

AWM52

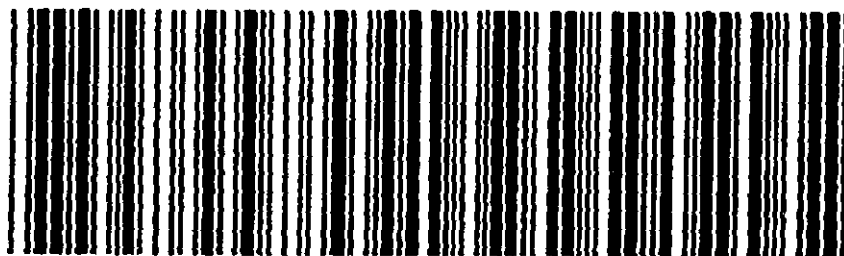
Australian Military Forces, Army headquarters,
formation and unit diaries, 1939-1945

1/8/16

BASE AND LINE OF
COMMUNICATION AREAS
(SUB)

4 Australian Base Sub Area General Staff
Branch (4 Aust Base Sub Area GS
Branch)

November - December 1944



1/8/16-0025

WAR DIARY or INTELLIGENCE SUMMARY.

Army Form C 2145
(Adapted)

(Erase heading not required.)

General Staff

Unit HQ 4 AUST BASE SUB AREA Date and Time.—From 1 Nov 44 To 30 Nov 44

Place.	Date.	Hour.	Summary of Events and Information.	Remarks and references to Appendices, Diaries, &c.
HQ 4 Aust BSA	3 Nov		Schedule of Hygiene Lectures for Units u/c for period 6 Nov - 11 Nov issued - Subject "Insect Borne Diseases"	Copy att as Appx A
	7 Nov		Key plan of areas of Units u/c 4 Aust Base Sub Area prepared and forwarded to First Aust Army	
	16 Nov		Trainee Cooking Course No 1 commenced - 11 Unit cooks attended	
	17 Nov		Schedule of Hygiene Lectures for U/C for period 19 Nov-25 Nov issued - "Excremental diseases, malaria prevention"	
	20 Nov		Policing of Docks Area passed to 4 Aust Base- Docks Passes issued by GS for 3 months period - Ships Passes issued as required by 2/1 Mov & Tn Gp.	
	21 Nov		GS011 Maj M.H. BECHER marched in."Bougainville Campaign" (US Trg Film) screened 2130hrs, unit ofrs attending.	
	22 Nov		Received 2 Aust Corps Op Instr No 1. - Operations on BOUGAINVILLE.	
	24 Nov		Hygiene Lectures for U/C for period 26 Nov - 2 Dec issued. Trg Cooking Course No 2 commenced. 12 Unit cooks attended	Copy attached as Appx B Copy attached as Appx C
	25 Nov		Received 2 Aust Corps Op Instr No 2.- Passive Air Defence.	
	26 Nov		Loc State No 5 prepared and issued under restricted dist. Request issued to Branches and Services that a report on est of 4 Aust Base Sub Area be prepared.	Copy attached as Appx D
	27 Nov		Water duties course No 1 for unit Water Dutymen commenced.	Copy attached as Appx F. Attached as Appx E
	28 Nov		GS011 conferred with 2 Aust Corps re method of promulgation of Air Raid Warnings.	
	29 Nov		Lt Gen SAVAGE Comd 2 Aust Corps inspected installations 4 Aust Base Sub Area with Comd Brig E.L. VOWLES.	

General Staff

(Erase heading not required.)

Army Form C.2-18.
(Adapted.)

Date and Time.—From 1 Nov - 30 Nov 44.

[illegible]

Subject: HYGIENE INSTRUCTION

HQ 4 Aust Base Sub Area
G 371/15
3 Nov 44

Units as per Schedule

1. Herewith schedule of lectures to be given by Hygiene Sgts.
2. The subjects covered by these lectures will be "Insect borne diseases", flies, lice etc.
3. These lectures are for the purpose of improving hygiene throughout the area and it is desired that Officers and ORs attend.

[Signature]
Maj
GS 4 Aust Base Sub Area

SCHEDULE OF LECTURES FOR WEEK ENDING 11 NOV 44

LECTURE 4: INSECT BORNE DISEASES, FLIES, LICE, ETC. Except where otherwise stated.

TIME OF LECTURE: 0730 Hrs except where otherwise stated.

MONDAY	TUESDAY	WEDNESDAY.	THURSDAY .	FRIDAY	SATURDAY
Aust Canteen Service (Camp Hygiene)	Base Postal Stationary Pay (Water borne diseases)	B Corps Sigs (Water Borne diseases)	HQ 4 Aust Base (Water Borne diseases)	2 Aust BSD (Excremental diseases)	2 Aust BSD (Excremental diseases)
66 Aust MAC	2/6 Mob. Ldy (Insect borne diseases)	13 Fd Bky (Insect borne diseases)	133 AGT 28-Salvage 0630 hrs and at 0730 hrs	2/1 Med Stores (Insect borne diseases) 0800 hrs	2/2 Forestry (Water Borne diseases)
6 Docks Op Coy (Camp Hygiene)	58 Corps Fd Pk (Camp Hygiene)	16 Aust AOD (water borne diseases)	12 Adv Wksp (Water borne diseases)	4 Ord Port Det (Water borne diseases)	3 Pl 1 Port Maint (Water Borne diseases)
554 LAA Bty Gun Post B8	554 LAA Bty Gun Post B7	554 LAA Bty Gun Post B9	554 LAA Bty Gun Post B10	554 LAA Bty Gun Post B11	554 LAA Bty Gun Post B12

2.4/11

W.D. App B

ABT/DJP

Subject:- HYGIENE INSTRUCTION

HQ 4 Aust Base Sub Area
G 895 / 15
24 Nov 44

UNITS AS PER APPENDIX "A"

1. Attached as Appendix "A" is schedule of lectures to be given by Hygiene Sergeants
2. These lectures are for the purpose of improving hygiene throughout the area and it is desired that Officers and ORs attend.

M H Becker

(M H BECKER) Maj
GS 4 Aust Base Sub Area

SCHEDULE OF LECTURES FOR WEEK ENDING 2 DEC.44

TIME OF LECTURES 0730 HRS EXCEPT WHERE OTHERWISE STATED.

APPENDIX "A" to HQ 4 Aust Base
Sub Area G895/15 of 24 Nov

44

MONDAY.	TUESDAY.	WEDNESDAY.	THURSDAY.	FRIDAY.	SATURDAY.
3 CRE. Insect borne Diseases.	4 Aust Base Sub Area. (Excremental Diseases)	4 Aust Base Sub Area. (Excremental diseases)	Det.1 Aust.Can- toon Services. (Excremental Diseases.)	1 Aust Base Postal Unit 1300 hrs. (Insect borne diseases)	8 Ord.Veh.Pk. (Insect borne diseases)
554 Lt.A/L Bty. GP B8	554 Lt.A/L Bty. GP B7	554 Lt.A/L Bty. GP B10	554 Lt.A/L Bty GP B10	554 Lt.A/L Bty GP B11.	554 Lt.A/L Bty. GP B12
2/2 Forestry Coy. 13 00 hrs. Malaria Control	5 Aust.Amy Tps. 0700 hrs. (Insect borne Diseases)	129 AGT. C Pln. (Excremental Diseases.)	129 AGT. D Pln. (Excremental Diseases.)	129 AGT. E Pln. (Excremental Diseases.)	129 AGT. HQ & W/Shops. (Excremental Diseases)
129 AGT. A Pln. (Excremental Dis- eases)	129 AGT. B Pln. (Excremental Diseases.)				

O/p 2

Subject:- TRAINEE COOKING COURSE NO. 2.

HQ 4 Aust Base Sub Area
G 552 / 16
21 Nov 44

HQ 4 Aust Base Sub Area (Camp)
129 Aust Gen Tpt Coy
2/4 Aust Fd Baking Pl
2/1 Aust Gen Hosp
16 Aust Works Coy

Copies to: CI Mobile Cooking Wing (2)
Catering Advisor, 4 Aust Base Sub Area

1. The above course will be held at 2/4 Aust Fd Baking Pl from 24 Nov 44 to 22 Dec 44.

OBJECT

2. To qualify trainee cooks as Cooks Grade I (TG II).

VACANCIES ALLOTTED

3. Vacancies are allotted as follows:-

HQ 4 Aust Base Sub Area	-	2
129 Aust Gen Tpt Coy	-	4
2/4 Aust Fd Baking Pl	-	1
2/1 Aust Gen Hosp	-	3
16 Aust Wks Coy	-	2

ARRIVAL AND REPORTING

4. Students will report to CI Mobile Cooking Wing, 2/4 Aust Fd Baking Pl at 1400 hrs on 23 Nov 44.

5. Units will be responsible for transporting students to and from the school.

GENERAL

6. When reporting students will be in possession of the following equipment:-

- Bed and Bedding
- Mosquito Net
- Personal clothing and equipment
- Singlets, White, 3 (if possible)
- Paybook and A.B 83

7. Rations and quarters will be provided by 2/4 Aust Fd Baking Pl.

Heur
for Maj
GS 4 Aust Base Sub Area

Appx D

SECRET

Subject:- 4 AUST BASE SUB AREA LOCATION STATEMENT
NUMBER 5 AS AT 2359 HRS 25 NOV 44

HQ 4 Aust Base Sub Area
G 917 / 4
26 Nov 44

Copy No:.....39.....

Ref Map: XIV US CORPS Hasty Terrain EMPRESS AUGUSTA BAY
1:20000 series, Sheets 2, 3, 5 and 6.

1. Attached as Appx 'A' is 4 Aust Base Sub Area Location Statement No 5.
2. Please acknowledge on attached form.

W. K. Kecher
.....
HQ 4 Aust Base Sub Area

DISTRIBUTION:

	<u>Copy No</u>		<u>Copy No.</u>
First Aust Army	1 - 6	10 Aust L of C Stat-	
2 Aust Corps (incl copies		ionery Depot	26
for CSO, B Corps Sigs(2))	7 - 11	NG Details Depot	27
3 Aust Div	12		
XIV US Corps	13	COMD	28
USAFNORSOLS	14	AA & QMG	29
HQ Island Region ANGAU	15	G	30
2/1 Aust Mov & Tn Gp	16	A	31
5 Aust CRE (Wks)	17	Q	32
Det 1 Aust Fd Consorship Coy	18	S & T	33
129 Aust Gen Tpt Coy	19	MEDICAL	34
133 Aust Gen Tpt Coy	20	DENTAL	35
HQ 2 Aust BSD	21	ORD	36
66 Aust Amb Pl MAC	22	AEME	37
18 Aust AOD	23	DAFM	38
Det 7 Aust Base Postal Unit	24	War Diary	39 - 40
2 Aust Corps Pro Coy	25	File	41

Date

HQ 4 Aust Base Sub Area

1. Receipt is acknowledged of 4 Aust Base Sub Area Location Statement Number 5, Copy No
2. 4 Aust Base Sub Area Location Statement Number 4 has been destroyed by fire.

.....Signature

.....Unit

APPENDIX 'A' TO 2 AUST BASE SUB AREA G 917/4 of 26 Nov 44

Ser ial No.	Arm or Service	Unit	Location	Remarks
<u>HQ UNITS</u>				
1	HQ 4 Aust Base Sub Area		12742155	
2	HQ 2/1 Aust Mov & Tn Gp (Loss Dots)		12742155	Dots GREEN, EMIRAU TREASURY, MUNDA Is
2a	MCO		12562144	
2b	MAILED PIMA-Admiral		12982169	
2c	Unit Eght Transit Area		12722123	
3	ANGAU		12682163	
<u>ARTY</u>				
4	554 Aust LAA Bty	HQ Ops	13002181	
5	554 Aust LAA Bty	Adm HQ	13012161	
<u>ENGRS</u>				
6.	5 Aust CNE (Wks)		12742161	
7	10 Aust Fd Coy		12582158	
8	5 Aust Army Tps Coy		12582158	
9	6 Aust Army Tps Coy		12572157	
10	6 Aust Docks Op Coy		12712131	
11	3 Pl 1 Aust Port Maint Coy		12712131	
12	3 Pl 2/2 Aust Forestry Unit		12822190	
13	58 Aust Corps Fd Pl		12592167	
14	Dot 6 Aust Mach Eght Spare Parts Sec		NGDD	
15	HQ & Plant Holding Pl 2/1 Aust Rly Constn Unit		12492168	
16	HQ 1 Aust Water Tpt Gp		PURULTA IS	
17	Dot 2 Aust Forest Svy Coy		12822190	
18				
<u>SIGS</u>				
19	Dot 23 Aust Wireless Sec (Hy)		12792162	
20				
21				
<u>INT</u>				
22	Dot 1 Aust Fd Conscription Coy		12752160	
<u>ALSC</u>				
23	129 Aust Gen Tpt Coy		12992149	
24	133 Aust Gen Tpt Coy		12562173	
25	66 Aust Amb Pl MAC		12522178	
26	53 Aust BIPOD Pl		12842128	
27	54 Aust BIPOD Pl		12852129	
28	HQ 2 Aust ESD		12892164	
29	30 Aust Sup Dep Coy		12892164	
30	45 Aust Sup Dep Pl		12892164	
31	136 Aust Sup Dep Pl		12892164	
32	146 Aust Sup Dep Pl		12892164	
33	226 Aust Sup Dep Pl		12892164	
34	237 Aust Sup Dep Pl		13012148	
35	HQ 13 Aust Fd Baking Coy		12552175	
36	2/4 Aust Fd Baking Pl		12552175	
37	11 Aust Fd Baking Pl		12552175	
38	12 Aust Fd Baking Pl		12552175	
39	2 Pl 6 Aust Farm Coy		12472162	
40	1 Aust Marine Food Supply Pl		12622121	
41				
42				

Ser No.	Arm or Service	Unit	Location	Remarks
<u>MEDICAL</u>				
43	2/1 Aust Gen Hosp (Less Det)		12582170	Det AUST
44	106 Aust COS		12582169	
45	8 Aust Fd Amb		12652174	
46	2/1 Aust Base Dep Med Stores		12592165	
47	2/1 Aust Malaria Control Unit		12332131	
48	19 Aust Malaria Control Unit		12372131	
49	7 Aust Hosp Laundry Unit		12532170	
50				
<u>DENTAL</u>				
51	1 Sec Base Dep Dental Stores		12742155	
52	HQ 82 Aust Dental Unit (Less Dets)		12942166	A, B, C Dets GREEN, EMIRAU, TREASURY IS.
53	Det HQ 82 Aust Dental Unit		12712131	
54	D Sec 82 Aust Dental Unit		12952149	
55	E Sec 82 Aust Dental Unit		12742161	
56	F Sec 82 Aust Dental Unit		12522176	
57				
<u>ORD</u>				
58	16 Aust LOD		12962135	
59	8 Aust Ord Veh Pk (Less 1 & 2 Secs)		12962133	
60	4 Aust Ord Port Det		12962135	
61	2/6 Aust Mob Laundry & Fwd Decon Unit		12562174	
62	30 Aust Lt Laundry		12942137	
63	13 Aust LAD		12752132	
64	1 Aust Mob Arm Repair Shop		12752132	
65	3 Aust RSD		12962136	
66	126 Aust Bde Ord Fd Pk		13012131	
67				
<u>ARME</u>				
68	Adv Party 12 Aust Adv Wksp		12962138	Balance Unit being raised AUST
69	2/48 Aust LAD		12742155	
70	Det 250 Aust LAD		12992165	
71	295 Aust LAD		13002162	
72	317 Aust LAD		NGDD	
73	341 Aust LAD		NGDD	
74	126 Aust Bde Wksp		13002162	
75	1 Aust Mech Eqp't Wksp		NGDD	
76				
<u>MISC</u>				
77	A Det 7 Aust Base Postal Unit		12752160	
78	2 Aust Corps Pro Coy		13022165	
79	1 Aust Mob Printing Unit		12742155	
80	10 Aust L of C Stationary Dep		12742155	
81	Det NGF AACSS (Less Dets)		12942162	Dets GREEN, EMIRAU STIRLING IS.
82	28 Aust L of C Sal Sec		12532174	
83	16 Aust Works Coy		13032163	
84	Det NG Details Depot		13012164	
85	Det 15 Sec Aust Kit Store		12962164	
86	75 Aust Mob Cinema		12742155	
87	84 Aust Mob Cinema		12742155	
88	84 Aust Mob Cinema		12742155	
89	34 Aust Works Coy		NGDD	
90	19 Aust War Graves Unit		12522157	
91	T's L of C Concert Party		12782163	

ABF/NEA.

Subject : WATER DUTIES SCHOOL.

HQ 4-AUST BASE SUB AREA.
G 397/16.
24 Nov 44.

1. Reference 4 Aust Base Sub Area G533/16 of 21 Nov 44.
2. Three Courses in Water Duties will now be conducted at this HQ, each Course will consist of 3 periods of instruction from 1315 hrs to 1615 hrs on successive days.

VACANCIES ALLOTTED

3. Refer Appx "A" hereto for Courses No. 1 and 2.
The vacancies allotted for Course No. 3. will be promulgated to Units concerned at a later date.

ARRIVAL AND REPORTING.

4. Students will report to Camp Comdt. Office HQ 4-Aust Base Sub Area at 1300 hrs on the first day of each Course.
Courses will be held on 27 - 29 Nov; 30 Nov - 2 Dec and 4 Dec - 6 Dec.
5. Units will be responsible for transporting Students to and from the School each day.

GENERAL

6. Students will be in possession of Note Books and Pencils.


Maj.
(M E DECHER)
GS. 4 AUST BASE SUB AREA.

DISTRIBUTION:

Units Allotted Vacancies as per
Appx. "A" hereto.

ARF/NEA

Appx "A" to 4 Aust Base Sub Area
 GS97/16 of 24 Nov '4.

WATER DUTIES SCHOOL - VACANCIES ALLOTTED

UNIT	VACANCIES	
	COURSE NO.1 27 - 29 Nov.	COURSE NO.2. 30 Nov - 2 Dec.
6 Aust Army Tps Coy	1	
5 Aust Army Tps Coy	1	
66 Aust Amb Pl (MAC)		1
129 Aust Gen Tpt Coy	5	3
18 Aust AOD.	1	1
2/8 Aust Mob Ldy & Fwd Doc Unit		2
38 Aust Wks Coy	2	2
8 Aust Ord Veh Pk	1	1
2/1 Aust Gen Hosp		1
554 Aust LAA Bty		1
18 Aust Wks Coy	1	
4 Aust Ord Port Det		1
8 Aust Fd Amb	2	1
58 Aust Corps Fd Pk		1
133 Aust Gen Tpt Coy	3	2
3 Aust RSD		2
6 Aust Docks Op Coy	1	
10 Aust Fd Coy	1	
HQ. 4 Aust Base Sub Area	1	1
TOTAL	25	20

72

Subject: REPORTS ON OPERATIONS

HQ 4 Aust Base Sub Area
G 909 / 3
26 Nov 44

5 Aust CRE (Wks)

AQ

A (3)

Q (4)

Copy to: Comd

1. This HQ is required to submit to higher authority a report on the operation of establishing the Base Sub Area covering details of the first and second key plans and giving recommendations for future operations. It is realised that owing to the manner in which this operation was, of necessity, carried out some difficulty may arise in defining a boundary between first and second key plans. Where this is so events may simply be dealt with in chronological order.

2. A further and final report will be required when establishment of the Base is complete. It is desired therefore that suitable records be kept with this object in view.

REASONS FOR REPORTS

3. The reports are required in order that:-

- (a) Lessons derived from experience in operations may be studied and disseminated to all concerned
- (b) Recommendations concerning changes in methods, material and organization may be fully examined and necessary action taken.
- (c) Relevant details may be available for the preparation of despatches.

FORM OF REPORT

4. Reports will be divided into 3 parts -

(a) PART I : RECORD OF EVENTS

Narrative to contain all details necessary to give a clear picture of the formation of the Base, including layout of first and second key plans and priorities followed when establishing base installations.

(b) PART II : LESSONS FROM THE OPERATION

Particular problems and situations will be explained in detail with lessons which it is considered should be learned from them.

(c) PART III : EQUIPMENT AND WEAPONS

Reports will be on the same basis as for Part II and should contain brief remarks on the effectiveness or otherwise of standard equipment and weapons used during the operation with recommendations concerning these items generally

(d) APPENDICES: These should contain selected orders which must be complete with copies of the then current maps, sketches, diagrams etc which accompanied the original order.

5. It is desired that addressees submit reports covering progress to 30 Nov 44 to reach GS by 4 Dec 44. Reports should be brief but include all essential matter. Upon receipt reports will be collated and summarised into a consolidated report.

[Signature] Maj
GS 4 Aust Base Sub Area

G

C 2136

PRO FORMA MESSAGE FORM

From: 4 AUST BSA

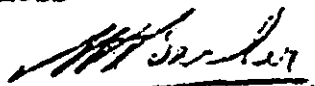
Date -Time of
Origin 301245Z

To : ALL UNITS

O 128 restricted (.) possible 2 japs were seen and challenged
night 29 - 30 nov in area beach 4 (.) all units warn personnel
and search own areas (.) personnel will NOT fire
except after challenge and identification as enemy or attempted
escape by individual challenged

This message may be sent
AS WRITTEN by any means
excl Wireless

Originator's
Instructions
Degree of Priority


Maj

D R L S

30 JAN 1945

WAR DIARY or INTELLIGENCE SUMMARY.

Army Form G.2118.
(Adapted)

(Erase heading not required.)

Unit HQ 4 Aust Base Sub Area Date and Time.—From 1 Dec 44 To 31 Dec 44

Place.	Date.	Hour.	Summary of Events and Information.	Remarks and references to Appendices, Diaries, &c.
TOROKINA	1 Dec 44		HQ 4 Aust Base Sub Area Distribution List No I issued to	Copy att as Appx "A" <i>JS</i>
"	4 Dec 44		Units , Branches and Services.	
"	4 Dec 44		Organization, Manning and Duties Chart for HQ 4 Aust Base Sub Area issued	Copy att as Appx "B" <i>JS</i>
"	6 Dec 44		4 Aust Base Sub Area Operation Instruction No 2 issued	Copy att as Appx "C" <i>JS</i>
"	7 Dec 44		First Aust Army Instruction - System of MT Trg for Units distributed	Copy att as Appx "D" <i>JS</i>
"	16 Dec 44		Instructions issued for Water Duties School 19 - 21 Dec 44	Copy att as Appx "E" <i>JS</i>
"	16 Dec 44		Memo requesting advice of all Rifle Ranges for SAA practice located in 4 Aust Base Sub Area sent to units	Copy att as Appx "F" <i>JS</i>
"	16 Dec 44		4 Aust Base Sub Area Intercommunication Instr No I issued	Copy att as Appx "G" <i>JS</i>
"	16 Dec 44		Schedule of Hygiene Lectures for period 18 - 23 Dec 44 issued	Copy att as Appx "H" <i>JS</i>
"	17 Dec 44		NX101583 Lt G L PENNY IO HQ 4 Aust Base Sub Area marched out to attend LRQ School of MI Course No 20	<i>JS</i>
"	18 Dec 44		NX 112004 Lt J H G ROFFEY S/Lnr G HQ 4 Aust Base Sub Area assumed duties of IO HQ 4 Aust Base Sub Area	<i>JS</i>

WAR DIARY or INTELLIGENCE SUMMARY.

(Erase heading not required.)

Army Form C.2118.
(Adapted.)

Unit HQ 4 Aust Base Sub Area Date and Time.—From 1 Dec 44 To 31 Dec 44

Place.	Date.	Hour.	Summary of Events and Information.	Remarks and references to Appendices, Diaries, &c.
TOROKINA	20 Dec 44		Lt Gen V A H STURDEE Comd First Aust Army inspected Base Sub Area with Brig E.L. VOWLES	
	20 Dec 44		GHQ Regulating Station located at HQ 4 Aust Base Sub Area as from 200800 L.	
	21 Dec 44		Mrs Violet Fisher, War Correspondent visited 4 Aust Base Sub Area and inspected Docks, 16 AAOD and PW Cage escorted by GSO II Maj M.H. BECHER	
	24 Dec 44		1 inch to 1 mile Aust series maps adopted for all references within 4 Aust Base Sub Area	
	"		2 Aust Corps Operation Instruction No 3 received.	
	27 Dec 44		Monthly Location Statement of Unit of 4 Aust Base Sub Area prepared and distributed.	Copy att as Appx "I"
	27 Dec 44		Arrangements made with 2/1 Aust Mov and Tn Gp and 25 Aust F S Sec for the panelling of all incoming Australian ships also US Ships in conjunction with US Security personnel (CIC)	

W. S. L. H. J.
G. S. Aust Base Sub Area.

JHGR/DJP

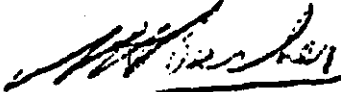
SECRET

Subject:- DISTRIBUTION LIST NO 1

HQ 4 Aust Base Sub Area
G 936 / 9
/ Dec 44

Distribution List "C"
(Plus Serials 69, 70, 71, 72.)

1. Attached as Appendix "A" is HQ 4 Aust Base Sub Area Distribution List which will become effective as from 1800 hrs 1 Dec 44.


Maj
(M H BECHER)
GS 4 Aust Base Sub Area

Serial	DETAIL	Branches; Heads of Services of 4 Aust Base Sub Area	All Branches etc. of 4 Aust Base Sub Area	All Branches. HQ Units Independent Units	All Branches and all Units of 4 Aust Base Sub Area
1	Comd	1	1	1	1
2	AA & MG	1	1	1	1
3	GSO.11.	1	1	1	1
4	DAAG	1	1	1	1
5	DAQMG	1	1	1	1
6	DADET	1	1	1	1
7	DADMS	1	1	1	1
8	DADDS	1	1	1	1
9	DAPM	1	1	1	1
10	DADOS	1	1	1	1
11	DADME	1	1	1	1
12	SO. Lab		1	1	1
13	Legal Officer		1	1	1
14	Education Officer		1	1	1
15	Amenities Officer		1	1	3
16	Catering Adviser		1	1	1
17	Camp		1	1	1
18	War Diary	2	2	2	2
19	2/1 Mov & Trn Co			1	4
20	Det 1 Aust Fd Censorship Coy			1	1
21	554 Aust LAA Bty			1	1
22	5 Aust GNE (Rks)			1	9
23	HQ 1 Aust Water Tpt Co			1	1
24	6 Aust Docks Op Coy			1	1
25	3 Pl 1 Aust Port Maint Coy			1	1
26	129 Aust Gen Tpt Coy			1	1
27	133 Aust Gen Tpt Coy			1	1
28	66 Aust Amb Pl (MLC)			1	1
29	55 Aust DIFOD Pl			1	1
30	54 Aust DIFOD Pl			1	1
31	HQ 2 Aust RSD			1	1
32	HQ 30 Aust Sup Depot Coy			1	6
33	2 Pl 6 Aust Farm Coy			1	1
34	HQ 13 Aust Fd Baking Coy			1	4
35	1 Aust Marina Food Supply Pl.			1	1
36	2/1 Aust Gen Hosp			1	1
37	2/1 Aust Base Dep Med Stores			1	1
38	106 Aust CCS			1	1
39	8 Aust Fd Amb			1	1
40	2/1 Aust Malaria Control Unit			1	1
41	19 Aust Malaria Control Unit			1	1
42	7 Aust Hosp Laundry			1	1
43	HQ 306 Dep Dental Stores			1	1
44	82 Aust Dental Unit			1	1
45	10 Aust LOD			1	1
46	HQ 3 Aust RSD			1	1
47	8 Aust Ord Veh Pl			1	1
48	4 Aust Ord Port Det			1	1
49	2/6 Aust Mob Ldy & Fld Decon Unit			1	1
50	50 Aust Lt Ldy			1	1
51	13 Aust Ldy			1	1
52	1 Aust Mob Arm Repair Shop			1	1
53	128 Aust Ord Fd Pl			1	1
54	12 Aust Ldy Wasp			1	1

Forward

13

19

55

78

Serial	DETAIL	A	B	C	D
	Forward	13	19	55	76
55	1 Aust ME Wksp			1	1
56	126 Aust Bde Wksp			1	1
57	341 Aust LAD			1	1
58	A det 7 Aust Base Postal Unit			1	1
59	2 Aust Corps Pro Coy			1	1
60	1 Aust Mob Printing Unit			1	1
61	10 Aust L of C Stationery Unit			1	1
62	19 War Graves Unit			1	1
63	Det NCF sec AACCS			1	1
64	28 Aust L of C Sal Unit			1	1
65	16 Aust Wks Coy			1	1
66	38 Aust Wks Coy			1	1
67	Det 15 Sec Aust Kit Store			1	1
68	Det NG Details Depot			1	1
	TOTALS	13	19	69	92

FOR INFORMATION :

69	First Aust Army	4 Copies
70	2 Aust Corps	3 Copies
71	XIV US Corps	2 Copies
72	USANORSOLS	2 Copies

Subject:- ORGANISATION, MANNING AND DUTIES CHART
HQ 4 AUST BASE SUB AREA - as at 1 DEC 44

HQ 4 Aust Base Sub Area
 G 983 / 14
 1 Dec 44

1. Attached hereto copy/copies of the above
 Organisation, Manning and Duties Chart for this HQ
 as at 1 Dec 44.

(M H EECHEE) Maj
 GS 4 Aust Base Sub Area

DISTRIBUTION:

	<u>No of Copies</u>	
COMD	1	
AA & QMG	1	
GSC II	1	
DAAG	1	
DAJMG	1	
DADST	1	
DAIMS	1	
DADOS	1	
DADOS	1	
DAIME	1	
5 AUST CRE (WKS)	1	
FIRST AUST ARMY	4	For Information
2 AUST CORPS	2	
USAFNORSOLS	2	
CAMP	2	
WAR DIARY	2	
FILE	1	

107D

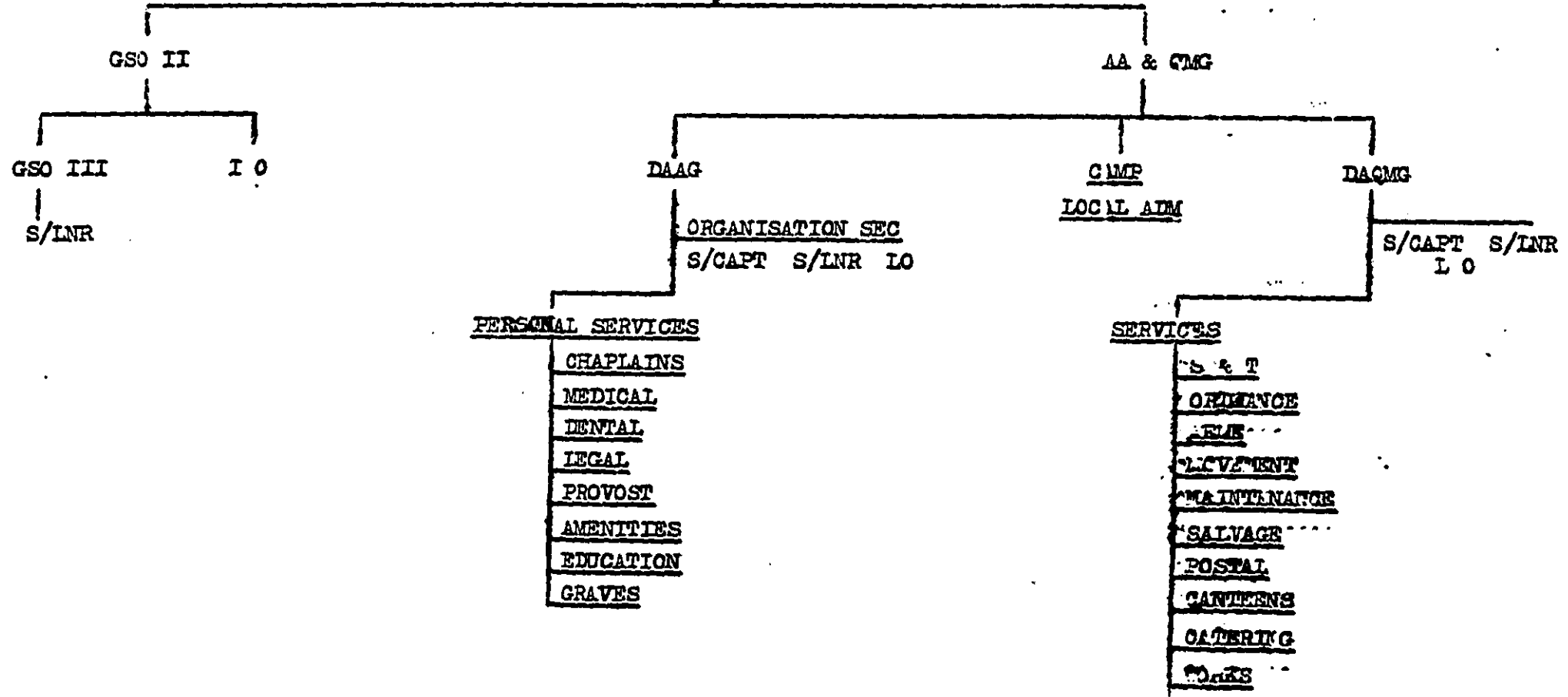
SECRET

HQ. 4 AUST BASE SUB AREA

ORGANISATION, MANNING AND DUTIES CHART AS AT 1 DEC 42

ORGANISATION

COED - BRIG E L VOWLES



GENERAL STAFFGSO II MAJ M H G BECHER

Policy and Co-ordination
 Ops, plans and co-ordination with other formations
 Intercommunications
 Training Policy
 Supervision of Intelligence
 Moves of HQ
 CW

GSO III LT A B FARNINGTON

Generally assist GSO II
 Controlled Stores
 Location Statements
 Supervision of Registry
 G War Diary
 Distribution of Messages
 Circulation of Sitreps
 Schools and Courses
 Codes, Recognition Signals Etc
 SD of Unit Moves.

S/LNR LT J H G ROFFEY

Generally assist GSO II and GSO III
 Distribution Lists
 G Library
 Telephone Installations and Directory
 Visual Trg
 Check of Indents for trg ammunition
 Record of Range Allotments
 Supervision of Ack Register

IO LT G L PENN

Keep OOB
 Records infm from IOs
 Intelligence Summaries
 Keep Int Map
 Int reports, compilation and issue of
 Confirmation uncertain infm
 Captured Enemy Equipment, War Souvenirs etc
 Security measures, censorship
 Maps, custody and distribution
 Supervision of FS Sec
 Liaison with AIB, SIC etc

BRANCH OF ASSISTANT ADJUTANT AND QUARTERMASTER GENERAL

AA & QMG LT COL H WALKER

All questions of Policy
General Supervision
Co-ord of Services
Appointments and Promotions
Honours and Awards
ROs and Adm Instructions
Adm Orders

DLAG MAJ E W O PERRY

Co-ordination of Organisation and
Personnel Sections
General Policy

DAQMG MAJ F.A. GORDING

Adm Orders or paras for OOs
Movement Sea, Air, Road
Accommodation
Water Supply
Ammunition
Arms and Equipment
Ord Stores
RAE Stores
Canteen Services
Salvage
Supplies, Amn POL - major
decisions (other than policy)
with DADST and DADOS

DAAG (contd)

DAQMG (Contd)

STAFF CAPTAIN CAPT T WILLIS

Supply of personnel, provision of reinforcements, promotions, discharges. Raising of new units, and re-organisation of existing units. Compilation, publication and distribution of Routine Orders. Appointment, promotion and posting of officers. Supervision of Women's Services. Recommendations for Honours and Awards.

STAFF LEARNER CAPT D C DENNIS

Discipline. The administration of Military and Martial Law. Welfare of the Forces: Supervision of spiritual care and co-ordination of the work of philanthropic bodies. Supervision of AA Education Service, AA Amenities Service and AA Pay Service. Consideration of applications for all types of leave. Implementation of the policy laid down for recreational leave. Care and removal of sick and wounded. Disposal of Ps O /

LIAISON OFFICER LT C L FRASER

Hygienic and sanitary measures for the preservation of health and the prevention of disease. Burials, graves registration, custody and disposal of the effects of the dead.

SO LABOUR CAPT G D LARKINS

Supervise and allot labour both white and native, for all requirements within the Base Sub area also To and from units and compounds to working areas.

STAFF CAPTAIN CAPT W M B HENDRY

Transport availability and allotment. Sups, Amm, Petrol for fwd maint. Laundry Services. Fwd Maint all requirements. Catering. Printing and Stationery. Kit Stores.

STAFF LEARNER CAPT H H HILBERT

Generally assist DAQMG and Staff Capt.

LIAISON OFFICER LT A RICHES

Duties as requisite.

ENGINEER SERVICESCRE LT COL H B MURN

Advisor to Base Comd
 Adm and allocation of tasks to RAE units under comd

ADJUTANT CAPT G G SERPELL

Unit Adm. Collection and co-
 ordination of Reports. G, A
 and Q matters. Liason between
 CRE HQs and Base.

FD ENGCAPT C W B VAUGHAN

Fwd planning,
 design and super-
 vision of works,
 incl. roads etc.

OFFICERS ATTACHEDLT A P VAN EYENLT R A DROGMULLER

Assistants to Fd Eng

E & MCAPT S G DENMAN

Planning, design
 and supervision
 of electrical
 and mechanical
 installations

E & M STORESLT J L DAVIS

Responsible for
 requisitioning
 of all E & M
 Stores. Reports
 on ME eqpt etc

STORESCAPT D E HOBAN

OIC RAE Dump
 Responsible for
 issuing stores
 and requisition-
 ing for mainten-
 ance stores

SVY WKSLT D G PEVERELL

Surveying
 Also assists
 Fd Eng

CAMFLGLT S G FRANKLAND

MURPHY
 Technical advice and
 supervision of
 all camflg works
 within Base Area.
 Also acts as IC
 for CRE HQs.

MEDICAL SERVICES

DAIMS - Maj G V NOTTON.

Advisor to Comd as regards maintenance of high standard of health in the area and also as regards location of medical units.
 Local policy and direction.
 Org and planning, hygiene and sanitation and preventative medicine.
 Med Stores, provision and supply.
 Hospitalisation.
 Evacuation
 Statistics
 Returns
 General Adm

RAO's

1. Capt J STAMANT.
2. " " " "

HYGIENE OFFICER - Lt W L WATERS

Advisor to DAIMS all matters hygiene and sanitation.
 Supervise the health conditions of Units and report on defects.
 Investigate cause of any outbreak or unusual prevalence of disease.
 Malaria Control.
 Advise on sanitary conditions and suitability of water in any area which it is proposed to occupy.

DENTAL SERVICES

DADDS MAJ A G HOWELL

↓
Advisor to Comd
Local Policy and direction
Org and planning
Dental Stores, provision and supply
Statistics
Returns
General Adm
Technical Control over Dental Units

LEGAL SERVICELEGAL OFFICER MAJ L H BYRNE

Advisor to Comd on all Legal matters
Courts Martial and Courts of Inquiry
Nat Security Regs and preparation of Orders Thereunder
Advice on Disciplinary matters
Lectures to units under comd on Military Law
Legal Office and Staff Adm

PERMANENT PRESIDENT OF COURTS MARTIAL MAJ G F SPRING

Presiding Officer at Courts Martial

PROVOST SERVICEDAPM CAPT D B GATEHOUSE

Adm of Provost Service
Assist in collection of stragglers
Custody of POW from collection from fighting troops
until transferred to internment camp
Control of Traffic
Policing of dress regulations
Investigations
Policing of depots and I of C Installations
Police duties in connection with docks

EDUCATION SERVICEEDUCATION OFFICER CAPT E A PRYOR

Education Policy
 Co-ord of activities
 Fd supervision (Local)
 Service Eqpt and material
 Monthly report
 Salt and CLB

AMENITIES SERVICEAMENITIES OFFICER LT D.B. McCALLUM

Co-op with Philanthropic Reps
 Control of Cinemas and Concert Parties
 Provision of Amenities Stores and distribution thereof
 Advisor to Unit Amenities Reps

LACHG

CHAP R J A MILEY C of E

CHAP L ASHMAN PD

CHAP E A BRILL RC

CHAP R P O'SULLIVAN RC

Responsible for spiritual and moral welfare of all person
 Work in close co-operation with Medical and Graves Service
 Minister to wounded and dying
 Burials

SUPPLY AND TRANSPORTDADST MAJ J A F ANDERSON

Liaison with Q Planning Staff
 Local policy and adm
 Forward planning and provision
 Co-ordination

CAPT AASC -POLCAPT E H SCOTT

Provision, receipt
 issue and maint of
 POL

CAPT AASC SUESCAPT B J MONIVEN

Supervision of local
 sup and distribution
 Maint of depot stocks
 Supply accountancy

CAPT AASC ADMCAPT T Lc BROCQUE

A & Q matters
 Preparation of returns
 Control of Office Staff
 War Diary

CAPT AASC MTLT D L TUCKER

Control and allotment of
 tpt under cmd
 Responsible for MT maint,
 inspection, repair
 Tpt returns and records

ORDNANCE SERVICE

DADOS MAJ N F C KING

Liaison with Q Planning Staff
Local Adm of AAO personnel located in the Base Sub Area
Co-ord of Service activities
Maintenance of tps located in the Base Sub Area
Arrangements for delivery and issue of Ord Stores to
Units in the Base Sub Area
Care and preservation of Ord Stores on charge to units

OC LT J DEADY

Assistant to DADOS
Liaison with GS re Controlled Stores
Preparation of monthly census of Warlike Stores
MT Vehs and watercraft
Returns

AEME SERVICE

DAIME MAJ P B BURDEN

Advice to Comd on all major electrical and
mechanical matters
Supervision of Wksps, LAD'S, personnel and eqpt
Inspection of Ordnance and MT
Co-ordination of Work

CATERING

CATERING ADVISOR LT T H WHEELAGHAN

To supervise, instruct and administer the catering
services within the area and to advise the AA&QMG on
all matters relating to army catering

LOCAL ATN

CAMP COMDT CAPT R.R. AYLEWIN

ASST CAMP COMDT LT I E THOMAS

Local Adm of HQ and att units or pers
Discipline
Interior Economy
Def of HQ Area and Comd Post
Allotment of accommodation
Trg of ORs
Amenities for ORs with Amenities Officer
Supervision of QM
Supervision of Canteen
Maint of Area and buildings
Supervision of HQ Tpt
Pay
Dress Regulations
Office Org
Supervision of Records
Visiting Officers

11/20/44
SECRET

Copy No. 51.

6 Dec 44

4 AUSTRALIAN BASE SUB AREA OPERATION INSTRUCTION NUMBER 2

Ref Maps : DOUGANVILLE ISLAND Series 1 in : 1 ml.

INFORMATION

1. ENEMY

(a) Probable enemy strength in DOUGANVILLE and adjacent islands as at 31 Nov 44 is estimated at 12200. These are thought to be disposed mainly in the Southern part of the Island with 2300 in the North and 2450 in Central Sector. These estimates must be treated with reserve.

(b) Photographic reconnaissance reveals intensive development of gardens in all areas and the produce of these is believed to be the enemy's main source of subsistence. It would follow that he is practically tied to the vicinity of his gardens and is not capable of moving or concentrating large forces in any particular area.

(c) The majority of his troops are believed to be in fair condition.

2. Own Troops

(a) 2 Aust Corps with under command 3 Aust Div, 11 Aust Inf Bde Gp, 25 Aust Inf Bde Gp and Corps Tps has operational command of all Australian and US Army Forces in the NORTH SOLOMONS Area.

(b) Operational command of units on the Order of Battle of 4 Aust Base Sub Area is exercised through HQ 4 Aust Base Sub Area.

(c) In the event of a determined enemy attack threatening penetration of the TOROKINI Perimeter units of 4 Aust Base Sub Area are responsible for the defence of their respective areas.

INTENTION

3. Units of 4 Aust Base Sub Area will destroy any enemy reaching their respective areas.

METHOD

4. Command

For the purpose of planning and command in the event of threat-penetration of the perimeter units will be grouped as follows:-

Gp (a) Comd Camp Comdt HQ 4 Aust Base Sub Area
Details HQ 4 Aust Base Sub Area
2/48 Aust IAD
Det NG Sub Depot LHQ Dental Stores
1 Aust Mob Printing Unit
10 Aust L of C Stationary Unit
75, 84 and 86 Aust Mob Cinemas

Gp (b) Comd OC 53 Aust Corps Fd Pk Coy
58 Aust Corps Fd Pk Coy
2/1 Aust Rly Constn Unit (less Dots)
2/1 Aust Mech Bqpt Wksp

Gp (b) (Contd) 6 Aust Mech Eqpt Spare Parts Sec
24 Aust Mech Eqpt Fk Coy (on arrival)
517 Aust LAD
541 Aust LAD

This Gp will also defend 106 Aust CCS

Gp (c) Comd CO 1 Aust Water Tpt Gp
HQ 1 Aust Water Tpt Gp
Det 2/5 Aust Con Depot (on arrival)
19 Aust War Graves Unit

Gp (d) Comd CRE (Wks)
5 Aust CRE (Wks)
HQ 2/1 Aust Mov & Tn Gp (Less Dets)
Det 1 Aust Pd Censorship Coy
A Det 7 Aust Base Postal Unit

Gp (e) Comd CO 16 Aust LAD
16 Aust LAD
4 Aust Ord Fort Det
12 Aust Adv Wksp
DADOS Dump

Gp (f) Comd CO 2 Aust BSD
2 Aust BSD
30 Aust Sup Depot Coy
One Aust Air Maint Pl

Gp (g) Comd OC 133 Aust Gen Tpt Coy
133 Aust Gen Tpt Coy (less one pl)
13 Aust Pd Baking Coy
66 Aust Amb Pl MAC
2/6 Aust Mob Laundry & Fwd Decon Unit
28 Aust L of C Sal Unit

Gp (h) Comd OC 16 Aust Wks Coy
16 Aust Wks Coy
30 Aust Lt Laundry
3 Aust RSD
250 Aust LAD
8 Aust Ord Veh Fk (less 1 & 2 Secs)
2 Aust Corps Pro Coy
Det NG Details Depot

Gp (j) Comd OC 6 Aust Docks Op Coy
6 Aust Docks Op Coy
13 Aust LAD

5. The abovementioned groups are organised on the basis of eventual location in permanent sites. Where a unit comprising a part of a group is at present staging in another area it will act independently and will prepare an interim plan for its temporary location pending incorporation in the Group plan on moving to final location.

6. All other units will be responsible for their own areas and will plan independently subject to the following:-

(a) Where a unit is located with, and serves another unit the senior commander will plan for both units and will assume operational command for defensive action.

(b) Personnel or detachments (e.g. Dental Secs) attached to or located with a Group or unit at the time of receipt of orders to put defence plans into effect will come under operational command of the Group or unit.

(c) 10 Aust Fd Coy will defend 2/1 Aust Gen Hosp and 5 Aust Fd Amb. 2/1 Aust Gen Hosp and 8 Aust Fd Amb will defend patients as necessary in the event of penetration to wards.

(d) Gp (K) Comd Senior OC Aust Army Tps Coy
5 Aust Army Tps Coy
6 Aust Army Tps Coy
One Pl 133 Aust Gen Tpt Coy

Will perform the following roles:-

- (1) Defend camp area 10 Aust Fd Coy, 5 Aust Army Tps Coy, 6 Aust Army Tps Coy
- (2) Be available (loss security guard for camps) as a mobile striking force for the relief of enemy pressure on any Group or installation under command 4 Aust Base Sub Area

7. Action

In the event of determined enemy attack threatening penetration of the perimeter, which will be notified by the code word "RESOLUTE" the following action will be taken by units on OOB 4 Aust Base Sub Area

- (a) Units (except where otherwise ordered in this instruction) will concentrate in their respective camp areas and each area will be prepared for all round defence.
- (b) Sentries will be posted to cover all lines of approach
- (c) All movement behind the rear boundaries of field formations will be reduced to the minimum, especially at night.
- (d) There will be no firing except on orders of an officer or NCO
- (e) No unit will vacate its area except on orders of this HQ
- (f) 10 Aust Fd Coy will move as necessary to defend 2/1 Aust Gen Hosp and 8 Aust Fd Amb
- (g) One Pl 133 Aust Gen Tpt Coy will move to camp of 5 Aust Army Tps Coy.

8. Each Group Comd and units as detailed in paras 4, 5 and 6 will forthwith prepare a plan for the defence of its area and will ensure that all personnel are thoroughly acquainted with the plan

9. Where two or more units, NOT included in a group, are located in such close proximity as to permit of mutual support, this will be arranged by direct liaison.

10. Digging or the construction of defence works will NOT be undertaken until receipt of code word "RESOLUTE" or earlier specific order.

ADMINISTRATION

11. Water

Owing to scarcity of reserve tankage, Gp and Unit comds will be responsible for the immediate construction of an emergency well or wells within their respective areas. These wells will be sealed until required.

12. Amn

WHEN AUTHORISED BY THIS HQ the following will be drawn:-

13. Sups

(a) Amn - 7 days WUR (Moderate Rate) for weapons hold

14. Engr Stores

(b) Sups - 7 days rcs

(c) Engr Stores - as necessary for wiring all section posts

15. MED

(a) On receipt of orders from this HQ, DADMS will arrange for 8 Aust Pd Amb to establish Med posts with requisite medical stores in each Gp area and in unit areas as far as possible. He will confer with DADDS regarding the employment of Dental personnel in first aid duties.

(b) All casualties will be retained in Gp or unit areas pending opportunity to evacuate to 106 Aust CCS or 2/1 AGH.

(c) Hospital and CCS walking patients will be armed under arrangements to be made by DLQMG.

16. Burials

Gp and unit Comds will arrange temporary interment within own areas.

17. Traffic Control

DAFM will dispose Pro personnel to:-

(a) Prevent movement of needless traffic

(b) Keep roads clear for movement of DRs and mobile striking force.

INTERCOMMUNICATION:

18. Telephone to HQ 4 Aust Base Sub Area

19. Groups will organise own internal system using runners and local switchboards where available.

20. Code word "RESOLUTE" will be promulgated by telephone as follows:-

(a) On receipt of "RESOLUTE" at PACIFIC exchange all telephone conversations on lines PACIFIC Exch to HQ 4 Aust Base Sub Area will be disconnected until promulgation of code word to units is completed.

(b) 2 Aust Corps is arranging that operators at PACIFIC exchange will stand by each line to connect subscribers as detailed in Signal Instructions issued separately.

(c) HQ 4 Aust Base Sub Area will promulgate code word in accordance with instructions held at this HQ as an annex to this instruction.

ACKNOWLEDGE

Signed at 19/21 Hrs

(M.H. BECHER)
GS 4 AUST BASE SUB AREA

DISTRIBUTION:

2/1 Aust Mov & Tn Gp
ANGAU
554 Aust Lia Bty
5 Aust CRE (Wks)
1 Aust Water Tpt Gp

Copy No.	Method of Issuc.
1	Offr Safe Hand
2	" " "
3	" " "
4	" " "
5	" " "

DISTRIBUTION (cont)Copy No Method of Issue

Det 1 Aust Fd Censorship Coy	6	Offr Safe Hand
129 Aust Gen Tpt Coy	7	" " "
133 Aust Gen Tpt Coy	8	" " "
86 Aust Amb Pl MLC	9	" " "
53 Aust BIPOD Pl	10	" " "
54 Aust BIPOD Pl	11	" " "
2 Aust B S D	12	" " "
30 Aust Sup Depot Coy	13	" " "
13 Aust Fd Baking Coy	14	" " "
2 Pl 6 Aust Farm Coy	15	" " "
1 Aust Marine Food Sup Pl	16	" " "
2/1 Aust Gen Hosp	17	" " "
106 Aust C C S	18	" " "
8 Aust Fd Amb	19	" " "
82 Aust Dental Unit	20	" " "
16 Aust A O D	21	" " "
8 Aust Ord Veh Pk	22	" " "
4 Aust Ord Port Det	23	" " "
2/6 Aust Mob Laundry & Fwd Doen Unit	24	" " "
30 Aust Lt Laundry	25	" " "
13 Aust A A D	26	" " "
1 Aust Mob AmnbRepair Shop	27	" " "
3 Aust R S D	28	" " "
12 Aust Adv Wksp	29	" " "
1 Aust Mech Eqpt Wksp	30	" " "
1 Det 7 Aust Base Postal Unit	31	" " "
2 Aust Corps Pro Coy	32	" " "
Det NGF A A C S	33	" " "
28 Aust L of C Sal Sec	34	" " "
16 Aust Wks Coy	35	" " "
38 Aust Wks Coy	36	" " "
First Aust Army	37	Air Safe Hand
2 Aust Corps	38	Offr Safe Hand
Comd	39	" " "
G	40	" " "
AQ	41	" " "
A	42	" " "
Q	43	" " "
S & T	44	" " "
DADMS } to issue orders as necessary	45	" " "
DADDS } to units of respective ser-	46	" " "
DADME } vices not incl in distrib-	47	" " "
(ution		
Camp (to be sighted by units of Gp	(c) 48	" " "
File	49	
War Diary	50-51	
Sparcs (for incoming units)	52-57	

PPQSD

Subject:- SYSTEM OF MT TRG FOR UNITS

HQ 4 Armt Base Sub Area
G 1016/15
7 Dec 44

OBJECT

1. The objects of the system of MT Trg for units are:-

(a) To enable formations and units to fulfil their responsibilities and duties as prescribed by GPO C 339/43 by training Key MT personnel in static or mobile wings of IHQ School of Mechanization.

(b) To ensure that every Unit has:-

(i) D & M Instructors and Testing Officers according to Vehicles on WE and to scale as shown in Appendix "A".

(ii) A trained Transport Officer or MT Officer, WO or NCO, according to scale in Appendix "B".

(c) To ascertain and keep continuously under review the MT training liability in formations and units, thereby making the best use of facilities available.

(d) To make available special and conversion training on new types of vehicles for appropriate units as early as possible.

(e) To provide for the advanced training in units of reinforcements trained in MT Training Depots.

(f) To ensure uniformity of standards and qualifications.

(g) To prescribe the necessary qualifications in Students selected for training at IHQ School of Mechanization.

DEFINITIONS

2. "Transport Officer" includes OC Transport Platoon AASC, but excludes an Officer detailed to act as such where no Transport Officer is provided by WE.

"MT Officer"

Excludes Transport Officer and means an Officer, qualified as a D & M Instructor and Testing Officer, detailed to carry out the duties of a transport officer where no transport officer is provided for by WE vide GPO C339/43 Appendix "D"

"MT WO" and
"MT NCO"

Have a corresponding meaning to "MT Officer" and exclude Transport WOs or NCOs shown in WEs who are not necessarily D & M Instructors and Testing Officers

"D & M
Instructor"

Means a Driving and Maintenance Instructor who has qualified as such in a full D & M Instructors' Course in an IHQ School, or in an Army/Command MT School, including qualification in the group system of Maintenance. /cr

- "Testing Officer" Has the meaning assigned by MV Training Pamphlet No 2 Para 10, and also includes D & M Instructors as defined above.
- "Senior Officer" Includes the CO of a Unit or CO Unit or Detachment. Staff Officers concerned with the administration, operation or maintenance of MT and certain AAMC Officers.

SYSTEM OF ASCERTAINING UNIT TRG LIABILITY

3. Unit MT Trg Charts

All Units will maintain MT Trg Charts so as to show:-

- (a) Entitlement as per scale in Appendix "A" by wings (Wheeled carrier and motor cycle) to D & M Instructors and Testing Officers.
- (b) Entitlement (Whether by WE or by detailing an individual to Transport Officers or MT Officers, WOs or NCOs as per Appendix "B".
- (c) The actual number in each category.
 - i. Trained as such.
 - ii. Being employed as such.
- (d) The number to be trained in each category to reach full entitlement showing :-
 - i. Numbers by wings.
 - ii. Numbers in each wing for each type of course.
- (e) COs or COs C detachment who have not qualified in a full D & M course or attended a Senior Officers Course.
- (f) Unit MT training charts will show names of personnel.

4. FORMATION MT Trg CHARTS

These will show numbers of personnel only. To enable its preparation units will submit a return based on Unit MT Trg Charts but giving numbers only, on proforma attached as Appx F. This return will be submitted quarterly to reach this Hq not later than.

- | | | | |
|----|------------|-----------------------|-----------|
| a. | 15 Dec 44. | For six months ending | 30 Jun 45 |
| b. | 8 Mar 45. | " " " " | 30 Sep 45 |
| c. | 8 Jun 45. | " " " " | 31 Dec 45 |
| d. | 8 Sep 45 | " " " " | 31 Mar 46 |

5. FUNCTIONS AND SCOPE OF LHQ SCHOOL OF MECHANIZATION

These are set out in Appendices D and E.

6. SENIOR OFFICERS COURSES.

These are provided pursuant to GRC G339/43, appx B. Particulars of duration and officers eligible and details of syllabus are attached as Appendix C.

SELECTION OF PERSONNEL

7. Particulars of Students Selected

Units will select suitable personnel if such are available in the unit, to be trained to fill deficiencies on unit trg chart. Upon selection units will complete, in duplicate, a form in accordance with Appx "G" hereto for each member and submit one copy to this HQ. This copy will be returned to unit endorsed "Approved" or "NOT approved". Where there are insufficient suitable candidates available for training to fill unit entitlements this should be stated in a covering memo. When vacancies are allotted units will be advised by this HQ. Nominal Rolls, accompanied by the approved copy of the nomination forms, will then be forwarded in accordance with instructions contained in the memo allotting the vacancies. The second copy will be handed to the student and will be presented at School HQ on marching in.

8. Nominal Rolls of Senior Officers

Nominal Rolls of Senior Officers will state:-
Appointment, and if a Det OC, the identity of the Det.

9. Urgent Trg Requirements

When summary of requirements show urgent trg required, the exact nature of the urgency will be clearly stated.


Maj
(M H BEECHER)
GS & Inst Base Subarea

DISTRIBUTION

Distribution List "D"
(Less Serials
10, 12, 13, 14, 16)

APPENDIX "A".

SCALE OF INITIAL ENTITLEMENTS OF UNITS TO TRAINING
IN SCHOOLS - D & M INSTRUCTORS AND TESTING OFFICERS

<u>Vehicle types on which to be trained (Wing)</u>	<u>Initial Entitlement</u>
Wheeled vehicles (MT) (Wheeled Wing)	One per 30 vehicles or part thereof on war establishment.
Carriers MG. 3" Mortar; and 2 pdr (Aust) (Carrier Wing)	One per 12 carriers or part thereof on war establishment.
Motor Cycles and combinations (Motor Cycle Wing)	One per 25 motor cycles or part thereof on war establishment.

APPENDIX "B"

TRAINING IN MT SCHOOLS

SCALE OF UNIT ENTITLEMENT FOR TRANSPORT OFFICERS
OR PERSONNEL TO BE DETAINED FOR SIMILAR DUTIES

<u>TYPE OF UNIT</u>	<u>Entitlement (a) for training in schools</u>
Unit having a TO on WE (Except AASC Tpt Coys)	One Transport Officer
Unit having no TO on WE up to 15 vehicles on WE	One NCO. Acting Sgt or higher in rank.
Up to 30 vehicles on WE.	One WO. Acting WO Class 11 or higher rank.
Over 30 vehicles on WE.	An Officer.
AASC Transport Coys.	One Officer per HQ and one Officer per Transport Platoon.

(a) Entitlement applies only if no such individual is already
qualified in the unit.

APPENDIX B.

OUTLINE OF SENIOR OFFICER COURSE

1. Personnel to be trained

Commanding Officers and Officers Commanding small detachments.
Staff Officers such as GCOs MT and certain AAMT Officers.

2. Duration of Course

Courses will commence on a Monday and conclude on the twelfth day thereafter. Officers will march in on the Saturday or Sunday preceding the commencement.

3. Instructional Hours (Including administration)

0830 - 0930	1350 - 1430
0930 - 1030	1430 - 1530
1045 - 1145	1530 - 1630
1145 - 1230	1630 - 1730

Additional 0630 - 0730. Practical maintenance.

Night Work. Outside work, discussion and study as required.

4. Discussion Periods

Up to 25% of the time allotted to each subject may be spent in discussion after subject has been given.

5. Detail in Syllabus

Instruction will cover the following subjects :-

Part 1. System of responsibility for MT (Army down to unit)

Part 2. System of responsibility within the Unit.

Part 3. Nature and extent of responsibility.

- (a) GCO Formation
- (b) CO Unit
- (c) TO or MT Officer, WO or NCO.
- (d) OS Sub-units.
- (e) NCOs.

Part 4. Qualifications and Duties

- (a) GCOs MT.
- (b) TOs, MT Officers WOs and NCOs.
- (c) Unit D & M Instructors.
- (d) Posting Officers.
- (e) Driver Mechanics.
- (f) Drivers MT.

Part 5. System of MT Training.
Advanced training of reinforcements.

Part 6. Organisation of Unit Instruction.

Part 7. Principles and Practice of Unit MT Instruction.

Part 8. Unit System of examination, Testing, recording and review of Licenses.

Part 9. Unit System of routine maintenance.

- a. Definitions and responsibilities.
- b. Aim of System.
- c. Basic ideas behind system.
- d. Why groups are used.
- e. Recording routine maintenance.
- f. Policing routine maintenance.

Part 10. System and methods of Unit Inspection and supervision.

- Part 11. System of Technical Inspection.
- Part 12. System of repair and recovery.
- Part 13. Duties of ~~SG~~ IAD.
a. Responsibility to CO.
- Part 14. System of MT Records and administration.
- Part 15. System of MT Accounting.
- Part 16. Operation of MT.
(a) Limitations and capabilities.
(b) Ground generally.
(c) Cross country driving. Towing and unditching.
(d) Recovery.
(e) Camouflage and concealment.
- Part 17. Practice and Practical Work.
(a) Routine Maintenance.
(b) Groups and intervals.
(c) Practical inspection and supervision.
- Part 18. Practical exercise.
Recess and study of a circuit, route or area to determine:-
(a) MT Training Value.
(b) Lessons and Exercises practicable.
(c) Orders for Movement.
- Part 19. Demonstrations of Testing a Driver MT for AAF G11.
- Part 20. Examinations.
(a) General Examination.
(b) Appreciation and orders under Part 18.
(c) Practical Maintenance, Inspection and supervision.

LEQ SCHOOL OF MECHANISATION

NORMAL COURSES

APPENDIX "D"

NAME OF COURSE AND OBJECT	Duration In Weeks		PERSONNEL ELIGIBLE TO ATTEND
	Static Wing	Mobile Team	
<u>WHEELED WING - Senior Officers MT Course</u> Object: To train Senior Officers in their responsibilities and duties as set out in GRO 6539/43 and in the Administration and operation of Unit MT.	2	2	COs of Units; OsC Units on Detachment, Staff Officers concerned with the administration, operation and maintenance of MT and certain Officers of AAMJ Units.
<u>Driving and Maintenance Course:</u> Object: To qualify Transport and MT Officers, WO's & NCOs and Unit D & M Instructors and Testing Officers to train, examine and test Unit Drivers MT for AAF G11, in respect of wheeled vehicles	8	6	TO's or Potential TO's, MT Officer, WO's or NCO's who are experienced Drivers MT, keen and mechanically minded. Some experience in instruction desirable
<u>Refresher Course.</u> Object: To refresh and bring up to date, Unit personnel as for D & M Course in respect of wheeled vehicles	4	3 or 4	Unit personnel of suitable experience and aptitude who have already qualified in a wheeled MT Instr course in Aust or abroad but require general refresher trg on new vehs or conversion to the revised group system of Drivers' Routine Maintenance
<u>Carrier Wing</u> Object: As for wheeled wing, but in respect of carriers	8	6	As for wheeled wing, training requirements, qualifications and experience being in respect of carriers
<u>Refresher Course.</u> Object: As for wheeled wing refresher course, but in respect of carriers	4	3 or 4	As for wheeled wing, qualifications and experience being in respect of carriers

NAME OF COURSE AND OBJECT	Duration In Weeks		PERSONNEL ELIGIBLE TO ATTEND
	Static Wing	Mobile Wing	
<u>Motor Cycle Wing</u> <u>Full D & M Course</u> Object: As for Wheeled wing but in respect of motor cycles	5	4	As for wheeled wing, training requirements, qualifications and experience being in respect of motor cycles
<u>Refresher Course:</u> Object : As for wheeled wing refresher course but in respect of motor cycles	3 or 4	2 or 3	As for wheeled wing; qualifications and experience being in respect of motor cycles

APPENDIX - PART II

APPENDIX "F"

NAME OF COURSE AND OBJECT	Duration in Weeks	PERSONNEL ELIGIBLE TO TRAIN
(1) <u>Water Proofing and Wading</u> Object To train unit personnel in:- (i) Preparation of vehicles for wading (ii) Wading instructions and practice. (iii) Reproofing of vehicles after immersion. (iv) Special maintenance after immersion.	2 or 3	D & M Instructors who are to be used as Waterproofing and wading instructors and supervisors.
(2) <u>Amphibious Conversion</u> Object To train unit key personnel in:- (i) Preparation of vehicles for amphibious operations (ii) Methods of loading and unloading. (iii) Special maintenance routines, recording of maintenance and operating hours, and crew duties when in workshop.	with 4 to 8 weeks as required	D&M Instructors who must have very corrosion and drivers and should have some experience in handling boats or amphibious. They must have driving licenses for 4x4 & 6x6 Type vehicles
(3) <u>4x4 Engines Conversion</u> Object To give such instruction as is necessary to fit the student to train, exam and test Unit Drivers for 4x4 All Group S B.	As necessary	D&M Instructors and Testing Officers who require conversion only
(4) <u>Tracked Road Carrier Conversion</u> Object To give such instruction as is necessary to fit student to train, examine and test unit drivers of this vehicle	As necessary	D&M Instructors and Testing Officers who require conversion only.
(5) <u>Tracked Tractors (Used by Arty Units)</u> Object To give such instruction as is necessary to fit student to train, examine and Test Unit Drivers, on this vehicle.	As necessary	D&M Instructors and Testing Officers who require conversion only

FORMATION ON UNIT

QUARTERLY SUMMARY OF IPT TRAINING
FOR ALL MONTHS ENDING

Appendix

TYPE OF COURSE	Entitlement		Number		Vacancies		Vacancies		REMARKS
	as per		Trained	Employed	required		urgently		
	Code				next 6 mth.		required		
	Offr	Ons	Offr	Ons	Offr	Ons	Offr	Ons	
(a) <u>Wounded</u> <u>Senior Officers</u> <u>Full D & M - TCs, MT</u> <u>Officers HQs and Bases</u> <u>DM Instructors and</u> <u>Testing Officers</u>									
Refresher									
(a) <u>Barriers</u> <u>Full D & M</u>									
Refresher									
(c) <u>Motor Cycle</u> <u>Full D & M</u>									
Refresher									
(d) <u>Special Instructors</u> <u>Courses required</u>									
TOTALS.									

PRO FORMA

PARTICULARS OF QUALIFICATION FOR TRAINING IN MT SCHOOL

I. Army No.	Rank.	Name.
-------------	-------	-------

2. Selected for:-

School:-

Wing and Course Section:-

Course No (If known):-

5. MT Experience:-

Mechanical:-

Operation and Driving:-

4. AAF G.11:-

First Issued:-

Present Groups:-

(Group(s))

Last reviewed:-

5. Instructional:-

Exordience:-

When and Where qualified.

Refresher and Special Courses

Ability to become Instructor:-

6. Will be employed in Unit as:-

7. Vehicle types to be concentrated on:-

3. Recommended by:- (Signature) (TO etc) Date

Solcated by:- (Signature) CO Date

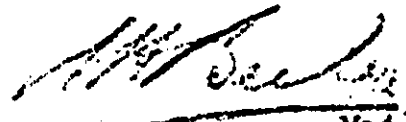
ABF:DJP

Subject:- HYGIENE INSTRUCTION

HQ 4 Aust Base Sub Area
G 1035/15
Dec 44

UNITS AS PER APPENDIX "A"
Copies to: DUMS (3)

1. Attached as Appendix "A" is schedule of lectures to be given by Hygiene Sergeants, during the week ending 15 Dec 44.
2. These lectures are for the purpose of improving hygiene throughout the area and it is desired that Officers and ORs attend.


Maj

(M H BECHER)
GS 4 Aust Base Sub Area

APPENDIX "A".

To HQ 4 Aust Base Sub Area
G 1535/15 of 8 Dec 44

SCHEDULE OF HYGIENE LECTURES FOR WEEK ENDING 16 DEC. 44.

<u>MONDAY.</u>	<u>TUESDAY.</u>	<u>WEDNESDAY.</u>	<u>THURSDAY.</u>	<u>FRIDAY.</u>	<u>SATURDAY.</u>
4 Ord Port Det. (Insect borne Diseases) 0730 hrs.	12 Adv.W/Shops. (Insect borne diseases) 0730 hrs.	5 CRE DUMP. (Excremental Diseases) 0730 hrs.	1 Aust Port Maint. (Insect borne Diseases) 0730 hrs.	13 A.A.D. (Insect borne D iseases.) 0730 hrs.	53 & 54 Plns BIPOD. (Excremental Diseases) 0730 hrs.
66 M.A.J. (Scrub Typhus) 0730 hrs)	7/6 Mob Laundry (0730 hrs) 2/1 Rly.Const.Coy. (1300 hrs) (Scrub Typhus)	13 Fd Bakery. (Scrub Typhus) 0730 hrs	6 Army Troops (Scrub Typhus) 1700 hrs.	10 Fd Coy. (Scrub Typhus) 1830 hrs.	28 L OF C Salvago (Scrub Typhus) 0730 hrs.
2 F.S.D. (Malaria Control) 0730 hrs.	4 Aust Base Sub Area. (Malaria Control) 0730 hrs.	4 Aust Base Sub Area. (Malaria Control) 0730 hrs.			

WD

SECRET

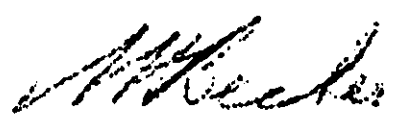
4 AUST BASE SUB AREA LOCATION STATEMENT NO 5
AMENDMENT NUMBER 1 - to 2359 hrs 7 DEC 44

HQ 4 Aust Base Sub Area
G 1034 / 4
? Dec 44

Copy No. ⁴⁰.....

Ref Map: XIV US CORPS Hasty Terrain EMPRESS AUGUSTA BAY
1:20000 series, Sheets 2, 3, 5 and 6.

1. Attached as Appx "A" is amendment Number 1 to 4 Aust Base Sub Area Location Statement Number 5 forwarded under cover of G 917/4 of 26 Nov 44.
2. Please acknowledge on attached form



Maj
(M H BECHER)
GS 4 Aust Base Sub Area

DISTRIBUTION

As for G 917/4 of 26 Nov 44.

Date

HQ 4 Aust Base Sub Area

1. Receipt is acknowledged of Copy No..... of Amendment No 1 to 4 Aust Base Sub Area Location Statement No 5.

.....Signature

.....Unit

APPENDIX "A" TO 4 AUST BASE SUB AREA G 1034/4 of 7 DEC 44.

Ser ial No.	Arm or Service	Unit	Location	Remarks
<u>ADDITIONS</u>				
<u>ENGRS.</u>				
13a	Det 24 Aust Mech Eqp't Fk Coy		12592167	Adv Party only
18	13 Aust Small Ships Coy (less dets)		PURUATA IS 12572122	Dets AUST and in Transit
18a	Det 1 Aust Water Amb Convoy		PURUATA IS 12572122	Advance Party only
<u>SIGS</u>				
20	1 Aust Pigeon Sec (Type B)		12352155	Adv Party only. Balance at LAE
<u>AMENDMENTS</u>				
<u>ENGRS</u>				
14	Det 6 Aust Mech Eqp't Spare Parts Sec		12592167	Adv Party Only
15	HQ and Plant Holding Pl 2/1 Aust Rly Constn Coy (Mech Eqp't)		12492168	
<u>ORD</u>				
59	8 Aust Ord Veh Fk (less 1 and 2 Secs)		12932166	
62	30 Aust Lt Laundry		13012164	
65	3 Aust RSD		13012164	
<u>LEME</u>				
72	317 Aust LAD		12612168	
73	341 Aust LAD		12592166	
75	1 Aust Mech Eqp't Wksp		12572167	
<u>DELETIONS</u> (units NOT under comd HQ 4 Aust Base Sub Area)				
<u>SIGS</u>				
19	Det 23 Aust Wireless Sec (Hy)			
<u>ORD</u>				
68	126 Aust Bde Ord Fd Fk			
<u>LEME</u>				
74	126 Aust Bde Wksp			

W70
JHGR: DJP

SECRET

Subject:- DISTRIBUTION LIST - 4 Aust Base Sub Area
AMENDMENT No 1.

HQ 4 Aust Base Sub Area
G 1048 / 9
9 Dec 44

Distribution List "B"
(Plus serials 69 - 4 copies
70 - 3 Copies
71 - 2 Copies
72 - 2 Copies

1. Appended hereto are amendments to Appendix "L" issued under cover of HQ 4 Aust Base Sub Area G 936/9 of 1 Dec 44.

Maj
(M H BECHER)
GS 4 Aust Base Sub Area

AMENDMENTS

ADD

<u>Serial No</u>	<u>Detail</u>	<u>Distribution List "B"</u>
68 (a)	2/48 Aust LAD	1
68 (b)	250 Aust LAD	1
68 (c)	295 Aust LAD	1
68 (d)	317 Aust LAD	1
68 (e)	1 Aust Water Tpt Sig Sec	1
68 (f)	13 Aust Small Ships Coy	1
68 (g)	83 Aust Depot Cash Office	1

DELETE

From Serials 69, 70, 71 and 72 the words "4 Copies", "3 copies", "2 copies" and "2 Copies" respectively and insert "as necessary".

AMEND

Serial No. 31 to read "HQ 2 Aust BSA".

W-10
SECRET

Copy No. .51...

15 Dec 44

AMENDMENT NO 1

TO

4 AUST BASE SUB AREA OPERATION INSTRUCTION NO 2

1. Para 4. Gp (a) Delete "2/48 Aust LAD"
Insert "295 Aust LAD"
2. Para 4. Delete present Gp (b) and
Insert
"Gp (b) Comd Senior Combatant Offr of Gp
58 Aust Corps Fd Pk Coy
2/1 Aust Rly Constr Coy (Less Dets)
2/1 Aust Mech Eqpt Wksp
6 Aust Mech Eqpt Spare Parts Sec
Pl 24 Aust Mech Eqpt Pk Coy (on arrival)
317 Aust LAD
341 Aust LAD
This Group will also defend 106 Aust CCS."
3. Para 4. Gp (c) Delete "CO 1 Aust Water Tpt Gp"
Insert "CRE 1 Aust Water Tpt Gp"
4. Para 4. Gp (h) Under "8 Aust Ord Veh Pk (less 1 & 2 Secs)"
Insert "2/48 Aust LAD"
5. Para 4. Under Gp (j)
Insert
"Gp (k) Comd OC 13 Aust Small Ships Coy
13 Aust Small Ships Coy
1 Aust Marine Food Supply Pl"
6. Para 4 (d)
Delete
"Gp (k) Comd Senior OC Aust Army Tps Coy"
Insert
"Gp (l) Comd CRE (Wks)"
7. Para 20 Delete whole para
Insert
"20. Code word RESOLUTE will be promulgated by HQ
4 Aust Base Sub Area to Gp Comds and individual
units in accordance with instructions held at this
HQ as an annex to this instruction. Gp Comds will
be responsible for promulgation to units comprising Gps"
8. DISTRIBUTION
Delete "1 Aust Marine Food Supply Pl Copy No 16"
Insert "13 Aust Small Ship Coy Copy No 16."

9. ACKNOWLEDGE

Signed at ... 11:00 P.M. ... Hrs


(M H DECHER) Maj
GS 4 Aust Base Sub Area

DISTRIBUTION As for Op Instr No 2: Copy No 37 by Direct Bag.
All other copies by hand or DRIS.

4 AUST BASE SUB AREA
INTERCOMMUNICATION INSTRUCTION NO 1

Promulgation of Code Word ordering execution of 4 Aust Base Sub Area Op Instr No. 2.

INTRODUCTION

1. The code Word ordering the performance by units of action under the abovementioned Operation Instruction is "RESOLUTE"
2. Procedure for the passing of this word to Units will be as follows.

PRELIMINARY ORGANIZATION

3. (a) The code word will be promulgated to:-
 - (i) Comds of Groups listed in paras 4 and 6 of Op Instr No 2 - by telephone
 - (ii) All other units by telephone or LO

Gp Comds will be responsible for promulgation to units in their respective Gps by orderly or local switch. They will NOT make calls through PACIFIC for this purpose.
- (b) Gps and units to be notified will be divided into six (6) lists. Lists will be prepared in duplicate on cards as per pro forma attached and will be held as an annex to this instruction.
- (c) Upon the arising of a situation as the result of which there is a possibility of Op Instr No 2 being put into effect six officers will be detailed as Warning Officers and will each be issued with a list from those referred to in sub-para (b) above.

METHOD OF PROMULGATION

4. Code word will be issued initially by 2 Aust Corps. Upon receipt of it the following action will be taken:-
 - (a) GSO II or Senior GS Offr present will:-
 - (i) Issue instruction to each Warning Officer to promulgate the code word.
 - (ii) Inform the Comd, AA & QMG, and Camp Comdt.
 - (b) Each Warning Officer will promulgate the code word in accordance with instructions on the list card held by him.
5. An Officer detailed by GSO II will be responsible for:-
 - (a) Maintaining a list of Warning Officers up to date.
 - (b) Amendment of list cards as necessary and checking the correctness of same on the 1st of every month.

6. Acknowledge

M H Becker

Maj

(M H BECHER)

GS 4 Aust Base Sub Area

DISTRIBUTION

	<u>Copy No.</u>		<u>Copy No.</u>
5 Aust CRE (Wks)	1	Comd	9
1 Aust Water Tpt Gp	2	G	10
59 Aust Corps Fd Pk Coy	3	AQ	11
13 Aust Small Ships Coy	4	Camp	12
6 Aust Docks Op Coy	5	File	13
133 Aust Gen Tpt Coy	6	War Diary	14 - 15
2- Aust BSD	7		
16 Aust AOD	8		

For Issue of Code Word
by HQ 4 Aust Base Sub Area.

List No:.....

Warning Officer

Groups and Units to be Notified

Serial	Gp or Unit	Phone No.	Remarks

1. On receipt of instruction to issue Code Word you will:-

- (a) Call each Gp or Unit on this list in serial order and pass the message to an Officer saying:- "Code Word RESOLUTE issued. Act accordingly. Do you understand?"

(b) Tick off each serial as completed

(c) When all calls are completed -

- (1) Fill in date time at foot of card and sign it.

(11) Hand completed card to GS

- (d) If a subscriber is engaged when you call you are authorised to demand priority and that the connection be broken and your call put through.

ASF/NHA.

Subject : HYGIENE INSTRUCTION

HQ 4 Aust Base Sub Area
G1122/15.
16 Dec 44.

UNITS AS PER SCHEDULE
Copies to : DADMS (3).

1. Subtended hereto is Schedule of lectures to be given by Hygiene Sergeants, during week ending 23 Dec 44.
2. These lectures are for the purpose of improving hygiene throughout the area and it is desired that Officers and ORs attend.


Maj.
(M H BECHER)
GS 4 Aust Base Sub Area.

SCHEDULE OF HYGIENE LECTURES

DATE	UNIT	TIME	SUBJECT
Monday 18 Dec	A Pl. 129 AGT Coy	0730	Insect Borne Diseases
	66 Amb Pl MLC	0730	Filariasis
	HQ Sec 6 Farm Coy	1300	Scrub Typhus
Tuesday 19 Dec	B Pl. 129 AGT Coy	0730	Insect Borne Diseases
	2/6 Mob Ldy & FD Unit	0730	Filariasis
	2/2 Forestry Coy	1800	Scrub Typhus
Wednesday 20 Dec	C Pl 129 AGT Coy	0730	Insect Borne Diseases
	13 Fd Baking Coy	0730	Filariasis
	2/1 Rly Constr Coy	1300	Filariasis
Thursday 21 Dec	D Pl 129 AGT Coy	0730	Insect Borne Diseases
	58 Corps Fd Pk	0730	Scrub Typhus
	Det 6 Farm Coy	1300	Scrub Typhus
Friday 22 Dec	E Pl 129 AGT Coy	0730	Insect Borne Diseases
	2/1 Base Mod Stores	To be notified later.	Scrub Typhus
Saturday 23 Dec	HQ & Wksp Pls 129 AGT Coy	0730	Insect borne Diseases.

Subject:- AVAILABILITY OF PRACTICE RANGES
FOR SA PRACTICES

HQ 4 Aust Base Sub Area
G 1130 / 35
/ 6 Dec 44

DISTRIBUTION LIST "D"

(Less Serials 4, 5, 6, 7, 8, 9, 11, 12, 13, 14,
15, 16, 36, 38, 39, 68)

AVAILABILITY

1. Approved Ranges (other than Miniature Ranges) are available in TOROKINA Area to units and detachments under command 4 Aust Base Sub Area for the firing of all SA practices, including the grenade, mortar, MMG and Field Firing Practices. A seaward firing SA range is also available.

APPLICATION FOR USE

2. Application for the use of ranges will be submitted to this HQ at least SEVEN DAYS prior to the date (or dates) ranges are required and will be prepared in the following form:-

- a. Name of Unit
- b. Time and Date (or Dates) Desired
- c. Details of Practice (or Practices) to be Fired

Date	Weapon	Practice to be Fired	No of Personnel
-----	-----	-----	-----
-----	-----	-----	-----

- d. Name and particulars of Range Control Officer for Practice.

AMMUNITION

3. Ammunition will be indented for in accordance with GRO's 253 and 254 dated 10 Jul 44.

FIRING TO SEAWARD

4. No firing to seaward will be permitted WEST of a line drawn at a true bearing of 198 degrees from the mouth of the TOROKINA River.

MINIATURE RANGES

5. Units having Miniature Ranges within areas will advise this HQ accordingly by 20 Dec 44 and will not utilise same for any practice prior to inspection of range by this HQ.

6. Any unit desiring to construct a miniature range within their unit area may do so subject to prior inspection of proposed site and approval by this HQ. Applications will be made in writing, giving details of the proposed range.

[Signature]
GS 4 Aust Base Sub Area

JHGR/NHA

RESTRICTED

Subject : TELEPHONE DIRECTORY - AUST UNITS

4 AUST BASE SUB AREA.

AMENDMENT No. 1.

HQ. 4 Aust Base Sub Area
G1165/9

19 Dec 44.

1. Appended hereto are Amendments to Telephone Directory issued under cover of HQ 4 Aust Base Sub Area G1038/9 of 10 Dec 44.

Amendment:

Page 2 - ENGRS amend to read as follows:

5 AUST CRE (WKS)	CRE	Pacific	539
	Adj	"	539
	Fd Engr Stores	"	529

Page 4 - MISC

38 Aust Wks Coy, Pacific 577 (NGDD) to read Pacific 548.

Add

HQ 4 AUST BASE SUB AREA

CRE
Amenities Officer
YMCA
RIP, RMO

Lt Col H B MURN	Extn	40.
Lt D B McCALLUM	"	38
	"	39
Capt J STEWART	"	30

MISCELLANEOUS

4 Aust Base Sub Area Unit Equipment Transit Area-
(Beach 4) Pacific 482

ENGRS

13 Aust Small Ships Coy

Pacific 263-268
Extn 46

Delete

ENGRS

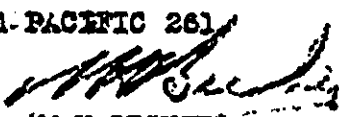
Pacific 263-268 Extn 46 shown against HQ 1 Aust Water Tpt Gp.

HQ 4 AUST BASE SUB AREA

YMCA from Extn 32.

Amend : HQ 2/1 AUST MOV & TN GP

S/Sept (Air) Extn 24 to read PACIFIC 261

 Maj.
(M H RECHER)
GS 4 Aust Base Sub Area.

DISTRIBUTION:

List D.
Plus Serials 70 (4 copies)
71 (2 Copies)
72 (2 Copies).

ABF : DJP

Subject:- ORGANIZATION, MANNING AND DUTIES CHART
HQ 4 AUST BASE SUB AREA AMENDMENT NO 1.

HQ 4 Aust Base Sub Area
G 1198 / 14
21 Dec 44

1. Ref G 983 / 14 of 4 Dec 44.
2. The attached page will be inserted in lieu of that headed "Engineer Services" in the abovementioned memorandum



Maj
(M H BECHER)
GS 4 Aust Base Sub Area

DISTRIBUTION:

	<u>No of Copies</u>	
COMD	1	
AA & QMG	1	
GSO II	1	
DAAG	1	
DAQMG	1	
DADST	1	
DADMS	1	
DADDS	1	
DADOS	1	
DADME	1	
CAMP	1	
WAR DIARY	2	
FILE	1	
5 AUST CRE (WKS)	1	} For information.
FIRST AUST ARMY	4	
2 AUST CORPS	2	
USAFNORSOLS	2	

ENGINEER SERVICESCRE LT COL H B MURN

Advisor to Base Comd
 Comds all RAE Base Units (excl tn units)
 Responsible for execution of all works services in
 the Base Sub Area

ADJUTANT CAPT G G SERPELL

Unit Adm Collection and co-
 ordination of Reports. G, A
 and Q matters. Liaison be-
 tween CRE HQ and Base

FD ENGRCAPT C W B VAUGHAN

Fwd Planning,
 design and super-
 vision of works,
 incl roads etc

E & MCAPT S G DENMAN

Planning, design
 and supervision
 of electrical and
 mechanical instal-
 lations

E & M STORESLT J L DAVIS

Responsible for
 requisitioning of
 all E&M Stores.
 Reports on ME
 eqpt etc

STORESCAPT D E HOBAN

OIC RAE Dump
 Responsible for
 issuing stores
 and requisition-
 ing for mainten-
 ance stores

SVY WKSLT R A DROGMULLER

Surveying
 Also assists
 Fd Engr

CAMFLGLT S G FRANKLAND
MURPHY

Technical advice
 and supervision of
 all camflg works
 within Base Area.
 Also acts as IORE
 and asst Adjt.

MEB:DJP

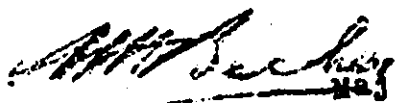
hs
HQ 4 Aust Base Sub Area
Jtt 1266 / 26
Dec 44

Subject:- SECURITY - DIARIES AND NOTEBOOKS

DISTRIBUTION:

List D (Less Serials 9, 12, 13, 14, 15, 16)

1. Advice has been received that an amendment to para 3 of GRO 371/44 is to be issued.
2. This amendment revises requirements for collection of diaries and will allow GO's of Formation or L of C Areas discretion regarding collection of diaries.
3. First Aust Army directs that pending receipt of further instructions, no action will be taken by units to collect diaries on 31 Dec 44 vide GRO 371/44 para 3 (b).


(M H BECHER)
GS 4 Aust Base Sub Area

SECRET

Subject:- 4 AUST BASE SUB AREA LOCATION STATEMENT
NUMBER 6 AS AT 2359 HRS 25 DEC 44

HQ 4 Aust Base Sub Area
G.1273 / 4
27 Dec 44

Copy No41.....

1. Attached as appx "A" is 4 Aust Base Sub Area Location Statement Number 6.
2. Please acknowledge.

M H Becher
Maj
(M H BECHER)
GS 4 Aust Base Sub Area

DISTRIBUTION

	<u>Copy No</u>		<u>Copy No.</u>
First Aust Army	1 - 6	10 Aust L of C Stat-	
2 Aust Corps (incl copies		ionery Depot	27
for CSO, B Corps Sigs(2)		NG Details Depot	28
and 25 Aust FS Sec)	7 - 12	COMD	29
3 Aust Div	13	AA & QMG	30
XIV US Corps	14	G	31
USAFNORSOLS	15	A	32
HQ Island Region ANGAU	16	Q	33
2/1 Aust Mov & Tn Gp	17	S & T	34
5 Aust CRE (Wks)	18	MEDICAL	35
Det 1 Aust Fd Censorship Coy	19	DENTAL	36
129 Aust Gen Tpt Coy	20	ORD	37
133 Aust Gen Tpt Coy	21	AEME	38
HQ 2 Aust BSD	22	DAPM	39
66 Aust Amb Pl MAC	23	War Diary	40 - 41
16 Aust AOD	24	File	42
Det 7 Aust Base Postal Unit	25		
2 Aust Corps Pro Coy	26		

Date

HQ 4 Aust Base Sub Area

1. Receipt is acknowledged of 4 Aust Base Sub Area Location Statement Number 6, Copy No.
2. 4 Aust Base Sub Area Location Statement Number 5 has been destroyed.

Signature

Unit

4 AUST BASE SUB AREA LOCATION STATEMENT NO 6.

AS AT 2559 hrs 25 DEC 44.

Ref Map: No 0481 TOROKINA, 1 inch series

Ser ial No (a)	Arm or Service (b)	Unit (c)	Location (d)	Remarks (e)
<u>HQ UNITS</u>				
1	HQ 4 Aust Base Sub Area (Type C)		573935	
2	% 2/1 Aust Mov & Tn Gp (Less Dets)		573936	(Army Tps under comd for
2a	MCO		572899	(Local Adm. Dets TREAS-
2b	ATO		600948	(URY, GREEN, EMIRAU IS
2c	MFO		576900	and MUNDAL. Under
				(8% Aust Inf Bde for
				(Local Adm.
3	ANGAU		565938	
4				
<u>ARTY</u>				
5	554 Aust LAA Bty (Static) (AIF) -BHQ		601956	
6				
<u>ENGRS</u>				
7	5 Aust CRE (Wks) (AIF)		573937	
8	10 Aust Fd Coy		557938	
9	5 Aust Army Tps Coy (AIF)		558939	
10	6 Aust Army Tps Coy (AIF)		554936	
11	58 Aust Corps Fd Pk (AIF) (less Fd			
	Stores Pl)		556944	
11a	58 Aust Corps Fd Pk (AIF) Fd Stores Pl		577926	
12	6 Aust Mech Equipment Spare Parts Sec		556944	
13	2/1 Aust Rly Constr Coy (Mech Eqpt)			Coy HQ, Plant Holding
	(less 3 Mech Eqpt Pl and Det Mech		553944	Pl, HQ Tipping Truck
	Eqpt Pl & Two Tipping Secs)			Pl only in area
14	3 Pl 2/2 Aust Forestry Coy		576964	
15	Det 2 Aust Forest Svy Coy		576964	Army Tps under comd for
				Local Adm
16	HQ 1 Aust Water Tpt Gp (AIF)		531932	Army Tps u/c for Local
				Adm
17	13 Aust Small Ships Coy (AIF) (Less		559900	Army Tps u/c Local Adm
	Dets)			Det only in area. Bal-
				ance moving ex AUST in
				own craft
18	Det 1 Aust Water Amb Convoy (AIF)		559900	Army Tps u/c Local Adm
				Adv Party only in area
19	6 Aust Docks Op Coy (Type C) (AIF)		573910	Army Tps u/c Local Adm
20	3 Pl 1 Aust Port Maint Coy (AIF)		573909	Army Tps u/c Local Adm
<u>SIGS</u>				
21	- Broadcasting Sta Sig Sec		-	Not yet in area
22	- Broadcasting Control Unit		-	Not yet in area
23	Det 1 Aust Pigeon Sec (Type B)		532932	Army Tps u/c Local Adm
				Adv Party only in area
24	1 Aust Water Tpt Gp Sig Sec (AIF)		532931	Army Tps u/c Local Adm
				Allotted B Aust Corps
				Sigs
25				

Ser ial No. (a)	Arm or Service (b)	Unit (c)	Location (d)	Remarks (e)
<u>INT</u>				
26	Det 1 Aust Fd Censorship Coy		574937	LHQ Tps u/c local adm
27	Det FELD		577915	GHQ Tps
28				
<u>LASC</u>				
29	129 Aust Gen Tpt Coy (AIF)		601927	
30	133 Aust Gen Tpt Coy (AIF)		551948	
31	66 Aust Amb Pl MAC (AIF)		547956	
32	53 Aust BIPOD Pl (AIF)		589907	
33	54 Aust BIPOD Pl (AIF)		589907	
34	HQ 2 Aust BSD		590939	
35	2 Pl & 3 Aust Farm Coy		543939	
36	HQ 30 Aust Sup Dep Coy		589941	
37	45 Aust Sup Dep Pl (AIF)		589941	
38	136 Aust Sup Dep Pl (AIF)		589941	
39	146 Aust Sup Dep Pl (AIF)		589941	
40	226 Aust Sup Dep Pl (AIF)		589941	
41	237 Aust Sup Dep Pl (AIF)		603927	
42	121 Aust Sup Dep Pl		-	Not yet in area
43	HQ 13 Aust Fd Baking Coy (AIF)		553954	
44	2/4 Aust Fd Baking Pl		553954	
45	11 Aust Fd Baking Pl		553954	
46	12 Aust Fd Baking Pl (AIF)		553954	
47	1 Aust Marine Food Sup Pl (AIF)		565898	
48	Det 2 Aust Air Maint Coy		-	Not yet in area
49				
<u>MEDICAL</u>				
50	2/1 Aust Gen Hosp (1200 Beds)		563947	Dets (female pers) AUST
51	106 Aust CCS (AIF)		556945	
52	2/3 Aust Con Depot (500 Men)		-	Not yet in area
53	2/1 Aust Base Depot Med Store		554942	
54	8 Aust Fd Amb (AIF)		561949	Air Evac Post 598955
55	2/1 Aust Malaria Control Unit (Type B)		592908	
56	19 Aust Malaria Control Unit (Type C)		592908	
57	7 Aust Hosp Laundry Unit (Type A)		553948	
58	24 Aust Hosp Laundry Unit (Type A)		556945	
59				
<u>DENTAL</u>				
60	HQ 82 Aust Dental Unit (Less Det) (AIF)		597938	A, B, C Secs at GREEN. EMIRAU, TREASURY under comd 23 Aust Inf Bde
61	Det HQ 82 Aust Dental Unit (AIF)		573910	Att 6 Aust Docks Op Coy
62	D Sec 82 Aust Dental Unit (AIF)		601927	Att 129 Aust Gen Tpt Coy
63	E Sec 82 Aust Dental Unit (AIF)		573937	Att 5 Aust CRE (Wks)
64	F Sec 82 Aust Dental Unit (AIF)		547956	Att 66 Aust Amb Pl MAC
65	Det NG Sub Depot LHQ Dental Stores		573935	LHQ Tps u/c Local Adm
66				
<u>ORD</u>				
67	16 Aust LOD		596912	Army Tps u/c Local Adm
68	3 Aust RSD		599940	Army Tps u/c Local Adm
69	8 Aust Ord Veh Pk (LE) (AIF) (HQ & One Coy)		593942	Army Tps u/c Local Adm
70	Det 4 Aust Ord Port Det (Type B)		596912	Army Tps u/c Local Adm
71	4 Sec Aust Cffrs Shop (Type B)		-	Not yet in area
72	2/6 Aust Mob Laundry & Fwd Decn Unit		550950	

Ser ial No. (a)	Arm or Service (b)	Unit (c)	Location (d)	Remarks (e)
<u>ORD (contd)</u>				
73	30 Aust Lt Laundry (AIF)		594942	
74	13 Aust LAD (Type A) (AIF)		577913	Army Tps u/c Local Adm
75	1 Aust Mob Amh Repair Shop (AIF)		577913	
76				
<u>AEME</u>				
77	12 Aust Adv Wksp (AIF)		597921	
78	1 Aust Mech Eqpt Wksp (AIF)		555942	
79	3 Aust Mob Gas Generating Sec		598920	
80	1 Aust Floating Watercraft Wksp (AIF)		-	Not yet in area
81	1 Aust Floating Dock		-	Not yet in area
82	295 Aust LAD (Type A) (AIF)		571935	
83	317 Aust LAD (Type A) (AIF)		558944	Att 58 Aust Corps Fd Pk
84	341 Aust LAD (Type A) (AIF)		553944	Att 2/1 Aust Rly Constr Coy
85	2/48 Aust LAD (Type C)		593942	
86	250 Aust LAD (Type A) (AIF)		599942	
<u>POSTAL</u>				
87	A Det 7 Aust Base Postal Unit (AIF)		575937	
<u>PRO</u>				
88	2 Aust Corps Pro Coy (AIF)		604942	
<u>PAY</u>				
89	83 Aust Depot Cash Office (Type C)		563947	Att 2/1 AGH
<u>MISC</u>				
90	1 Aust Mob Printing Unit (AIF)		574935	
91	10 Aust L of C Stationery Depot (Type C) (AIF)		573935	
92	19 Aust War Graves Unit		527935	
93	Det NG Sec AA Canteens Service		598938	LHQ Tps u/c Local Adm
94	75 Aust Mob Cinema		573935	LHQ Tps
95	78 Aust Mob Cinema		-	Not yet in area, LHQ Tps
96	84 Aust Mob Cinema		573935	LHQ Tps
97	86 Aust Mob Cinema		573935	LHQ Tps
98	28 Aust L of C Sal Sec (AIF)		548951	
99	16 Aust Wks Coy		603939	
100	38 Aust Wks Coy		606930	
101	Det # 15 Aust Kit Store		597938	LHQ Tps
102	Det NG Details Depot		601941	
103	Gas Force Concert Party		589972	LHQ Tps
104				
105				

MINUTES OF STAFF AND SERVICES CONFERENCE

HQ 4 Aust Base Sub Area
4 Dec 44

PRESENT

BASE COMD	BRIG	E L	VOWLES
AA&QMG	LT COL	H	WALKER
GSO II	MAJ	M H	BECHER
DAAG	MAJ	E W O	FERRY
DAQMG	MAJ	F A	GODING
DADST	MAJ	J A F	ANDERSON
DADMS	MAJ	G V	MUTTON
DADDS	MAJ	A G	ROWELL
DADOS	MAJ	N F C	KING
DAIME	MAJ	P B	BURDEN
5 AUST CRE (WKS)	LT COL	H B	MURN
MOVEMENTS	LT COL	D R	MOPHEE

Distribution to include : DAFM: WAR DIARY: FILE

REPORTS

1. G BRANCH G II reported Americans conducting landing Exercises today mouth of LARUMA River

2. A BRANCH NIL to report

3. MEDICAL DADMS reported that new method of Air Evac provides problems and overlaps already available resources. Have written First Army thereon as system ordered wasteful and with Hospital conditions and evacuation demands as at present and likely in future, quite unnecessary.

4. DENTAL NIL to report

5. Q BRANCH DAQMG reported on Water filtering system starts today Not optimistic of successful running for more than week or two. 1200 gal tank previously mentioned diverted to Transit Camp for Staging 11 Bde. FPC commencing today. Inspected two sites yesterday with Americans. 251 AA Gp taking over every building without any exchange incl mess huts, offices, offrs tents etc. 88 Sig Bn the same plus 4 large water tanks.

5. AEME NIL to report

6. ORD DADOS reported Veh Pk and RSD move nearly completed. Hope by tomorrow to have Wksp area temporarily occupied cleared up and handed over. AOD camp site commenced and expected to be completely occ by week end.

7. S & T DADST reported Maj ROWELL, Insp A/cs S & T in area.

8. MOV & TN Lt Col MOPHEE reported 748 tons disch over week end 3 American and 6 ALCMs used. Regards shipping to Islands none in sight for month. Hope go GUADALCANAL today return tomorrow. On question shipping potential there also RNZAF reported flights direct mainland empty which might be diverted here. OSARK refig cargo question investigated. Duplication of names involved. Recommended taking over beach area lighting system. Small ships prev reported left BRISBANE 2 days ago. Lucky to arrive before end of year. Cleared CAPE VICTORY working through INDIAN VICTORY

9. AA & QMG Reported having discussed yesterday with Americans some details of hand over but waiting on Lt Col CHESTERMAN for information. COMNAVORSOLS indicate no crews will be handed over with LCTs. Appears necessary to arrange for training own pers to handle and Amer agreeable afford facilities. Water Craft Coy Wksp pers can under similar arrangements work in American Water Craft Wksps.

Conference closed 040748 L.
Maj
(G F SPRING) Minute Sec

SECRET

MINUTES OF STAFF AND SERVICES CONFERENCE .

HQ 4 Aust Base Sub Area
5 Dec 44

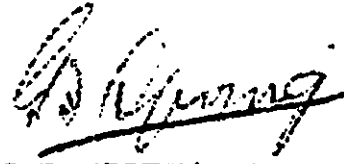
<u>PRESENT</u>	BASE CMD	BRIG	E L	VOWLES
	AA & QMG	LT COL	H	WALKER
	GSO II	MAJ	M H	BECHER
	DAAG	MAJ	E W O	PERRY
	DAQMG	MAJ	F A	GODING
	DADST	MAJ	J A F	ANDERSON
	DAIMS	MAJ	G V	MUTTON
	DADDS	MAJ	A G	ROWELL
	DADOS	MAJ	N F C	KING
	DADME	MAJ	P B	BURDEN
	5 AUST CRE (WKS)	LT COL	H B	MURN
	MOVEMENTS	MAJ		SAMPSON

Distribution to include: DAPM: WAR DIARY: FILE

REPORTS

1. G BRANCH NIL to report
2. A BRANCH DAAG reported change posting Lt CUNDELL ADC GOC First Aust Army relinquishing to take up posting 1 Aust Water Tpt Gp.
3. MED DAIMS reported malarial rate in units increasing. Appears from interrogation of patients that malarial discipline not good.
4. DENTAL NIL to report
5. Q BRANCH DAQMG reported new water system started yesterday. Some troubles experienced but programme completed. Have arranged with Engrs for their dual filter and its installation at No 5 point.
6. AEME NIL to report
7. ORD DADOS reported 2/6 Aust Mob Ldy ready to commence work.
8. S & T NIL to report
9. ENGRS NIL to report
10. MOV & TN Maj SAMPSON reported 238 tons disch yesterday ex INDIAN VICTORY. 2 LCTs and 3 ALCMs used. Col HERBERTSON DW Tpt arrived for 1 days visit.
11. AA & QMG NIL to report

Conference closed 050747 L.


Maj
(G F SPRING) Minute Sec

MINUTES OF STAFF AND SERVICES CONFERENCE

Headquarters
4 Aust Base Sub Area
6 Dec 44.

PRESENT:

BAS E COMD	BRIG	E.L. VOWLES
AA & QMG	LT COL	H. WALKER
GSO II	MAJ	M.H. BECHER
DAAG	MAJ	E.W.O. PERRY
DAQMG	MAJ	F.A. GODING
DADST	MAJ	J.A.F. ANDERSON
DADMS	MAJ	G.V. MUTTON
DADDS	MAJ	A.G. ROWELL
DADOS	MAJ	N.F.C. KING
DADME	MAJ	P.B. BURDEN
5 AUST ORE (WKS)	LT COL	H.B. MURN
MOVEMENTS	LT COL	D.R. McPHEE
D. W TPT	COL	HERBERTSON

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REPORTS

1. G BRANCH. G II reported on training projected by S & T in conjunction with Marine Air Gp in air dropping.
2. A BRANCH. Nil to report
3. MED. Nil to report.
4. DENTAL. Nil to report.
5. Q BRANCH. Nil to report
6. S & T. DADST reported date for training operations mentioned by G II not finalised. Expect it to be in few days. Ord and Amn personnel taking part as well as S & T.
7. ORD Nil to report.
8. AEME. Nil to report.
9. ENGRS. Nil to report.
10. MOV & TN GP. LT COL McPHEE reported 470 tons discharged yesterday 4 LOTS and 3 ALOMs used. SS SHAWNEY due in few days with 1100 3 Div and Corps Tps. LT COL CHESTERMAN following trip round outer islands had submitted report to Base HQ. As result of own visit to GUADALCANAL report that RNZAF assure us of assistance with air transport as soon as present operations complete.
11. AA & QMG Reported that Gp CAPT HEALY had advised that RAAF Construction and Maintenance Unit arriving about 20 Dec. Also reported on Conference last night with COL HERBERTSON. LT COL CHESTERMAN and LT COL BLACKHOUSE. When future availability of Port Craft Coy was discussed. Appeared not available before JUN. As substitute 2 Tugs with 3 x 100 ton and 2 x 300 ton Lighters would be available. Gave details of composition of Port Craft Coy.

CONFERENCE CLOSED 060747 L

[Signature] Maj.,
(G.F. SPRING)
MINUTE SECRETARY

MINUTES OF STAFF AND SERVICES CONFERENCE

HQ. 4 AUST BASE SUP AREA
8 Dec 44.

PRESENT :

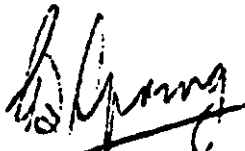
BASE COMD	BRIG	E I VOWLES
AA&QMG	LT COL	H WALKER
GSOII	MAJ	M H BECHER
DAAG	MAJ	E W O PERRY
DAQMG	MAJ	F A GODING
DADST	MAJ	J A F ANDERSON
DADMS	MAJ	G V MUTTON
DADCS	MAJ	N F C KING
DADME	LT COL	P B BURDEN
5 AUST CRE (Wks)	LT COL	H B MURN
MOVEMENTS	LT COL	D R McPHEE

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REPORTS

1. G. BRANCH: Nil to report.
2. A. BRANCH: DAAG reported posting of Reinf Offr Lt J F R BEST as DME to this HQ.
3. MEDICAL: Nil to report.
4. DENTAL : Nil to report.
5. Q. BRANCH: DAQMG reported receipt of Sig from First Aust Army suggesting that difficulties in Mollinate Filter use be overcome by using Sand Filters. 140 US Regt and 135 US Regt Areas taken over yesterday with standing tonnage on salvage basis. Adv Party 11 Aust Bdo disembarking today and staging Western End SEROOM Road.
6. AEME: Nil to report.
7. ORD: Nil to report.
8. S&T: DADST reported hoped draw from Americans today 20-30000 lbs mutton, also enough butter for one issue.
9. ENGPS: CRE reported hospital construction will cease unless ship with stores arrives in next few days. Sawmill broke down yesterday. Serious problem arose 5 Army Tps sawmill yesterday with outbreak skin trouble. Medical indicated that sap and sawdust under suspicion as cause and matter being investigated by Maj McGVERN. Water Point in 58 Corps Rd Pk drawing from 40 ft contains worms and needs chlorination.
10. MOV & TN GP: Lt Col McPHEE no report on tonnage discharged as figures appear contradictory. SS SHAWNLY commences discharge 0800L 1474 Corps and 3 Div Tps.
11. AA&QMG : Reported G Office now functioning completely and subsequent to Conference each Monday morning I.O. will give in G battle room, summary of operations.

- CONFERENCE CLOSED- 090745 L


(G F SPRING) Maj.
MINUTE SECRETARY.

MINUTES OF STAFF AND SERVICES CONFERENCE

HQ. 4 Aust Base Sub Area
11 Dec 44.

PRESENT:

BASE CMD	BRIG	E L VOWLES
AA& QMG	LT COL	H WALKER
GSOII	MAJ	M H BECHER
DAAG	MJ	E W O PERRY
DAQMG	MJ	F A GODING
DADST	MJ	J A F ANDERSON
DADMS	MJ	G V MUTTON
DADDS	MJ	A G ROWELL
DADMT	MJ	N F C KING
5 AUST CRE (WKS)	LT COL	P B BURDEN
MOVEMENTS	LT COL	H B MURN
	MAJ	SAMPSON,

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REPORTS:

1. G BRANCH: GIX reported First Army advise Det 2 Aust Air Maint Coy moving ex Aust 67 pers and 4 vehs due this month.
2. A. BRANCH: DAAG reported First Army have issued fresh instrs on Med Air evac scheme. Det now at each AITLPE and TOROKINA. and appln will be made here for evac. First Army have issued Confidential memo on Indian Army pers recaptured from the enemy and their treatment. IHQ memo received on relief of civilian med officers by Army Med offrs on leave.
3. MEDICAL: Nil to report.
4. DENTAL : Nil to report.
5. G BRANCH: Nil to report.
- 5A. ORD Nil to report.
6. LEME: Nil to report.
7. S & T: DADST reported Brig McGRATH departed yesterday.
8. ENGRS: CRE reported some timber discharging ex Australia and unloading ourselves. Discussion ensued on supply of working details.
9. MOV & TN GP: Maj SAMPSON reported 3 Aust vessels in Port. SS SHANNLEY , INDIAN VICTORY and MEXICO. 800 tons stores discharged over week end. plus 1099 troops. SS ~~SEA SWINE~~ with further 2000 tps and 2000 tons cargo expected arrive today.
10. AA&QMG: Reported has retained LEME tractor for 2 days for Wksp attention. Thereafter need some obstacles removed in this HQ area and will work tractor here for few days.

* CONFERENCE CLOSED 110740L.


Maj.
(G. F. SPRING)
MINUTE SECRETARY.

MINUTES OF STAFF AND SERVICES CONFERENCEHQ 4 Aust Base Sub Area.
12 Dec 44.PRESENT:

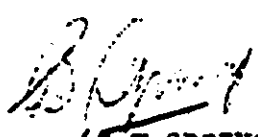
BASE COMD	BRIG	E I	VOYLES
LA&MG	LT COL	H	WALKER
GSOII	MAJ	M H	BECHER
DALG	MAJ	E W O	PERRY
DACMG	MAJ	F A	GODING
DADOS	MAJ	N F O	KING
DADST	MAJ	J A F	ANDERSON
DADME	LT COL	P B	BURDEN
DADMS	MAJ	G V	MUTTON
DADDS	MAJ	A G	ROTELL
MOVEMENTS	MAJ		SAMPSON
5 AUST CRE (7ks)	CAPT		VAUGHAN.

Distribution : To Include : DLEM . WAR DIARY. FILE.

REPORTS

1. G BRANCH. Nil to report
2. A BRANCH. DALG reported receipt of memo from First Aust Army concerning treatment of civilians in remote areas by Army Medical Officers.
3. MEDICAL. DADMS reported both Malaria and Hygiene Offrs have reported on site occupied by 6 Aust Docks Op Coy as unsuitable for camp and is impossible to improve. Q suggested after discussion other sites, the area alongside TOROKINA Air Strip prepared for RAFT. Arrangements to be made for this change.
4. Q BRANCH DACMG reported that at request of Corps we are supplying water to 11 Bde. This within abilities while concentrated West SERCOM Rd, but most difficult when Bde in tactical position.
5. LINE. Nil to report.
6. ORD. Nil to report.
7. S&T Nil to report.
8. MOVEMENTS. Maj SAMPSON reported 4 Aust vessels in Port including SS SEA SNIFE which arrived yesterday. 290 tons discharged yesterday SS SEA SNIFE will commence discharge unit equipment tomorrow.
9. DENTAL Nil to report.
10. 5 AUST CRE (7ks) Nil to report.
11. LA&MG Lt Col WALKER reported Maj NICHOLSON DADOS (AMF) First Aust Army arriving today from L&E for discussion on arrangements for receipt of amn from AUSTRALIA. Queried present posn of disposal empty bottles. Q advised Salvage to whom they now go submits report on unit deficiencies to this HQ. Possibility of linkage on officers, amn lines dump. Arrangements to be made for return of captives direct Canton instead Salvage.

CONFERENCE CLOSED : 120740 L.


 (G F SPRING)
 MINUTE SECRETARY.

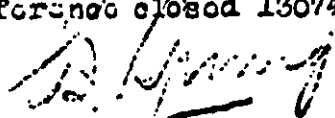
MINUTES OF STAFF AND SERVICES CONFERENCEHQ 4 Aust Base Sub Area,
13 Dec 44.PRESENT:

BASE COMD	BRIG	E L	VOWLES
AA&QMG	LT COL	H	WALKER
GSO II	MAJ	M H	BECHER
DAG	MAJ	E W O	PERRY
DACMG	MAJ	F A	GODING
DADOS	MAJ	N F C	KING
DLDST	MAJ	J A F	ANDERSON
DADMS	MAJ	G V	MUTTON
DADDS	MAJ	A G	ROTELL
DADME	LT COL	P B	BURDEN
MOVEMENTS	MAJ		SAMPSON
5 AUST CRE (Wks)	LT COL		MURN

DISTRIBUTION: To include D.L.P.M. WAR DIARY.REPORTS

1. G BRANCH: Nil to report.
2. A BRANCH: DAG reported on establishment of Army Broadcasting Stations. 2 types, Transportable and Mobile.
3. MEDICAL: Nil to report.
4. DENTAL: Nil to report.
5. Q BRANCH: Nil to report.
6. AEME: DADME reported main body 12 Adv Wksp disembarked yesterday. Equipment commenced unload this morning. Subject to building programme ready commence operations approx one month.
7. ORD: Nil to report.
8. MOV & TN GP: Maj SAMPSON reported SS ORMISTON due 20 Dec with 1000 tons stores ex L&E incl 800 tons urgent ongr stores. Priority discharge asked for and arranged. SS ROCHER No 5 hold working and discharged 97 tons. INDIAN VICTORY 422 tons. SEA SNIPER 30 tons. SS RANAR reported due MILNE B.Y. yesterday. ETA here 15 Dec. No info as to ship to be used for leave draft.
9. S & T: Nil to report.
10. ENGRS: CRE raised question at small use being made of MATHIESON Rd Water Point. Peak load yesterday 4 vehicles in 2 hrs. 60000 gals drawn at Point 5. PIVA Rd point completed and being tested.
11. AA & QMG: Lt-col WALKER reported that establishment of men's club approved to open NOT before end Jan. Will negotiate this week with Special Services US Army for site in BOSLEY FIELD. CRE has submitted plans and 2 Corps has guaranteed Staff. Corps had asked Americans to supply 6 LCVP and American Navy is in fact handing over 12. Small craft generally will be operated by and within Base with some small operational roles but Corps have asked that they be NOT used extensively in harbour duties in view of further operational requirements so that Port Operations will be dependant entirely on 17 American LCTs which will be made available. On the matter of provision of these latter craft by Americans confirmation of arrangement being pressed.

Conference closed 130745L



Maj.

(G.F. SPRING.) Minute Secretary.

MINUTES OF STAFF AND SERVICES CONFERENCE

HQ 4 Aust Base Sub Area.
14 Dec 44.

PRESENT

BASE COMD	BRIG	E L VOWLES
AA & QMG	LT COL	H WALKER
GSO 11	MAJ	M H BECHER
DAAG	MAJ	E W O FERRY
DAQMG	MAJ	F A GODING
DADST	MAJ	J A F ANDERSON
DADMS	MAJ	G V MUTTON
DADDS	MAJ	A G ROWELL
DADOS	MAJ	N F C KING
DADME	LT COL	P B BURDEN
5 AUST CRT (WKS)	LT COL	E B MURN
MOVEMENTS	LT COL	D R McPHEE

Distribution to include DAPM, WAR DIARY.

REPORTS

1. G BRANCH. G 11 reported LHQ advise that names of Wings of STAFF SCHOOL (AUST) have been changed again. Now Grade One Wing, Grade Two Wing and Grade Three Wing. Nominations for course commencing end March in Grade 1 and 11 called for.
2. A BRANCH. NIL to report
3. MEDICAL. NIL to report
4. DENTAL. NIL to report
5. Q BRANCH. NIL to report
6. ALAME. NIL to report
7. ORD. NIL to report
8. S & T. NIL to report
9. ENGRS. NIL to report
10. MOV & TN. Lt-col McPHEE reported 809 tons discharged, 17 LCTs trips made. 110 pers ex TREASURY, 23 Bde leave quota arrived. NO discharge ex ARCHER last night. Nothing to report on visit to GREEN and EMIRAU. Fined 3 dvrs of own unit £1 each for driving vehs without shirts and since informed that clerks had been observed working in HQ offices without shirts which was causing comment in his unit.
11. AA & QMG. Reported. After inspection of Docks Coy area and at their request they are to remain in the same area for time being. Want DLAG to discuss with AFM question of necessity for road patrols. Believed one patrol would appear sufficient. Want DLAG to give me this morning current strength figures for here and outer Islands to enable me consider beer issue question. 1200-1500 cases will need be discharged ex ARCHER before week end of special Christmas issue to be made. Thereafter it appears that weekly issue will be reduced to one bottle. NOT possible to make special to Officers' Messes but will try to make special issue of spirits.

Conference closed 140743L.

[Signature]
Maj.
(G.F. SPRING.) Minute Secretary.

MINUTES OF STAFF AND SERVICES CONFERENCE

HQ 4 Aust Base Sub Area.
15 Dec 44.

PRESENT

BASE COMD	BRIG	E L VOWLES
AA & QMG	LT COL	H WALKER
GSO II	MAJ	M H HENDER
DAAG	MAJ	E W O PERRY
DAQMG	MAJ	F A GODING
DADST	MAJ	J A F ANDERSON
DADMS	MAJ	G V MUTTON
DADDS	MAJ	A G ROWELL
DADCS	MAJ	N F C KING
DADME	LT COL	P B BURDEN
5 AUST CRE (WKS)	LT COL	H B MURN
MOVEMENTS	LT COL	D R McPHEE

Distribution to include DAFM, WAR DIARY ✓

REPORTS

1. G BRANCH G II reported. Sig received from First Army warning of mov U Hy Bty to come under cmd of Corps.
2. A BRANCH DAAG reported. Changes in postings Chap HORN att this HQ temporarily vice Chap ASHMAN going on leave next month. Rep McCANN, Red Cross Rep att 2/1 AGH. First Army memo received covering disposal of POWs.
3. MEDICAL DADMS queried manner of disposal of natives wounded in line. Div has enquired if their responsibility or ours. Instr is that they go to 106 CCS.
4. DENTAL NIL to report.
5. Q BRANCH DAQMG reported. Div advise that 109 CCS will NOT be moving into this area and do NOT require site allotted. Have acquired from Americans another 15000 gal tank. Suggest it be erected at 5 Point. With 3 points now in use no need for opening of more. PIVA Rd Pt opens today, all units concerned advised. Div have enquired about 2000 ft of water line in MAG 24 area. NZ Forces have taken over most and RAAF do NOT want portion of about 1000 ft in their area. Am negotiating with Americans for it.
6. ORD NIL to report.
7. S & T NIL to report.
8. EME DADME reported. Would like use of light bulldozer for work in 12 Adv Wksp area. One day's work now, one later.
9. ENGRS CRE reported. Progress wks in AGH area. Have finished rain water tower and platforms for sedimentation tanks. Also 2 other rain water tanks in Kitchen and Women's area. Path Lab finished. All sites except offrs' area cleared and constr wk going on. Waiting cement for work on operating theatre etc.
10. MCV & TN Lt-col McPHEE reported. 400 tons discharged yesterday and SS SEA SNIPE finishes this morning. Will now concentrate on SS ARCHER. 3 barges removed from one hatch yesterday but Docks Op Coy offrs can offer no plan for removal of barges from No 1 Hatch and ships cannot be brought together for removal by joint effort of cargo from No 1 hatch. Army had advised superior authority facilities existed here despite my advice to contrary. SCAT closing down today and new organisation taking over. Will operate on restricted basis. Have taken up with RNZAF question of mail for TREASURY & MUNDA & they will drop it and also Xmas poultry.
11. AA & QMG Lt-col WALKER reported. Had made survey of ORs' Club site and completed agreement with Navy & Sercom. Wks offr accompanied me and it appear certain reconstruction will be necessary. Considered progress in hospital site most satisfactory. Enquired of CRE of his plan for disposal of waste soil from pan system. CRE reported planning of septic tank.

Conference closed 150741L

(G.F. SPRING) Minute Secretary. Maj.

MINUTES OF STAFF AND SERVICES CONFERENCE

HQ 4 Aust Base Sub Area.
16 Dec 44.

PRESENT

AA & QMG	LT COL	H WALKER
GSO II	MAJ	M H BECHER
DAAG	MAJ	E W O PERRY
DAQMG	MAJ	F A GODING
DADST	MAJ	J A F ANDERSON
DADMS	MAJ	G V MUTTON
DADDS	MAJ	A G ROWELL
DADOS	MAJ	N F C KING
DADME	LT COL	P B BURDEN
5 AUST CRE (WKS)	LT COL	H B MURN
MOVEMENTS	LT COL	D R McPHEE

Distribution to include DAPM, WAR DIARY.

REPORTS

1. G BRANCH NIL to report
2. A BRANCH NIL to report
3. MEDICAL NIL to report
4. DENTAL NIL to report
5. Q BRANCH DAQMG reported that he hoped Engrs would be starting on removal of 9 huts in area opposite this HQ. Hope today to have report from Salvage on quantity of dunnage received into Depot. Lot good quality stuff received ex 106 CCS buildings. Figure of 50000 to be discussed with Capt WALLER. On water situation 3 Div coming on to PIVA Rd Pt. They have closed one of their own and require 30000 gals per day. This is within capacity of Pt. 15000 gal tank available to Engrs when they want it.
6. S & T DADST reported quantity of fresh food got away yesterday to GREEN and EMIRAN.
7. ORDNANCE NIL to report
8. AEME NIL to report
9. ENGRS CRE reported on drainage problem HQ area.
10. MOV & TN Lt-col McPHEE reported 270 tons dead weight discharged yesterday. Also disembarked 60 offrs 1373 ORs incl RAAF. On Monday hope to get away 2 work boats with about 10 tons foodstuffs to TREASURY and MUNDA. Intend go himself. Discharge beer ex ARCHER still a problem. Barges still NOT lifted from No 1 Hatch. With regard to lighting problem discussed last night with AA& QMG this is job for Port Maint Coy. SS RANAR due late today or tomorrow. Delivery to Islands involves double handling but advisable as RNZAF will drop as previously arranged. Suggest that rendering of report asked for by Comd on discharge of barges ex ARCHER be held until discharge eff.
11. AA & QMG Reported having gone closely into the spirits stock posn and find impossible to authorise special issue. Some wine arrived but not enough to go around. Special issue of beer approved for Xmas but thereafter issue will be reduced to 1 bottle per week until at least 14 Jan. On question of establishment of Offrs' Club Capt STALLWORTHY has reported back after visit to Army that expenditure of 25000 recommended to Canteens Board. If this not adopted GOC proposes to allocate that amount from own fund. C in C desires both Men's and Offrs' Clubs open by end of Jan. No finality yet on ORs club site but no difficulties anticipated.

Conference closed 160747L

(G.F. SPRING.) Minute Secretary

MINUTES OF STAFF AND SERVICES CONFERENCE

HQ 4 Aust Base Sub Area.
18 Dec 44.

PRESENT

BASE COMD	BRIG	E L VOWLES
AA & QMG	LT COL	H WALKER
GSO II	MAJ	M H BECHER
DAAG	MAJ	E W O PERRY
DAQMG	MAJ	F A GODING
DADST	MAJ	J A F ANDERSON
DADMS	MAJ	G V MUTTON
DADDS	MAJ	A G ROWELL
DADOS	MAJ	N F C KING
DADME	LT COL	P B BURDEN
5 AUST CRE (WKS)	LT COL	H B MURN
MOVEMENTS	LT COL	D R McPHEE

Distribution to include DAPM: WAR DIARY.

REPORTS

1. G BRANCH G II reported. Advice from First Army that 13 water carts released and will be shipped from LAE. Jap med offr taken POW on 16 Dec.
2. A BRANCH DAAG reported. Change posting Capt NUGENT from 20 Wks Coy to 38 Wks Coy.
3. MEDICAL DADMS reported. NO malaria NO dysentery past week. MATU arrangements chaotic. Have signalled First Army to send offr to discuss and finalise. Yesterday after lot of changes patients evacuated by courier. Mov facilities will be availed of.
4. DENTAL NIL to report
5. Q BRANCH DAQMG reported. Beer discharging satisfactorily. Will enable Xmas issue to be made. Had to move Adv Wksps out of Details Depot tomorrow to make room for 500 pers ex ORMISTON.
6. AEME DADME reported. Lt BEST arrived yesterday. Maj FORTUNE leaving SYDNEY today.
7. ORDNANCE NIL to report
8. S & T NIL to report
9. MOV & TN Lt-col McPHEE reported. 1271 tons discharged over weekend and 202 vehs. 1 offr and 70 ORs marched in from outer Islands. 500 leave pers will be moved by ORMISTON, bal of 300 pers NOT provided for to-date and priority system would appear necessary. RANAR due today. Expect shift hampers to GREEN Is by SS DAVIS but 3000 tons must be discharged before ship sails. 2 small craft leaving tomorrow for Southern Islands. Am asking American Navy if it can turn on small craft to overcome difficulty. NZRAF still assure can lift poultry and ham to Southern Islands.
10. AA & QMG Reported. Conference yesterday with Sercom in connection with M1 move commencing 23 Dec. Appears from then to 10 Jan nothing will be available to us in American Port facilities and they have asked for assistance until that period. We will give this. SS MORETON due tomorrow and we will endeavour to obtain assistance from them until 23 Dec.
11. COMD Reported he had yesterday inspected area with Army Comd. Inspection rather superficial and some areas NOT visited but Comd appeared very impressed. Took up with him various matters. Mech Eqpt and Freezer space discussed. Also lack of labour for area. Indicated that 2 Corps had as yet NO right to enforce any demands on Base.

Conference closed 180755L.

[Signature] Maj.
(G.F. SPRING.) Minute Secretary.

MINUTES OF STAFF AND SERVICES CONFERENCE

HQ 4 Aust Base Sub Area.
19 Dec 44.

PRESENT

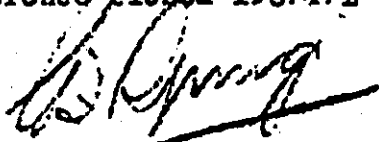
BASE COMD	BRIG	E L VOWLES
AA & QMG	LT COL	H WALKER
GSO II	MAJ	M H BECHER
DAAG	MAJ	E W O PERRY
DAQMG	MAJ	F A GODING
DADST	MAJ	J A F ANDERSON
DADDS	MAJ	A G ROWELL
DADOS	MAJ	N F C KING
DADME	LT COL	P B BURDEN
5 AUST CRE (WKS)	CAPT	DENMAN
MOVEMENTS	LT COL	D R McPHEE

Distribution to include DAFM: WAR DIARY:

REPORTS

1. G BRANCH NIL to report
2. A BRANCH DAAG reported 2 reinforcement offrs Lts CARTLEDGE and GAUNT posted Docks Op Coy.
3. DENTAL NIL to report
4. Q BRANCH DAQMG reported having arranged some time ago with Engrs for provision of latrines at Beach 4. NOT yet done and Americans moving out. Could action be taken forthwith.
5. ORD DADOS reported 4 Aust Ord Port Det has received orders for split up of unit. Hq and 1 sec LAE, 1 det each here, JACQUINOT BAY and AITAPE.
6. S & T DADST reported RANAR commenced discharging and proposed to leave aboard sufficient foodstuffs for rationing GREEN and EMIRAU Islands. Reported on general ration posn here & in outer Islands.
7. ENGRS . NIL to report
8. MOV & TN Lt-col McPHEE reported 593 tons discharged. 8 barge trips made. Xmas fare firm plan RANAR will be loaded capacity for GREEN with fresh food, beer, potatoes, onions and canteen stores. If anything left have been promised ship to GREEN. 40 tons already moved to TREASURY and MUNDA. RNZAF will fly poultry to TREASURY and MUNDA.
9. AA & QMG Reported he wanted Engrs to return 16 AOD bulldozer to that unit this week. With regard to instrs already issued to Engrs for construction of buildings for Broadcasting Unit want them to inspect and report on American buildings at BOSLEY. Sercom advise will be vacating 15 Jan.
Expect favourable reply from Corps to request that 2 ALOMS be released from operational role for harbour duty.
Want Engrs to make small job to Sjts' Mess kitchen this HQ. Priority job to requirements of Camp Comdt.

Conference closed 190747L


(G.F. SPRING.) Minute Secretary. Maj.

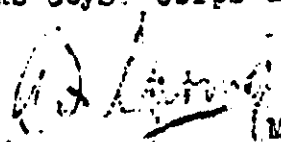
Subject : MINUTES OF STAFF AND SERVICES CONFERENCEHQ 4 Aust Base Sub Area,
20 Dec 44.PRESENT:

BASE COMD	BRIG	E L VOWLES
AA&QMG	LT COL	H WALKER
GSO II	MAJ	M H BECHER
DAAG	MAJ	E W O PERRY
DAQMG	MAJ	F A GODING
DADST	MAJ	J A F ANDERSON
DAMS	MAJ	G V MUTTON
DADOS	MAJ	N F C KING
DADME	LT COL	P B BURDEN
5 Aust CRE (Wks)	LT COL	H B MURN
MOVEMENTS	LT COL	D R McPHEE

DISTRIBUTION: To include DAFM, WAR DIARY.REPORTS

1. G BRANCH: GSO II reported Mrs Violet Fisher, American War Correspondent will visit area tomorrow.
2. A BRANCH: Nil to report.
3. MED: Nil to report.
4. DENTAL: Nil to report.
5. Q BRANCH: DAQMG reported pleased to advise not one Comforts Fund package lost in delivery.
6. AME: Nil to report.
7. ORD: Nil to report.
8. S&T: Nil to report.
9. ENGRS: Nil to report.
10. MOV & TN GP: Lt Col McPHEE reported 604 tons discharged yesterday on ARCHER. Also started discharge SS DAVIS. SS CORMISTON arrives today. 367 pers and 1000 tons cargo. Will take capacity back load 496 leave pers. Balance remaining of draft expect get away in near future. 12 LCVs taken over by Corps leaving MUNDI next few days. Crews for same left here yesterday on LCT and NCO i/c party add. conductor for beer loading on LCT. American Navy co-operating 100% on Christmas fare transport. Now supplying sub chaser.
11. AA&QMG: Reported would like engr. to make drainage survey of Ord Voh PK and RSD areas. Being worried by Lt DONOVAN American Navy on list of requirements from Navy installations and equipment. Wants more details both local and outer islands. Wants Col CHESTERMAN, Lt Col BURDEN and Lt Col McPHEE to meet 1000 hrs today at Naval Base Sup Office to finalise details. Corps has asked for additional POW accommodation. Holding compounds only, required by 30 Dec. Possibility of amendment of OOB being considerably increased to handle maint of RAAF and RNZAF in amn gas and POL. Increment depends mainly on whether bulk supply of POL used or 44 gal drums. Main items, Docks Op Coy, Small Ships Coy, Sup Dep Pls, Tpt Coys and Wks Coys. Corps discussing today with RAAF and RNZAF.

CONFERENCE CLOSED 200747L.


 (G F SPRING)
 MINUTE SECRETARY.

Maj.

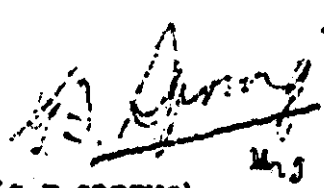
MINUTES OF STAFF AND SERVICES CONFERENCEHQ 4 Aust Base Sub Area,
21 Dec 44.PRESENT:

BASE COMD	BRIG	E L VOWLES
AA&QMG	LT COL	H WALKER
GSO II	MAJ	M H BEECHER
DAAG	MAJ	E W O PERRY
DACMG	MAJ	F A GODING
DAIST	MAJ	J A F ANDERSON
DADMS	MAJ	G V MUTTON
DAIDS	MAJ	A G ROWELL
DADOS	MAJ	N F C KING
DAIME	EF. COL	P B BURDEN
5 AUST ORE (Wks)	LT COL	H B MURN
MOVEMENTS	LT COL	D R MOPHEE.

DISTRIBUTION : To include DAPM, WAR DIARY.REPORTS:

1. G BRANCH: Nil to report
2. A BRANCH: Nil to report
3. MEDICAL: Nil to report
4. DENTAL: Nil to report
5. Q BRANCH: DACMG reported Rubbish Dumps near Salvage encroaching on that area. Believe should be closed down. Need bulldozer and sand to do job. Will open another same area and advise site. POW clothing 12 sets only available. DADOS advise having Magenta Dye sent from Mainland.
6. ORD: Nil to report.
7. EME: DAIME reported LtCol FISHER would like to address COs and Cso all units under Comd with transport. Saturday. A will attend arrangements.
8. ENGES: Nil to report.
9. S&T: Nil to report.
10. MOV & TN GP: Lt Col McPHEE reported 500 tons cargo discharged yesterday. 55 tons loaded for Islands. All Christmas fare either on way to destinations or there. No word of SS MORETON. SS ORMISTON in Port disembarking today.
11. AA&QMG: Reported advice of SS SUVA loading SYDNEY 2500 tons rations 700 tons Native ration 1500 tons POL. Conference held yesterday Naval HQ main item discussed reticulation system of Camp area and ship watering. Enges will inspect today.

CONFERENCE CLOSED 210742L


 (G F SPRING)
 MINUTE SECRETARY.

CONFIDENTIAL

SECRET

MINUTES OF STAFF AND SERVICES CONFERENCE

HQ 4 Aust Base Sub Area
22 Dec 44.

PRESENT:

BASE COMD	BRIG	E L VOWLES
AL&CMG	LT COL	H WALKER
GSO II	MAJ	M H BECHER
DLAG	MAJ	E W O PERRY
DACMG	MAJ	F A GODING
DADST	MAJ	J A F ANDERSON
DADMS	MAJ	G V MUTTON
DADDS	MAJ	A G ROWELL
DADOC	MAJ	N F C KING
DADME	LT COL	P B BURDEN
5 JUST CRE (Wks)	CAPT	DENMAN
MOVEMENTS	LT COL	D R McPHEE

DISTRIBUTION : To include D/LPM, W/R DIARY.

REPORTS:

G. BRANCH: GSO II reported Mrs Violet Fisher - War Correspondent inspected area yesterday.

A. BRANCH: DLAG reported change posting Lt CARROLL to 2/1 Aust Gen Hosp as Edmo Cdr. First Aust Army memo on Rehabilitation indicates that all public service vacancies will be promulgated.

MEDICAL: D/DMS reported DMS Corps had asked us to provide 2 surgeons 1 for Green 1 for Wana. Wana Trail. Advised can provide one Team for Wana but cannot provide for Green due shortage of experienced surgeons.

DENTAL: Nil to report.

Q BRANCH: DACMG reported having inspected new site for GDD with G/S. Site is opposite SERGOM and runs to Corps Rd. Bldg programme existing site will cease. Obtained 60 lbs Freon Gas for Refrigerators yesterday.

AME: Nil to report.

ORD: Nil to report.

S&T: Nil to report.

MOV & TR GP: Lt Col McPHEE reported yesterday 418 tons and 408 pors discharged from SS ORKISTON. Work going on fairly well despite small hold up in discharge. Engr Stores when Base could not provide suitable transport.

CONFERENCE CLOSED 220740 L


(G F SPRING)
MINUTE SECRETARY

Maj.

MINUTES OF STAFF AND SERVICES CONFERENCE

HQ 4 Aust Base Sub Area.
23 Dec 44.

PRESENT

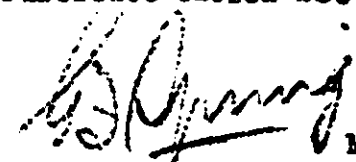
BASE COMD	BRIG	E J. VOWLES
MA & QMG	LT COL	H WALKER
GSO II	MAJ	M W BEGGER
DAAG	MAJ	E W O PERRY
DAQMG	MAJ	F A GODING
DADST	MAJ	J A F ANDERSON
DADMS	MAJ	G V MUTTON
DADDS	MAJ	A G ROWELL
DADOS	MAJ	N F C KING
DADME	LT COL	P B BURDEN
5 AUST ORE (WKS)	LT COL	H B MURN
MOVEMENTS	LT COL	D R McPHEE

Distribution to include DAPM: WAR DIARY:

REPORTS

1. G BRANCH NIL to report
2. MEDICAL NIL to report
3. DENTAL NIL to report
4. A BRANCH DAAG reported that First Army had instr Corps to provide 10 recruits for 2 Corps Pro Coy.
5. G BRANCH DAQMG reported labour situation becoming very difficult and more so on cleanup of NGDD by ORMISTON. It will desolve on Wks Coy to do stevedoring but so many B2 pers and skin complaints work falling off badly. Discussion ensued on Med Bdg of Wks Coy Discharge of timber much expedited when large crane borrowed from Americans.
6. AME NIL to report
7. ORD NIL to report
8. S & T NIL to report
9. ENGRS NIL to report
10. MOV & TR Lt Col McPHEE reported 400 tons discharged yesterday expect complete disch SS ORMISTON and that she will sail tomorrow morning. American move starts tonight midnight.
11. MA & QMG Lt Col WALKER drew attention of all concerned to Conference of all CO's of Units, Heads of Services and Branches at 0930 hrs in B Mess for lecture by LHQ rep on transport. Col JOHNSON and Lt Col PLANK called in from Corps yesterday on question of obtaining access to AOD as visitors. Acceded their request.

Conference closed 230743 L


Maj
(G F SPRING) Minute Sec

MINUTES OF STAFF AND SERVICES CONFERENCE

HQ 4 Aust Base Sub Area.
26 Dec 44.

PRESENT:

BASE COMD	BRIG	E I	VOWLES
AA & QMG	LT COL	H	WALKER
GSO II	MAJ	M H	BECHER
DAAG	MAJ	E W O	PERRY
DAQMG	MAJ	F A	GODING
DADMS	LT COL	G	SANGSTER
DADDS	MAJ	A G	ROWELL
DADOS	MAJ	N F C	KING
D/DST	MAJ	J A F	ANDERSON
DADMS	LT COL	P B	BURDEN
5 AUST CRE (WKS)	LT COL	H B	MURN
MOVEMENTS	LT COL	D R	McPHEE

DISTRIBUTION : To include DAPM, WAR DIARY.

REPORTS

G BRANCH: G II reported on 2 Aust Corps Op Instr No 3

A BRANCH: Nil to report.

DENTAL: Nil to report.

MEDICAL: Nil to report.

Q BRANCH: DAQMG reported he required bulldozer for work at salvage site and to fill in dump near that site. Experiencing some difficulty transport heavy Engr stores now being discharged due shortage semi-trailers. Engr Semi-trailers engaged in transport timber for E Light poles at 2/1 AGH. Will provide additional as required.

AEME NIL to report

ORD NIL to report

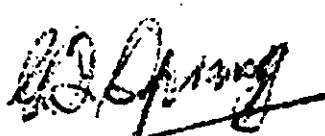
S & T NIL to report

ENGRS NIL to report

MOV & TN Lt Col McPHEE reported 2 days ended Sunday 1248 tons discharged. 400 tons loaded and 490 pers embarked SS ORMISTON. 3 Small ships arrived yesterday 2 x 300 ton and 1 x 80 ton. SS ARCHER probably complete discharge today.

AA & QMG NIL to report

Conference closed 260742 L.


(G F SPRING) Minute Sec Maj

SECRET

MINUTES OF STAFF AND SERVICES CONFERENCE

HQ 4 Aust Base Sub Area
27 Dec 44

PRESENT

BASE COMD	BRIG	E L VOWLES
AA & QMG	LT COL	H WALKER
GSO II	MAJ	M H BECHER
DAAG	MAJ	E W O PERRY
DAQMG	MAJ	F A CODING
DADST	MAJ	J A F ANDERSON
DADMS	LT COL	C B SANGSTER
DADDS	MAJ	A G ROWELL
DADOS	MAJ	N F C KING
DADME	LT COL	P B BURDEN
5 AUST CRE (WKS)	CAPT	VAUGHAN
MOVEMENTS	LT COL	D R McPHEE

Distribution to include: DAFM, War Diary, File.

REPORTS

1. G BRANCH NIL to report
2. A BRANCH NIL to report
3. MEDICAL A/DADMS reported malarial rate still good. Solomons rate .3, New Guinea .8. Ample Penicillin on hand. Blood coming in alright and arrangements made for storing on ice.
4. DENTAL DADDS reported E Sec 82 Aust Dental Unit moving tomorrow from 5 Aust CRE (Wks) area to 18 Aust Wks Coy area.
5. Q BRANCH NIL to report
6. AEEME NIL TO REPORT
7. ORD NIL to report
8. S & T NIL to report
9. ENGRS NIL to report
10. MOV & TN Lt Col McPHEE reported 300 tons dish yesterday. SS DUNFROON expected tomorrow. 1400 pers. Would it be possible arrange for Corps to use another beach for 3 Div operational work? After discussion arranged Col CHESTERMAN will report supported by report from Lt Col McPHEE. SS MORETON due tomorrow. SS ARCHER cuts out 1800 today. Rate of discharge 10 days, compares favourably with loading 14 days at mainland.
11. AA & QMG Lt Col WALKER enquired of Engrs result of inspection of broadcasting hut at BOSLEY Field. Whatever result want hut used if at all suitable.

Conference closed 270742 L

G. F. Spring
[G F SPRING] Minute Sec. Maj.

SECRET

MINUTES OF STAFF AND SERVICES CONFERENCE

H2 4 Aust Base Sub Area
28 Dec 44

PRESENT

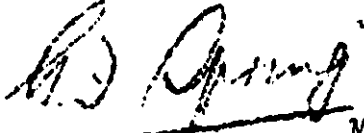
BASE COMD	BRIG	E L VAWLES
AA & QMG	LT COL	H WALKER
GSO II	MAJ	M H BECHER
DAAG	MAJ	E W O PERRY
DAQMG	MAJ	F A GODING
DADST	MAJ	J A F ANDERSON
A/DADMS	LT COL	C SANGSTER
DADDS	MAJ	A G ROWELL
DADOS	MAJ	N F E KING
DADME	MAJ	FORTUNE
SAUST CRE (WKS)	LT COL	H B MURN
MOV & TN	LT COL	D R McPHEE

Distribution to include DAFM, War Diary, File

REPORTS

1. G BRANCH NIL to report
2. A BRANCH DAAG reported change postings - Lt WALTON ex 5 Aust Army Tps Coy recommended for posting to 12 Aust Army Tps Coy. 2 Ech will implement. Maj BYRNE to ADLS First Aust Army as Temp Lt Col.
3. DENTAL NIL to report
4. MEDICAL A/DADMS reported 106 Aust CCS 367 patients. CO reports can take up to 500
5. Q BRANCH DAQMG reported Corps has made further request for transport of natives from outer islands. ANGAU have apparently advised available TABER, LIHIR TANGA. 450 all told available. Have arranged with Maj ANDERSON for 2 pumps Engrs required to be taken over.
6. ARMS Lt Col BURDEN reported arrival Maj FORTUNE, DADME
7. ORD NIL to report
8. S & T NIL to report
9. ENGRS Lt Col MURN reported Capt DENMAN taking over as Adj, 5 Aust CRE (Wks) vice Lt MURPHY
10. MOV & TN Lt Col McPHEE reported 483 tons discharged yesterday ex SS ARCHER which now complete. 79 tons disch ex one small ship. Had confce with Lt Col WALKER and OC's Wks Coy & Docks Coy. Rate of discharge at Beachhead too slow for a number of reasons and endeavours made to rectify. Have had up to 8 barges at Beachhead at one time. Americans have arranged to give us 2 barges per hatch. With regard to 3 Div using Beach 4 arrangements made for them to use Beach at end of TOROKINA Strip. Inspection will be made this morning.
11. AA & QMG Lt Col WALKER reported further on Docks & Wks Coys problem mentioned by Lt Col McPHEE. First Army have approved ORs Club for completion by end of January. Detailed plans being prepared by Engrs. Still working on take over of plant and bldgs and equipment from Navy. Two plant still outstanding.

Conference closed 280755 L


MaJ
(G F SPRING) Minute Sec

SECRET

MINUTES OF STAFF AND SERVICES CONFERENCE

HQ 4 Aust Base Sub Area
23 Dec 44

PRESENT

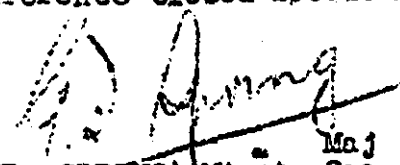
BASE COMD	BRIG	E L VOWLES
GSO II	MAJ	M H BECHER
AA & QMG	LT COL	H WALKER
DAAG	MAJ	E W O PERRY
DAQMG	MAJ	F A GODING
DLDST	MAJ	J A F ANDERSON
A/DADMS	LT COL	C B SANGSTER
DADDS	MAJ	A G ROWELL
DADOS	MAJ	N F C KING
DADME	MAJ	C W FORTUNE
5 AUST CBE (WKS)	LT COL	H B MURN
MOV & TN	LT COL	D R McPHEE

Distribution to include: DAFM, War Diary, File

REPORTS

1. G BRANCH G II requested Heads of Services and Branches to bring to notice of all concerned that One inch to one mile map now being used for location references.
2. A BRANCH DAAG reported Chap Gen STEVENSON will visit BOUGAINVILLE 8 and 9 Jan 45.
3. MED NIL to report
4. DENTAL NIL to report
5. Q BRANCH DAQMG reported NG Details Depot commencing move new site and should complete this week end. SS DUNTROON leaving tomorrow morning will take bal leave draft. Have taken 15 tents from NGDD and lent RAAF for staging their pers.
6. MEME DADME reported arrival 1 Aust Floating Watercraft Wksp
7. S & T NIL to report
8. ORD NIL to report
9. ENGRS NIL to report
10. MOV & TN Lt Col McPHEE reported SS ARCHER sailed last night. 172 tons disch. 1477 pers disembarked and will embark leave pers today. Still having trouble unauthorised pers boarding ships. Suggest Provost Control barges and at gang plank. After discussion agreed Field Security pers be used. Arrangements through G.
11. AA & QMG Lt Col WALKER reported negotiations in respect BOSLEY Field proceed further steps. Will vacate radio station bldg about 15 Jan. Will advise First Army that Engrs consider Bldg suitable our radio station. 3 other bldgs being taken over vicinity of radio bldg viz 2 nearest it and recreation hut. Stage, projection room and Gymnasium at other end. American authorities will continue provision nightly service of picture shows while any Americans remain here. Allocation of Field for sporting activities now ours. Asked Engrs for date for coverage of LOD. Advised that standard hut 30 x 15 to accommodate 12 pers will be built by Engrs and opened for inspection of Unit repres. Would like to know of Engrs what materials can be released to Units for construction of own requirements of such standard hutments.

Conference closed 290746 L.


(G F SPRING) Minute Sec. Maj

MINUTES OF STAFF AND SERVICES CONFERENCEHQ 4 Aust Base Sub Area
30 Dec 44PRESENT

BASE COMD	BRIG	E L VOWLES
GSO II	MAJ	M H BECHER
AA & QMG	LT COL	H WALKER
DAIG	MAJ	E W O PERRY
DAQMG	MAJ	F A CODING
DADST	MAJ	J A F ANDERSON
DADMS	LT COL	C B SANGSTER
DADDS	MAJ	A G ROWELL
DADOS	MAJ	N F C KING
DADME	MAJ	L W FORTUNE
5 AUST CRE (WKS)	LT COL	H B MURN
MOV & TN	LT COL	D R MCPHEE

Distribution to include: DAFM, War Diary, File

REPORTS

1. G BRANCH G II reported First Aust Army advise Capt KENNAMAY is visiting area to discuss security and censorship.
2. A BRANCH NIL to report
3. MED A/DADMS reported would like approval to establish a small temporary Con Depot until Con Depot arrives. DMS First Army will be asked to concur. Have been requested by DDMS Corps to send Medical launch to AMUN where force operating. One available and will discuss with SAT.
4. DENTAL NIL to report
5. D BRANCH DAQMG reported had been approached by Capt STALLWORTHY for authority to establish small Canteen at Airstrip in conjunction with YMCA and Salvation Army. DAQMG stated not in favour as unnecessary and waste of manpower. Capt STALLWORTHY also proposed that 3 men instead of one be allowed live on ships bringing Canteen stores as soon as they arrive. Agreed to. On discharge of beer ex SS ARCHER 1723 bottles lost as against invoice. Provost state SIB consider lost between Beach and Bulk Stores, but inspection by me of transport drivers dockets does not disclose this but rather the opposite. 65 cases were pillaged. SIB was on board and also stated that beer had been extracted through unlocked man hole at port of embarkation. Lt Col MCPHEE suggested one conducting Offr on every ship going to out-er islands. Agreed good if sufficient escorts provided him. Whole matter of security of cargos to be considered.
6. ORD NIL to report
7. S & T NIL to report
8. AEME NIL to report
9. ENGRS Lt Col MURN stated that he would like clarification of posn of Engr and Ord stores. Items for electrical reticulation of AGH and shafting for sawmill cases in point. We do not hold these although Engr stores, Ord have them in store. Maj KING stated principles laid down by Ord regulations. Longthy discussion ensued. Maj KING agreed he would look into quantities available against requirements to see if could be made available. Possibility of obtaining by air from LAE considered.
10. MOV & TN Lt Col MCPHEE reported 300 tons discharged yesterday. SS DUNTROON sailed this morning. Intend commence disch SS MORETON today. With regard to wharf checkers investigated checking out slips to find number of matters to be rectified. With regard to security of Canteen Stores SIB have made the statement that numerous trucks leave docks for Canteen without escorts necessary. Apparent that Canteen not providing escorts as laid down. Matter to be further looked into.

MOV & TN (contd)

Personal responsibility of driver to be enforced more stringently. Question of escorts on small vessels discussed and whether escort should be responsible for whole of cargo or his own consignment. Are Mesh shed requested to be provided for housing of damaged and defective stores instead of loading direct ex barges to vohs for transfer direct to consignee.

11. AA&QMG Lt Col WALKER reported and asked Engrs what was posn water installation at ANGLU Compound. Engrs state will be finished by Monday. Question swimming beach for Nurses and AAMWS. At present proposes Beach 4 be retained for nude bathers. Beach 2 to be reserved to bathers with bathing clothes and to accomodate mixed bathing. Also discussion on Dressing sheds for Nurses, AAMWS, Offrs and ORs. Rest facilities for Nurses and AAMWS discussed and AQ will consider later.

Conference closed 300845 L

G. F. Spring Maj
(G F SPRING) Minute Sec

SECRET

MINUTES OF STAFF AND SERVICES CONFERENCE

H2 4 Aust Base Sub Area
28 Dec 44

PRESENT

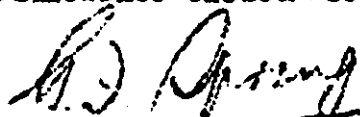
BASE COMD	BRIG	E L	VDWLES
AA & QMG	LT COL	H	WALKER
GSO II	MAJ	M H	BECHER
DAAG	MAJ	E W O	PERRY
DAQMG	MAJ	F A	GODING
DADST	MAJ	J A F	ANDERSON
A/DADMS	LT COL	C	SANGSTER
DADDS	MAJ	A G	ROWELL
DADOS	MAJ	N F E	KING
DADME	MAJ		FORTUNE
SAUST CRE (WKS)	LT COL	H B	MURN
MOV & TN	LT COL	D R	McPHEE

Distribution to include DAPM, War Diary, File

REPORTS

1. G BRANCH NIL to report
2. A BRANCH DAAG reported change postings - Lt WALTON ex 5 Aust Army Tps Coy recommended for posting to 12 Aust Army Tps Coy. 2 Ech will implement. Maj BYRNE to ADLS First Aust Army as Temp Lt Col.
3. DENTAL NIL to report
4. MEDICAL A/DADMS reported 106 Aust CCS 367 patients. CC reports can take up to 500
5. Q BRANCH DAQMG reported Corps has made further request for transport of natives from outer islands. ANGAU have apparently advised available TABAR, LIHIR TANGA. 450 all told available. Have arranged with Maj ANDERSON for 2 pumps Engrs required to be taken over.
6. ARME Lt Col BURDEN reported arrival Maj FORTUNE, DADME
7. ORD NIL to report
8. S & T NIL to report
9. ENGRS Lt Col MURN reported Capt DENMAN taking over as Adj, 5 Aust CRE(Wks) vice Lt MURPHY
10. MOV & TN Lt Col McPHEE reported 483 tons discharged yesterday ex SS ARCHER which now complete. 79 tons disch ex one small ship. Had confce with Lt Col WALKER and OC's Wks Coy & Docks Coy. Rate of discharge at Beachhead too slow for a number of reasons and endeavours made to rectify. Have had up to 8 barges at Beachhead at one time. Americans have arranged to give us 2 barges per hatch. With regard to 3 Div using Beach 4 arrangements made for them to use Beach at end of TOROKINA Strip. Inspection will be made this morning.
11. AA & QMG Lt Col WALKER reported further on Docks & Wks Coys problem mentioned by Lt Col McPHEE. First Army have approved ORs Club for completion by end of January. Detailed plans being prepared by Engrs. Still working on take over of plant and bldgs and equipment from Navy. Ice plant still outstanding.

Conference closed 280755 L


Maj
(G F SPRING) Minute Sec