.

### 22. Passage ways

Passage ways must be kept clear at all times.



## CHAPTER 4 - MESSING

### 1. Mess

Messing will be carried out in two sittings for each meal.

### 2. Sittings

Attendance at each sitting will be in accordance with the following schedule:

<u>Sitting</u>	<u>Unit</u>	<u>Number</u>	<u>Dining Room</u>
1st	2/13 Bn (less HQ & HQ Coy)	498	Aft
1st	HQ 20 Inf Bde	43	Forward
1st	51, 52, 54, 55, 56, 58, 59 LADs.	76	Forward
	<u>TOTAL</u>	<u>617</u>	
2nd	2/13 Bn (less A, B, C & D Coys)	292	Aft
2nd	2/4 Fd Amb	190	Aft
	<u>TOTAL</u>	<u>482</u>	

Totals less Mess Orderlies.

### 3. Cutlery & Mugs

- (a) Troops will use their own knife, fork and spoon.
- (b) Mugs will be issued by ship which will remain with the man until end of voyage.
- (c) Personnel will be held responsible for mugs and if lost are to be paid for.

### 4. Allocation of seating accommodation

Units will be given an allotment of tables at which to seat their personnel. A detailed allotment will be responsibility of the unit concerned in conjunction with the ship's Messing Officer.

### 5.

Reserved



## CHAPTER 4 - MESSING (Contd)

### 6. Meal parades

- (a) A parade will be held by each unit for all meals, personnel will form up in the corridors and passage ways in unit area and will be marched by the unit Orderly Officer to the allotted place in the dining room. On arrival the unit Orderly Officer will move his men into their seats and will report to the ship's Orderly Officer.
- (b) Personnel will leave the dining room under the supervision of the ship's orderly officer who will ensure that it is vacated 30 minutes after commencement of the first sitting.
- (c) Mess Orderlies will endeavour to have the meal waiting for the troops on the table before they arrive.
- (d) Units will see that seating is not changed after the first allocation.
- (e) Troops will leave the dining room as soon as they are finished their meal.
- (f) Sub unit commanders will be present during all meals, i.e. platoon or equivalent commanders.

### 7. Instructions to Mess Orderlies

- (a) Mess Orderlies are instructed that all food (pickles, jam, butter, milk and bread) must be removed from tables and taken to the galley on completion of each meal.
- (b) Meat dishes and soup cans are to be taken to the galley.
- (c) Crockery must be correctly stowed in racks to prevent breakages in the event of the ship rolling.

### 8. Orderlies

- (a) Units will detail mess orderlies for permanent duty for the full period of the voyage.
- (b) Numbers will be supplied in accordance with the following schedule:

<u>UNIT</u>	<u>NUMBER</u>
2/13 Bn	51
2/4 Fd Amb	15
20 Inf Bde HQ	14
<u>TOTAL</u>	<u>80</u>

- (c) Names of mess orderlies detailed will be submitted to the Messing Officer who will be responsible for the allocation of duty.

### 9. Equipment

The removal of plates or kitchen equipment is to be treated as an offence and units will arrange for regular inspections of troop areas and disciplinary action is to be taken against any man who is found to be in possession ship's equipment.

### 10. Mess Room Piquet

- (a) 2/4 Fd Amb will supply a piquet, 1 NCO and 3 OR's as Mess Room piquet.
- (b) Tour of duty from 1900 hrs to 0630 hrs.
- (c) Piquet will report to ship's SM at 1845 hrs.
- (d) This piquet will :-
  1. Maintain good order and military discipline
  2. Prevent entry into mess rooms of unauthorised persons.
  3. Prevent removal of ship's stores and equipment by unauthorised persons,
  4. Raise alarm in the event of fire or any other unusual circumstances.



CHAPTER 5 - TRAINING

1.

Reserved

2.

Reserved

3.

Reserved

4.

Reserved



## CHAPTER 5 - TRAINING (Contd)

### 5. Training Stores

Units will ensure that training stores are placed on decks allotted before time of parade laid down and that they are returned to store rooms on completion of parade.

### 6. Games, equipment and facilities

- (a) Games equipment will be handed over by supervising sports NCOs on decks to units on signature.
- (b) Equipment is to be returned on completion of parade.
- (c) Sports Committee will ensure that equipment, courts, etc are ready for use as notified.

### 7. Training films, projectors and cloth models

- (a) Units will requisition from ship's orderly room for training films, projectors and cloth models at least 24 hours before time of requirement and will draw same from ship's QM which will be returned on completion of parade.
- (b) Only qualified operators may operate projectors.

### 8. Blackboards

QM will ensure that all blackboards, chalk and dusters are placed in lecture rooms by 0830 hrs daily as required.

### 9. Swimming

- (a) The pool is at the disposal of CO's at times indicated on roster prepared by swimming committee.
- (b) To allow as many men as possible to take advantage of this facility the unit periods are to be allotted within units to the full capacity of the baths without overcrowding.
- (c) There will be no smoking or consumption of foodstuff within the precincts of the pool.
- (d) Troops using the pool will come under the jurisdiction of permanent piquets who will be supplied by 2/4 Rd Amb who will report any irregularity to the Officer in Charge of swimming party.
- (e) Piquet detail should have life saving experience and have full knowledge of resuscitation.



## CHAPTER 6 - POSTAL

1. Ship's post office is situated adjacent to the Ship's Orderly Room on "D" deck.

2. Letters will not be received from troops at the post office they will be handed in to units and after censorship and franking will be forwarded to post office by postal orderlies.

### 3. Censorship

No letter or postal article will be received unless it has first been censored and franked by unit censor.

4. Air mail letters or cables will not be received at the post office.

### 5. Addressing of mail

(a) No parcel or packet for transmission to foreign countries will be received.

(b) All ranks are reminded that in addressing letters nothing should be written on the outside of the envelope except the actual address of the recipient. It is not necessary nor permissible to put the senders address or the words "On active service" on the outside of the envelope.

### 7. Franking

The Franking Officer should sign his name only, without the addition of rank or unit, at the end of the letter and on the bottom left hand corner of the envelope.

8. Notified closing times are final and mail will not be received after such time.



## CHAPTER 7 - CANTEENS AND BARS

### 1. Hours

Canteen hours are as follows:

Dry canteen - 0730 hrs to 0830 hrs  
1200 hrs to 1330 hrs  
1630 hrs to 1930 hrs.

Wet Canteen - 1830 hrs to 2130 hrs.

2. 2/13 Bn will be responsible for the discipline in canteens.
3. No more than one pint of beer will be served to any one man at one time in the wet canteen.
4. Troops will supply their own drinking vessels which must be washed and cleaned.
5. Canteens will be efficiently piqueted and discipline maintained.

## CHAPTER 8 - MEDICAL

### 1. Sick parades

Sick parade will be held at 0900 and 1700 hrs daily at RAP on "C" deck.

2. Personnel parading sick will be taken to this point by Orderly NCOs of unit, with AAF A46 in triplicate. Subsequently, two copies of AAF A46 will be returned by Medical Orderly to Ship's Orderly Room.
3. Officers and nurses requiring medical attention will send their cabin numbers to SMO who will arrange attention.
4. Personnel evacuated to ship's hospital should be accompanied by their personal kit, but not their rifle and side arms.

## CHAPTER 9 - BAGGAGE

1. The following arrangements in connection with baggage will apply; Baggage, includes Officers' baggage, unit stores, wanted on voyage and training stores.
2. Enquiries may be made regarding baggage from the baggage officer at the ship's orderly room.
3. For the purpose of obtaining baggage units will contact baggage officer in the ship's orderly room.
4. One baggage corporal will be supplied from each of the following unit groups:
  - 2/13 Bn
  - 2/4 Fd Amb
  - 20 Inf Bde HQ
  - 51, 52, 54, 55, )
  - 56, 58, 59 IAD )
5. Baggage corporals will call at ship's orderly room at 0830 and 1600 hrs daily to ascertain unit requirements.
6. Baggage corporals will advise units when baggage will be available and units will provide carrying parties.



## CHAPTER 10 - WELFARE AND ENTERTAINMENTS

1. Units will detail two representatives to act on Welfare and Entertainments Committee.
2. This committee will act under the presidency of Major N.W. Simpson, 2/13 Bn, and will be responsible for the entertainment and welfare of the troops throughout the voyage.
3. All Chaplains will be members of this committee.
4. Sub committees will be formed for the purpose of supervising :-
  - (a) Deck games, which will be responsible for organising deck games in conjunction with training and for the issue and upkeep of sporting materials to units as required,
  - (b) Swimming, which will be responsible for the schedule of periods allocated to each unit and to see that the piquet is maintained,
  - (c) Boxing and wrestling, which will be responsible for the conduct of bouts and competitions,
  - (d) Welfare, indoor games and entertainments, which will be responsible for the production of concerts, cinemas and indoor games, arranging tournaments where practicable and the issue of reading and writing material to troops.
5. Comforts will be issued by ship's quarter-master.



CHAPTER 11 - SUMMARY OF DUTIES

1. Duty company will detail a ship's piquet consisting of three Officers, 3 Sgts, 15 Cpls, 48 ORs.
2. The senior officer shall be the commander of the piquet which shall mount daily at 1630 hrs, port side, "B" deck aft.
3. Sentries shall be posted as laid down in Appendix "A". One Cpl shall be in charge of "A", "B" and "C" decks and one Cpl will patrol "E" deck forward and one Cpl will patrol "F" deck aft.
4. The piquet shall be responsible for internal and external security of the ship, the conduct of the troops and the observance of ship's standing orders and daily routine orders.
5. Sentries will report any suspected danger or unusual occurrence to the officer of the piquet who will immediately report to the Field Officer.
6. Sentries will prevent troops approaching parts of the ship declared out of bounds and they will prevent unauthorised persons from entering cabins or other parts of the ship as laid down in these orders.
7. Sentries on "A" and "B" decks are to be especially instructed to watch for signs of any enemy action or other external danger.
8. The commander of the piquet shall see that each sentry is acquainted with each fire alarm and each fire extinguisher in proximity to his beat, also that they are to use the fire alarm on the suspicion of a fire.
9. Sentries on Nos. 5 and 6 posts will see that doors of offices and WOs lounges are kept open after being vacated for the night; this is required for ventilation purposes.
10. Sentries on Nos. 5 and 6 posts will at 1800 hrs stack all deck chairs near glass partition forward on "B" deck.
11. Sentries on Nos. 7 and 8 posts will see that doors of smoking room and music room are kept closed after these rooms are vacated for the night and that doors leading from music room to promenade deck are kept open for ventilation. On no account are these doors to be opened without the smoking room doors being closed first in order that lights shall not be visible externally.
12. Sentry on No. 13 post will prevent any soldier from entering the crews' quarters on the starboard side of "D" deck aft.
13. Sentries will be responsible during hours of darkness that
  - (a) no smoking takes place on exposed decks.
  - (b) no portholes are open,
  - (c) no lights are visible externally.
  - (d) no smoking takes place in cabins or on troop decks.
  - (e) cabin doors are left open at all times.
14. The Officer of the piquet shall have his HQ in the Officers' lounge and all sentries must be acquainted with his location.



APPENDIX "A" TO CHAPTER 11 - SUMMARY OF DUTIES.

"A" DECK.

No. 1 POST - He will patrol from forward sports deck around the bridge. He will prevent unauthorised persons from entering the bridge or quarters of the ship's staff. He will act as runner when required for the Captain of the ship or the Chief Officer. He will enforce all the provisions laid down in these orders.

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No. 2 POST - He will patrol from amidships to forward sports deck on starboard side. He will prevent unauthorised persons from proceeding along alleyway aft past ship's staff quarters or up to the lido deck. He will enforce all provisions laid down in these orders.

No. 4 POST - He will patrol from port to starboard around the hospital, and prevent anyone except medical staff or patients or ship's staff from approaching the hospital. He will prevent unauthorised persons from proceeding forward past ship's staffs quarters. He will enforce all provisions laid down in these orders.

-----

"B" DECK

No. 5 POST - He will patrol from aft end of WO's deck to glass partition (starboard side) on starboard side. He will see that the doors of the Officers' and WOs lounges are kept open after being vacated for the night. At 1800 hrs he will stack all deck chairs near glass partition forward of deck. He will enforce all provisions laid down in these orders.

No. 6 POST - He will patrol from after end of WOs promenade deck to glass (port side) partition on port side. He will see that the doors of the Officers' and WOs lounges are kept open after being vacated for the night. At 1800 hrs he will stack all chairs near glass partition forward of the deck. He will enforce all provisions laid down in these orders.

No. 7 POST - He will patrol from after end to enclosed troop deck amidships (starboard side) on starboard side. He will prevent unauthorised persons from entering armoury. He will see that doors of smoking room and music room are kept closed after being vacated for the night. He will see that doors leading from music room to promenade deck are kept open. He will see that both these doors are not opened simultaneously or remain open at the same time. He will enforce all provisions laid down in these orders.

No. 8 POST - He will patrol from armoury to the after end and to enclosed (port side) troop deck on port side. He will prevent unauthorised persons from entering armoury. He will see that the doors of the smoking room and the music rooms are kept closed after being vacated for the night. He will see that doors leading from music room to promenade deck are kept open. He will see that both these doors are not opened simultaneously or remain open at the same time. He will enforce all provisions laid down in these orders.



Appendix "A" to Chapter 11 - Summary of Duties (Contd).

"C" DECK

No. 9 POST - He will patrol from forward to starboard side of deck.  
(starboard side) He will see that no unauthorised persons enter cabins, or other rooms.  
He will enforce all the provisions laid down in these orders.

No. 10 POST - He will patrol from forward to aft port side of deck.  
(port side) He will see that no unauthorised persons enter cabins, or other rooms.  
He will enforce all the provisions laid down in these orders.

"D" DECK

No. 11 POST - He will patrol from forward to end of officers' quarters.  
(starboard side) He will see that no unauthorised persons enter cabins or other rooms.  
He will enforce all the provisions laid down in these orders.

No. 12 POST - He will patrol from forward to end of officers' quarters.  
(port side) He will see that no unauthorised persons enter cabins or other rooms.  
He will enforce all the provisions laid down in these orders.

No. 13 POST - He will patrol the after end of officers' quarters to  
(starboard side) after end of deck.  
He will prevent troops from entering crews' quarters.  
He will enforce all the provisions laid down in these orders.

No. 14 POST - He will patrol from after end of officers' quarters to  
(port side) after end of deck.  
He will enforce all the provisions laid down in these orders.

No. 15 POST - He will remain on hatch and keep hatch cover clear  
(forward troop deck) and prevent interference with same.  
He will enforce all the provisions laid down in these orders.

No. 16 POST - He will remain on hatch and keep hatch cover clear  
(Aft troop deck) and prevent interference with same.  
He will enforce all the provisions laid down in these orders.

"E" and "F" DECKS

One Cpl will continuously patrol E and F decks forward and one Cpl will patrol E and F decks aft.

They will enforce all the provisions laid down in these orders.



APPENDIX "B" TO CHAPTER 11 - SUMMARY OF DUTIES.

Serial Number	Duty	To be supplied by	Place of reporting	Tour of Duty.	Dress	No. of personnel to be supplied.
1	Mess Orderlies	2/13 Bn (Permt) 2/4 Fd Amb " 20 Inf Bde HQ "	Mess Room	0630 to 1830 hrs	Shorts & shirt and sand shoes.	51 15 14 <u>Total 80</u>
2	Fire party	2/13 Bn (Permt)	Wireless cabin "A" deck, Port Sl.	During emer- gency.	do	1 Officer, 1 NCO, 10 ORs.
3	Emergency guard	2/13 Bn (Permt)	Aft bridge, A deck.	During emer- gency	do with rifles	1 Officer, 1 Sgt, 2 Cpls, 20 ORs.
4	Piquet	2/4 Fd Amb (Permt)	Swimming pool	0800 to 1900 hrs (not required when pool is not in use)	Shorts, shirt, sand shoes, belt and side arms.	1 NCO and 3 ORs.
5	Ship's piquet	Duty Company	Duty mounting parade	1630 to 1630 hrs	Shorts, shirt belt, side arms & boots shoes.	3 officers, 3 Sgts 15 Cpls, 48 ORs.
6	Fatigue party	LAD Coy (Permt)	Chief Steward's office	0930 to dis- missal.	Shorts, shirts and sand shoes.	1 NCO, 10 ORs
7	Duty Bugler	2/13 Bn (Permt)	Ship's Orderly Room	Reveille to Lights Out	Shorts, shirt and sand shoes.	1 OR.



C2

AUSTRALIAN IMPERIAL FORCES.

ROUTINE ORDERS BY

BRIGADIER J. J. MURRAY, DSO, MC, VD, OC TPS HT 306 CONVOY BN.8 $\frac{1}{2}$

BOMBAY.

No. 1.

12 Nov 40.

APPOINTMENTS:

OC Tps, Brig & J. Murray, DSO, MC, VD 20 Aust Inf Bde  
 Ship's Adj't - Capt A N Backhouse " " " "  
 Asst Ship's Adj't - Lieut H C Jensen " " " "  
 Fd Offr (permanent) - Capt B. R. Searl " " " "  
 Ship's QM - Capt Kelly 2/13 Bn " " " "  
 Ship's Baggage Offr - Lieut Faulkner " " " "  
 Ship's Messing Offr - Capt H. D. Murphie 20 Aust Inf Bde  
 Ship's SM - WO(II) Bancroft, T. " " " "

DUTIES:

Duty Coy - 51, 52, 54, 55, 56, 58 & 59 LAD  
 Next for Duty - A Coy 2/13 Bn 11/12 Nov 40  
 " " " - B Coy " " 12/13 Nov 40  
 " " " - C Coy " " 13/14 Nov 40  
 " " " - D Coy " " 14/15 Nov 40  
 " " " - HQ Coy " " 15/16 Nov 40  
 " " " - All LADs & 20 Aust Inf Bde HQ 16/17 Nov 40  
 " " " " " " 17/18 Nov 40.

CSM of Duty Coy will report to Fd Offr at 1000 hrs on day of mounting duties.

Ship's Routine:

				hrs.
	Reveille	...	...	0600
	Mess Orderlies	...	...	0645
	Adm Pde	...	...	0700
	Breakfast (first sitting)	...	...	0715
	(second " )	...	...	0800
	Ship's Inspection	...	...	1045
	Mess Orderlies	...	...	1145
	Lunch (first sitting)	...	...	1215
	(second sitting)	...	...	1300
	Mess Orderlies	...	...	1630
	Tea (first sitting)	...	...	1700
	(second " )	...	...	1745
	Retreat	...	...	1745
	Supper	...	...	2000
	First Post	...	...	2130
	Last Post	...	...	2145
	Lights Out	...	...	2200
WO's & Sgts Mess	Breakfast	...	...	0700
	Lunch	...	...	1200
Officers' Mess	Dinner	...	...	1815
	Breakfast	...	...	0800
	Lunch	...	...	1315
	Dinner	...	...	1915

0900 Sick parade

1700 Sick parade

BAGGAGE CORPORALS.

Units will detail cpls to act as Baggage Cpls and these will report to Ship's Baggage Offr, Room 48, "D" deck, at 0900 hrs, Tues, 12 Nov 40.

ALLAN BACKHOUSE Capt  
 Ship's Adj't.

DISTRIBUTION: 2/13 Bn, 2/4 Fd Amb, LADs (Cabins D50, 54 and 53), Ship's Master, Ship's Chief Offr, Ship's Purser, Ship's Chief Steward, War Diary, BM, File.



20 Aust Inf Bde HQ  
AT SEA

12 Nov 40

20 Aust Inf Bde ✓  
2/13 Bn  
2/4 Fd Amb  
LAD's (Capt Jones)

C3

(a) Allotment of Training Areas.

1. A Deck forward- All LAD units.
2. WO's Recreation deck B Deck- 20 Aust Inf Bde.
3. B Deck aft from Wet Canteen and including wet canteen-  
2/4 Fd Amb.
4. Recreation Room B Deck- LAD units.
5. All other deck space excepting that reserved for  
Officers- 2/13 Bn.

(b) Baths are allotted daily as follows:-

2/13 Bn 0900hrs- 1400 hrs.  
20 Aust Inf Bde & LAD units 1400hrs-1445 hrs.  
2/4 Fd Amb. 1445hrs-1600 hrs.

(c) Training periods.

0900hrs - 1130hrs. P.T. Recreational & general training.  
1130hrs Emergency drill.  
1400hrs - 1600hrs. P.T. Recreational & general training.

(d) General:

After training periods the areas set aside for officers and WO's and Sgt's are **out** of bounds to other ranks. All men except personnel on duty of all units will remain in the areas allotted during training hours. This includes duty personnel temporarily off duty or resting.

*A. B. Macdonald*  
A. B. Macdonald Major  
20 Aust Inf Bde.



Not to be published.

AUSTRALIAN IMPERIAL FORCES  
ROUTINE ORDERS  
BY

C4

Brigadier J. G. MURRAY MBE MC VD  
OC Troops HMT 500 Convoy E B 8 1/2

AT SEA No. 2 TUESDAY 13 Nov 40

DUTIES:

Duty Unit	A Coy 2/13 Bn	12/13 Nov 40
Next for Duty	B Coy 2/13 Bn	13/14 "
Next for Duty	C Coy 2/13 Bn	14/15 "
Next for Duty	D Coy 2/13 Bn	15/16 "
Next for Duty	HQ Coy 2/13 Bn	16/17 "
Next for Duty	All Lads & 20 Aust Inf Bde HQ	17/18 *

Field Officer of the Day Capt E. N. Searl HQ 20 Aust Inf B.

1. SMOKING:

- (a) No smoking is permitted on open decks during black out or in sleeping quarters/any time.
- (b) Attention is drawn to danger of smoking whilst wearing lifebelt. This will be explained to all ranks and the practice discouraged.

2. SANITARY:

Latvatory pans and basins will not be used for any other purpose than that for which they are intended, nor will solid matter of any description be permitted to enter the drains or waste pumps.

3. PERSONNEL:

Units will submit by 1200 hours 13 Nov name, number and rank of any man on their strength who has had previous experience as a seaman (deck-hand).

4. SHIP'S INSPECTION:

Ship's inspection will be carried out at 1045 hrs daily. All lights will be switched on during inspection and all personnel will be on deck.

5. SLEEPING ON DECK:

- (a) Sleeping on deck will only be permitted in Unit areas.
- (b) No bedding will be brought up before 2030 hrs.
- (c) No personnel will be permitted to sleep near the ship's ~~rafts~~ <sup>rail</sup> and at least 4 feet clear space must be maintained.
- (d) All bedding will be removed by 0545 hrs.

6. EMERGENCY STATIONS:

- (a) Officers and NCO's will occupy their boat stations with their own Units.
- (b) The Senior Officer at each station is appointed OC Station.
- (c) The name, rank and Unit of OC Station is to be forwarded to Ship's Orderly Room immediately.
- (d) OC Station will prepare nominal roll of all personnel at his station. This roll will be submitted to Ship's Orderly Room.



Sheet 2.  
SECURITY:

7. In addition to normal Unit work Unit CO's will be responsible for security measures within their Unit. The importance of carrying out CSO's and SAO's to the letter cannot be over emphasised.

8. REPORTS:

- (a) Unit CO's will personally submit BLACKOUT, TATTOO & LIGHTS OUT reports in writing to the S.P.O.'s Office at 10 minutes after blackout call and 2215 hrs respectively. to the
- (b) Orderly Officers will submit further report/S.P.O.'s Office at 2300 hrs that troops are in quarters (either in troop areas between decks or in sleeping areas allotted) and that no personnel are smoking.

9. DISCIPLINE:

- (a) Officers and NCO's are reminded that they are on duty at all times, and if they see any breach of CSO's or SAO's they must immediately take steps to rectify the breach, this refers particularly to security measures, gambling and general discipline.
- (b) Caution must be taken irrespective of to which unit the personnel belongs, but if a breach is committed by a member of a Unit other than that of the Officer or NCO the offenders unit will be advised as early as possible what breach was committed and what action was taken.

10. MESSING:

- (a) Unit Messing Officers will be responsible for the cleanliness of troops mess decks, and will not leave the decks until they are satisfactory.
- (b) Floors will be scrubbed once each day after breakfast, and mopped after each other meal.
- (c) Messing appliances will be arranged on each table open and up, to a standard arrangement mutually agreed upon by Ship's Messing Officer and Unit Messing Officers.
- (d) Each article will be thoroughly cleaned, and no articles containing dirty water or waste food are to be left in mess decks.
- (e) Washing cloths and towels will be washed after each use, and hung in approved standard positions.
- (f) At inspection, mess orderlies will stand by their respective tables. Messing Officer will be in attendance to call "stand fast", and accompany inspection party during the inspection of the decks.
- (g) After inspection and during all off periods mess orderlies are not permitted to be in mess decks. Recreation spaces on decks are to be used.

ALLAN BUCHANAN Capt.  
Ship's Adj't.

NOTICES.

CHURCHES.

- A.C. Mass will be celebrated in the Drawing Room (opposite W.O.'s and Sgt's Lounge), at 6.30 every morning.
- A.C. Padre will be available for confessions at any time.
- C. of E. Communion Service will be held daily at 0630 hrs in W.O.'s and Sgt's Lounge.

LOST:

Kit bag BX19195 L/Cpl F.A. Maloney.



AUSTRALIAN IMPERIAL FORCES  
ROUTINE ORDERS

C 4 A

by

BRIGADIER J J MURRAY, DSO., MC., VD., COE TROOPS UNIT 3 OF Convoy H88

AT SEA	No. 3	THURSDAY	14 Nov 40.
DUTIES:	Duty Unit: C Coy 2/13 Bn		13/14 Nov 40.
	Next for Duty: D Coy 2/13 Bn		14/15 Nov 40.
	Next for Duty: HQ Coy 2/13 Bn		15/16 Nov 40.
	Next for Duty: All L.A.S.'s and 20 Aust Inf Bde		16/17 Nov 40.

Permanent Plouet provided by B Coy 2/13 Bn.

Field Officer of the Day - Capt. B.R. Searl. HQ 20 Aust Inf Bde.

1. CANTEEN.

- Owing to the necessity of re-stocking at Bombay certain stores were bought at the ruling price at the time of purchase.
- In many cases this will bring about an increase in the retail price from the Canteen to the troops.
- Until such time as the old stock is exhausted old rates will be charged but as new stock is brought forward an amended price will operate.
- All troops will be informed of this circumstance in order that increase of price may be appreciated.
- Amended price lists will be exhibited at the Canteen.

2. SLEEPING ON DECK.

- It is instructed that personnel will only sleep out on covered decks and then only when provided with sufficient covering to remain completely covered all night.
- Troops will not allow blankets to come directly in contact with deck but will place either palliase or hammock on the deck before arranging blankets.

3. SHIP'S INSPECTION.

- It is reported that during Ship's Inspection on 13 Nov certain parts of the ship were not in inspection order - hammocks were not stowed, certain cabins were not clean, some personnel were in cabins, bath areas were dirty.
- It is again reminded that all troop areas must be in inspection order by 1000 hrs and all personnel must be on the decks allocated.
- Troop deck sgts will meet Inspecting Parties and accompany the party on inspection round.

4. PORT-HOLES.

- All port-holes, including those on D and E Decks, may remain open during daylight hours until further orders.
- Troop deck sgts will see that all port-holes are opened as soon as the all-clear signal is sounded in the morning.

5. BAGGAGE.

All baggage must be removed from alley-ways immediately. Surplus baggage can be removed to Baggage Room.

6. CARE OF ARMS.

Rifles will not be cleaned in cabins nor will equipment be put in cabin wardrobes.

7. SHIP'S Q. M.

Lt. Couch (2/13 Bn) has been appointed Ship's Q.M. in lieu of Capt. Kelly.



(8)

Ship's Routine Order No. 5, 14 Nov 40.

8. WASHING PARADE.

- (a) Washing facilities are available on fwd well deck.
- (b) 2/13 Bn will hold washing parade as from 0900 hrs 14 Nov.
- (c) 2/4 Pz Amb from 0900 hrs to 1200 hrs 15 Nov 40.
- (d) 20 Aust Inf Bds HQ and L.A.Ds from 1300 to 1700 hrs 15 Nov 40.
- (e) Unit Q.M's will arrange with the Chief Steward for buckets, etc.
- (f) Piquets will be provided to ensure that there is no wastage of water.
- (g) All clothing must be withdrawn from drying area before 1800 hrs.
- (h) TROOPS WILL SUPPLY ELDERBERRY SOAP.

ALLAN BACHMUSE (Capt)  
Ship's Adjlt.

NOTICES.

LOST: On B Deck aft port side, one black stiff covered exercise book.  
Finder please return to C. PORTER, S/Sgt 2/4 Pz Amb. Cabin 136.

FOUND: Light brown money belt containing R.C. religious tokens.  
Chromium wrist watch.  
Brown leather tobacco pouch.  
Shaving outfit (Gillette) in black leather case.  
Gold wrist watch.  
Identity discs: NX 15880 E. COLE.  
                  NX 22610 A. MUMFRIES.  
Writing pad containing unfinished letter.  
Loser may obtain same at O.C. Troop Orderly Room.

DIST: 2/13 Bn (6 copies), 2/4 Pz Amb (3 copies), L.A.Ds (7 copies)  
Ship's Master, Ship's Chief Officer, Ship's Purser, Ship's Chief  
Steward, Ship's Adjlt, B.M., Supply Offr, Field Offr, RSM, War Diary,  
File (4 copies).



15 Nov 40

C5

STANDING ORDERS- MESSING.

1. Reference S.S.O. Chap. 4, Para 5 (d).
2. Commencing from lunch Friday 15 Nov 40 Units Messing Officer, in conjunction with Unit Orderly Officer, will ensure that each table is occupied by the number of men provided for i.e. where table seats 16 men, that number must occupy that particular table irrespective of the previous definite allocation of seating accommodation.
3. This is necessary as in the past mess orderlies have drawn rations for full quota of table whereas the occupants are considerably less due to picquets, guards etc.
4. The above is to be strictly enforced.

*[Signature]*  
 Capt.  
 Messing Officer

C.O. 2/13 Bn  
 C.O. 2/4 Fd Amb  
 Messing Officer 2/13 Bn  
 do. 2/4 Fd Amb  
 do. 20 Aust Inf Bde. HQ  
 do. LADS. ( Capt. Jones)  
 File.



H.Q. 20 Aust Inf Bde

**CAMP STANDING  
ORDERS  
PART I**

C/

*Issued by*

**Lieut.-Colonel G. HOWSON, C.I.E., M.C.,**  
*Camp Commandant,*  
**DEOLALI.**

1940  
**THE TIMES PRESS  
BOMBAY**



6 Nov 40.

# CAMP STANDING ORDERS

## PART I

*Issued by*

**Lieut.-Colonel G. HOWSON, C.I.E., M.C.,**

*Camp Commandant,*

**DEOLALI.**

1940

THE TIMES PRESS  
BOMBAY



## PREFACE

These orders are provisional and will be amended from time to time.

Copies will be issued to the Permanent Staff and to Officers Commanding Troops on a scale of one per company.

Part 1 is for Reinforcements passing through the camp.

Part 2 affects the Permanent Staff only.

**All copies of these orders issued to reinforcements are to be returned to the Camp Area Commander before leaving Deolali.**



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**A.**

**ARMS AND AMMUNITION.**

The safety of arms and ammunition is the responsibility of Unit commanders, when troops arrive in complete Units ; Chains and locks are provided by area commanders.

Area commanders are responsible for the arms and ammunition of sub-units not in charge of an officer.

Any loss of arms and ammunition will be reported at once to The Camp Commandant's Office.

**ARRIVALS AND DEPARTURES.**

All Officers i/c parties arriving or departing must report details of strength of parties and names of units to the Reception Officer at Camp H. Q.

**ANTI-MALARIAL.**

Mosquito nets, when available, will be tucked in by sundown. If nets are not available, mosquito cream must be applied to all exposed parts of the body.

**B.**

**BATHING.**

For details about this see Appendix G.



## **BOUNDS.**

A map shewing the In Bounds and Out of Bounds areas will be found in camp area offices.

Details of Camp area bounds will also be found in area offices and on area.

## **BARNES HIGH SCHOOL AND GROUNDS.**

This area is out of bounds except to those who have a definite invitation to go there for games, whist drives, etc.

## **C.**

### **CINEMAS.**

There is a cinema in Deolali which seats 250. Two shows are given daily at 7 p.m. and 10 p.m. On Sundays the first house is at 7-30 p.m.

A camp cinema is to be opened shortly which will hold 500.

### **CHAPLAINS.**

All chaplains on arrival in Deolali will report to the Chaplain of Deolali.

### **CREDIT.**

Credit will not be allowed ; Cash payments must be made.

## **CLOTHES—WASHING OF.**

The clothes of all reinforcements can be washed in the camp.

There are two collections per week of dirty clothes, the first immediately after troops arrive. There is no charge for clothes washed at these two collections. At any other time one anna per article will be charged.

## **CORRESPONDENCE.**

All official correspondence with outside units or formations in India must be forwarded to the camp H. Q. office for onward transmission.

## **D.**

### **DISCIPLINE.**

Discipline will be maintained under Unit arrangements in the case of formed units. In the case of details it will be maintained under Camp Area arrangements.

Attention is invited to Camp routine.

### **DUTIES.**

Units will appoint a Duty Sergeant to report to the camp R.S.M. daily at 09-00 hours at the camp office.

### **DRESS.**

Dress will be in the order of the day.



**E.**

**ENQUIRIES.**

An Enquiry office exists in each camp area for the purpose of answering questions. When the officer in charge is away enquiries can be written on the enquiry forms and posted in the enquiries box.

**F.**

**FIFTH COLUMN & SECRECY.**

As we are all out to win this war as quickly as possible any Fifth Column activities should be at once reported.

The spreading of rumours is forbidden.

The following points must not be mentioned in letters or in the hearing of strangers :—

- (a) PREVIOUS STATION.
- (b) ROUTE TAKEN.
- (c) DESTINATION.
- (d) UNITS NAME.
- (e) PARTICULARS OF ANY ENEMY ACTION ON THE VOYAGE.
- (f) TROOP DISPOSITIONS OR CONDITIONS IN THE COUNTRY FROM WHICH UNITS HAVE COME.

**FIRE ORDERS.**

In each camp area a standing picket will be detailed under unit arrangements in the case of units, and under area arrangements in

the case of details. For full detail of Fire Orders see "Fire Orders" which are posted up in each camp area and camp H.Q.

**G.**

**GOVERNMENT PROPERTY.**

Damage to Government property or private property must be avoided.

**GUARDS.**

Guards will be mounted under Unit arrangements in the case of units, and under area arrangements in the case of details.

**H.**

**HAIR CUTTING.**

There is a Barber's shop in each camp area. There is no charge for hair cutting.



I.

### INDIANS.

All ranks must be careful and courteous in their dealings with Indians.

On no account is any Indian to be struck or molested in any way.

Any dispute with an Indian must be reported at once to the Unit Commander concerned.

The religious susceptibilities of Indians must not be interfered with and care must be taken to avoid temples, mosques, processions and tombs.

### INSTITUTES.

There is an Institute in each camp area ; these are managed by the Contractor.

Any wilful damage to the institutes or the property in them will be paid for by the man or men concerned.

Complaints should be made to the manager ; if satisfaction is not obtained the unit commander or the area commander should be referred to, as the case may be. The P.R.C.I. will make every effort to put right the grounds for complaint.

J

6

K

L.

### LOSSES.

Any loss of arms or ammunition must be reported at once to unit commanders or area commanders, whichever applies.

M.

### MEDICAL OFFICERS AND MEDICAL ARRANGEMENTS.

M.Os. to units will hold a sick parade for their own units at the nearest M.I. room at 07-00 hours daily.

The camp medical officer will be available at the M.I. room

7



Munro area at 08-00 hours, at No. 6 area at 08-30 hours and at the Camp H.Q. office at 09-00 hours daily.

An ambulance will be available in each camp area to take men requiring detention to hospital daily between 08-00 & 09-00 hours.

### MESSES.

There are two officers' messes and a sergeants' mess.

The sergeants' mess in No. 11 barrack Munro Lines will mess as many W.Os. & sergeants as possible. All sergeants can avail themselves of the Sergeants' Mess for billiards and other indoor recreation, drinks, etc.

There is also a Corporal's Room in each area. These are reserved for the use of corporals.

N.

O.

### ORGANISATION OF THE CAMP.

See Appendix A.

### ORDERLY OFFICER.

Units will find their own orderly officers; area commanders will detail orderly officers from details.

For details of orderly officers duties see Appendix C.

P.

### PAY.

Each area commander is appointed an Imprest holder and will pay advances to soldiers in his area.

### PARADES.

Parades will be held under unit arrangements.

### POSTAL.

A camp post office has been opened and is situated in the South East corner of Munro camp area.

### PASSES.

A unit or area commander may issue passes to not more than 50 per cent. of the men under his command at one time.



Passes (as such) will not be issued; Units and areas will make their own arrangements for checking their personnel in and out.

All ranks must be back in camp by 01-00 hours.

#### **PRIVATE SERVANTS.**

No private servants are allowed in camp areas. Passes for authorised followers will be issued by the Quartermaster.

#### **P. A. ROOMS.**

There are two P. A. rooms in each camp area.

N.C.Os. and men using P.A. rooms must clearly write their Regimental numbers and the name of their Unit on the slips of paper provided for that purpose.

#### **Q.**

#### **QUARTERS.**

Beds must be made up by 15 minutes after Reveille daily and must not be laid down before 13-00 hours.

Daily inspection under unit or area arrangements, whichever applies.

#### **R.**

#### **RELIGIOUS.**

Church parade services are held every Sunday when the services of a chaplain are available.

There are Church of England and Roman Catholic Churches in Deolali. Methodist services are held.

#### **ROUTINE.**

*See Appendix B.*

#### **RECOGNITION (OF CAMP STAFF).**

Camp staff wear a grey arm band with the words "Rest Camp" in red letters on it.

#### **S.**

#### **SNAKES & SCORPIONS.**

There are a number of snakes and scorpions in Deolali. No man should walk about in the dark bare-footed.

Any snakes killed should be sent to the M. O. for identification.

#### **SICK PARADE.**

See Medical Arrangements.



## T.

### TIME SIGNAL.

Electric lights are dimmed in the station at 8 p.m. daily.

### TONGAS.

The fares for tongas in Deolali are as follows :—

	Two horse tonga.*			Victoria.†		
	Rs.	a.	p.	Rs.	a.	p.
Bazaar-Station	-	-	0 6 0	0	8	0
Bazaar-Nasik Road Station	-	-	0 12 0	1	0	0
Bazaar-Nasik City	-	-	2 0 0	2	4	0
Bazaar-Munro Lines	-	-	0 6 0	0	8	0
Bazaar-Bhagur	-	-	0 12 0	1	0	0
Bazaar-Barnes School	-	-	1 2 0	1	6	0

\* Seats 3 persons.

† Seats 4.

The above should serve as a guide.

The Camp Commandant would be grateful if any one who sees a lame pony in these vehicles would take the number of the vehicle and report the matter to the Camp Office.

### TONGA STANDS.

There is a tonga stand in each area—in Munro opposite the Officers Mess and in No. 6 on Rest Camp Road.

### TAXIS.

There are very few taxis in the station, but they can be hired from the DEOLALI GARAGE.

## U

## V.

## W.

### WATER.

Water must not be wasted, nor taps left running. Piped water may safely be drunk. Well and other water is not fit for drinking.

### WASHING OF CLOTHES.

See Clothes.



## APPENDIX A.

### Organisation of the Camp at Deolali.

#### CAMP H. Q.

Commandant.  
 2nd-in-Command.  
 Adjutant.  
 Assistant Adjutant and Reception Officer.  
 Quartermaster.  
 Administrative Officer.  
 President, Rest Camp Institutes.  
 Mess Secretary.  
 Sports Officer.  
 Chaplains.  
 Medical Officer.  
 Staff.

#### Munro Camp Area. No. 6 Camp Area. Indian Wing.

Area Commander.	Area Commander.	O. C. Wing.
Officers, Staff.	Officers, Staff.	Staff.

#### Notes.

1. There is an Enquiry Officer in each camp area who will answer questions.
2. All Members of the Camp Staff will be very glad to answer any questions or give any assistance in their power.
3. The Reception Officer deals with all questions of reception and accommodation and departure of incoming troops through area commanders.

## APPENDIX B.

### Routine.

Hours.	
06-00.	Reveille.
06-15.	Defaulters.
07-00—08-30.	Breakfast.
07-00.	Units Sick Parades at M. I. Rooms.
08-00.	Camp Medical Officer visits Munro.
08-30.	"    "    "    "    No. 6
09-00.	"    "    "    "    Camp H. Q. Office.
12-00.	Defaulters.
12-15.	Parade by Companies for dinners.
12-30—14-00.	Dinners.
14-00—16-00.	Defaulters Tasks.
16-00—16-30.	Teas.
18-00.	Retreat and Guard Mounting.
	Defaulters report every half hour until 21-30 hours.
18-15—19-45.	Supper.
21-30.	First Post.
22-00.	Tattoo and Staff Parade.
22-15.	Lights out.
00-45—01-00.	Lights on for those returning on Late Pass.



## APPENDIX C.

### A Guide for Orderly Officers of Units accommodated in Camp Areas.

1. Your tour of duty is from Reveille to Reveille.
2. You must visit breakfast and dinner or supper.
3. You must visit the Institute once by day and once between 18-00 and 21-30 hours.
4. You must also visit the wet canteen, cook houses, wash places and latrines.
5. You should visit prisoners in the Guard Detention Room and men of your Unit in Hospital.
6. You must attend Staff Parade at 22-00 hours and see that all lights are out at 22-15 hours.
7. You must not leave camp during your tour of duty unless permission has been obtained for another officer to answer for you.
8. You should liaise with the Area Commander of the Area in which your Unit is accommodated ; this should be done before breakfast.
9. You must hand in your report by 09-00 hours in duplicate, one copy to your Unit Commander and one to the Area Commander.
10. Before you take over you should get to know Fire and other orders.
11. If your Unit has an Orderly Officer of the week, not of the day, as outlined here, the instructions contained in this guide can be used to meet the case.

## APPENDIX D.

- (a) Guards will turn out and stand with sloped arms.
  - (1) To armed parties by day.
  - (2) To visiting rounds when ordered.
- (b) Guards will turn out and present arms to :—
  - (1) H. E. THE VICEROY.
  - (2) H. E. THE COMMANDER-IN-CHIEF.
  - (3) H. E. THE GOVERNOR OF BOMBAY.
  - (4) ALL GENERAL OFFICERS.
  - (5) UNIT COMMANDERS AND THE CAMP COMMANDANT.
- (c) Guards will not turn out after Retreat or before Reveille except at "Tattoo," in case of alarm, or to receive "Visiting Rounds." Guards will always turn out at night on their alarm posts.



## APPENDIX E.

### Orders for all Guard Commanders.

- (a) On taking over the duties of Guard Commander you will :—
- (1) Take over all stores as shewn on the Inventory Board.
  - (2) Ensure that charges have been prepared against all Soldiers confined in the Guard Detention Room ; and that these charges are signed by the person preferring the charge.
  - (3) Ensure that the property of prisoners as shown in the property book is correct. You are responsible for this during your tour of duty.
- (b) You will read and explain the orders of the Guard to the men directly the Guard has mounted and to the first relief when their first tour is over.
- (c) Not more than half your Guard may remove any clothing or equipment at one time, except their head-dress. All men will be washed and shaved before Reveille.
- (d) You will not quit your Guard unless properly relieved except to visit your sentries. No. N.C.O. or Soldier will be allowed to quit the Guard without your permission.
- (e) In the event of fire you will take action as laid down in Camp Fire Orders.
- (f) You will turn out your Guard at least once by day and once by night.
- (g) You will be responsible for the cleanliness of the Guard Room, the Detention Room and its occupants at all times.
- (h) You will ensure that your Guard gets hot tea before dismounting.
- (i) No unauthorised person will be allowed to enter the Guard Room.
- (j) Defaulters Roll Call (see Camp Routine).

## APPENDIX E—( Contd. )

### (k) Prisoners and Accused.

- (1) You will be responsible for the Safe Custody of prisoners and accused, and that they are washed, shaved and cleaned by 06-30 hours daily.
- (2) You will search all accused before taking them over and when they return after being away for any reason. You will be responsible for all cash, etc., belonging to prisoners. There will be no tests for drunkenness.
- (3) Soldiers when confined will only be in possession of articles of dress. Helmets, cleaning materials, knife, fork and spoon, will be kept in the Guard Room. All other kit will be collected and stored under area arrangements. Boots, or any article which might be used as missiles or with which a man might injure himself, will be removed from any man confined on account of drunkenness. "Drunks" will be visited frequently, accompanied by one of the guard. In case of illness you will at once send for the Medical Officer.
- (4) When a man is placed under arrest you will call for a charge at once. If no charge is submitted within 24 hours you will report the fact to the Area Commander. A man can only be released from the detention room by the order of his Area Commander.
- (5) You will ensure that all men of the Guard make proper use of their mosquito nets and that all men on Sentry duty use mosquito cream.
- (6) You will arrange for the last sentries to be relieved by other sentries half an hour before the night Guard dismounts so that they can wash and shave before dismounting.
- (7) You will report in writing to the Area Commander and Orderly Officer any unusual occurrence during your tour of duty.



## APPENDIX E—(Concl'd.)

- (8) Any damages during your tour of duty to the property under your care will be reported to the Camp Commandant and Orderly Officer together with a list of names of those responsible.
- (9) You will render your Guard Report in duplicate. One copy will be handed in to the Area Office and one to your relief. No entries will be made in the centre of the Guard Report by the Guard Commander.
- (10) All charges will be entered on I. A. F. O. 901 by the person preferring the charge and forwarded to the Area Commander concerned. One copy of these charges will be kept in the Guard Room and forwarded together with the Guard Report to the Area Commander's office.

## APPENDIX F.

### Orders for N.C.Os. I-c Dining Hall Orderlies.

- (a) They will ensure that all orderlies are paraded 15 minutes before meals are to be served.
- (b) They will draw the meals for Company Messes and supervise the issues.
- (c) They will ensure that meals are taken to the quarter Guard when the Guard is found by their particular Company and to any other Guards which may be found by their Company.
- (d) They will give a list of late meals to the contractor's representative before drawing meals. Late meals will only be provided for those on duty.



APPENDIX G.

BATHING.

The Garrison Swimming bath, which is a short distance from the Railway station is available for troops as follows:—

Daily. (Wednesdays Excepted)

07.30-09.30 hours.

11.45-12.45 hours.

14.00-16.30 hours.

It is out of bounds at all other times.

The bath is closed for cleaning every Wednesday.

There is also a small plunge pool 200 yards West of No. 6 Camp Institute.

Full details regarding Bathing will also be found on camp areas notice boards.

Enquiries

Date.

Signature.

PA rooms (blue light) at M I R

Alarm Procedure

In the event of an alarm all guards will be immediately doubled.

All troops will stand to in their resp areas.

3 alarm posts will be manned by one pl under command one officer

Medical units

one MO & two stretchers bearers  
squads at each M. I. R.  
(Medical inspection room)

M I R in Hut I



ADMINISTRATIVE ORDERS

ROUTINE ORDERS BY

C6

BRIGADIER J. J. MUELLER, DSO, MC, TD, CD TPS HMF 306 CONVOY NO. 8.

AT SEA. No. 4. FRIDAY 15 Nov 40.

DUTIES:

Duty Unit	- 2/13 Bn. "D" Coy	14/15 Nov 40
Next for Duty	- 2/13 Bn. "H" Coy	15/16 Nov 40
Next for Duty	- 2/13 Bn. "A" Coy	16/17 Nov 40.

Permanent Plaque provided by "B" Coy, 2/13 Bn.

Field Offr of the Day - Capt B. R. Beard, MC, 20 Aust Inf Bde.

1. CABIN FLOORS.

- (a) Many cabin floors have had kero oil spilled on them. Rifles must not be oiled in cabins, and the occupants of cabins with stained floors are responsible for the cleaning of such.
- (b) "Sand scrubbing" and bleaching powder will be effective and Unit QMs will arrange for supplies.

2. SLEEPING ON DECK.

Attention is drawn to previous orders.

- (a) Sleeping on open decks will not be permitted.
- (b) Recreation deck abaft the bridge must not be used for sleeping.
- (c) Blankets must not be placed on deck. Mattress or hammock must be used under man in contact with deck.
- (d) Clear passage way at least 4 ft wide must be left between beds and ship's rail.
- (e) Beds will not be made in front of any doorway or entrance.
- (f) Units will arrange for storage of one blanket of personnel sleeping on decks. After use, remaining blanket will be neatly folded with kit.

3. PORE-HOLES.

Port-holes will not be opened in the morning until "All Clear" signal (4 G's and a Scoble) is sounded.

4. BLACK-OUT.

Blackout on Thurs, 14 Nov 40, will be at 17<sup>57</sup> hrs.

5. BOAT DRILL.

- (a) Boat drill Fri, 16 Nov 40, will be held at 1000 hrs.
- (b) The order will be air and surface raider attack followed by Emergency Stations.

ALLAN BACHHOUSE Capt  
Ship's Adj't.

NOTICES.

BOXING & WRESTLING. A ship's boxing and wrestling tournament will be held commencing as soon as possible. Location of Ring - "A" Deck aft (top of hospital). Nominations are requested for the following divisions:-

<u>BOXING.</u>	Heavyweight	...	...	Catchweight.		
	Light heavyweight	...	...	12 st	7 lbs	and under
	Middleweight	...	...	11 st	7 lbs	" "
	Welterweight	...	...	10 st	9 lbs	" "
	Lightweight	...	...	9 st	9 lbs	" "
	Bantam weight	...	...	9 st	- lbs	" "
	Fly weight	...	...	8 st	6 lbs	" "



NOTICES (cont).

WRESTLING. Heavy weight ... .. Catchweight  
Light heavy weight ... .. 12 st 6 lbs/13 st 6 lbs.  
Middle weight ... .. 11 st 6 lbs/12 st 6 lbs.  
Welter weight ... .. 10 st 6 lbs/11 st 6 lbs.  
Light weight ... .. under 10 st 6 lbs.

Units will submit nominations to Ship's Orderly Room not later than 1600 hrs, Fri, 15 Nov 40. Nominations will not be accepted from winners of 2/13 Bn eliminations, but they may meet winners of above tournament for Ship's Championship.

FENCING. Units are requested to submit names of personnel who fence by 1600 hrs, 15 Nov 40 (Friday).

Classes will be arranged for personnel who are interested in fencing. Units will submit names of those wishing to learn by 1600 hrs, Fri, 15 Nov 40.

FOUND. Dark briar pipe, "Townsmen", in 1st class Music Room. Owner apply to Ship's Orderly Room.

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DISTRIBUTION. 2/13 Bn (6 copies)  
2/4 Pd Amb (3 copies)  
LADs (7 copies)  
Ship's Master  
Ship's Chief Officer  
Ship's Purser  
Ship's Chief Steward  
Ship's Adj't  
BM  
Supply Offr  
Field Offr  
RSM  
War Diary  
File (4 copies)  
Lieut Leach, 2/13 Bn (6 copies this occasion only).

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AUSTRALIAN IMPERIAL FORCES.ROUTINE ORDERS BY

BRIGADIER J.J. MURRAY, DSO MC VD CG TFS MIF 306 CONVOY NE 81

AT SEA

No.5

SATURDAY.

16 Nov 40

DUTIES:

Duty Unit 2/13 Bn HQ Coy.	15/16 Nov 40
Next for Duty 2/13 Bn "A" Coy	16/17 Nov 40
Next for Duty 2/13 Bn "C" Coy	17/18 Nov 40
Next for Duty 2/13 Bn "D" Coy	18/19 Nov 40

Permanent Picquet provided by "B" Coy, 2/13 Bn

Field Offr of the Day Capt. BR Searl, HQ 20 Aust Inf Bde.

1. LIFEBELTS:

From 0600 hrs Saturday 16 Nov lifebelts will be carried by all ranks at all times.

Units requiring replacements to damaged lifebelts will arrange for QM's to meet at the Ship's Orderly Room at 1100 hrs 16 Nov.

Lifebelts must not be used as pillows or should not be sat on as this depreciates the wearing capacity of the lifebelts.

2. HATS & WHISTLES:

Hats and whistles will be worn or carried at all times as from 0600 hrs Saturday 16 Nov.

3. FIELD DRESSING:

First field dressing will be carried on person as from Saturday 16 Nov.

4. PORTHOLES:Portholes on "D" and "E" Decks will be closed PERMANENTLY after black-out to-night Friday 15 Nov.

Ports will not be opened unless directly ordered by the Comd. of the Ship.

Ports will be lightly clamped when closed.

Ports on decks above "D" and "E" will be opened when ever allowable during daylight hours.

5. RIFLES:

Rifles are still being hung on hooks on walls in cabins or placed on blankets. These practices must cease forthwith.

6. DUSTBINS:

Dustbins must be scrubbed out at least twice weekly.

7. BLACKOUT:

Blackout on Friday 15 Nov will be at 1759 hrs and will end on Saturday at 0644 hrs.

8. COLOUR PATCHES:

Colour patches must not be worn on hats or tropical uniforms.

ALLAN BACHHOUSE Capt.  
Ship's Adjt.

8' C 7



Ship's Routine Order No. 5 16 Nov 40.

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NOTICES.

CHURCH PARADES:

All denominations except R.C. will parade in Troops' Mess Deck aft at 0930 hrs Sunday 17 Nov 40.

C. of E communion service at usual at 0630 hrs in the Officers' Lounge.

R.C. church parade will be held in the Officers' Lounge at 0930 hrs Sunday 17 Nov. Mass as usual at 0630 hrs in Room opposite W.O's and Sgt's Lounge.

DIST: 2/15 Bn (6 Copies) 2/4 Pz Amb. (3 Copies) LAD's (7 copies) Ship's Master, Ship's Chief Officer, Ship's Purser, Ship's Chief Steward, Ship's Adjt. B.M. Supply Offr. Field Offr. RSM. War Diary, File (4 copies). Bde. Tpt Sgts.



AUSTRALIAN MILITARY FORCES.

ROUTINE ORDERS.

by

BRIGADIER. J. J. MURRAY, D.S.O., M.C., V.D.  
CC TROOPS HMT 306 CONVOY M88.

AT SEA. No. 6. SUNDAY. 17 Nov 40.

DUTIES: Duty Unit 2/13 Bn. "A" Coy. 16/17 Nov.40.  
 Next for Duty. 2/13 Bn. "C" Coy. 17/18 Nov.40.  
 Next for Duty. 2/13 Bn. "D" Coy. 18/19 Nov.40.  
 Next for Duty. 2/13 Bn. HQ Coy. 19/20 Nov.40.

Permanent Picquet provided by "B" Coy 2/13 Bn.  
 Permanent Submarine Picquet provided by L.A.Ds.

Field Offr of the day Capt. B.R.Sea r1. HQ 20 Aust Inf Bde.

1. BOXING & WRESTLING.

Owing to the lack of nominations the Boxing and Wrestling Tournament is cancelled.

2. DAMAGES BOARD.

The following Offrs will constitute a Damages Board to act in conjunction with two Ships Offrs to be nominated by the Ship's Capt to enquire into and report on all damages that may occur.

Capt. J.T urner. 56 L.A.D.  
 Lieut. Couch. 2/13 Bn.

These Offrs will contact ~~with~~ Mr. Bea ton, at the Purser's Office as early as possible.

3. RAZOR BLADES.

Used Razor Blades will be desposed in rubbish bins, and not be left in Ba throoms, Cabins, or any part of the ship.

4. TIME.

Clocks will be retarded 60 minutes at 2359 hrs 16 Nov 40.

5. BLACK-OUT.

Black-out on Saturday 16 Nov 40 will be at 1823 hrs, and all clear signa 1 will be given at 0554 hrs Sunday 17 Nov 40.

6. CHURCH PARADES.

All denominations except R.C. will parade in Troops' Mess Deck aft at 0930 hrs Sunday 17 Nov 40.

R.C. Church Parade will be held in the Offrs Lounge at 0930 hrs, Sunday 17 Nov.

7. AIR RAID EMERGENCIES.

- (a) Medical posts will be established, manned and equipped as shown hereunder.
- (b) Personnel detailed for duty will proceed to these Posts on the sounding of the Air Raid Emergency Signal.
- (c) In the event of a prolonged attack inter-communication will be by runner; but unnecessary movement of personnel should not occur.
- (d) The general plan of evacuation from the posts will be to S.M.O's Office which is the surgical centre of the ship, and carriage will be effected by hand or by use of hammocks.
- (e) These stations will be manned by details supplied by 2/4 Fd Amb, except Serial No.1, which will be manned by Ship's Staff.

<u>Serial No.</u>	<u>Deck.</u>	<u>Location.</u>	<u>Equipment.</u>
1.	A	Ship's Hospital.	Full.
2.	A	Troops Hospital.	Full.
3.	A	Cabin 194.	Dressing Kit.
4.	B	Men's Recreation Room.	Dressing Kit.

Contd.



Routine Orders No. 6. 17 Nov 40. Contd.

7. AIR RAID EMERGENCIES (Contd).

Serial No.	Deck.	Location.	Equipment.
5.	B.	Hammock Room.	Dressing Kit.
6.	B.	Offrs Lounge.	Surg.Hvsk, and Dressing Kit.
7.	C.	Purser's Office.	Dressing Kit.
8.	C.	S.M.O's Office.	Dressing Kit, Operating Set, & Blood Transfusion sets.
9.	D.	Dry Canteen.	Dressing Kit.
10.	D.	Near Laundry.	do.
11.	E.	Aft Hold.	do.
12.	E.	Troops Mess Room.	do.
13.	E.	Troop Deck Aft.	do.
14.	E.	Offrs Mess.	do.
15.	E.	Fward Hold.	do.

Allan Backhouse, Capt.  
Ship's Adt.

NOTICES.

LOST. Felt Hat (Military) finder please return to Cabin 136.

DISTRIBUTION.

2/13 Bn (6 copies), 2/4 Fd Amb. (3 copies) LADs (7 copies)  
Ship's Master, Ship's Chief Offr, Ship's Purser, Ship's Chief Steward,  
Ship's Adjt. B.M. Supp Offr. Field Offr. R.S.M. War Diary,  
File (4 copies) Bde HQ, TPT Sgt, Ship's QMS.



AUSTRALIAN MILITARY FORCES.

ROUTINE ORDERS.

by

BRIGADIER J. J. MURRAY, D.S.O., M.C., V.D. OC TPS.  
HMT 306 CONVOY BDE

C9

AT SEA

No. 7.

MONDAY

18 Nov 40.

DUTIES: Duty Unit 2/13 Bn "C" Coy 17/18 Nov. 40  
Next for Duty 2/13 Bn "D" Coy 18/19 Nov. 40  
Next for Duty 2/13 Bn "HQ" Coy 19/20 Nov. 40

Permanent Picquet provided by "B" Coy 2/13 Bn.  
Permanent Submarine Picquet provided by L.A.Ds.

Field Offr of the day - CAPT. B. R. SEARL. HQ 20 Aust Inf Bde.

1. LA UNDRY: Pillow slips will be changed between 0900 and 1100 hrs on Monday, 18 Nov. Unit QM's will arrange to have pillow slips collected and brought to Bde Orderly Room.
2. EMERGENCY STATIONS:  
It has been notified that the boat drill syllabus has been completed and the ship's horn will not be sounded again unless a real emergency arises.
3. FIRST AID KITS:  
First aid kits have been placed at emergency stations. These must not be tampered with under any circumstances.
4. BLACK OUT  
It has been notified that black out on Sunday, 17 Nov will be at 1754 hrs.
5. SHIP'S LAUNDRY: The ship's laundry will be closed as from Sunday, 17 Nov.

Allan Backhouse, Capt.  
Ship's Adjt.

NOTICES

LOST. Felt hat (Military) "R.S." stencilled in blue paint in hat. One water fountain pen, finder please return to ship's orderly room.

DISTRIBUTION.

2/13 Bn (6copies), 2/4 Pd Amb. (3copies), LAD's (7 copies)  
Ship's Master, Ship's Chief Offr, Ship's Purser, Ship's Chief Steward,  
Ship's Adjt. B.M. Supply Offr. Field Offr. R.S.M. War Diary  
File (4 copies) Bde HQ, Tpt Sgt, Ship's QMS.



AUSTRALIAN MILITARY FORCES.

MUNICIPAL ORDER.

C10

by  
 --BRIG. J.J. MURRAY DSO MC WD 93 PPS. HLT 306 CONVOY MBS.

AT SEA No. 8 TUESDAY 19 Nov 40.

DUTIES:

Duty Unit	2/13 Bn "D" Coy	18/19 Nov 40
Next for Duty	2/13 Bn HQ Coy	19/20 Nov 40
Next for Duty	2/13 Bn "A" Coy	20/21 Nov 40

Permanent Picquet provided by "B" Coy 2/13 Bn  
 Permanent Submarine Picquet provided by LAD's.

Field Offr of the day - CAPT B.R. BEARL HQ 20 Aust Inf Bde.

CANTEEN PRICES:

- (a) Rates of Exchange from rupees to Australian currency will be exhibited at the Canteen.
- (b) All Canteen price lists will be shown in Australian currency.
- (c) Rupees may be tendered and will be accepted.
- (d) Where a fraction of a penny is shown on the price of one article and a number of articles is purchased, the total sum will be arrived at by a simple addition of the charge for the total number of articles and will be compared as against rupees and change given accordingly in annas to the nearest complete denomination of annas.

SHIP'S INSPECTION:

During inspection it is noted that personnel are still remaining in cabins. ALL TROOPS must be out of cabins during inspection.

BLACK-OUT:

It has been notified that black-out on Monday 18 Nov will be at 1811 hrs and the all clear signal at 0627 hrs Tuesday 19 Nov.

WASHING PARADE:

2/13 Bn will hold washing parade as from 0900 hrs Tuesday 19 Nov.

ALLAN BACHHOUSE Cap  
 Ship's Adj. t.

NOTICES:

LOST:

G.S. and Victory Ribbons mounted on brooch. Finder please return to G.L. Mackenzie 52 LAD.

FOUND:

Brown spotted blue fountain pen. Apply Ship's Orderly Room.

DISTRIBUTION:

2/13 Bn. (6 Copies) 2/4 Bn Amb (3 Copies) LAD's (7 copies) Ship's Master, Ship's Chief Officer, Ship's Purser, Ship's Chief Steward, Ship's Adj. B.M., Supply Offr., Field Offr., R.S.M., Q.M. (Cabin 187 "A" Deck) War Diary. Files (4 copies) Bde HQ Ppt Sgt. Ship's QMS.



AUSTRALIAN MILITARY FORCES.

ROUTINE ORDERS

by

BRIG. J. J. MURRAY, D.SCO, M.C., V.D., OC TPS HMT 306. ConvoyNB87

C11

AT SEA

No. 89

WEDNESDAY

20 NOV 40.

DUTIES: Duty Unit 2/13 Bn HQ Coy  
Next for Duty 2/13 Bn "A" Coy  
Next for Duty 2/13 Bn "C" Coy

19/20 Nov 40.  
20/21 Nov 40.  
21/22 Nov 40.

Permanent Piquet provided by "B" Coy 2/13 Bn.  
Permanent Submarine Piquet provided by LAD's.

Field Offr of the Day - CAPT B.R. SEARL HQ 20 Aust Inf Bde.

1. RETURNS (Ref SSO, Chap 1, Para 6)

Returns W3008, W3009, W3010, W3011, W3012, B2069 and Nominal Roll of Personnel on Sick Parade during voyage are to be rendered to Ship's Orderly Room by 1200 hrs 21 Nov 40.

2. BLACKOUT.

It has been notified that black-out on Tuesday, 19 Nov, will be at 2750 hrs and the all-clear signal on Wednesday, 20 Nov, will be at 0620 hrs.

3. WA SHING PARADE.

20 Inf Bde HQ and L.A.D's will hold washing parade as from 0900 hrs, Wednesday, 20 Nov.

ALLAN BACKHOUSE (Capt)  
Ship's Adj't.

NOTICES

FOUND: Khaki handkerchief containing money. Apply Ship's Orderly Room.  
Bundle containing shorts, singlet, socks, handkerchief and money belt.  
Owner apply to Ship's Orderly Room.  
Various money belts, watches and identity discs still remain unclaimed.  
Owners may obtain same on application to Ship's Orderly Room.

DIST: 2/13 Bn (6 copies), 2.4 Pd Amb (3 copies), LAD's (7 copies), Ship's Master, Ship's Chief Offr, Ship's Purser, Ship's Chief Steward, Ship's Adj't.  
B.M. Supply Offr, Field Offr, R.S.M. Q.M (Cabin 187 "A" Deck), War Diary, File (4 copies) Bde HQ Tpt Sgt, Ship's QMS.



AUSTRALIAN IMPERIAL FORCES.ROUTINE ORDERS BY

C12

BRIGADIER J. J. MURRAY, D.S.O., M.C., V.D., OC TPS HMT 306 CONVOY  
BN.82.

A T SEA.                      No. N/O                      THURSDAY                      21 Nov 40.

DUTIES:    Duty Unit            - 2/13 Bn, "A" Coy                      20/21 Nov 40  
                 Next for Duty - 2/13 Bn, "C" Coy                      21/22 Nov 40  
                 Next for Duty - 2/13 Bn, "D" Coy                      22/23 Nov 40.

Permanent Picquet provided by "B" Coy, 2/13 Bn  
Permanent Submarine Picquet provided by LADs.

Fd Offr of Day - Capt B. R. Searl, HQ 20 Aust Inf Bde.

1. SHIP'S BLANKETS.

- (a) All surplus and unused blankets are to be returned by 0900 hrs, 21 Nov 40.
- (b) Blankets will be folded singly in four folds, and stacked in Unit groups outside Purser's Office, "C" deck.
- (c) Unit QMs will check number of blankets returned in conjunction with Asst Purser and obtain a receipt for same.
- (d) Receipts will be handed to Ship's Orderly Room by 1200 hrs, 21 Nov 40.
- (e) 2/4 Fd Amb will provide a working party of 1 sgt and 10 ORs to report to Asst Purser at Purser's Office at 0930 hrs, 21 Nov 40. - tour of duty, 2 hrs.

2. PAY.

- (a) Units will submit requisitions for cash by 0900 hrs, 21 Nov 40.

3. WASHING PDE.

2/13 Bn will hold washing pde from 0900 hrs, Thurs, 21 Nov 40.

4. TIME.

Clocks will be put back 60 minutes as from 2359 hrs, Wed, 20 Nov 40.

5. BLACKOUT.

It has been notified that blackout on Wed, 20 Nov 40, will be at 1750 hrs and the all-clear signal on Thurs, 21 Nov 40, will be given at 0532 hrs.

6. TRAINING EQUIPMENT.

Lists of deficiencies in training equipment are to be submitted to Ship's Orderly Room by 1000 hrs, Thurs, 21 Nov 40.

ALLAN BACKHOUSE Capt  
Ship's Adjt.

NOTICES.

LOST, from 2/4 Fd Amb Orderly Room fountain pen, brown tortoise-shell markings.

DISTRIBUTION: 2/13 Bn (6 copies), 2/4 Fd Amb (3 copies), LADs (7 copies), Ship's Master, Ship's Chief Offr, Ship's Purser, Ship's Chief Steward, Ship's Adjt, BM, Supply Offr, Fd Offr, RSM, QM (Cabin 187, "A" deck), War Diary, File (4 copies), Bde HQ, Tpt Sgt, Ship's QMS.



C13

AUSTRALIAN IMPERIAL FORCES

at 1000 Hrs 22 Nov 40

ROUTINE ORDERS BY

Friday 22  
R.O. 11 NOVBRIGADEIER J. J. MURRAY, D S O, M C, V D, OC TPS HMT 306 CONVOY BN 8<sup>1</sup>

DUTIES Duty Unit - 2/13 Bn "B" Coy  
Next for Duty 2/13 Bn "D" Coy

21/22 Nov 40  
22/23 Nov 40

Permanent Picquet provided by "B" Coy 2/13 Bn.  
Permanent Submarine Picquet provided by LADs.

Fd Officer of the Day - Capt B. R. Searl HQ 20 Aust Inf Bde.

### 1. TRAINING EQUIPMENT

Training Equipment will be received at the Armoury at 1000 Hrs 22 Nov 40 in accordance with the following schedule-

2/13 Bn	1000 Hrs
2/4 Fd Amb	1030 "
20 Bde H Q	1040 "
LAD Coy	1050 "

### 2. Fans

- Attention is drawn to SSOs Chap 3 Para 10 (a).
- It is reported that during Ship's Inspection it was noted that in several Cabins Fans had been left on.
- Troop deck Sgts will make periodical inspection of all Cabins and will switch off any Fans that may be in operation and, if necessary, take action against offenders.

### 3. SHIP'S PROPERTY.

- Units will arrange for a thorough inspection of all cabins and troop decks with a view to locating any ship's property that may have been removed from its proper place.
- All property located shall be returned to Ship's Purser as soon as practicable.
- Action will be taken against any man found to be in unauthorised possession of ship's property.

### 4. BLACKOUT.

It has been notified that Blackout 21 Nov will be at 1650 hrs and the all clear signal 22 Nov will be sounded at 0545 hrs.

### 5. NOMINAL ROLL OF SICK PARADES.

A nominal roll of personnel who paraded sick during the voyage from Bombay is to be submitted by Units to Ship's Orderly Room by 1800 hrs 22 Nov.

Allan Backhouse, Capt.  
Ship's Adjt.

### NOTICES.

LOST Ring with Three Keys attached on "B" Deck.  
Brown Conklin Pencil with Gold Band and Initialled "M.A.J".  
Finder please return to Sister Jennings.

DISTRIBUTION 2/13 Bn (6 Copies) 2/4 Fd Amb (3 Copies) LADs (7 Copies)  
Ship's Master, Ship's Chief Offr, Ship's Purser, Ship's Chief Steward,  
Ship's Adj, BM, Supply Offr, Fd Offr, RSM, QM (Cabin 187 "A" Deck)  
War Diary, File (4 Copies) Bde HQ, Tpt Sgt, Ship's QMS.



AUSTRALIAN IMPERIAL FORCES.

ROUTINE ORDERS.

by

BRIGADIER J.J. MURRAY, D.S.O., M.C., V.D.  
CO TROOPS HMT 506 CONVOY BN 84.

C14

AT SEA.                      No. 12.                      SATURDAY.                      23 Nov 40.

DUTIES.      Duty Unit.      2/13 Bn. "D" Coy.                      22/23 Nov 40.  
Next for duty.      do.      HQ Coy.                      23/24 Nov 40.

Permanent Picquet provided by "B" Coy 2/13 Bn.  
Permanent Submarine Picquet provided by LADS.

Fd Offr of the day - Capt. B.R. Searl, HQ 20 Aust Im Bde.

1. MUGS. (Drinking).

- (a). Mugs on issue to Trps will be returned at the conclusion of the last meal.
- (b). Mugs will be left on the table when the Trps depart, and the Cpl in charge of each mess will be responsible to see that each man hands back one mug.
- (c). Any deficiencies will be paid for by the individual at the rate of 1/- per mug.
- (d) Mess Cpls will hand in Mugs collected to Ships Representative.

2. BLACK-OUT.

It has been notified that Black-out on Friday 22 Nov will be at 1700 hrs, and the all clear signal will be sounded @605 on Sat 23 Nov.

Allan Backhouse Capt.  
Ship's Adjnt.

NOTICES.

FOUND. 1 Shirt, 1 pair of shorts, 1 pair of socks, and money belt containing key. Apply Ship's Orderly Room.

LOST. Kit Bag Universal marked "FRANCIS C" NX35097" finder please return to Padre Francis, 2/13 Bn.

1 Red Leather Wallet containing two photos, and small change.  
Reward on returning to Pte.W.B.Pegg, 2/4 Fd Amb.

DISTRIBUTION. 2/13 Bn (6 copies), 2/4 Fd Amb (3 copies), LADS (7 copies)  
Ship's Master, Ship's Chief Offr, Ship's Purser, Ship's Chief Steward,  
Ship's Adjnt, BM, Supp Offr, Fd Offr, RSM, QM (Cabin 187 "A" Deck), War  
Diary, File (4 copies) Bde HQ, Tpt Sgt, Ship's QMS.



2/4 Pk Amb.  
2/2 Hygiene Coy.  
20 A/Tk Coy.  
2/15 Bn.  
2/17 Bn.  
28 LAD.

File

HQ 20 Aust Inf Bde,  
EILO 89,  
27 Nov 40.


C15

DAIRY ROUTINE.

The following routine will be observed:-

0600	-	Reveille
0730	-	Men's breakfast
0800	-	Officers' breakfast
0900-1230	-	1st Pde
1300	-	Lunch
1400-1630	-	Parade
1700	-	Dinner
1700	-	Guard Mt. Retreat
2145	-	First Post
2218	-	Last Post
2230	-	Lights out

None mentioned.

 (Capt)  
(Allan Backhouse)  
SQ 20 Aust Inf Bde.



*War Diary*

For Official Use Only.

(NOT FOR PUBLICATION)

AMR & O 1587.

AUSTRALIAN IMPERIAL FORCES

ROUTINE ORDERS

by

BRIGADIER J. J. MURRAY, DSO, MC, VD. COMD 20 AUST INF BDE.

KILO 89

No. 1

SATURDAY

30 NOV 40.

*C16*

1. ROUTINE

Reveille	0630 hrs	
Adm parade	0700 "	
Men's Mess	0730 "	
Sgts Mess	0730 "	
Officers' Mess	0800 "	
Parade	0900-1230 hrs	
Men's Mess	}	
Sgts Mess		} 1300 hrs
Offrs Mess		
Parade	1400-1630 hrs	
Retreat	1700 hrs	
Men's Mess	1715 hrs	
Sgts Mess	1800 hrs	
Offrs Mess	1830 hrs	
First post	2145 hrs	
Last post	2215 hrs	
Lights Out	2230 hrs	

2. DETENTION

- (a) Units requiring to despatch personnel for detention on commitment for periods exceeding 14 days will advise Det Bks Jerusalem by signal.
- (b) Tpt arrangements will be completed by DAFM 7 Aust Div through Bde HQ.
- (c) The following documents will accompany all personnel committed for detention
  - 1. Form of Commitment to detention barracks on award of detention by a CO (form G appx III RP).
  - 2. Conduct sheet - B122.
  - 3. Medical certificate as to fitness.
- (d) Personnel to undergo detention will take/wear full marching order and personal gear, less rifle, bayonet and other arms.

3. SECURITY

- (a) Password for use within camp Kilo 89 will be changed daily.
- (b) Units will contact the Duty Officer at Bde HQ at 1645 hrs daily by reliable runner to receive the password for the ensuing 24 hours.

4. RETURNS "A"

- (a) Attention is drawn to Gps Am Inst No. 21.
- (b) Units will see that returns as set out in table are submitted in the proper form when due.



5. AMMUNITION EXPENDITURE BY Sentries

- (a) Sentries will be instructed that rifles will only be fired in circumstances that admit no possible doubt that an unauthorised person has entered the patrol areas and then only after the usual challenge has been given and disobeyed and that all other means of apprehending the person have been exhausted.
- (b) Should a patrol fire his rifle, the Patrol Comd will immediately carry out an investigation and will report the occurrence and affecting circumstances in the Patrol report at the conclusion of tour of duty.
- (c) Guard and Patrol Comds will submit an amm return on completion of tour of duty.

6. CHURCH PARADES

- (a) Bde church parades will be held on Sunday, 1 Dec, at 0930 hrs.
- (b) Combined service ( C of E and CPD) camp cinema.  
Units will move into building in the following order and be seated by:

2/13 Bn	0915 hrs	
2/17 Bn	0920 "	
20 Inf Bde HQ	}	0925 hrs
20 A/Pk Coy		
2/4 Pd Amb		
58 IAD		

All entrances will be utilised.  
2/13 Bn band will attend.

- (c) RC parade - Bde HQ MP Pk - Units will be formed up by 0925 hrs.

7. GENERAL SECURITY MEASURES

Attention is drawn to 30 Palestine (provisional) pamphlet 1.

8. PAYBOOKS - OBLITERATION OF UNIT

Action is to be taken to ensure that all references to the names of units are obliterated from pay books (AIF order No. 57 12 Oct 40).

9. AUDIT OF REGIMENTAL TRUST FUNDS AND MESS ACCOUNTS

- (a) COs are responsible for the conduct of Regimental Trust Funds and mess accounts. Attention is drawn to AIF order No. 1310.
- (b) Unit Comds are to appoint personnel to conduct monthly audits of all trust funds under their control and to arrange for certified statements to be forwarded monthly to the Chief MP (through Div MP) AIF HQ.
- (c) It is not necessary to forward supporting vouchers as set down under the heading Audit on the inside cover of the Regimental Trust account Books Form AF145 (AIF Order No. 53 12 Oct 40).

10. COMMOES

An issue of cigarettes from ACP on basis of 1 packet per man is acknowledged.

11. RATION INDENTS AB55

As from Monday 1 Dec 40 AB55s for rations and expense stores will be lodged with Bde ACP Offr, Bde HQ, Holmes lines at 1200 hrs daily for consumption 96 hrs later. The additional time required over and above that mentioned in Pal 30 Camp 2 Sect 1 Para 2 (a) (i) is necessary owing to lack of transport facilities.



12. PETROL

- (a) Units will submit indents on AB55 or AB55a as required for petrol, oil and grease through Bde ASC Offr at least 24 hrs before date required. Petrol will be delivered to unit lines by ASC vehicles.
- (b) Demands will be made in multiples of the following:

Petrol ..	4 gals
Oil ..	5 gals
Grease ..	7 lbs.
Brake fluid	1 gal

vide Pal. SO Pamp 2 Sect 1 Para 16 (c).

13. RETURNABLE CONTAINERS

Units are particularly referred to Pal. SO Pamp 2, Sec 1, Para 10 covering above.

14 DRLS

- (a) A DRLS service is in operation between GAZA and SARAFAND on the following timetable:

	<u>UP</u>	<u>DOWN</u>	<u>UP</u>	<u>DOWN</u>
GAZA	0900	1737		1124
GAZA AIRPORT	0910	1719	1610	1106
GAZA RTC	0928	1704	1628	1051
GAZA RIDGE	0938	1654	1638	1041
KILO 89	0949	1643	1649	1030
DEIR SUNEID	1004	1628	1704	1015
BEIT JIRJA	1024	1603	1724	0950
BARBARA	1040	1547	1740	0934
AL MAJDAL	1055	1537	1755	0924
JULIS	1110	1522	1810	0909
QASTINA	1124	1508	1824	
AACS REHOVOT	1203	1429		
SARAFAND (PO)	1229	1403		
SARAFAND (SIG OFF)	1237			

- (b) All correspondence for despatch by this service is to be properly enveloped and delivered to 20 Aust Inf Bde HQ Orderly Room as early as possible but not later than 30 minutes before timetabled departure of DR. Each envelope is to be marked with a serial number and accompanied by Signals, DRs Docket (Army Form B2501) in triplicate. More than one envelope for one particular destination, e.g. Deir Sunoid, may be consolidated on one docket.

- (c) Units will make arrangements for collection of inwards correspondence immediately after timetabled arrival of DR.

15. 2nd AIF POSTAL SERVICES

Postage rates to Australia

AIR MAIL: (Australian Stamps to be used)      LETTERS Each 14 gms or part - 30 mils.      Postcards 17 mils.

REGISTRATION ON AIR MAIL ARTICLES 10 mils.

ORDINARY MAIL (Australian Stamps to be used)

<u>Weight</u>	<u>LETTERS</u>	<u>Charge in Mils</u>	<u>Weight</u>	<u>PACKETS</u>	<u>Charge in Mils</u>
	<u>Stamp</u>			<u>Stamp</u>	
4 oz - 113 gms	Free	-	4 oz - 113 gms	Free	-
5 oz - 141 "	1d	4	8 oz - 226 "	2d	7
6 oz - 169 "	2d	7	12 oz - 340 "	3d	10
7 oz - 177 "	3d	10	16 oz 453 "	4d	14



ORDINARY MAIL (contd)

LETTERS

<u>Weight</u>	<u>Stamp</u>	<u>Charge in Mils</u>
8 oz - 225 gms	4d	14
9 oz - 253 "	5d	17
10 oz - 281 "	6d	20

PARCELS  
(Max weight 11 lbs)

PRINTED MATTER

<u>Weight</u>	<u>Stamp</u>	<u>Charge in Mils</u>	<u>Weight</u>	<u>Stamp</u>	<u>Charge in Mils</u>
1 lb - 453 gms	6d	20	4 oz - 113 gms	Free	-
2 lb - 907 gms	9d	30	8 oz - 226 "	1d	4
3 lb - 1360 "	1/-	40	1 lb - 453 "	2d	7
5 lb - 2268 "	1/3	50	1 1/2 " - 679 "	3d	10
8 lb - 3623 "	1/6	60	2 " - 907 "	4d	14
11 lb - 4989 "	1/9	70			

BOOKS AND PERIODICALS

REGISTRATION FEE

<u>Weight</u>	<u>Stamp</u>	<u>Charge in Mils</u>	<u>STAMP</u>	<u>3d or 10 mils</u>
4 oss	113 gms	Free		
12 oss	340 "	1d		
24 oss	680 "	2d		
36 oss	1020 "	3d		
48 oss	1360 "	4d		
60 oss	1700 "	5d		
72 oss	2040 "	6d		

All classes of articles (excepting parcels) may be registered

Within Palestine

Registration fee	3d or 10 mils
Parcels 1 kg	20 mils
3 kg	40 "
5 kg	60 "

BRITISH EMPIRE Letters (Surface Mail) Under 113 gms Free

Foreign Letters (Surface Mail) first 20 gms - 15 mils  
each additional 20 gms - 9 "  
Registration Fee 15 "

LETTERS exchanged between camps, either Australian or British - postage FREE

CABLE RATES:

- Full Rate - British Empire - 62 mils per word (No prefix reqd)
- Deferred Rate " " - 31 mils per word (Prefix 10 charged one word)
- SOLDIERS RATE - British Empire (Canada and Eire excluded) - Prefix EFM - 125 mils for first 6 words: 21 mils each additional word.
- Text and name of sender only charged for - Conditions. Name must be in BLOCK letters. Surname must show at end of text. NUMBER, NAME, RANK, UNIT, 2nd AIF must be written on back of form.



(5)

- GREETINGS AND CONGRATULATIONS ETC - 250 mils for first 15 words (including  
Delivered on special suitable forms prefix)  
21 mils each additional word
- TO EGYPT  
(Address charged for) - 10 mils per word: minimum charge  
60 mils
- IN PALESTINE  
(Address charged for) - 50 mils for first 10 words  
10 mils each additional 2 words

16. MAIL CLOSING TIMES.

Air Mail closes at Field PO at 1000 hrs Mondays & Thursdays.

17. DAILY PARADE STATE.

The use of W3006 (Strength State Message Form) will be discontinued and replaced by ~~W3006~~ AIF Form 1 which will be rendered to Bde HQ by 0830 hrs daily. The form is made out in triplicate, first two copies (black and red) being fwded to Bde HQ and the remaining black form retained by unit for records purposes.

18 NOMINAL ROLL.

Nominal Rolls of personnel (posted strength) is to be submitted to Bde HQ in triplicate by 1530 hrs 30 Nov 40; personnel disembarked to hospital and rear parties are to be shown separately under respective headings at end of roll.

*Allan Backhouse*  
ALLAN BACKHOUSE (Capt)  
SC 20 Aust Inf Bde.

NOTICES.

- CHURCHES: C of E Communion Service will be held in Recreation Hut 2/15 Bn lines at 0700 hrs Sunday, 1 December 40
- LOST: Gold amethyst ring lost in or near to Bde HQ lines. Finder return Bde HQ Orderly Room.

-----  
DISTRIBUTION: 2/15 Bn, 2/17 Bn, 2/4 Rd Amb, 20 Inf A/Tk Coy, 2/2 Rys Sec, 58 L.D., Camp SC, 7 Aust Div, 1st Lt, War Diary, File (4 copies)

Brig. BM, SC, Circulation



S E C R E T.

Copy No.....**50**

1 AUST CORPS

ADMINISTRATIVE INSTRUCTION No.23.

ARRIVAL AND RECEPTION OF CONVOY US 6.

SUMMARY OF CONTENTS.

PART 1.

Date of Arrival.  
Unit Strengths.  
Stores & Equipment.

PART 2.

Camps & Foster Units.  
Allocation of Foster Units.

PART 3.

Duties of Foster Units.

PART 4.

Disembarkation.

PART 5.

Entrainment.  
Instructions to O.C. Trains.

PART 6.

Detraining and Move to Lines.

APPX.

- A - Unit Strengths and Camp Allocations.
  - B - Stores & Equipment.
  - C - Plans of Camp Areas.
-



1 AUST CORPS.

ADMINISTRATIVE INSTRUCTION No.23.

CONVOY US 6.

PART 1.

DATE OF ARRIVAL.

1. (a) Convoy U.S. 6 arrives at a time and place to be communicated.
- (b) Disembarkation will commence on D1 day.

UNITS IN CONVOY.

2. The units and their respective strengths are shewn in Appx A att.

STORES IN CONVOY.

3. The unit equipment, stores and ordnance carried by U.S. 6 are shewn in Appx B att.

PART 2.

CAMPS AND FOSTER UNITS

LINES.

4. The camps and the lines within those camps to which the units are allotted are shewn in App A att.

PLANS OF CAMP

5. (a) Plans of camp areas are attach - Appx C. These show the layout of the respective camps in Lines, and the units allotted.
- (b) A.D.E.S. 1 Aust Corps will ensure that a detailed layout plan of each camp is available at the H.Q. Lines of each camp by D1 day.

FOSTER UNITS.

6. In order to ensure that new units will settle down with the maximum of speed and the minimum of discomfort the units shewn in col (j) of Appx A will act as Foster Units.

PART 3

DUTIES OF FOSTER UNITS

TAKING OVER CAMP SITE

7. In the case of unoccupied camps, Foster Units will arrange with the D.C.R.E. of the area in which the camp is situated for the taking over of the camp.



TENTAGE AND ACCOMMODATION.

8. Foster Units will -

- (a) submit forthwith to Aust Base Ord Depot, BARBARA, indents for tentage and accommodation stores.
- (b) ensure that all tents are erected and ready for occupation by D-1 day.

PREPARATION OF STORES AND EQUIPMENT.

9. (a) Foster Units will pack all stores conveniently to facilitate checking by the incoming units.
- (b) Only essential stores will be distributed throughout the Lines. These will include -
- (i) cooking gear for first meal, tables and forms in messes
  - (ii) any equipment from Ordnance or Aust Comforts Fund, for A.A.C.S. or recreation rooms.
  - (iii) latrine buckets.
- (c) All cooking utensils will be thoroughly cleaned before the arrival of the units.
- (d) If ice is still being delivered at D1 day all ice containers are to be made fit for use. The first delivery of ice will be on the day before arrival of units.

RATIONS.

10. (a) Foster Units will submit forthwith to S.S.O. BARBARA ration indents based on the respective strengths shown in Appx A att.
- (b) Rations for consumption on the day of arrival of Units will be delivered to Foster Units on the preceding day. The meat issued will consist of preserved meat and meat loaf; otherwise the ration will be normal.

FIRST MEAL FOR NEW UNITS.

11. (a) Foster Units will arrange to have a meal, appropriate to the hour of arrival, ready for units one hour after arrival in camp.
- (b) Cooks, who will be provided by Foster Units, will use the equipment of the incoming units for this meal. On its completion all this equipment will be cleaned and laid out ready to be taken over by the incoming unit.
- (c) Offrs' and Sgts' messes will draw their food from the men's kitchens. Incoming Units will be responsible for collecting this from the messes.

STRENGTH OF FOSTER UNIT PARTIES.

12. (a) On the day, but prior to the hour, of arrival of units, the strength of Foster Unit parties will be reduced to one Officer and one section or its equivalent in each Line, exclusive of cooks, i.e. one N.C.O. and seven men in each Line.
- (b) Foster Unit Q.Ms. will also remain.



- (c) These parties will remain for three clear days and march out on the fourth day. They must be fully conversant with the lay-out of the Lines and be prepared to act as advisers to the incoming Units. They will be rationed and accommodated by the incoming units, but Foster Units are responsible for seeing that the accommodation selected is likely to be suitable to the incoming Unit.
- (d) Cooks will however march out after cleaning up after the first meal.

PART 4.

DISEMBARKATION.

RECEPTION ARRANGEMENTS AT PORT OF DISEMBARKATION.

- 13. These arrangements will be promulgated as soon as they are known.

AUST. PORT DETACHMENT, SUEZ.

- 14. O.C. Aust. Port Detachment will, in conjunction with the local authority, control the disembarkation at the port of disembarkation.

1 AUST CORPS PERSONNEL.

- 15. Personnel to be detailed by H.Q. 1 Aust Corps will depart GAZA by road on D - 2 day for the port of disembarkation to assist as required.

LIAISON OFFICERS.

- 16. (a) Liaison Officers will be detailed by Foster Units as and when required by H.Q. 1 Aust Corps.
- (b) The duty of a Liaison Officer will be -
  - (i) to assist in disembarkation;
  - (ii) to accompany the O.C. of such train to which he is detailed;
  - (iii) to ensure that the O.C. train is thoroughly conversant with his orders.

MEDICAL ARRANGEMENTS.

- 17. (a) Sick unable to travel will be disembarked and evacuated under arrangements to be communicated.
- (b) Sick able to travel will be detrained at GAZA and evacuated in accordance with Medical Instructions to be issued by D.D.M.S. 1 Aust Corps.

PART 5.

INSTRUCTIONS TO Os.C. TRAINS AS TO  
STOWING OF BAGGAGE & DETRAINMENT.

ENTRAINMENT.

- 18. The departure times of trains ex port of disembarkation and their composition will be promulgated at a later date.

O.C. TRAIN.

- 19. The senior Offr. travelling on each train will be O.C. Train.



BAGGAGE.

20. The following principles will apply to the stowing of kit bags but the R.T.O. Entraining Station will give detailed instructions for each train -
- (a) In trains which are complete with one Unit or Units detraining at the one destination kit bags will be stowed in the vans of the trains.
  - (b) In all other cases kit bags will be taken by personnel into the compartment.
  - (c) In all cases the sea kit bags will be taken by personnel into the compartment.
  - (d) Offr's kit will be placed in the van. When there is more than one unit on the train arrangements for separate stowing must be made.

DETRAINMENT.

21. (a) In all cases detrainment of personnel and baggage will be carried out as quickly as possible.
- (b) Troops will detrain and fall in with their backs to the train on a line to be indicated by the Reception Officer.

PERSONNEL AT DETRAINING POINTS.

22. (a) At all detraining points trains will be met by -
- (i) an R.T.O.
  - (ii) a Reception Officer.
  - (iii) guides.
- (b) The R.T.O. is appointed by the Movement Control concerned and is in charge of everything to do with the train and detrainment.
- (c) The Reception Officer will be detailed by the Foster Unit and will take over responsibility once the personnel are clear of the train, and he is in charge of the embussing or movement.
- (d) Guides will be detailed by the Foster Unit and will lead Units to their lines.

PROCEDURE AT DETRAINING POINTS.

23. (a) As soon as the R.T.O. has reported to the O.C. Train that he is ready for the men to detrain( but not before) personnel will detrain with full equipment and kit bags which are in their possession.
- (b) As soon as all personnel have detrained at the last stopping place the officer who will have been detailed at entraining station by the O.C. Train, will inspect the train with the R.T.O. or his representative.

BAGGAGE PARTIES.

24. (a) A baggage party will be detailed before the departure of the train to handle officers' kit and all baggage other than in the possession of personnel.
- (b) Baggage parties will travel in the compartment nearest to the van of the train.
- (c) Immediately detrainment commences baggage parties will proceed to unload baggage from the train into the load carrying vehicles.



- (d) Baggage parties will move with the baggage lorries. On arrival in Unit Lines they will proceed to unload the vehicles immediately.
- (e) A baggage officer will be appointed for each Unit. His duty will be to ensure that baggage is loaded into the correct vehicles.

M.T. MOVE.

- 25. (a) Where the move to the unit lines is by M.T. all personnel will take into the bus with them such kit bags and equipment as they carried with them in the train.
- (b) Officers and men will be told off in parties of 24 each which will form a bus load.
- (c) When the whole train is reported to the O.C. Train as being told off he will order bus parties to move off. The senior of each bus load will ensure that his complement get into the foremost vacant bus allotted to his unit.

STANDING ORDERS.

- 26. The Movement Control at the place of entrainment will issue to each O.C. Train a copy of "Standing Orders for O.C. Troop Trains Palestine" (CR/PAL/24077/Q(M) ) of 18 Oct 40. The foregoing instructions will be read in conjunction with these Standing Orders.

PART 6.

DETRAINING AND MOVE TO LINES.

DETRAINING POINTS.

- 27. The detraining points for the various camps are shown in Appx A attached together with the method of the move from such points to the Lines.

PROVISION OF M.T. FOR MOVE.

- 28. (a) Foster Units or other authority responsible for reception will provide transport for the above M.T. moves, requisitioning for same if necessary upon Transport Officer, BARBARA.
- (b) All such transport will be at detraining points 60 minutes before due arrival of trains.

PROVOST.

- 29. A.P.M. 1 Aust Corps will -
  - (i) provide such T.C.Ps as are necessary for M.T. moves.
  - (ii) provide personnel at all detraining points for general patrol work.
  - (iii) arrange for civil police detachments at all detraining points to control spectators.

SECURITY.

- 30. O.C. Units will warn all ranks not to discuss publicly on any occasion whatsoever their movements between AUSTRALIA and PALESTINE.

*Lieut. Col.*  
A.Q.M.G. 1 Aust Corps.

GAZA.  
6 Nov 40.



DISTRIBUTION.

Copy No. (complete with Appx. A B & C.)

1	2/1 Pioneer Bn.	29	C.O.M.E.
2-7	HQ Tng & Gen Base Depot	30	D.D.S.T.
8	1 Aust Corps Sigs	31	D.D.M.S.
9	7 Div Sub Pk Corps Amm Pk	32	A.P.M.
10	1 Aust Corps Gd Bn	33	D.A.P.M. Gaza.
11	2/1 A Fd Wk Shop	34	D.A.D.P.S.
12	7 Div Sec Ord Fd Pk	35	D.D.C.S.
13	1 Aust Gen Hosp	36	1 Aust Corps Amenities Off.
14-15	Aust Base Ord Depot	37	Corps Fd Cash Office
16-17	Aust Port Det	38	Area Comdt Gaza.
18	G.O.C.	39	Camp
19-20	G	40	D.A.G. A.I.F.
21	A	41	2nd Echelon
22	Q	42	Chief Paymaster
23	Q (M)	43	Red Cross Commissioner
24	C.E.	44	A.C.F. Commissioner
25	A.D.E.S.	45-100	C.Os of units in Convoy
26	A.D.O.S.(Care Central (P) AIF.Provision Office ABBASSIA.)	101-120	Os.C. of Troops Trains
		121-140	Liaison Officers
		141-142	G.H.Q., M.E.
27	A.D.O.S.	143-144	H.Q., B.T.E.
28	C.S.O.	145-146	H.Q., B.F.P & T.J.
		147-148	File
		149-150	War Diary

- - - - -

.....  
(This slip to be detached and returned to H.Q., 1 Aust Corps.)

Received { Copies Nos.....**50**.....  
{ Copy No..... of 1 Aust Corps

Administrative Instruction No.23 of 6 Nov 40, with Appx A -  
B and C att.

Date.....(Sgd) .....

Appointment.....

H.Q.Branch or Unit.....



SERIAL NO FOR REF (a)	AUSTRALIAN SERIAL NO. (b)	UNIT (c)	STRENGTH				TOTAL (e)	DESTINATION		DEPARTING POINT (h)	METHOD OF MOVE FROM DETRAINING POINT TO CAMP (i)	FOSTER UNIT OR OTHER AUTHORITY RESPONSIBLE FOR RECEPTION (j)
			OFF.	C.O's	SGTS	R & F.		LINES (f)	CAMP (g)			
1	202	1 Aust Corps	1	-	-	1	2					
2	203	Det AIF Admin H.Q.	2	1	1	2	6	AIRPORT (if ready)				
3	290	Mob Printing Sec	1	-	1	10	12	otherwise HILO 39				
4	306	7 Fd Cash Office #	1	1	4	2	8	Hearse Lines		GAZA Rly Sta	Personnel & Baggage by M.T.	Camp Comdt 1 Aust Corps
5	312	5 A.G.H.	36	3	25	173	236					
6		A.A.N.S.	66	-	-	-	66	Featherstone	GAZA RIDGE	GAZA Rly Sta	Personnel & Baggage by M.T.	1 A.G.H.
7		Massouss	9	-	-	-	9					
8	235	H. 20 Aust Inf Bde & Int Sec	9	1	3	57	70					
9	237	20 Aust A.Tk Coy	4	-	6	72	82	Hq Lines				
10	238	58 L.A.D.	1	-	1	10	12					
11	249	2/4 Fd Amb	12	3	13	317	325	Squires	HILO 39	Rly line opp Camp	(a) Personnel - March route (b) Baggage - M.T.	16 Aust Inf Tng Bn
12	252	2/2 Fd Hqs Sec	1	-	4	25	30	Herring				
13	234	2/13 Bn	40	7	45	852	922	Kyrle				
14	236	2/17 Bn	34	2	55	831	922					
15	211	H. 7 Aust Div	22	5	5	120	152	Bridges				
16	104	7 Div Int Sec	1	1	1	7	10					17 Aust Inf Tng Bn
17	254	7 Aus Prc Coy	2	1	5	102	110					
18	255	7 Div Sup Pl	-	-	1	35	34		DEIR SUNEID	Rly Line opp Camp	(a) Personnel - March route (b) Baggage M.T.	
19	215	2/4 Fd Regt	37	10	31	554	632	Anderson				
20	219	51 L.A.D.	1	1	-	11	13	Burgess				5 Aust Div Arty Tng Regt
21	216	2/5 Fd Regt	39	10	32	555	636					
22	220	52 L.A.D.	1	1	-	11	13	Hq Lines				
23	214	H. R.A.A. 7 Aus Div	4	1	3	19	27					
24		A.A.M.O.	3	-	-	-	3					
25		T.M.G.A. Repts	3	-	-	-	3					
26		A.C.F. Repts	2	-	-	-	2	Royston	DEIR JIRJA	GAZA Rly Sta	Personnel & Baggage by M.T.	G.B. D
27		Sal Army	2	-	-	-	2					
28		Stragglers	-	-	-	22	22					
29	202	2/1 Ord Store Coy	1	-	-	-	1					
30	258	7 Div Salvage Unit	1	-	1	40	42	Coxen				G.O.O. Barbara
31	426	Mob School Mech	3	4	3	10	20	Wisdom				
32	247	7 Div Amn Coy	11	-	17	367	395					
33	245	Hq AASC 7 Aust Div	7	-	2	28	37					
34	246	7 Div Sup Col	13	4	30	423	470		BARBARA	Rly line opp Camp	(a) Personnel - March route (b) Baggage M.T.	7 DIV SUB PK CORPS AMM PK
35	248	7 Div Pet Coy	7	2	13	286	308	Rosenthal				
36	253	7 Div Postal Unit	1	-	2	23	26					
37	256	7 Div Mob Bath & Decontam Unit	-	-	1	14	15					
38	257	7 Div Mob Laundry %	2	-	5	122	135					
39	239	Hq 21 Aust Inf Bde & Int Sec	8	1	3	57	69	Hq Lines				
40	243	21 Aust A.Tk. Coy	4	-	5	73	82					
41	244	59 L.A.D.	1	1	-	11	13		JULIS	MAJIAL Rly Sta	Personnel & Baggage by M.T.	2/1 Pioneer Bn.
42	240	2/14 Bn	39	7	28	374	420	Hobbs				
43	241	2/16 Bn	41	7	40	858	946	Gellibrand				
44	242	2/27 Bn	35	7	40	862	944	Coddard				
45	250	2/5 Fd Amb	12	3	12	218	245	Leane				
46	223	Hq MAE 7 Aust Div	6	1	1	27	35					
47	225	2/5 Fd Coy	7	-	3	247	257	Foott				
48	226	2/6 Fd Coy	6	1	5	247	259					
49	416	2/5 Fd Pk Coy	3	1	1	161	166					
50	228	55 L.A.D.	1	1	-	11	13		CASTINA	MAJIAL Rly Sta	Personnel & Baggage by M.T.	Camp Tng Regt
51	229	7 Div Sigs Loss C.O. & L 6	23	2	16	400	441	Chauvel				
52	230	56 L.A.D.	1	1	-	11	13					
53	212	2 A.Tk Regt	38	5	53	509	593	MacLagan				
54	222	54 L.A.D.	1	1	-	11	13					
TOTAL			599	97	515	9562	10773					

# NOW GOES TO DEIR SUNEID - BRIDGES LINES

% NOW GO TO COXEN LINES - SAME CAMP.



CONVOY U.S. 6 - STORES.

UNIT OR SERVICE	DETAIL	DESTINATION.
UNIT WAR EQUIPMENT	6832 Packages plus 485 Tons measurement	Unit locations at App A
MEDICAL	Stores 6 tons	To be communicated.
SUPPLY & TRANSPORT	Reserve Emergency and Landing Rations. 1009 tons measurement	Base Supply Depot FIRDAN
AUSTRALIAN COMFORTS FUND	Bulk Stores 35 tons cubic	To be communicated
ORDNANCE	Car D.S. 1	As conveyed by PORT ORD OFFICER to be detailed by A.D.O.S.
AUST RED CROSS	Stores 2 tons cubic	To be communicated by PRT REP. AUST RED CROSS COMMISSIONER OVERSEAS.
SALVATION ARMY	Stores 8 tons measurement	To be communicated
Y.M.C.A.	Stores 2 tons.	To be communicated.



PLAN OF CAMP AREAS  
SHOWING UNIT LOCATIONS.

APPX C  
TO 1. AUST CORPS ADMIN INSTN NO. 23.

