AWM52
Australian Military Forces, Army headquarters, formation and unit diaries, 1939-1945

1/8/52

BASE AND LINE OF COMMUNICATION AREAS (SUB)

Headquarters British Commonwealth Base British Commonwealth Occupational Forces (HQ Brit Comwlth Base BCOF)
April 1946, part 3, Commonwealth Base, Kure, appendices



1/8/52-008B

Appendix "B"
HQ British Commonwealth Base.
Ref No: 302.22
23 Apr 46

SEQUENCE OF PARADE

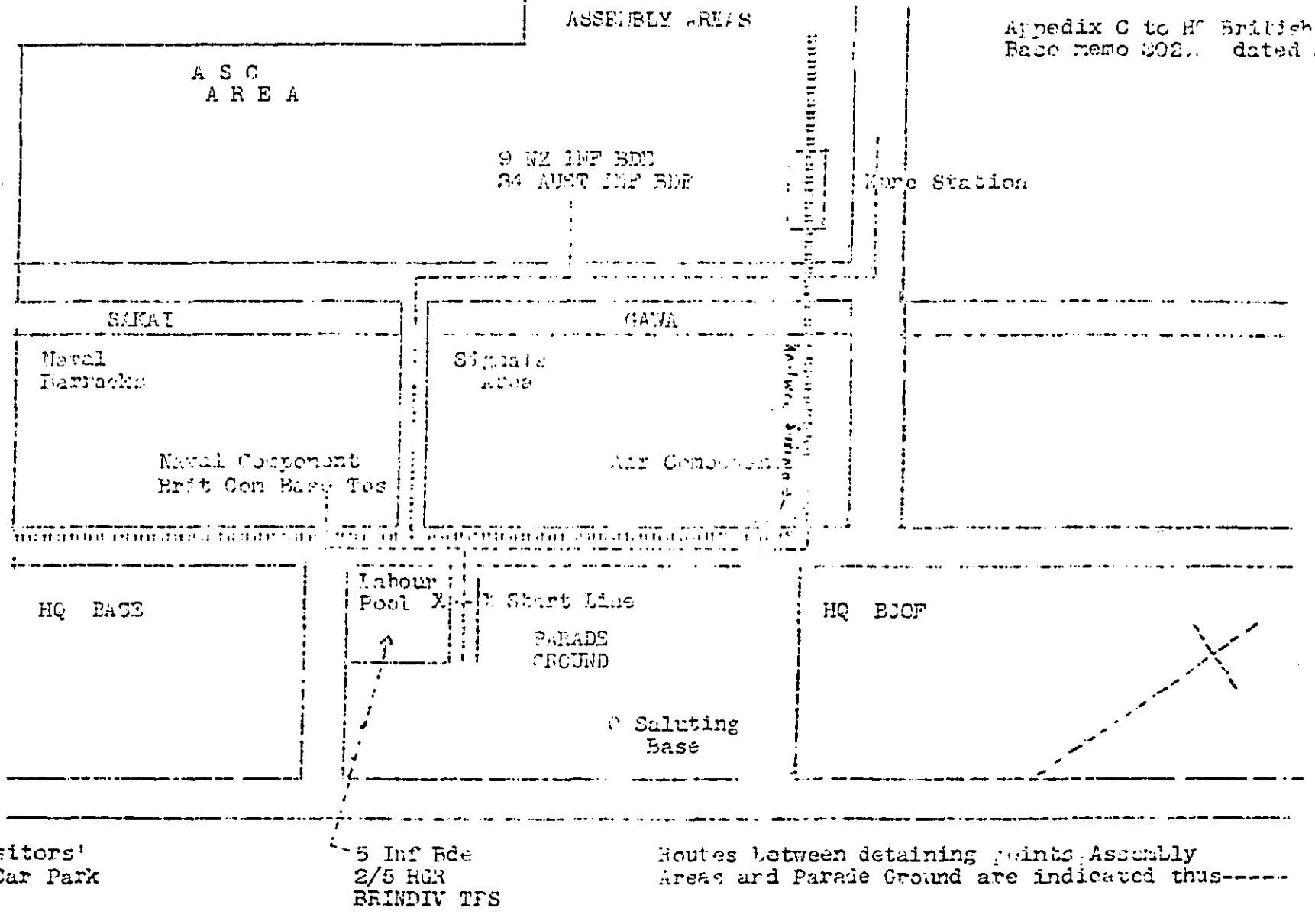
NOTES: 1. Times other than serials 1, 34 are approximate only

2. Annexure 1 contains details of orders issued by Parade Comd

Serial	Time	EVENT	REMARKS
1.	1330	One marker one orderly from each Fmn report to Parade Adjt at Saluting Base	After marker has been placed orderly reports back to CO to act as guide.
2.	1350 to 1420	Formations march on, and are dressed on inspection line at the open order with bayonets fixed.	All orders by Fmn Comds.
3.	1420	Parade Comd comes on Parade.	Receives report from Parade Adjt.
4.	1428	Parade is called to attention & slope arms.	Orders given by Parade Comd on seeing C-in-Cs car approaching see Annexure 1
5.	1430	General Salute	9 NZ Inf Bde Band plays General Salute. All Offrs Salute.
6.	1431	Slope Arms, Order arms & stand at ease	Orders by Parade Comd
7.	1431	Parade Comd greets C-in-C and they move towards right flank to commence inspection	
8.	1431 to 1451	Inspection by C-in-C Inspection party will be consist of (a) C in C & 2 ADC's (b) Parade Comd & one staff offr (c) Appropriate Fmn & Coy Comd only	
9.	1451	C-in-C moves towards saluting base & Parade Comd resumes his position on the parade	

Serial	Time	EVENT	REMARKS
11.	1453	C-in-C addresses Parade (Field Marshal Birdwoods message)	
11.	1455	Chaplain announces & leads hymn	Band 2 RWF accompanies
12.	1455	Parade comes to attention	Orders by Parade Comd
13.	1459	Prayer by Chaplain	Head-dress NOT removed.
14.	1500	Ruffle of Drums - Last Post	Drums of one Brindiv Band Party of Buglers from 1 Bn QO Cameroc Highlanders
15.	1501	Reveille	Buglers from 1 Bn QO Cameron Highlanders
16.	1505	Parade will march past	Initial order by Parade Comd then independent orders by Pnn Comds. On reaching first blue flag, Pnn Comds will order "In succession eyes right" Coy Comds will order eyes right at the same flag All Offrs will salute. Eyes front will be given by Coy Comds when the rear of their Coy has passed the second blue flag
17.	1520	Air Force fly past.	When last troops have passed Saluting Base.

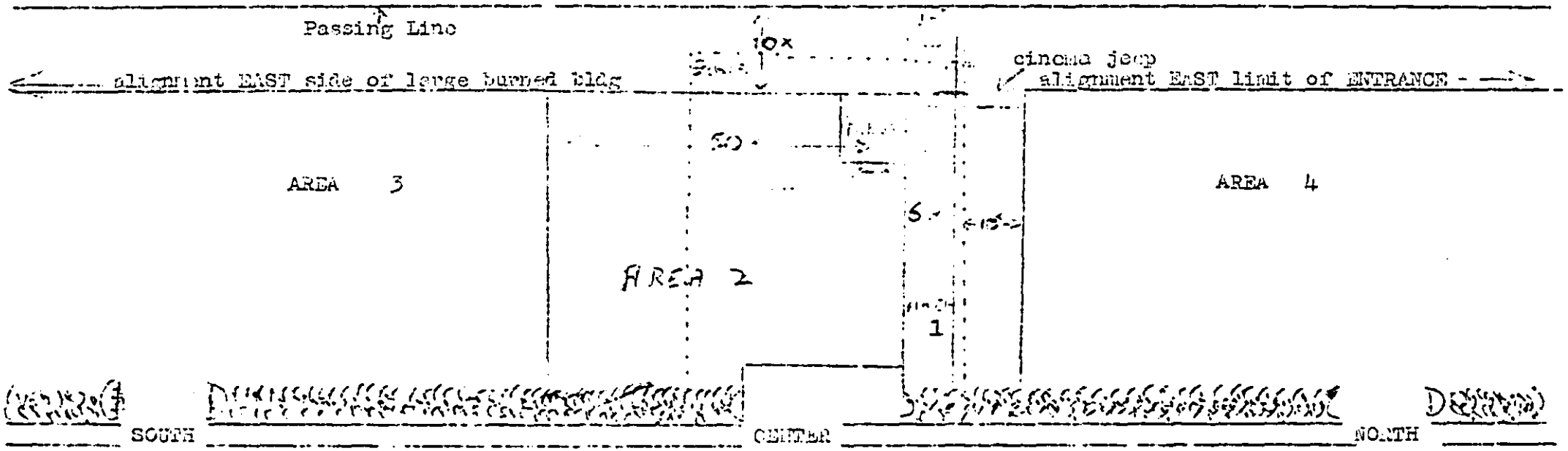
Appedix C to HQ British Commonwealth Base memo 302.. dated 23 APR 46.



Appendix D
H, British Commonwealth Base.
Ref No: 302.22
25 APR 46

DIAGRAM TO SHOW AREAS FOR VISITORS

ANZAC DAY PARADE 25 APR 46



NOTE:- Dotted line shows outline present gravelled area.

FROM PUBLIC RELATIONS DEPARTMENT, BOARD OF TRADE

UTILITY FURNITURE AND HOUSEHOLD FURNISHINGS

Who can apply.

For permits to buy Utility furniture and priority dockets for mattresses, sheets, blankets, floor-covering and curtain material (coupon free):

(a) People who are about to furnish a home for the first time since losing their homes through bombing, or who need to replace essential articles destroyed in recent enemy attacks.

(b) People with young children who are about to furnish a home for the first time.

(c) People about to furnish a home for the first time because, they are expecting a baby.

(d) Couples married since 1st September, 1939, who are about to furnish a home for the first time.

(e) Couples who propose to marry and furnish a home of their own in the immediate future. (Applications will also be considered from persons in this class who are going to live with friends or relatives but have to furnish their own bedroom.

(f) People who have to provide an extra bed for a growing child.

Points to Remember About Applications

1. People are urged to make sure that they really are eligible before they apply. The qualification that people should be "About to furnish a home for the first time" is important; the mere fact of having been married since September, 1939, is not in itself a qualification. Present supplies of furniture and furnishings are so limited that they can only be allotted to people who have none, or who have insufficient for their most urgent essential needs.

   About a quarter of the people who apply for dockets for bedding do not qualify for them. At present almost every housewife in the country would like new bedding, but supplies are not large enough to give priority to people outside the listed groups.

   (a) specifies **recent** enemy attacks. People who lost articles in the raids of 1940/41, and who wish to apply for units and dockets should state why the articles were not replaced at the time and how they have managed since. For example, peo le may have been evacuated or living in furnished rooms.

   Curtain rationing was not introduced until June, 1942, so people who re-establish their home after bombing before that date would not be eligible for a docket for curtain material, coupon-free.

   The 'priority docket' scheme for bedding was not introduced until June, 1944. People who re-established their home after bombing before that date would not be eligible for dockets for bedding.

   People who qualify for furniture units and dockets for bedding only because they have to provide a bed for a growing child, and who wish to furnish an additional room, are not eligible for dockets for curtain material or floor-covering.

2. Expectant mothers who are not furnishing a new home but who intend to have their confinement at home and urgently need sheets should not apply for dockets on the usual form (UFD/1a) but should consult their local midwife or Maternity and Child Welfare Authority.

3. Applicants are asked to state on their application form when and where they are going to set up house. This is because all available supplies of utility furniture are required for people with an immediate need for it and because permits cannot be issued where there is a risk that the furniture will remain unused when delivered or stored for an indefinite period while accommodation is being found. Applicants need not actually obtain a house or flat before applying but they are asked to postpone their application until they have reasonable proppects of being able to obtain accommodation. Where, therefore, applicants are unable to give the address at which they propose to set up house, they should furnish a clear statement of their prospects of obtaining suitable accommodation within the next month or so.

People who have actually been allocated a prefabricated house by their Local Authority may apply for units if they come into the eligible categories, even if they will not be occupying the house for three or four months, they should, however, get their application form endorsed by the Local Authority, who will certify that they have had a house allocated to them.

How to Apply

People who come within these listed categories should ask for an application form (UFD/1a) at their local Fuel Office; this may seem surprising, but as the Board of Trade has no suitable local offices the Ministry of Fuel & Power has agreed to help with the distribution of these forms. Anyone who cannot easily get to the local Fuel Office can write for a form to the Board of Trade, Neville House, Page Street, London, SW1.

When people have filled in their forms they should send them to the address printed on badUtility Furniture Office, Kingsway, Southport, Lancs.

How Everyone Can Help

The Utility Furniture Office is receiving more than 11,500 application forms every day, and the numbers are rising. With this volume of forms, it normally takes several weeks before people hear the results of their applications. The staff who deal with these documents has been very much increased, but as units and dockets are security documents, which must not be allowed to reach people who are not eligible for them, a certain amount of checking, indexing and so on is absolutely essential; with tens of thousands of applications coming in every week some delay is inevitable.

This delay could be considerably reduced, however, if the public would co-operate on the following lines.

1. Fill in their application form completely.

750 forms have to be sent back each day for various reasons which naturally caused delay.
It is usually Sections, 8,9 and 10 on the forms that are left incomplete; these ask for particulars about members of the household, what the applicant wishes to buy, and how much furniture and bedding is already available.

2. Give full name and full postal address, both on application form and in any subsequent correspondence.
Between 500 and 600 forms are received every week with no address at all.

The Utility Furniture Office should be kept informed of the applicants current address. Many people apply from one address, state that they are moving to another and actually move to some different place. They do not always make arrangements for correspondence to be forwarded, and this means delay and dissatisfaction.

In any correspondence, the address from which the application was made should be given, as well as the present address. People are asked to give their full names in signing correspondence so that the application referred to can be traced. The register at the Utility Furniture Office is one of the largest in the country. For example, 58,000 "Jones" have applied for furniture and dockets, so when someone writes about an application and signs herself "Mrs. Jones", with no Christian name or initial, it is practically impossible to trace the relevant documents. A surprising number of people write on behalf of friends or relations, who have already applied, without giving the full name and address of the applicant. Sometimes mothers even write on behalf of married daughters without mentioning their married names. That means a letter from the Utility Furniture Office asking for the necessary details, and it all causes delay.

5. People should normally hear the result of their applications within about four weeks, so they are urged not to write asking about the progress of applications during that period, as the volume of such letters slows up the work and they serve no useful purpose. If people wish to write about the applications, however, it is a great help if they give all the relevant details as briefly as possible, always quoting the reference number if they have had any previous communication from the Utility Furniture Office. Thousands of letters are received every week, many of them five or six pages long, and it means hours of delay while the relevant particulars are extracted from a mass of irrelevant detail.

Utility Furniture Units

The number of units which can be allowed is limited because of the shortage of supplies and the heavy demand for them. In order that everyone who is eligible may get his or her fair share no applicant is allowed more than a maximum number of units, varying according to the size of his family. In assessing the allowance account is taken of any furniture which the applicant has available at the time of application.

The maximum allowance for a married couple who are furnishing a home is 60 units, plus 10 units for each child. At present, not all the 60 units can be spent at once. At least 30 of them are brown units // blue or violet units, which will become valid on date to be announced. By now, everyone who applied for Utility Furniture units before August 1, 1944, should have had their full allowance. Green, blue or violet units issued to people who applied after that date will be made valid as soon as supplies permit.

Couples who are not furnishing a home of their own but have to furnish their own bedroom are given units for bedroom furniture only. The maximum allowance for them is 25 units, with a small addition for each child.

People who are going to live in prefabricated houses get slightly fewer units, as account has to be taken of the built-in furniture provided.

No permits are needed for nursery furniture.

Buying Utility Furniture

A table of current unit value is attached. These may be varied from time to time; any such variation would be generally announced.

Retailers can provide lists of the various cash prices, and give particulars of hire-purchase terms. They have illustrated catalogues of the furniture available; the prices given in the catalogue include delivery within a radius of 15 miles, but the retailer may charge for delivery beyond this radius.

// which are valied immediately; the balance of the allowance in green

Anyone who wants a copy of the Utility Furniture Catalogue can order a copy (price 9d) from any bookseller or newsagent or by post direct from H.M. Stationery Office, York House, Kingsway, London, W.C.2) (Price.10d.).

When applicants receive their units, they can take them to any retailer within the area shown on the permit, and order the furniture they want. They are warned that there may be some delay before the furniture is delivered; at present, it is impossible to guarantee that the factories producing utility furniture will be able to deliver the articles within any definite time after an order has been placed.

Production of Utility Furniture is nearly three times as great as it was a year ago, but as demand is also rising steadily this increased production does little more than keep pace with it. Arrangements are now being made to import some furniture to help to meet this demand.

What Utility Furniture is like.

The designs of Utility Furniture, which are approved by an Advisory Committee, are planned to combine sound construction with the greatest possible economy of labour and materials. As better supplies of materials become available, new articles are added to the range and improvements made in existing articles. Metal bedsteads, for example have recently been added to the range, in black, brown, grey, pale blue and green. Bedsettees and easy chairs are now being made in green or brown leathercloth as an alternative to tapestry, and the wooden bedsteads will shortly have better mattresses. Seven fibre furniture is now in production.

The living room and bedroom furniture is in light, medium or dark oak, with a satin finish. Bedroom furniture is also made in mahogany, a good-looking hardwearing wood which is coming into the country again in increasing quantities.

Household Furnishings

The same groups of people who are eligible to apply for Utility furniture may apply for priority dockets. These are issued for sheets, blankets and mattresses, floor covering and curtain material (coupon-free).

Bedding

The maximum allowance is one mattress, two blankets and three sheets for each bed in use. Mattresses and sheets are utility, sold up to specified maximum prices; the sheets available include flannelette sheets. Blankets are strictly price-controlled and supplies include large numbers of grey and brown ones; docket holders cannot insist on having any particular type or colour of blanket against their docket.

These dockets give the holders priority on available supplies, but some mattresses, blankets and sheets are reaching the shops in the ordinary way, and can be obtained without dockets. The quantity of 'free' supplies will be made as large as possible. Docketing is not affect prices; the price of a Utility Sheet or national price-controlled blanket is the same whether you buy it with a docket or without.

UTILITY FURNITURE

	Number of Units required
Wardrobe (4'0")	12
Wardrobe (3'0")	10
Dressing Chest (3'0")	8
Dressing Chest (2'6")	6
Tallboy	8
Bedstead (metal(4'6")	5
Bedstead or (4'0")	5
Bedstead wooden(3'0")	3
Sideboard	3
Dining Table	6
Dining Chair	1
Kitchen table (4'0" x 3'0") ...	6
Kitchen table (3'6" x 2'0") ...	4
Kitchen chair	1
Kitchen cabinet (complete)	8
Kitchen Cabinet (top)	3
Kitchen cabinet (bottom)	5
Fireside chair	5
Arm Chair	3
Bed chair	3
Divan (3'0")	3
Divan (2'6")	6
Bedsettee	10
Shelves	3
Occasional table	3
Curb (fender)	1

Curtain Material & Floor Covering.

Only one priority docket can be allowed to any household for each of these items. The allowance is 20 sq yards of linoleum, substitute linoleum or felt base floor covering, and 15 sq. yards of rationed curtain materials, which may be obtained without the surrender of coupons. In general, these dockets are only issued if the applicant is setting up home for the first time. They cannot be allotted, for example, to people whose only qualification under this scheme is that they have to provide extra bedding for a growing child. The 15 sq yards of curtain material is usually enough to provide curtains for one main living room. This may be supplemented by curtain net, lace, dyed hessian, or certain heavy and figured fabrics, which are all coupon-free, or people can use their clothing coupons to buy non-utility curtain fabrics. Some supplies of floor covering are coming into the shops for ordinary 'free' sale without dockets.

Other Household Textiles

Clothing coupons have to be given for towels and tea towels, but no supplementary allowances are made to private householders in any circumstances, even when towels and tea towels have been lost by enemy action.

No coupons, permits or dockets are needed for pillow cases, table-cloths, table napkins, bedspreads, dusters or cot bedding.

Coupons are not required for repairs to mattresses, or for made-up mattress covers, since mattress manufacturers receive an allowance of coupons for ticking, which they may use partly for new mattresses, and partly for remaking.

Clothing coupons, or priority dockets are not issued to householders for the provision or replacement of loose covers, or cushion covers.

Coupons are not issued to private householders who wish to have their furniture re-upholstered, but certain upholsterers who were in business before the war may apply to the Board of Trade for an allowance of coupons to enable them to carry on this work without asking their customers for the surrender of coupons.

15 November, 1945.

MEMORANDUM

RAILWAY EMPLOYMENT

The operations of the Main Line Railways cover a very wide field with a total staff of over half a million persons, and the following is an outline of the openings for candidates seeking employment on the Railways:-

(1) Openings for new entrants

New entrants to the Railway service, except fully skilled craftsmen who have served an apprenticeship (see Section (6) (c) hereof) must commence in the "starting" grades, the following being a list of the grades in which there are likely to be openings for suitable men:-

(a) Traffic Staff

(i)	Station and Depot staff	.... Porter, Grade 2.
(ii)	Locomotive Shed staff	.... Ash filler, Barman, Hoistman, Lampman, Shed Labourer, Tube Cleaner.

(b)	Goods Staff	.... Porter
(c)	Permanent Way Staff	.... Labourer, Lengthman, Relayer.
(d)	Signal & Telegraph Staff	.... Labourer.
(e)	Carriage & Wagon Staff	.... Carriage Cleaner, Carriage Washer.
(f)	Dock Staff	.... Dock Porter.
(g)	Workshop Staff	.... Labourer Fully skilled craftsmen who have served an apprenticeship may be engaged as craftsmen.
(h)	Police Staff	.... Police Constable.

(2) Character.

Candidates for employment on the Railways must furnish full details of any previous employment and service in H.M. Forces with references as to character.

(3) Physical fitness

Candidates must be of good physique and are required to pass an examination by the Medical Officer of the Company on which they are seeking employment.

(4) Height.

Candidates must reach a minimum height, which varies according to grade from 5ft.4ins. for a Station Porter to about 5ft.10 ins for a Police Constable.

(5) Rates of pay.

The present rates of pay (including War Bonus) for new entrants, except for Dock, Workshop and Police Staff, are as follows:

London	...	67/- per week.
Industrial areas	.	65/- " "
Rural Areas	...	64/- " "

For the Dock Staff the rate of pay (including War Bonus) of the Dock Porter is 94/6 per week.

In the Workshops the rate for the Labourer on timework is 87/- London and 85/- in the Provinces.

Police Constables are paid on a scale which, including War Bonus is as follows:-

1st year	...	87/6 per week
	rising to	
11th year	...	110/6d " "
23rd year	...	115/6d " "

6. Promotion

There are well defined arrangements for promotion to positions above the starting grades for suitable men in the various sections of staff. Under these arrangements candidates pass from one grade to another as vacancies occur, and the following gives some idea of the grades to which promotion by stages can be attained:

(a) Traffic Staff — Weekly rates of pay (Including War Bonus

Grade	London Area	Industrial Areas	Rural Areas
(1) Station & Depot Staff	s. d.	s. d.	s. d.
Letter Sorter	89 6	87 6	86 6
Parcel Porter	91 6	89 6	88 6
Cloakroom Attendant	91 6	89 6	88 6
Ticket Collector:-			
Class 2	94 6	92 6	91 6
Class 1	97 0	95 0	94 0
Foreman Ticket Collector:-			
Class 2	97 0	95 0	94 0
Class 1	102 6	100 6	99 6
Guard:			
Commencing rate rising to	91 6	91 6	91 6
Maximum rate	100 6	100 6	100 6
Station Foreman:-			
Class 2	97 0	95 0	94 0
Class 1	102 6	100 6	99 6
Leading Parcel Porter	94 6	92 6	91 6
Parcel Foreman:-			
Class 2	97 0	95 0	94 0
Class 1	102 6	100 6	99 6
Shunter:			
Class 4	91 6	89 6	88 6
Class 3	94 6	92 6	91 6
Class 2	97 6	95 6	94 6
Class 1	102 6	100 6	99 6
Yard Foreman:			
Class 2	106 6	104 6	103 6
Class 1	112 6	110 6	109 6
Signalman (Six Classes) -			
Lowest Class	91 6	89 6	88 6
Highest Class	121 6	119 6	118 6
Horse Parcel Vanmen:	91 0	89 0	88 0
Motor Parcel Vanmen:			
Light Vehicles	93 6	91 6	90 6
Heavy Vehicle	97 6	95 6	94 6

There is also scope for promotion to such grades as District Relief Signalman, District Inspector and Station Master.

(7) Hours of duty

The standard hours of duty are 48 per week, except in the case of Workshop staff, whose standard hours are 47 per week and, with the exception of the Police Staff, additional payments are made for overtime, work performed on Sundays and work performed during the night hours. In the case of the Police Staff Sunday may form part of the standard hours of 48 hours, overtime is paid for at ordinary rates, and no extra payment is made for working during the night hours.

(8) Annual Leave

In all sections 12 days' annual leave with pay is allowed after 12 months' service.

(9) Travelling Facilities

After a qualifying period of service a limited number of free tickets is allowed to the staff, including their wives and children, to travel on the Railway on which employed for holiday purposes, and privilege tickets at one-quarter the ordinary rate are allowed on all Railways.

(10) Uniform clothing

Uniform clothing is provided by the Railways for many of the Wages staff, particularly those whose duties bring them into contact with the public.

(11) Applications

Forms of application for employment can be obtained from the Department in which employment is sought, or from the Headquarters of each of the Main Line Railway Companies in London.

ii Locomotive Shed Staff	London Areas S. D.	Industrial Areas S. D.	Rural Areas S. D.
Boiler Washer, Firedropper, Firelighter, Gland Packer, Steamraiser, Stores Issuer, Toolman	89 6	87 6	86 6
Coalman:-			
Class 2	89 6	87 6	86 6
Class 1	92 0	90 0	89 0
Hydraulic Engine Fireman, Pumping Enginoman, Stationary Machinary Attendant	92 0	90 0	89 0
Storekeeper	93 0	96 0	95 0
Hydraulic Enginoman	99 6	97 6	96 6

There are further opportunities of promotion to such positions as Chargeman cleaner, Shed Chargemen and Foreman's Assistant.

(b) Goods Staff,

Grades

Caller off, Loader, Numbertaker, Roper, Scaleman, Sheeter, Shunt Horse Driver	91 0	89 0	87 0
Carter, Road Motor Attendant, Stableman	91 0	89 0	88 0
Capstanman:			
Class 2	91 0	89 0	88 0
Class 1	94 0	92 0	91 0
Officeman:			
Class 2	91 0	89 0	88 0
Class 1	94 0	92 0	91 0
Craneman:			
Class 2	91 0	89 0	88 0
Class 1	94 0	92 0	91 0
Checker, Timekeeper, Weighbridgeman	94 0	92 0	91 0
Motor Driver:			
Lighest Vehicles	93 6	91 6	90 6
Heaviest Vehicles	104 6	102 6	101 6
Tracer	97 6	95 6	94 6
Working Foreman	97 6	95 6	94 6

There are also further opportunities of promotion to Inspectors' positions

(c) Permanent Way Staff

Grade	Weekly rate of pay (Including War Bonus). London Termini s. d.	London Area s. d.	Industrial Area s. d.	Rural Areas s. d.
Inspector's Timekeeper's Asst.	93 0	91 0	89 0	88 0
Sub-Ganger	94 0	92 0	90 0	89 0
Patrolmen	94 0	92 0	90 0	89 0
Inspector's Timekeeper (4 Classes):-				
Lowest Class	100 0	97 0	95 0	94 0
Highest	106 6	101 6	99 6	98 6
Ganger	102 0	98 6	96 6	95 6

There are further opportunities of promotion to Permanent Way Inspectors' positions.

(d) Signal & Telegraph Staff.

Grade	Weekly rates of pay (Including War Bonus) London Area s. d.	Industrial Areas s. d.	Rural Areas s. d.
(i) Lineman's Group			
Assistant Lineman:			
Class 3	96 0	94 0	93 0
Class 2	97 0	95 0	94 0
Class 1	99 6	97 6	96 6
Lineman:			
Class 3	103 6	101 6	100 6
Class 2	106 6	104 6	103 6
Class 1	109 6	107 6	106 6
Chief Lineman:			
Class 3	109 6	107 6	106 6
Class 2	112 6	110 6	109 6
Class 1	115 6	113 6	112 6
(ii) Installer's Group			
Assistant Installer	91 6	89 6	88 6
Installer:-			
Class 3	94 6	92 6	91 6
Class 2	97 6	95 6	94 6
Class 1	101 6	99 6	98 6
Chief Installer	106 6	104 6	103 6

There are also further opportunities of promotion to Supervisory positions.

(e) Carriage & Wagon Staff.

Carriage washing Machine attendant:			
Class 2	89 6	87 6	86 6
Class 1	91 6	89 6	88 6
Carriage & Wagon Examiner	96 6	94 6	93 6
Electric Train Examiner	98 6	96 6	95 6

There are further opportunities of promotion to Chargeman Examiner.

(f) Dock Staff	Weekly rate of pay (Including War Bonus) s.d.
Capstanman, Numbertaker, Ropeman, Sheeter	97 6
Crane Driver, Dockgateman, Checker, Timekeeper	100 6
Senior Checker, " Capstan-man, " Store-keeper, Berthingman	102 6
Mooringman	111 6

(g) Workshop Staff

For men who enter the Railway Service as Labourers there are opportunities for promotion to semi-skilled grades with varying rates of pay above the rates of the Labourer.

Men who have served an apprenticeship to a trade and are fully skilled craftsmen are recruited direct to the trade in which they have served their apprenticeship, the following being examples of the rates of pay, including War Bonus of Grade 1 craftsmen in the Railways:-

Grade	London	Provinces
Fitter, Blacksmith, Bricklayer, Carpenter, Electrician, Mason, Plumber, Slater	101/6	98/6 or 96/6
Coach Trimmer	99/-	96/- or 95/-
Wheelwright	100/6	97/6 or 95/6
Painter	100/6	100/6 or 98/-

(h) Police Staff

Detective Constables --- 5/- per week more than the rate on the scale for Constables.

Uniform Sergeants --- Commencing at £306.6.0. rising to £336.6.0. in the 6th year.

Detective Sergeants --- Commencing at £316.6.0 rising to £346.6.0 in the 6th year.

There are further opportunities for promotion to Inspector and Detective Inspector with higher rates of pay.

War Diary

MESSAGE FORM

FROM: BRITBASE KURE

Date - Time of origin
23 [illegible] I

TO: List "B" less serials 2 - 8, 10

A 231 unclass (.) disposal of JAPANESE war gases from widely dis - persed targets presents urgent task (.) request all units ascertain and report by signal number rank name of personnel trained or experienced in handling CW materials (.) BCOF personnel NOT repeat NOT required to handle such materials but to supervise japanese (.) reply to reach this HQ NOT later than 251800 I(.) NIL returns required (.)

This message can be sent AS WRITTEN
or by any means including WIRELESS.

[signature] Capt

23 Apr 46

MESSAGE FORM

FROM BRITBASE KURE

DATE Time of Origin
24 I

TO: List "B" less serials 1 to 8 and 280 Ind IWT Coy.

AG 230 unclass).) Return of Cooking personnel of all nationalities in Units required by this HQ latest SAT 27 APR 46(.) Return will show the following(.) one(.) WE of all cooks(.)two(.) posted strength of cooks (name number & rank)(.) three(.) number of learner cooks(.)four(.) Training requirements(.)five(.) cooks detached from Unit(name number and rank) and location

Capt.
24 APR 46 SC"A" .

MESSAGE FORM

FROM BRITBASE KURE

DATE TIME OF ORIGIN
24 1530 I

TO: List "B"

G 238 unclass(.) reference BRITCOMBASE memo of 22 APR 46 all vehicles to be parked by 1400 hrs in AREA 3

[illegible]
CAPT.
24 APR 46

MESSAGE FORM

FROM BRITISH MUR

DATE TIME of ORIGIN
24 [illegible] I

TO List "B"

Q 257 unclass(.) ref my QG 152 of 13 MAR [illegible] (.) firxt(.) officers may be permitted to use jeeps for sight seeing and other pleasure purposes provided(.) A (.) approval of officer commanding unit is obtained(.) B(.) seating accommodation of vehicle is filled to capicity(.)second(.) jeep trailers will not be used for carrying BCOF personnel

[illegible]
Maj.
24 APR [illegible]

Serial #8.
No's 100-106

RESTRICTED

The information given in this document is not to be communicated either directly or indirectly to the Press or to any person not authorized to receive it

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BRITISH COMMONWEALTH OCCUPATION FORCE

ROUTINE ORDERS

by

LIEUTENANT-GENERAL J. NORTHCOTT, CB, MVO.

COMMANDER-in-CHIEF, BRITISH COMMONWEALTH OCCUPATION FORCE

HQ BCOF
24 Apr 46.

GENERAL STAFF

100 NOMENCLATURE AND SIGNAL ADDRESS OF FORMATIONS.

Ref BCOF RO No 77 delete all reference to Brit Com MC Gp and add the following detail which will be taken into use forthwith:

Full Title	Correspondence Address	Signal Address
HQ British Commonwealth Movement Control Group KURE	Brit Com MC Group	MOVEMENTS KURE
Movement Control Area KURE	MC Area KURE	MOVAREA KURE
Movement Control Area SHIMONOSEKI	MC Area SHIMONOSEKI	MOVAREA SHIMONOSEKI

101 MOVEMENT CONTROL ORGANIZATION

The present organization of movement control in BCOF is as follows:

(a) HQ British Commonwealth Movement Control Group KURE:

(i) Controls all movement control units in BCOF.

(ii) Exercises direct control of Port Movement Control including ferry service KURE-ETA JIMA, also ATO, IWAKUNI and ATO, KURE.

(b) Movement Control Area KURE

(i) Controls rail movement within Brit Com Base and the HIROSHIMA prefecture, plus IWAKUNI and MATSUE.

(ii) RTOs are located at

KURE	HIRO
KAITAICHI	HIROSHIMA
FUKUYAMA	IWAKUNI
MATSUE	

(c) Movement Control Area SHIMONOSEKI

(i) Controls rail movement within the YAMAGUCHI Prefecture, less IWAKUNI.

(ii) RTOs are located at SHIMONOSEKI
MIYANJIRI
YAMAGUCHI

Locations of RTOs will change as BCOF formations move to further prefectures; revised location statement of Movement Control will be issued from time to time.

(215.1)
Brigadier
GENERAL STAFF.

ADMINISTRATION

102 VEHICULAR PASSENGERS - JAPANESE WOMEN

Under no circumstances will Japanese women be permitted to enter or travel in BCOF vehicles unless they are employed as civilian labour by BCOF and are engaged in, or being transported to such work at the time they are being carried in military vehicles.

Women so carried will at all times be in possession of the authorised BCOF official pass, and the senior BCOF member in the vehicle will be responsible to ensure that persons so concerned ARE IN POSSESSION of such passes.

All work tickets will be endorsed by persons so authorised that the vehicle whilst engaged on a particular duty is permitted to carry Jap civilian women. (301.0)

103 JAPANESE WAITRESSES

No Japanese women a re permitted to be employed in any Officers' Messes after 2030 hours. (350.21)

104 CANCELLATION OF BCOF ROUTINE ORDERS

The following BCOF Routine Orders are cancelled:-

Serial 4 Number 53, dated 27 Mar 46 (324.9)
Serial 4 Number 54, dated 27 Mar 46 (324.9)

105 RATIONS - JAPANESE LABOUR

Attention of all units is drawn to BCOF Administrative Order No.6 para 4 embodying the instructions with regard to rationing Japanese labour.

Unit Comds will be personally responsible to ensure that special wage supplements in the form of extra pay, clothing, food and other material considerations are NOT granted to civilian workers except as stated below:-

(a) Japanese employed in messes, kitchens and as houseboys may be given unconsumed portions of the meals prepared in the kitchens.

(b) Japanese interpreters, stenographers and typists will be given ONE meal a day. (491.29 Maint)

106 SAFETY PRECAUTIONS

Owing to the dangerous nature of railway level crossings Formation Comds will ensure that warning signs are erected at all crossings.

Notice boards used will be as shown in BCOF Memo 1580 dated 2 Apr 46.

At a limited number of crossings the danger to road traffic may be such as to warrant the provision of Gates and gate keepers by the Imperial Japanese Government Railways. Recommendations in such cases should be referred to the local Movement Control representative. (330.1)

107 ORDNANCE STORES AND EQUIPMENT - PROCEEDURE FOR REPAIR OR EVACUATION.

The proceedure to be carried out with regard to repair or evacuation of Ordnance Equipment is published as Appx "A" to this Order. (Q710.031)

108 FIRED AND UNFIRED PRESSURE VESSELS.

Instructions relative to fired and unfired pressure vessels are issued as Appx "B" to this Order (Q710.031)

109 SIGNAL EQUIPMENT: PROCEDURE FOR REPAIR, EVACUATION AND INSPECTION

Instructions relative to Procedure for Repair, Evacuation and Inspection are issued as Appx "C" to this Order. (Q710.031)

[signature]
Lt Col. for Brigadier
Principal Administrative Officer.

Appx "A" issued with BCOF General Routine Orders Serial No 8, dated 24 Apr 46.

ORDNANCE STORES & EQUIPMENT: PROCEDURE FOR REPAIR OR EVACUATION.

DEFINITION: In this order, the word "equipment," includes vehicles, major unit assemblies, armament and other technical equipment which is an Ordnance supply.

PART A. GENERALL

1. Movement of Unit equipment requiring repair will normally be affected by units through their respective LAD's or attached workshops. If repairs are beyond the authorised scope of such workshop the equipment will be passed to the next rearward echelon.

2. Equipment evacuated for repair will remain on unit charge up to 2nd Echelon workshops.

3. If repairs required are beyond the capacity of a 2nd Echelon workshop, the equipment will be taken off unit charge and returned to Ordnance.

4. Equipment will not normally be accepted for repair until unit maintenance has been completed.

5. Workshop will advise unit commanders of any damage which has been caused primarily through faulty unit maintenance. Commanders will take appropriate action.

6. When equipment is evacuated to any echelon workshop the procedure established in the relevant part hereunder will apply.

PART B. 1st ECHELON REPAIR

7. 1st Echelon repair workshops are normally attached to units and the movement of equipment from unit to LAD etc, is a matter of local arrangement.

8. Repair requisitions AAF FSA (AFG 1045) are not essential although they may be used for record and receipt purposes in which case they will be prepared by the unit in duplicate and distributed as follows:

Original to unit

Copy to LAD

9. In cases where an LAD is servicing units other than that to which it is attached, repair requisitions will be submitted as in 8 above.

PART C. 2nd ECHELON REPAIR.

10. Equipment is normally evacuated to a 2nd from a 1st Echelong workshop who will advise unit concerned, and ascertain from the CO, the latest date by which the equipment can be returned without undly impairing the efficiency of the unit.

11. The OC the workshops from which the equipment is evacuated will prepare AAF FSA (AFG 1045) in triplicate, endorsed with the latest date by which equipment should be returned to unit.

When signed by the OC 2nd Echelon workshops as receipt, copies will be distributed:-

Original to unit.
Copy to 1st Echelon workshops.
" for 2nd Echelon workshops.

12. If the repair of the equipment received by the 2nd Echelon workshops is either:

(a) Within the authorised scope of the workshops, but will not be completed by the date endorsed on the AAF P&A (AFG1043).

or

(b) Beyond the authorised scope of the workshop: then the workshop will prepare in triplicate, "Certificate for the replacement of equipment," in accordance with attached pro-forma (Appx A), or AFG1043.

In the case of (a), the pro forma will be endorsed with the estimated date of completion of repair; two copies being handed to the unit and one retained by the workshop.

Further action will then be taken in accordance with Part D.

PART D. EVACUATION OF ORDNANCE (Including 3rd and 4th Echelon repair).

13 (a) General

(i) Equipment may be evacuated to Ordnance for various reasons with approval of ADOS/DADOS

(ii) Equipment for 3rd and 4th Echelon repair will be passed to the respective Returned Vehicle Park or Returned Stores Depot of the Base Vehicle or Ordnance Depot concerned.

(iii) All equipment being returned will be accompanied by the relevant vehicle or other Equipment Inspection Report.

(iv) Equipment requiring repair will remain in the depot until called in by the OC 4 Ech workshop. 4th Ech workshop repair programmes will be determined by DDOS in consultation with DDME.

(v) Evacuation will be effected through the normal recovery organisation in the area.

(b) Action by Unit

(i) The unit will prepare six copies of AFC 1033, endorsed with reference to the evacuating authority, and naming as consignee the Base Vehicle or Ordnance Depot. Copies 1,2,3,4&6 will be forwarded to the ADOS/DADOS for approval.

(ii) In the case where equipment is evacuated to Ordnance in accordance with para 12, a copy of "Certificate of Replacement of Equipment" (AFG 1043) together with an indent (AAF G997), if replacement is required, will be forwarded with AFC 1033.

(iii) The ADOS/DADOS will inform the unit whether replacement is recommended, and if so, how to obtain it, and will (after approval) distribute

the copies of MEG 1033 as follows:

No.1) To the Consignee depot.
No.2)

No.3 - Together with recommendation and certificate to DDOS.

No.4 - Retained in a "watch" pad.

No.6 - Copy containing approval for evacuation to be sent to the workshop (or unit, if actually in possession).

(iv) On receipt of the No.6 copy, the unit will arrange for evacuation. This copy will accompany the equipment and will be signed and returned to the unit by the depot concerned.

(c) Action by Workshops

(i) The workshop holding the equipment vide Para 12 will effect evacuation on receipt of the approved No.6 copy of the MEG 1033. Repairs will be completed where possible before return to Ordnance.

(ii) the No.6 copy will be disposed of as in 13(b) 4 (above)

(d) Equipment beyond repair

(i) When the OC a workshop considers that the equipment is beyond repair in any workshop, he will prepare a "Certificate of Destruction," and forward it to the [illegible] for approval and return. Action will then be taken in accordance with paras 13 (b) or (c), the "Certificate of Destruction," accompanying the No.6 copy of MEG 1033.

(ii) if DDOS approves of replacement, then copies of the issue order will be sent to the issuing depot, [illegible], and the unit concerned.

PART E. EVACUATION OF EQUIPMENT REQUIRING LESS THAN 4th ECHELON REPAIR IN RELATION TO 4th ECHELON WORKSHOPS

14. When, due to location of unit and workshops, equipment requiring less than 4th echelon repair is forwarded by a unit direct to a 4th Echelon workshop the following action will be taken:-

(a) OC unit will submit [illegible] (MEG 1045) in duplicate, endorsed with the latest date by which, in his opinion, the equipment can be returned to the unit without unduly impairing the efficiency of the unit. OC workshop will sign and return one copy as evidence of receipt of the equipment, retaining the other copy for workshop records.

(b) The equipment will normally remain in charge of the unit concerned, to which it will be returned after repair.

(c) Where, however, the OC workshop estimates that the necessary repairs will not be completed by the date endorsed on the [illegible] (MEG 1045), action will be taken in accordance with para 12.

PART F. PROCEDURE - UNACCOUNTED STORES AND EQUIPMENT

15. (a) All workshops, including 4th Echelon workshops, will ensure that equipment held for repair or evacuation is on charge to a unit.

(b) If equipment held for repair by any workshops is not, according to relevant AAF F3 (AAF F3A or AFG 1045) on charge to a unit or to Ordnance, such equipment will be taken on charge by Ordnance.

(c) The CO Base Ord/Veh Depot will ascertain from DDOS whether the equipment should be repaired and if so, he will submit AAF F3 (AFG 1045). If immediate repair of the equipment is not required, it will be evacuated to the depot concerned.

PART G. SECURITY - TOOLS AND LOOSE EQUIPMENT

16. (a) The driver of an army vehicle will normally accompany and remain with it during repairs as far back as 2nd Echelon, and he will be responsible for the vehicle and items of tools and equipment in accordance with the relevant AB 20 (AB 412) until the vehicle is transferred from the charge of the unit concerned. He will then obtain from personnel taking possession of the vehicle a receipt for all loose items of tools and equipment handed over with the vehicle. While in workshops the driver will be responsible for the unit maintenance of his vehicle and will assist workshops as required during repairs.

(b) Rations for the drivers of such vehicles will be drawn by the workshop concerned.

17. When vehicles are to be evacuated beyond 2nd Echelon an escort from the unit to which the vehicle is on charge will accompany them until they are taken on charge by the Base Vehicle Depot. This escort will be responsible for the items of tools and equipment and components of the vehicle until they are so taken on charge. The officer or NCO in charge of the escort will obtain from COO of the Base Vehicle Depot to which they are consigned a receipt of all loose items of tools and equipment handed over with the vehicle.

Appx "A" issued with DCOF General Routine Orders Serial No.8, dated 24 Apr. 46.

PRO - FORMA

CERTIFICATE FOR REPLACEMENT OF EQUIPMENT

Unit ..... Formation .....Date.....

Nature of Equipment	Army or Serial No.	Type, Mark or Model	REMARKS

I certify that -

(a) (i) the repairs necessary to this equipment cannot be completed before .....194 .

(ii) the endorsement of AAF FSA (MFG 1045) indicates that the OC of the unit considers that the efficiency of the unit will be unduly impaired if this equipment is not returned before .....194 .

(iii) unless advice to the contrary is received, this equipment will be forwarded to ..... Ord Fd Park/Depot when repaired.

(b) The repairs necessary to this equipment are beyond the authorised scope of this workshop and equipment will be evacuated to ..... Ord Depot

..... O C.

Cross out (a) or (b) whichever is not applicable. ..... Wksps.

Appx "B" issued with BCOF General Routine Orders Serial No.8, dated 24 Apr 46

FIRED AND UNFIRED PRESSURE VESSELS

PART A. INSPECTION AND TESTING OF STEAM RAISING BOILERS

1. General: Steam raising boilers are used by various Arms & Services in installations such as hospitals, laundries (both static and mobile), workshops, disinfectors, Wiles' cookers etc. It is essential that safety precautions be observed and that adequate arrangements be made for regular inspections and testing.

2. Definitions.

(a) For the purpose of this order "steam boilers" are any fired pressure vessels generating or capable of generating steam; " Static boilers" are those which form an integral part of a fixed installation and are not normally intended to be moved; all other boilers including those mounted on vehicles or in watercraft will be classified " mobile."

(b) Boilers are grouped in two categories, viz:

Class I - Those having a heating surface of 50 sq ft or more.

Class II Those with less than 50 sq ft of heating surface.

3. Operating personnel - Classification & Training

(a) Class I boilers will be operated only by Stokers, stationery engine, trade group 3, or personnel holding equivalent civilian qualifications.
Class II boilers may be operated by boiler attendants-
(b) non- specialists.

(b) The instruction of boiler attendants will be arranged by formations concerned and will normally be carried out by boiler inspectors. Such instruction will include:

Firing and trimming of fires
Injection and pumping of water
Correct method of raising steam and the proper water level to be used.
The use of safety valves, pressure guages and other accessories.
Daily inspection, care and maintainance, including regular blowdown and tube cleaning by the operator.

4. Responsibility Inspection, Testing and Repair

Inspecting, testing, and repair maintainance of boilers will be an EME responsibility

5. Inspection Procedure

(a) Inspections will, in general be conducted more frequently than civilian regulations require by reason of the special constructional features of certain boilers and the use to which they are put. The maximum periods between inspections for different types of boilers will be as follows:-

Types of Boilers	Maximum period between inspections
Water tube boilers of welded construction (e.g. Wiles Cookers)	4 weeks
Flash Boilers (e.g. carts, 2-wheeled body decontamination)	4 weeks
Mobile boilers of all other types, including mobile boilers on static mountings, e.g. laundries, disinfectors (static and mobile)	3 months
Watercraft boilers	3 months
All other types of boilers	6 months

Note: Owing to their special features, testing of bakery steam ovens is not possible; inspection will be carried out in accordance with appropriate EME technical instructions.

(b) Boiler inspections will include the following:

(i) Internal and external examinations of tubes and shells.

(ii) Hydrostatic testing at a pressure of 1½ times working pressure annually.

Note: Watercraft boilers which are large enough to permit a thorough internal examination need to be tested hydrostatically only after a major repair.

(iii) Inspection and testing of all boiler brickwork, fittings and mountings, including calibration of pressure gauges and setting of safety valves.

6. Derating or Condemnation.

(a) A derated boiler will not be steamed at a higher pressure than the reduced pressure to which it is sentenced, nor will any boiler condemned provisionally, be operated until the requisite repairs have been carried out and the boiler again inspected and passed fit for service at the normal operating pressure or a derated pressure.

(b) Condemned boilers will not be used but will be dealt with as unserviceable stores through the appropriate service channels, serviceable components mountings etc being brought to separate charge.

7. Cast Iron Boilers

All cast iron boilers installed will operate at a pressure not exceeding 10 lbs per sq ins (23 ft head) for a steam boiler or a maximum working temperature not exceeding 240 degrees F. (115.6 degrees centigrade) at or near the outlet of a hot water cast iron boiler. Any variation of the above working pressure or temperature will be permitted only on the approval of the boiler inspector.

8. Unit responsibility for inspection

(a) Units holding steam boilers on charge will arrange through the service EME representative on formation for inspection as soon as possible and thereafter in accordance with para 5. The following data if known will be forwarded with the initial request.

Type ..... Working pressure .....

Registered No ..... Date of last inspection and test .....

Manufacturer .....

(b) Boilers developing serious leaks or exhibiting defects from faulty tubes, rivetting etc. will be reported to EME boiler inspector who will be responsible for taking the necessary action to condemn or derate them provisionally pending repair according to the nature of the defect.

9. Boiler Records

A boiler log book (AMB 99) will be taken into service forthwith by all Units operating steam boilers. One log book will be kept with and maintained for each boiler, all relevent particulars being entered regularly in it. Where known a summary of all previous operating records for each boiler will be inserted in the relevant log book, so that the history of the equipment may be as complete as possible. Boiler Inspectors will enter in log books the results of all inspections and will check books to ensure that Unit entries are being properly made.

PART B. UNFIRED PRESSURE VESSELS.

10. Definitions. For the purpose of this order unfired pressure vessels are all reservoirs used for the storage of compressed gasses. They fall into two main categories, viz:

(a) High pressure air reservoirs, low pressure air receivers, etc. which are normally retained by the Units to which they are on charge, either as separate items or as portions of other equipment.

(b) Oxygen and acetylene cylinders, the main functions of which are the storage and transport of consumable gasses and which are held on charge by Units for limited periods only.

11 Responsibility - Inspection and Testing

Inspecting and testing of unfired pressure vessels will be an EME responsibility.

12. Periods of Inspection

All unfired pressure vessels will be inspected and tested annually in accordance with appropriate EME Technical Instructions.

13. Unit Responsibility

(a) The responsibility for having reservoirs in category (a) inspected devolves on Units and Depots holding them. Such Units will examine all relevant reservoirs forthwith for markings indicating the date of their last inspection and submit returns to Formation, giving full details of all reservoirs held and the dates on which they were last inspected. The senior EME representative on formations will then arrange for inspections and testing if necessary. Units and Depots will be responsible for requesting inspection of reservoirs as they fall due for subsequent annual inspections.

(b) All reservoirs in category (b) are being refilled in commercial refilling establishments where they are normally tested and inspected prior to refilling by the refillers. These reservoirs will however be inspected and tested at least once annually by EME Inspectors.

PART C. INSPECTION RECORDS.

14. To enable inspections and testing to be co-ordinated, consolidated records will be maintained by EME representative at Formation. For all fired pressure vessels and category (a) unfired pressure vessels. These records will be compiled initially from Unit inspection records, supplemented by data and test results provided by boiler inspectors. A master record will be maintained by DDME HQ BCOF.

Record will be maintained according to the following pro forma:

Record of Pressure Vessels

Type .....

Registered number .....x Original tar weight .....

Unit by which held ..... Original working pressure .....

Manufacturer .....

Date of manufacture ..... Date last inspected .....

x High pressure air reservoirs only.

Date	Inspected	Test Pressure	Sentence	Remarks	Date of next Inspection

These records will not only provide a history of equipment but will enable testing arrangements to be planned and data to be supplied in the event of any vessel moving to another Formation or Area.

Appx "C" issued with ECOF General Routine Orders Serial No.8. dated 24 Apr 46.

SIGNAL EQUIPMENT

PROCEDURE FOR REPAIR, EVACUATION AND INSPECTION

GENERAL:

1. Repair of all Signal Equipment of the Army component will, with the exceptions in paras 3 & 4 be carried out in accordance with the following table:-

Scope of Work (a)	Carried out By (b)	Responsibility (c)
1st Echelon		
Daily & Weekly Maintenance	Unit	CO Unit
Monthly Maintenance	Sigs Tech Maintenance Sec	CO Force or Div Signals & O.C. Bde Sigs
Repair	Sigs Tech Maint Sect	CO Force or Div Signals
2nd Echelon		
Repair, replacement of components, adjustment, calibration	Tele Section of 2nd Echelon Wksp	CO 2nd Echelon Wksp(See Para 3)
4th Echelon		
Repair beyond scope of second Echelon Wksp, rebuilding Reclamation of Components	Tele Section of 4th. Echelon Wksp	OC 4th Echelon Wksp

REPAIR, EVACUATION AND REPLACEMENT OF EQUIPMENT

Equipment beyond the repair capacity of Signal Technical Maintenance Sections will be forwarded direct to the appropriate 2nd Echelon Workshop accompanied by two copies of AF FSA (AFG 1045). One copy will be retained by 2nd Echelon Workshop and the other will be signed and returned to the Unit as receipt for the Equipment. The Equipment will at all times remain on Unit Charge.

(a) If the equipment cannot be repaired within 14 days 'Certificate for the Replacement of Equipment' (AF G1043) will be made out by Workshop in triplicate. Two copies will be handed to the Unit and one copy will be retained for Workshop records.

(b) AFG1033 will be prepared by the Unit, transferring the equipment to the charge of 2 Adv Sig Pk.

Copies of AFG 1033 will be distributed as follows:

No.1 copy to CSO HQ BCOF
No.2 copy to 2 Adv Sig Pk
No.3 copy to 2nd Echelon Wksp to accompany the equipment to 4th Echelon Wksp.
No.4 copy to Unit file.

(c) Unit will forward No.2 copy to 2 Adv Sig Pk. together with the 'Certificate for Replacement of Equipment' (AFG1045) and a request for the necessary replacement.

(d) 2nd Echelon Workshop will forward the Equipment with No.3 copy of AFG 1033 to 4th Echelon Workshop.

(e) On completion of the repair 4th Echelon Workshop will forward the Equipment, together with No.3 copy of AFG 1033 to 2 Adv Sig Pk.

5. BCOF HQ Signals Equipment

(a) As qualified personnel are available in HQ BCOF Sigs Maintenance Section, This equipment will normally be maintained by Tech Maint Section for 1st and 2nd Echelon maintenance repair and calibration. If 2nd Echelon work cannot be carried out with the equipment available DDME will be informed and arrangements made for 4th Echelon Workshop to carry out the work.

(b) Equipment requiring 4th Echelon repair will be taken to the 4th Echelon Workshop, accompanied by AF F3 (AFG 1045) in duplicate.

(c) 4th Echelon Workshop will sign and return one copy to unit as receipt. The equipment will remain on Unit charge.

(i) When replacements are available at 2 Adv Sig Pk, replacement will be obtained and repair carried out as in paras 1 - 2 (b) (c) & (e)

(ii) If equipment is of a specialised nature, urgent repairs are required and replacement is not immediately available, it will be passed to 4th Echelon Workshop; together with AF F3 (AFG 1045) in duplicate, endorsed by 2 Adv Sig Pk. 'Replacement not Available'. 4th Echelon Workshop will sign and return one copy to Unit as receipt.

4. Equipment Requiring less than 4th Echelon repair forwarded direct to 4th Echelon Workshops

If owing to the location of units and workshops, equipment requiring less than 4th Echelon repair is brought into 4th Echelon Workshops, procedure will be in accordance with para 2 (ii) except that AF F3 (AFG 1045) will not be endorsed by 2 Adv Sig Pk.

5. Inspection

OC 2nd Echelon Workshop on which Units are based will be responsible for the quarterly inspection of all Telecomm Equipment held in those units.

6. Telecomm Equipment held in store.

(a) BCOF Technical Maintenance Section will be responsible for the inspection and technical maintenance of all Signal Equipment held in 2 Adv Sig Pk.

(b) OC's 2nd Echelon Workshops will be responsible for the inspection and technical maintenance, by Workshop Telecomm Sections, of all Signal stores held in Ord Fd Pks, units etc. of the formations which they service.

BRITISH COMMONWEALTH OCCUPATION FORCE

HQ British Commonwealth Base
KURE
Ref No.: 472.31
25 Apr 46

Subject:- OFFICERS CLUB - KURE

REGULATIONS

The following addition will be made to the regulations dated 19 Apr 46.

MOVING OF TABLES

12. The moving of tables by officers disorganises service in the club and will only be done by the Canteen Staff. Parties of more than 8 persons at one table cannot be arranged.

TIPPING

13. Tipping of any member of the staff is strictly forbidden.

Colonel.
Commander.
British Commonwealth Base.

DISTRIBUTION
List "B" plus EMMEIV (2) HQ BCOF (10)
34 Aust Inf Bde (2)
Canteens (50)
NZ Bde (2)

MESSAGE FORM

FROM: BRITBASE KURE

Date - Time of origin
25 1

TO: List "B" BCOF KURE

For infm: BRINDIV 34 Aust Inf Bde

A 243 unclass (,) Church services on Sunday 28 Apr 46 (.) GARRISON CHURCH KURE (.) HOLY COMMUNION (Cof E) 0730hrs (.) MORNING SERVICE (OPD) 0930hrs (.) EVENING SERVICE (C of E) 1930hrs (.) ROMAN CATHOLIC SERVICES (.) HOLY MASS 0830hrs (.) HOLY MASS 1830hrs (.) ENGINEERS AREA THEATRE (.) MORNING SERVICE (C of E) followed by HOLY COMMUNION 1000hrs (.)

This message can be sent as written or by any means including WIRELESS.

25 Apr 46 [signature] Maj ~~Capt.~~

WAR DIARY

MESSAGE FORM

FROM BRITBASE KURE

DATE TIME OF ORG
25 1110 I

TO List "B" less serials 1-8.10

A 239 unclass(.) return required qualified ammunition examiners to reach this HQ NOT later than 280830 I(.)following particulars required(FIRST(.) number rank name(.)second(.) details own schools attended and result(.)THIRD(.) duties on which at present employed(.) FOURTH(.) unit to which at present posted

W.J. Gordon CAPT.
24 APR 46

MESSAGE FORM

FROM: BRITBASE KURE

Date - Time of origin
251600 I

TO: List "D"

A 244 unclass (.) due to the desruction of ammunition to be carried out by de olition parties the following places will be notified in unit orders as out of bounds from inclusive 26 Apr until further notice (.) first(.) island TOGESHIMA lat 34 degrees 18 mins 30 secs N long 132Y 20 E (.) second (.) KOMASAKIJIMA lat 34x17 N long 132x2150 E (.) third (.) OMASAKISHIMA lat 34x16x20 N long 132x22x30 E (.) Fourth(.)island of IESUKUSHIMA known as Paradise island reached from MIA JIMA ferry(.)

This message can be sent as written or by means including WIRELESS

Originators Instructions
Degree of Priority
IMPORTANT

25 Apr 46 [signature] Capt.

MESSAGE FORM

FROM BRITBASE HOME

DATE time of origin
27 I
1200

TO List "D" LESS SERIAL 13 HQ BCOF (5)

Q254 unclass(.) AMF veh inspection(.) all A and B vehs on charge to AMF units excl AASC will be inspected and classified by EME before 8 MAY (.) inspections will be carried out in respective LAD wksp lines(.) engr units will be inspected by 347 LAD all other units by 1 area wksp(.) LAD and 1 area wksp will liaise direct with units and call fwd vehs as ~~received~~ for inspection(.) more than fifty per cent of any one units vehs will NOT be called fwd at one time(.) dvrs will remain with vehs during inspection(.) time of inspection for each veh will NOT exceed one hr(. veh maint and log books must be complete prior to inspection(.) date of commencement NOT before 29 APR

Maj.
27 APR 46

MESSAGE FORM

FROM: BRITBASD KURE

Date - Time of origin
27 1430 I

TO: List "3"

4248 unclass (.) as from MONDAY 29 Apr 46 ALL Units will return empty bottles to A A C S Bottle Depot (.) Located 200 yds SOUTH of B O D (.) Bottles will not be accepted at Issue Depot (.)

This message can be sent AS WRITTEN or by any means including WIRELESS.

27 Apr 46 [signature] Capt

Standing (1)

BRITISH COMMONWEALTH OCCUPATION FORCE

HQ British Commonwealth Base.
KURE
Ref No.: 463
27 Apr 46

Subject:- APPLICATIONS FOR COMPASSIONATE LEAVE

1. Compassionate leave will be granted in extremely urgent cases only.

2. Applications will be fully examined by unit commanders who will ensure that there is sufficient evidence to warrant leave before forwarding the application to this HQ for consideration.

Lt Col.
A. & AG.
British Commonwealth Base.

DISTRIBUTION

List "B" less serials 1 - 8, 10.

MESSAGE FORM

FROM BRITBASE KURE — DATE TIME OF ORIGIN 28 1615 I

TO LIST "A" Less serials 5, 6, 7, 8, 10. Plus Camp Comdt, "B" Det CISDIC, NZ Port Det 116 Con Dep, Base Amn Dep, 106 Embarkation Unit RAF, 6 Lab Gp, J Coy 2/1 Aust Gd Regt, 280 Ind IWT Coy, BIPOD, 1548 Ind Pioneer Coy.

G267 (.) SECRET (.) OWING POSSIBILITY OF RIOTS OR DISORDERS ARRISING FROM DEMONSTRATIONS BY COMMUNIST OR OTHER ASSOCIATED PARTIES ON 1 MAY 46 ALL REPEAT ALL UNITS WILL MAINTAIN AN INLYING PIQUET AT 15 MINS NOTICE FROM 0001 HRS 30 APR TO 2359 HRS 2 MAY 46 (.) OFFICERS WILL BE DETAILED AS OC's PICQUETS AND PICQUETS WILL BE ORGANISED AS FOR INFANTRY WITH WEAPONS AVAILABLE (.) TRANSPORT WILL BE EARMARKED FOR THIS PURPOSE BUT NOT NECESSARILY STANDING BY (.) TROOPS WILL NOT INTERFERE WITH ORDERLY PARADES OR ASSEMBLIES (.) ANY OCCURRENCES OR INFORMATION OF AN INTELLIGENCE NATURE WILL BE TRANSMITTED TO THIS HQ IMMEDIATELY IT BECOMES KNOWN (.) IF INFORMATION NOT OF SECURITY CATEGORY TELEPHONE 22014 (.) ACK

IMMEDIATE

Capt
28 Apr 46.

MESSAGE FORM.

FROM BRITBASE KURE — Date time of origin 28 1615 I

TO LIST "B"

G 268 Unclassified (.) Further this HQ signal A244 dated 25 Apr 46 (.) Island of ITSUKUSHIMA known as PARADISE ISLAND will now be out of bounds as follows (.) Ref map 1/250,000 (.) Area from Northernmost point 73022503 to Southernmost Point 72052403 along east coast line and inland for six hundred Yards (.) To be included in unit orders and all personnel going to Paradise Island to be informed verbally before parties depart

IMMEDIATE.

Capt.
28 Apr 46-

War Diary

BRITISH COMMONWEALTH OCCUPATION FORCE
JAPAN

HQ BCOF
File No 259.39
28 Apr 46

SUBJECT: SOCIAL WELFARE SERVICES - BCOF

1. The object of Social Welfare organization is an overseas force is to provide the individual sailor, soldier or airman with an organization which can help in an efficient and sympathetic manner to deal promptly with his domestic and business worries at home. These services can relieve him of much worry and anxiety and thus enable him to retain his efficiency when things go wrong in his private life.

2. In BCOF Social Welfare services are as follows:-

(a) British and Indian Contingents: The home countries are accustomed to maintaining overseas contingents and social welfare services are well organized, efficient and in full operation.

(b) New Zealand Contingent: Social Welfare Services established over the war years for 2 NZEF are still operating effectually, and should continue to do so until, at least, the present contingent returns to New Zealand.

(c) Australian Contingent: The 2 AIF Social Welfare organizations no longer exist as such and a large number of Unit welfare organizations in Australia have closed down with the disbandment of their associated 2 AIF units. The present Australian units have few home organizations from which they can obtain assistance for their members in dealing with domestic problems. The only normal avenue now open to the men is to represent their cases, through the Military Machine for investigation and after investigation to obtain compassionate leave or discharge. Either course is wasteful of manpower. The trouble is usually of a very confidential nature and investigation is often carried out by an untrained, tactless and sometimes unsympathetic member of the local military area. Its confidential nature is sometimes disregarded to the embarrassment of the soldiers family. Such investigations are also very slow and still further time is taken up in travelling back to Australia. On arrival at home the man often does not know how to tackle his problem and has to seek advice from some social welfare organization. During the whole period of the investigation and subsequent absence the man may be of little use to his unit.

3. To provide an efficient Social Welfare Service for the Australian Contingent and to help other contingents, a Social Service is included in HQ BCOF and the trained staff are expected to arrive in the next few weeks. The staff will consist of two Australian and one New Zealand officer. These officers will be available to give advice on social matters and will communicate direct between the man and the organization which can help in his problem. In many cases the Social Service will be able to give the man without any delay, all the advice and assistance he requires

to solve his domestic worries.

4. In Social Welfare work it is necessary to provide the men with an immediate contact to whom they can explain their troubles and obtain advice. The Commander-in-Chief therefore directs that all officers commanding Australian units or units holding Australian personnel on strength will carefully select a suitable unit Social Welfare officer and explain the Social Welfare scheme to the men under his command. The Social Welfare officer should be a senior officer or a suitable chaplain if one is attached to the unit. In either case the officer must be one to whom the men will naturally be inclined to take their private troubles. The selection of a chaplain for this office must be carefully considered as men are sometimes loath to confide intimate matters to them especially if they are of another denomination. The C-in-C further directs that Unit commanders will give special attention to fostering Social Welfare as by so doing they will be directly assisting the maintenance of efficiency and morale in their units.

Lt Col
AAG BCOF

Distribution

List C plus serial 2 25 copies
.. 4 42 ..
.. 6 12 ..

RESTRICTED

THE Information given in this document is not to be communicated either directly or indirectly to the press or to any person not authorised to receive it -

British Commonwealth Base

Serial No:9
Nos 130-147.

Routine Order Part I
by
Col. A.G. WILSON

Commanding British Commonwealth Base.

HQ British Commonwealth Base.
29 APR 46.

GENERAL STAFF

G. 130 SECURITY OF ARMS AND AMUNITION

Attention is drawn to Base Routine Order G1 of se rial No1 dated 28 Feb 46.

CO's and OC's will take immediate action to comply with this order.

G. 131 ARM BANDS * JAPANESE WORKERS

1. The personnel of KURE NAVY YARDS Electric Power Generating Station and CHUGOKU ELECTRIC DISTRIBUTION CO LTD In KURE Docks area will wear arm bands, as specified in annextures C & D to this order.

2. Units dealing with these workers will render them the necessary facilities for carrying out their duties.

Captain.
General Staff.
British Commonwealth Base.

ADMINISTRATION

A.132 MEDICAL - EMERGENCIES

Brit Com Base RAP, phone 22339, should be contacted in case of medical emergencies arising in Base Units, and not HQ BCOF RAP. The Base duty medical officer will be on call from the Base RAP.

A.133 MEDICAL - HOSPITAL VISITING HOURS 80 BRITISH GENERAL HOSPITAL

1. Daily from 1700 to1900hrs (all patients)
Patients on D1 and S1 Lists may be visited at any time.

2. Members of the womens Services may visit patients daily between 1500 and 1600 hrs.
Visiting hours mentioned above will be strictly adhered to by all concerned.

A.134 MEDICAL - MOSQUITO CONTROL

1. Mosquitos are begining to breed in static water now, since the climate conditions are becoming favourable. The following Anti mosquito measures will be taken:-

(a) All Static water tanks which are not required for fire fighting purposes to be emptied.

(b) Water in containers and reserve water tanks intended for fire fighting purposes are to be oiled at weekly intervals with a mixture of used sump oil and Korosine. A few drops are enough for drum containers and ½ to 1 oz for large tanks.

(c) Fire buckets are to be emptied at regular intervals or oiled weekly.

(d) Tin cans lying in debris should be cleared as far as possible and large metal containers should be oiled if they are collecting rainwater,

(e) Particular attention should be paid to air raid shelters and dugouts, which may contain static water and may easily be overlooked.

(f) Small pools and depressions which collect water to be filled in as soon as possible.

2. The Enforcement of the antimosquito measures mentioned above, is a Unit resposibility. Advice on dealing with any particular area may be obtained from Hygene Inspector British Commonwealth Base.

A. 135 AA CANTEEN SERVICE

The attention of all Units is drawn to the fact that certain commodities are being sold in Canteens at rates higher than those set out in the price list. This practices must cease immediately and a copy of the PRICE LIST must be displayed in a prominant position in all canteens stocked by AA Canteen Service.

A. 136 SUMMER DRESS

1. Summer Dress will be worn by all personnel of British Commonwealth Base Units with effect from 1 MAY 46.

2. Details of dress, as applicable to the components of the force, will be published as soon as available.

3. Trousers and long sleeved upper garment will be worn between 1800 and 0600 hrs.

A. 137 OUT OF BOUNDS

All houses of prostitution, discovered in the area under occupation by BCOF, will be placed out of bounds. Such premises will be clearly marked "OUT OF BOUNDS V.D."

A. 138 FOOD FROM LOCAL SOURCES

It is the policy of the occupation force to make provission for all its own requirements of food and not to aquire any food whatsoever from Local sources. Local procurement of food depletes the food resources available to the inhabitants of Japan.

Members of the British Commonwealth Occupation Force therefore will not purchase or otherwise obtain receive, posses or consume any food stuffs of any discription from Local Sources.

A. 139 BCON NEWS PAPER

1. "BCON the BCOF news paper will be issued at the rate of approximately one copy to every three men.

2. BCON is now being published daily and OCs and COs of Units will ensure that full circulation is given to these papers.

A. 140 ARMY EDUCATION SERVICE

1. COs and OCs of Units will nominate a Unit Education Officer and submit No, Rank and name to this HQ by 5 May 46. The Nominee should be a commissioned officer, but in some instances a NCO having special qualifications may be nominated.

2. Duties U.E.Os include. liason with DAD Army Education of Base HQ concerning Education requirements of Unit members and organisation of activities on a Unit basis, but detail work, such as running a Unit Library, could be shared by the other members of the Unit.

A. 141 CURRANCY CONTROL & REMITTANCE

1. Instructions regarding currancy control, is attached as Annexure A to this order.

2. Application form for purchase of Australian Postal notes British Postal Orders, Indian money orders, British National Savings certificates and summary of applications are given as appendix A & B to this Order.

A. 142 CANCELLATION OF BRITISH COMMONWEALTH BASE ROUTINE ORDERS

Serial No 5 - A82 dated 30 MAR 46
Serial No 5 - A83 dated 30 MAR 46

The above mentioned Routine Orders are cancelled.

A. 143 JAPANESE WAITRESSES

NO Japanese women are repermitted to be employed in any officers messes after 2030hrs.

A. 144 CONGRATULATORY

The following message has been recieved from C-in-C BCOF.

"I wish to express my appriciation of the Turn out and Bearing of all Troops on todays parade. Please convey my congratulations to the representative Units and the Bands of all Commands on their enthusiasm and keeness which was an inspiration to all and made this first A.N.Z.A.C. day in JAPAN a most memorable occassion." 25 APR 46.

This message will be promulgated to all troops who took part in the "ANZAC" day parade.

Q. 145 TURN ROUND OF VEHICLES

1. Attention is drawn to Q08 of British Commonwealth Base R/O Serial No 4 dated 20 MAR 46.

2. Units and depots are again reminded of the necessity to make every effort to facilitate the immediate off. loading of Vehicles, arriving in their respective areas.

Q. 146 RATION SCALES

The following amendments to the Australian Pacific ration scales are notified.. Scale commodity Bacon Tinned:-

a) For Males - Amend 6/7oz to read 1oz.
b) For Females - Amend 4/7oz to read 2/3oz.

Q. 147 FEEDING OF JAPANESE EMPLOYED BY BRIT COM BASE

a) It has come to notice that meals and food in excess of the quantities permitted by British Commonwealth Base, Administrative instructions No 1 Part xv para 4 are being supplied to Japanese employed by Brit Com Base.

b) This practise will cease forthwith.

c) Officers Commanding Units will be personally responsible for ensuring that food supplies for troops of Brit Com Base is not used for feeding Japanese.

Lt.Col.
AA&QMG.
British Commonwealth Base.

NOTICES.

LOST.

One Harman Gibralterised Wardrobe Trunk marked:-

NX 13639
S.T. BENDALL
HQ BCOF
JAPAN.

with green, white, green colour band and 43049 service number.

Persons who may have information which may lead to the recovery of the same are asked to communicate with Camp Commandant. HQ BCOF.

Appx A

Paying Officer
(Unit)

BCOF Adm Inst No.15
17 Apr 46

Regimental Number _____

Rank _____

Name _____

Unit _____

I hereby apply for authority to purchase -

Australian Postal Notes	£	Delete the items NOT applicable
British Postal Orders	£	
Indian Money Orders	£	
British National Savings Certificates	£	

to the total value of pounds _____

shillings _____ pence {£ Aust / Stg _____/_____/_____} from my pay

on _____
(date)

.....
(signature of member)

TO BE COMPLETED BY PAYING OFFICER

I certify that the above member was issued with pay this day to the value of £ Aust / Stg _____/_____/_____ and that this purchase is within the allowable limit as prescribed by BCOF Adm Inst No 15 dated 17 Apr 46.

.....
(signature - rank)

.....
(date)

Appx B

BCOF Adm Inst No. 15

17 Apr 46

(Unit)

(Date)

SUMMARY OF APPLICATIONS APPROVED TO PURCHASE

Rank	Name	Amount Approved £	s	d	Remarks
(a)	(b)	(c)	(d)	(e)	(f)
		Stg/Aust			
	Total				

To be completed by Commanding Officer

I certify that approved applications which comply with BCOF Adm Inst No 15 dated 17 Apr 46 are held by this Unit in respect of each individual entry on the above list.

.....

(signature - rank)

Currency Control - Remittance

GENERAL.

1. The following conditions will apply to remittance to certain countries outside Japan from personnel of BCOF. This order will be effective from 18 Apr 48 and cancels all previous orders and instructions concerning this subject.

UNDRAWN PAY

2. Remittance of undrawn pay may be made for any amount standing to the credit of the individual member. Applications to remit will be made in accordance with procedure existing for each contingent.

JAPANESE CURRENCY

3. Under no circumstances will Japanese currency be remitted or credited to a members pay book.

POSTAL NOTES

4. All ranks of the Australian contingent may purchase Australian Postal Notes, only under the following conditions:-

(a) Purchases will be limited to the actual amount drawn at the particular pay parade, but will not exceed £A5 per fortnight.

(b) Members will submit application on Form attached as Appx A to the Paying Officer when drawing pay.

(c) Paying Officer will complete the Certificate on Appx A and compile in duplicate a summary of approved applications (Appx B) Application Form will then be returned to the member.

(d) The CO will complete the certificate on Appx A.

(e) Both copies of the summary of approved applications (Appx B) will then be passed to the Postal Orderly.
The original will be used as an authority to draw the necessary notes from the Base, Army or Field Post Office and the duplicate will be retained by the Postal Orderly.

(f). Base, Army and Field Post Offices will retain the original summary to support record of issue.

(g) Postal notes will be issued by the postal orderly on surrender of application form (Appx A) and payment of the purchase price.

(h) Application Forms will then be filed by Units with the duplicate summary and held four months.
These documents are subject to periodical inspections by representatives of the Chief Paymaster BCOF.

POSTAL AND MONEY ORDERS - NATIONAL SAVINGS CERTIFICATES

5. British Postal orders, Indian money orders &/or national savings certificates may be purchased for cash by members of UK-Indian contingents only under the following conditions:-

(a) Purchases will be limited to the actual amount drawn at the particular pay parade, or, in the case of officers from the field advance drawn that day but will NOT exceed for:

(i)	British Postal Orders	-£Stg 2.2.0. per man per week
(ii)	Indian Money Orders	Rs. 100 per VCO per month
		Rs. 40 per IOR per month

(b) Members will submit application on Form attached as Appx A to the paying officer when drawing pay.

(c) Paying Officers will complete the certificate on Appx A and compile in duplicate a summary of applications (Appx B). Application Forms will then be returned to the member.

(d) The CO will complete the certificate on Appx B.

(e) Both copies of the summary of applications will then be passed for:

(i) Postal Orders - to Paying Officer
(ii) Money Orders - to Paying Officer
(iii) National Savings Certificates - to unit savings group officer.

The original summary will be used as the authority to draw, and the duplicate will be retained by the unit representative.

(f) Base, Army and Field Post Offices and Unit Savings Group Officers will retain the original summary of approved applications to support record of issues.

(g) Money orders and other certificates will then be issued by Unit representatives on surrender of application forms (Appx A) such other documents as are normally required and payment of purchase price.

ANNEXTURE "C"

THE JAPAN ELECTRIC
GENERATION & TRANSMISSION
Co., LTD.

ANNEXTURE "D"

CHUGOKU
ELECTRIC

HQ BCOF
Q/301.2/Maint
29 Apr 46.

Subject : ADMINISTRATIVE ORDER No 6
AMENDMENTS TO

Administrative Order No 6 forwarded under Q/305.2/Maint of 25Mar will be amended as follows :-

1. Para 2. Sub Para (b). add:
"Until such time as labour sections or Detachments are allocated to areas, Formations will arrange to liaise with HQ 6 Lab Gp and nominate a Labour Officer and such personnel as are necessary, to carry out the duties normally carried out by 6 Lab Gp Detachment. Such Labour Officer will make arrangements for, and procure Labour, will arrange supervision and render such returns and reports to HQ 6 Lab Gp as required"
Sub Para (c) Delete.
Substitute (c). "So that labour may be arranged in advance, formations will advise 6 Lab Gp of impending moves of units together with an estimate of labour required in the new areas. HQ 6 Lab Gp will make such preliminary arrangements as are necessary for the procurement of required labour. All Labour requisitions will be made to the appropriate Labour Service HQ or Labour Officer in the area, who will consolidate requisitions and procure Labour accordingly. Approach will not be made direct by Units or Personnel, other than Labour Officers to Military Government or Japanese sources of Labour"
Sub Para (d).
"HQ 6 Lab Gp will arrange such visits and inspections as necessary for the control of Labour in all areas, and for this purpose will have the right for direct approach to all Labour Officers on any matter concerned with the supply of Labour, rendition of Returns and Reports."

2. Para 5, Sub Para (a) Delete.
Substitute (a) "Units will submit all demands for Labour to HQ 6 Lab Gp, 6 Lab Gp Detachment or Labour Officer stationed in their area."

3. Para 13. Delete "or Detachment" and substitute "6 Lab Gp Detachment or Labour Detachment."

4. Para 14. After "6 Lab Gp, HQ" insert " 6 Lab Gp Detachment or Labour Officer."
Add. "HQ 6 Lab Gp, 6 Lab Gp Detachments or Labour Officers will report such casualties to Local Jap Officer. Copy of reports will be rendered by Detachments and Labour Officer to HQ 6 Lab Gp."

5. Para 15. Add. "Detachments of HQ 6 Lab Gp or Labour Officer will in areas where the Labour Classification Board is not operating, contact Local Military Government Officers or Japanese Liaison Office and arrange salaries in accordance with Unit Classifications. Seperate instructions will be issued from time to time on this matter, by HQ 6 Lab Gp direct to Labour Officers ."

6. Para 17. "Pay COMPLAINTS. Complaints regarding pay i.e., Non Payment of Japanese personnel or incorrect Rates of Pay will be forwarded by employing units to HQ 6 Lab Gp, 6 Lab Gp Detachment or Labour Officer in triplicate. Such complaints will be made under the following headings:

Name. Last Date Paid.

Address. Date Paid To.

Date Employed. Rate of Pay

Any other relevant information.

These complaints will be investigated through the relevant channels."

7. Para 18. HQ 6 Lab Gp will forward to formations the list of returnes and reports required, to be rendered by Labour Officers.

Brigadier.
Principal Administrative Officer.

Distribution . LIST C.

Joan Diary

BRITISH COMMONWEALTH OCCUPATION FORCE

HQ British Commonwealth Base.
Ref No: 301.24 Base
29 Apr 46

GENERAL STAFF INSTN NO 8

PROCEDURE FOR MOVEMENT

1. The following procedure is laid down for:-

(a) Movement of Units

(b) Movement of Small Parties and individuals.

2. This instruction will be read in conjunction with BCOF Admin Instruction No. 7 dated 20 Mar 46.

3. Orders for the movement of units by road within Brit Com Base will be given by General Staff, HQ Brit Com Base.

4. Orders for moves of units to areas other than Brit Com Base will emanate from HQ BCOF and units informed by General Staff, HQ Brit Com Base.

5. For movement of Army personnel outside BCOF area on visits approval of HQ BCOF is required before any movement is undertaken. Application will be submitted to HQ Brit Com Base and will contain the following particulars:-

(a) Name of persons to travel

(b) Reason for trip

(c) Proposed itinerary

(d) Where applicable, if air passage required.

At least one weeks notice will be given. If the request is approved, HQ BCOF will issue the appropriate authority through this HQ.

Captain.
General Staff.
British Commonwealth Base.

Distribution

List "A" less serials 3-8

BRITISH COMMONWEALTH OCCUPATION FORCE

H. British Commonwealth Base.
Ref No.: 331.13
20 Apr 46

Subject:- DISTRIBUTION LIST

List "B" plus Comd. and all S.Os, H. BCOF (2), H. DEMOBDIV (2), NCIC KURE.

Herewith distribution List for British Commonwealth Base
This HQ 331.13 dated 11 Apr 46 is amended is cancelled.

Serial	Arm of Service	Unit or Establishment	Lists A	Lists B
1.	Staff	General Staff	1	1
2.		"A" & "Q"	1	1
3.		DADMS	1	1
4.		DAPM	1	1
5.		DAD Amenities	1	1
6.		DAD Education	1	1
7.		Catering Supervisor	1	1
8.		DADOS	1	1
9.		Camp Commandant	-	1
10.	Att to Staff	DADMS	1	1
11.	HQ Units	HQ BCOF HQ Gp	1	2
12.		HQ BCOF Sigs	1	20
13.		HQ Comd MSO	1	32
14.	Engrs	17 Gds (Amb)	1	7
15.	Intelligence	"J" Det CSDIC	-	1
16.	Infantry	"J" Coy 2/1 GR Regt	1	1
17.	Transportation	42 Aust Port Op Coy	1	1
18.		241 Ind Docks Op Coy	1	1
19.		250 Ind I.T Maint Coy	1	1
20.		55 Aust Port Landing Craft Coy	1	1
21.		NZ Port Det	-	1
22.	Medical	92 Ind Gen Hosp (CCHS)	1	1
23.		25 Ind Opthalmic Unit	-	1
24.		112 Aust Adv Depot Med Stores	1	1

Serial	Arm of Service	Unit or Appointment	Lists A	Lists B
25.	Medical	116 Aust Con Depot	-	1
26.	Ordnance	Base Ord Depot (for all Ord Units)	1	9
27.	EME	1 Aust Area Wksp	1	1
28.		344 Aust LAD	1	1
29.		347 Aust LAD	1	1
30.	Pay	111 Aust Depot Cash Office	1	1
31.	Postal	8 Base Postal Unit	1	1
32.		NZ Postal Unit	-	1
33.	Pioneers	1548 Ind Pioneer Coy	1	1
34.	Provost	HQ Brit Pro Unit	1	1
35.		23 Aust Indep Provo Pl	1	1
36.		24 Aust Indep Provo Pl	1	1
37.		SIB	1	1
38.	Canteens	Det Aust Canteens Service	1	3
39.	Dental	89 Dental Unit	1	1
40.	2 Ech	6 Aust Adv 2nd Ech	1	1
41.	Amenities	Det Aust Army Amenities Service	1	1
42.		1 Aust Cinema Unit	-	1
43.		Det AAS Broadcasting Sec	-	1
44.	Printing & Stationery	12 L of C Stat Depot	1	1
45.	Graves	27 Aust War Graves	-	1
46.	Labour	HQ 6 Aust Labour Gp	-	1
47.	Salvage	1 Aust Salvage Unit	1	1
48.	Prisons	22 Aust Detention Bks.	1	1
49.	Transit Camps	34 Aust Inf Bde Recep Camp	1	1
50.		RAF Transit Camp	-	1
51.	Miscellaneous	105 Embarkation Unit RAF	-	1
52.		Camp Commandant Point Camp	-	1
53.		War Diary	-	2
54.		File	1	1

Capt.
General Staff.
British Commonwealth Base.

MESSAGE FORM

FROM: BRITBASE HURE

Date - Time of origin
271830 I

TO: List "B"

255 unclass (.) C in C desires that WHITE Recognition signs on vehicles on SEAC INDIA and EUROPE be deleted (.)

This message can be sent AS WRITTEN
or by any means including WIRELESS.

Capt

27 Apr 46.

MESSAGE FORM

From LAIT & SL KURE

DATE Time of Origin
30 0945 I

TO List "B"

A 277 unclass(.) all ranks on or proceeding to ETA JIMA will be warned that consequent on recent fire an area up to one mile radius of the fire may be littered with pieces of ammunition of various calibres(.) this ammunition is dangerous and must not be touched(.) notices to this effect will be placed on all ferries to ETA JIMA

W.H. Hanlay Capt
25 APR 46.

BRITISH COMMONWEALTH OCCUPATION FORCE

HQ British Commonwealth Base.
Ref No:191.222
30 Apr 46

Subject: TRUNK LINE TELEPHONE SERVICE

List "A" less serial 12

1. With effect from 0800hrs 24 APR 46 in order to reduce delays, a system of booking trunk calls has been introduced.

2. When a subscriber wishes to make a trunk call he will give his own number, the exchange required, and also the office or officer required.

3. If the required line is free, the call will be effected immediately.

4. If the required line is engaged the operator will inform the subscriber that the line is engaged, and that he will be called back when the required line becomes free.

NOTE:- The operator will not attempt to complete a call until the caller has first been obtained.

5. Priority Calls will be placed at the head of the waiting list. and the officer originating such a call will give his name to the operator.

6. The only callers permitted to book "Emergency Operations" calls are

Commander in Chief
Chief of Staff.
Formation Commanders.

7. Any calls which have not been completed by 2359 hrs will automatically be cancelled and not carried forward to the next day.

Captain
General Staff
British Commonwealth Base.

Warbearing

MESSAGE FORM

FROM BRITLASS KURE

Date Time of Origin
30/1400 I

TO List "B"

Q 274 unclass (.) No vehicles are permitted to park on or enter the parade ground and sports area opposite C in Cs office(.) Visitors to C in Cs Office may use car park opposite that building(.) Vehicles carrying sports personnel will be parked in Area opposite Naval Barracks

Capt.
30 APR 46.

WAR DIARY

BRITISH COMMONWEALTH OCCUPATION FORCE

HQ British Commonwealth Base
Ref No 280.11G
30 Apr 46

Subject:- TRAINING PROGRAMMES

List "B"

1. With immediate effect COs and OsC will arrange training programmes for all other ranks to include foot and arms drill and physical training.

2. The minimum periods at this stage will be 30 mins per day with PT & Drill on alternative days. All periods will be organized as an early morning parade.

3. Units excluded at present, due to pressure of work, are :-

42 Port Op Coy
241 Ind Docks Op Coy
ALL Engineer Units
168 Aust G T Coy
22 Aust Detention Barracks
34 Aust Inf Bde Reception Camp

4. Camp Commandant POINT CAMP willnotify this HQ of programme for units of Point Camp and time of parade in order that the Commander British Commonwealth Base may inspect units on Monday 6 May 46.

Capt.
General Staff.
British Commonwealth Base.

MESSAGE FORM

From DRITBASE KURE

DATE Time of Origin
30 1400 I

TO List "B"

G 281 unclas(.) ref map KURE 1/12,500 (.) celebration procession is being held by Japanese workers on 1 MAY between hours of approx 1130 and 1500(.) There will be about 6000 participating(.) one party of about 2500 will form up at No 4 Drydock and march connecting with further party of about 3500 at 548432 then to City Hall where procession will be addressed and break up(.) Basc traffic will be kept to absolute minimum during celebration on roads concerned.

[signature] Capt.
30 APR 46

BRITISH COMMONWEALTH OCCUPATION FORCE

SECRET

HQ British Commonwealth Base.
Ref No: 301.24
30 Apr 46.

AA QMG HQ Brit Com Base.
HQ 17 CRE (Wks)
HQ 13 Aust MC Gp
HQ Comd ASC
DADME
OC 42 Port Op Coy
OC 241 Ind Docks Op Coy
OC 92 IGE (C)
OC 21 Aust AOD
OC 221 Ind AOD
OC 1 Aust Area Wksp
OC 34 Aust Inf Bde Reception Camp
OC 23 Aust Ind Pro Pl
OC 22 Aust Det Barracks
OC 6 Aust Adv 2 Ech
Det Aust Canteens Service
OC 10c Embarkation Service

Copies To: HQ BCOF
DAPM
DADMS
War Diary (2)
File

Subject: BRIT COM BASE GS INSTN No 1 INTERNAL SECURITY

Ref above instruction issued under ref this HQ 301.24 dated 25 MAR 46 para 5 (a). amend as follows:-

Group 1. Commander delete

Lt.Col E.P. DICKSON AA.Q.G

Substitute;

Major J. POURTREY DAAG

2. Maj. POURTREY will take over all relevant papers from Lt. Col. DICKSON.

Captain.
General Staff,
British Commonwealth Base.

War Diary

RESTRICTED

The information given in this Document is not to be communicated either directly or indirectly to the press or to any person not authorised to recieve it.

BRITISH COMMONWEALTH BASE

ROUTINE ORDER PART I

BY

COLONEL A.G. WILSON

COMMANDING BRITISH COMMONWEALTH BASE

Serial No. 1[illegible]
Nos. 1[illegible]

HQ British Commonwealth Base.
30 APR 46

GENERAL STAFF

G. 148 FIRE MARSHALL

1. British Commonwealth Base Routine Order G 71 serial No 5 dated 30 MAR 46 para 1 is amended as follows:-

Delete Captain FOULMES GS03
Substitute Captain J. MILLER SC"Q"

Para 3

Delete Telephone No 22220
Substitute " 22221

G. 149 TRAINING BASE UNITS

British Commonwealth Base Routine order G 12 of serial 2 dated 6 MAR 46 is hereby cancelled.

G. 150 INSTALLATION OF TELEPHONES

1. Applications for installation of telephones will be accompanied by details of service required and the appointment and name of officer for whom the telephone is required. British Com Base Administrative Instruction No 1 part III page [illegible] para 1 (c) will be amended in due course.

Captain.
General Staff.
British Commonwealth Base.

ADMINISTRATION

A. 151 VEHICULAR PASSENGERS - JAPANESE WOMEN

1. British Commonwealth Base Routine order A 4[illegible] of Serial No 4 dated 20 MAR 46 is cancelled and the following instructions will be substituted.

2.(a) Under NO circumstances will Japanese women be permitted to enter or travel in BCOF Vehicles unles they are employed as civilian labour by BCOF and are engaged in, or being transported to such work at the time they are being carried in Military Vehicles.

(b) Women so carried will at all times be in possession of the authorised BCOF official pass, and the senior BCOF member in the Vehicle will be responsible to ensure that persons so concerned are in posetion of such passes.

(c) All work tickets will be endorsed by persons so authorised that the vehicle whilst engaged on a particular duty is permitted to carry Japanese civilian women.

A. 152 SUMMER DRESS

With effect from 1 MAY 46, the following orders of dress are laid down for all Army personnel of the British Commonwealth Base.

1. Australian Personnel Other Ranks

(a) (i) Shirt K.D.
Trousers K.D.
Pullovers Khaki (as ordered)
Anklets web or gaiters Aust pattern
Hat fur felt (turned up)
Belts waist WE

(ii) When a pullover is worn the belt waist WE will be worn over the pullover; otherwise it will be passed through the loops on on the trousers.
Belts Australian will only be worn underneath the pullover.

(b) OFFICERS

(i) The dress for other ranks will also apply to officers except that belts Sam Browne may be worn in lieu of belts waist WE

(ii) Officers not parading with troops may wear:

Caps S.D
Jackets K.D. (or Safari Jackets)
Trousers K.D.
Shirts Khaki
Ties khaki. (when wearing jackets KD)
Shoes (or boots) tan
Cloth belt (or Sam Browne belt with or without sholder strap)

(iii) The above dress for officers and other ranks will be known as "Summer Dress".

(c) WALKING OUT DRESS

As in (a) and (b) above or:-

(i) Other Ranks

S.D. Uniform
Anklets Web
Belts waist WE
Great coat - optional
Hat turned up with chin strap or Beret khaki at night.

(ii) Officers

Officers pattern cloth Uniform
If C (i) or C (ii) is worn, the dress will be strictly in accordance with the instructions.

(d) NCO Chevrons will be worn by all NCO's on shirts and pullovers khaki.

(e) Ribbons and decorations will NOT be worn on pullovers

(f) As an anti malarial precaution, long sleeved upper garments will be worn by all [illegible] between 1800-and-0600hrs.

A. 152 SUMMER DRESS (Cont'd)

2. British and Indian Personnel

(a) GS Cap Drill or Serge as ordered
Bush shirt with sleeves rolled up (tucked in to shorts or trousers in the case of ORs.)
Jersey (if ordered)
Shorts or Trousers as ordered
Web Belt. (Officers may wear cloth belt with Bush shirt when not on parade)
Hose Tops (with shorts)
Boots
Anklets

(b) NOTES

(i) Between 1800 and 0600 hrs drill trousers will be worn in lieu of shorts and long sleeved upper garments will be worn with the sleeves rolled down.

(ii) When not on parade stockings and shoes may be worn in lieu of Hose Tops and boots and anklets.

(iii) The serge GS cap will be worn for walking out.

(iv) Jungle Green will be worn by all units in possession of Uniform of this colour. Personnel not in possession of Jungle Green or insufficient changes of this colour may wear khaki for the present, Mixed dress will not be worn.

(v) Collars of Bush Shirts will be worn open. Ties will not be worn with bush shirts.

(vi) COs and OCs may vary the order of dress to suit any particular parade or duty provided that all men are dressed alike.

(vii) When the weather requires it OCs and COs may sanction the wearing of winter dress for use in the evening.

3. New Zealand personnel

(a) Shirts K.D.
Pullovers (as ordered)
Trousers K.D.) as available
Shorts K.D.)
Belts waist WE
Anklets web
Boots
Stockings or Hose Tops

(b) Between the hours of 1800 and 0600 personnel will wear trousers and long sleeved upper garments.

(c) Troops not in possession of serviceable K.D. may continue to wear Battle Dress until supply of K.D. is available.

A. 153 NOMINAL ROLLS OFFICERS (BRITISH AND INDIAN)

All units concerned will forwardemonthly a copy of AFW 3008 to

(a) FCMA DAD POONA in respect of Indian service officers

(b) British Army pay office Officers accounts Branch Meerut) In respect of British Service officers.

(c) Units with British and Indian Service Officers will render separate returns as above.

(d) It is essential that these returns are submitted to enable pay to be adjusted.

A. 154 EDUCATION - DIVISIONAL CENTRAL LIBRARY INDIAN LANGUAGE SECTION

1. Units requiring books (fiction) in the following Indian Languages will send a representative to Divisional Central Library forthwith to make the necessary selection:-

URDU	HINDI	GURMUKHI	PUNJABI
MARATTI	TAMIL	TELUGU	MALAYALAM

A. 155 PRECAUTIONS

All ranks on or proceeding to ETA JIMA will be warned that consequent on recent fire, an area up to one mile radius may be littered with pieces of ammunition of various calibres.

These pieces of ammunition are extremely dangerous and death or mutilation may result if even a small portion of a missile is handled.

Lt.Col
AA.QMG.
British Commonwealth Base.

WHR. DIARY

MESSAGE FORM

FROM: BRITBASE KURE

Date - Time of origin
30 1530 I

TO: List "B"

Q 276 unclass (.) units will submit return of refrigerators NOT later than 3 May 46 showing the following particulars (.) make of refrigerator (.) Cubic capacity in ft (.) Type - Kero, electric etc (.) Cabinet serial No (.) Compresser Unit serial No (.) Engine No (.) Engine make and HP and model (.) Condition (.) NIL returns are required (.)

This message can be sent AS WRITTEN or by any means including WIRELESS.

30 Apr 46 Major

MESSAGE FORM

FROM: BRITBASE KURE

Date - Time of origin
30 1530 I

TO: List "B"

Q 275 unclass (.) attached herewith is copy of Sanitory Rules for Cookhouses (.) Units will paste these rules on a suitable board and hang them in a prominent place in every kitchen (.) additional copies may be procured from Catering Supervisor HQ BRIT COM BASE phone 22251

This message can be sent AS WRITTEN or by any means including WIRELESS.

Major

30 Apr 46

wkr dcy 2

MESSAGE FORM

FROM: BRITBASE KURE

Date - Time of origin
30 1930 I

TO: List "B"

Q 282 unclass (.) ALL units requiring transport through Base Headquarters must submit their indent to reach "Q" Base by 1500hrs on the day before transport is required (.) owing to the shortage of transport available all demands must be kept to a minimum (.) Transport is allotted on a Priority basis (.) and may not always be provided (.) Units will be advised if tpt is not available (.)

This message can be sent AS WRITTEN
or by any means including WIRELESS.

30 Apr 46 K Brmiller Capt.

BRITISH COMMONWEALTH OCCUPATIONAL FORCE

SANITARY RULES FOR THE COOKHOUSE

1. No one must be employed in any capacity in the cookhouse, or in handling the food of the troops, who is suffering from dysentry, venereal, or other contagious disease.
2. Before men are so employed, they and their medical sheets will be inspected by a medical officer, who will certify that they are fit or otherwise.
3. A basin and clean water, soap, nail brush, and a clean towel will be provided in each cookhouse. All personnel in the cookhouse will keep their nails trimmed, and will invariably wash their hands before handling food.
4. No personal clothing, necessaries or private property of men employed in the cookhouse will be kept there; nor will men perform their toilet or wash their clothes in the cookhouse.
Greatcoats, jackets and trousers, which are taken to the cookhouse and removed before overalls are put on, will be kept in a special place provided for the purpose.
5. Smoking in the cookhouse is strictly forbidden.
6. The cook in charge will be responsible that there is always a sufficient supply of clean cloths available for washing and drying dishes and cooking utensils. The cloths used for handling hot and sooty vessels will be separate and distinct. After the last meal, cloths must be boiled and hung up to dry.
7. All pots and pans will be freed from grease, cleaned and dried after the last meal and placed on a shelf on their sides with the interiors exposed to the air and to view.
8. The cookhouse sinks, tables, chopping blocks, cutting up boards, mincing machines, knives, forks and spoons, and all other utensils, will be kept as clean as possible when in use and will be thoroughly cleaned after the last meal.
9. Food shall at all times be protected against contamination by flies and dust as near as possible.
10. Vegetables must never be prepared in the same sink or receptable in which pots and pans are cleaned.
11. Food scraps, vegetable peelings etc., are to be deposited in covered refuse bins provided for the purpose.
Refuse bins will be branded for the grades of refuse they are to contain.
12. The senior cooks in each kitchen will ensure that:-

    (a) Sufficient supply of hot water is available for the purpose of washing up.
    (b) Every endeavour is made to have defective and unserviceable gear and equipment replaced by quartermaster.
    (c) All men engaged in cookhouse wash their hands before handling food and immediately after visiting latrines and urinals.
    (d) No person wearing unclean or medicated bandages takes part in preparation, serving or handling of food.

13. The diet sheet for the week will be hung up in a prominent position in the kitchen and be available for inspection and reference at all times.

REMEMBER

CLEAN AS YOU GO.

BRITISH COMMONWEALTH OCCUPATION FORCE

HQ British Commonwealth Base
Ref No.: 213.11
30 Apr 46

Subject:- ORDER OF BATTLE & LOCATION STATEMENT

List "A" & Comd

1. Attached herewith Combined Order of Battle and Location Statement for Units In KURE Base Area.

2. Addressees will notify this HQ amendments necessary and of WO Serial Numbers of Units.

Capt.
General Staff.
British Commonwealth Base.

HQ BRITISH COMMONWEALTH BASE — CONFIDENTIAL

COMBINED ORDER OF BATTLE AND LOCATION STATEMENT

Map Ref KURE 1/12,500 — FOR UNITS IN KURE BASE AREA — NYA = Not yet arrived

Notes:- This statement includes

(a) OOB:
All Force units at present in KURE BASE Area and all units included in OOB British Commonwealth Base whether or NOT they have arrived in JAPAN.

(b) Location Statement:
All units both Force and Base located in KURE BASE Area.

Serial	W.O. Serial No.	Arm	Unit	Location	Remarks & Projected Moves
1	48114	H.Q. & H.Q.Units.	H.Q. BCOF	548428	Separate Unit.
2	94064		H.Q. Brit Com Base	545424	
3			BCOF AC Gp	535412	Under Base for Local Admin only.
4			H.Q. Comd ASC	538432	
5	94111		H.Q. Comd E/E	545424	Under Base for Local Admin only
6	95066		6 Aust Adv 2nd Ech	503477	
		Engineers	Brit & Ind		
7			363 Ind Fd Coy		NYA
8			705 Ind Mech Eqpt Pl (Type B)		NYA

Serial	W.O. Serial No.	Arm	Unit	Location	Remarks & Projected Moves
9		Engineers Cont'd	709 Ind Mec h Eqpt Pl (Type B)		NYA
			Aust		
10	94068		17 Aust CRE (Wks)	516432	
11	94070		13 Aust Army Tps Coy	516432	
12			14 Aust Wksp & Pk Coy	516432	
13			6 Aust Welding Pl	516432	
14			10 Aust Bomb Disposal Pl	516432	
		Signals.	Aust		
15	94072		H.Q. BCOF Sigs	545427	Under Base for Local Admin only.
16			One HQ Coy, H.Q. Sigs (HE)		NYA
17	7		11 Aust Mob Carrier Sec	545427	Under Base for Local Admin only.
18			12 Aust Mob Carrier Sec	545427	" " " " " "
19			13 Aust Mob Carrier Sec	545427	" " " " " "
20			14 Aust Mob Carrier Sec	545427	" " " " " "
21	94073		34 Aust Line Sec.	545427	" " " " " "
22			One Line Sec	545427	NYA
23	94074		21 Aust Line Maint Sec	545427	Under Base for Local Admin only.
24			22 Aust Line Maint Sec		NYA

Serial	W.O. Serial No.	Arm	Unit	Location	Remarks and Projected Mpves
25		Signals Cont'd	One Op Sec		NYA
26	94076		112 Aust Tg Op Sec	545427	Under BasesFor local Admin only.
27			Two Tg Op Secs		NYA
28	94077		113 Aust Tele Swbd Op Sec	545427	Under Base for Local Admin only.
29			115 Aust Tele Swbd Op Sec		NYA
30			One Tele Swbd Op Sec		NYA
31	94075		23 Aust Tech Maint Sec (HE)	545427	Under Base for Local Admin only.
32			One Tech Maint Sec		NYA
33	94078		33 Aust DR Sec	545427	Under Base for Local Admin only.
34			Two DR Secs		NYA
35	94080		113 Aust Cipher Sec (Type B)	545427	Under Base for Local Admin only.
36			114 Aust Cipher Sec (Type B)		NYA
37	94079		88 Aust High Speed Wireless Sec (Type B)	545427	Under Base for Local Admin only.
38			98 Aust High Speed Wireless Sec (Type B)	545427	" " " " " "
39			99 Aust Wireless Sec (Hy)	545427	" " " " " "
40			One Wireless Sec (Lt)		NYA
41			4 Aust Multi Channel Wireless Sec	545427	Under Base for Local Admin only.

Serial	W.O.Serial No.	Arm	Unit	Location	Remarks & Projected Moves
42		Signals Cont'd	2 Aust Broadcasting Maint Sec	545424	Under Base for Local Admin only.
43			5 Aust Sig Eqpt Sec	545427	" " " " " "
44			Part 2. Aust Adv Sig Pk.		NYA
45			H.Q. BCOF Base Sigs		NYA To be deleted
46		Infantry	Aust J Coy 2/1 Aust Gd Regt	513436	
		Intelligence	Brit & Ind		
47			"B" Det CSDIC	518436	Under Base for Local Admin only.
		S & T	Brit & Ind		
48			360 Bulk Pet Storage Pl		NYA
49			HQ 59 Ind Sup Coy	538432	
50			489 Ind Sup Pl	538432	
51			591 Ind Sup Pl	538432	
52			756 Ind Sup Sec	538432	
53			38 Ind RHSD	538432	
54			858 Ind Pet Pl	508453	
55			861 Ind Pet Pl	508453	
56			9 Ind Fd Bakery Sec	538432	
57			92 Ind Fd Bakery Sec	538432	
58			67 Ind Fd Butchery Sec (BT)6	538432	

Serial	W.O. Serial No	Arm	Unit	Location	Remarks & Projected Moves
59		S & T Cont'd	2 Ind Cold Storage Sec Aust	538432	
60	94086		H.Q. 41 Aust Adv Sup Depot	538432	
61	94089		254 Aust Sup Depot Pl	538432	
62	94090		255 Aust Sup Depot Pl	538432	
63			256 Aust Sup Depot Pl	538432	
64			257 Aust Sup Depot Pl	538432	
65			258 Aust Sup Depot Pl	538432	
66	94091		47 Aust Fd Baking Pl	538432	
67	94092		78 Aust BIPOD Pl	508453	
68			20 Aust Fd Butchery Pl.	538432	
69	94100		6 Aust Refrig Plant Op Pl	538432	
70	94094		H.Q. 168 Aust G.T. Coy	538432	
71	94095		119 Aust Tpt Pl	538432	
72	94096		120 Aust Tpt Pl	538432	
73	94097		121 Aust Tpt Pl	538432	
74	94098		122 Aust Tpt Pl	538432	
75	94099		168 Aust Wksp Pl (Type D)	538432	
76	94093		8 Aust Port Det A.A.S.C.	538432	
77			TwoSecs 6 MAC Pl	538432	

Serial	W.O.Serial No	Arm	Unit	Location	Remarks and Projected Moves
		Transportation.	Brit & Ind		
78			241 Ind Docks Op Coy	542415	Under Base for Local Admin only.
79		7	280 Ind IWT Wksp Coy	513436	" " " " " "
			Aust		
80			42 Aust Port Op Coy (Type D).	542415	" " " " " "
81	94167		58 Aust Port Ldg Craft Coy	513436	" " " " " "
			N.Z.		
82			N.Z. Port Det.	516432	" " " " " "
		Medical	Brit & Ind		
83			92 Ind Gen Hosp (Comb)	550426	" " " " " "
84			25 Ind Fd Lab	550426	" " " " " "
85			25 Ind Opthalmic Unit	550426	" " " " " "
86			5 Sub Spec Centre		NYA
87			51 Ind Sub Depot Medical Stores		NYA
			Aust		
88	94105		112 Adv Depot Medical Stores	534416	
89			116 Aust Con Depot	513436	Under Base for Local Admin only
		Dental	Aust		
90			89 Aust Dental Unit	545424	
		Ordnance	Brit & Ind		
91			Det 221 AOD (Less Amn Sub Depot & Veh Det)	535411	
92			114 Ind Officers Shop		NYA
93			Half 233 Veh Pk Coy	HIRO	
			Aust		
94			21 Aust AOD	535411	

Serial	W.O.	Serial No	Arm	Unit	Location	Remarks & Projected Moves
			Ordnance	Aust		
95				Laundry & Dry Cleaning Increment		NYA Under consideration
96				Det 16 Aust Mob Laundry And FWD Decn Unit	HIRO	
97				10 Sec Aust Officers Shop	550428	
98				One Aust Amn Pl	HIRO	
				N.Z.		
99				4 NZ Base Ord Depot	535411	Adv Pty only
			EME	Aust		
100				1 Aust Area Wksp	532434	Incl one watercraft Wksp and Mob gas Generating Sec.
101		94115		344 Aust LAD (Type A)	516432	With 14 Aust Wksp & Pk Coy.
102				347 Aust LAD (Type A)	HIRO	With 223 Veh Pk.
			PAY	Aust		
103				Part III Aust Depot Cash Office (Type B)	545424	
			Postal	Brit & Ind		
104				Det Brit & Ind Div Post Unit	545426	Under Base for Local Admin Only.
				Aust		
105				8 Aust Base Postal Unit	545426	
106				Det 34 Aust Inf Bde Post Unit	545426	Under Base for Local Admin only.
				NZ		
107				Det NZ Inf Bde Post Unit	545426	Under Base for Local Admin only.
			Provost	Brit & Ind		
108				Pro H.Q. & 2 Brit Secs	513436	
				Aust		
109		94122		23 Aust Indep Pro Pl	513436	

Serial	W.O.Serial No.	Arm	Unit	Location	Remarks & Projected Moves
		Provost	Aust		
110	94123		24 Aust Indep Pro. Pl	513426	
111	48031		Det Aust SIB	545424	
		Prisons	Brit & Ind		
112			One Combined Detention Barracks		NYA
			Aust		
113	94124		22 Aust Detention Barracks (Type A)	513436	
		Printing & Stationery	Aust		
114	94125		12 Aust L of C Stnty Depot (Type C)	534415	
		Pioneers	Brit & Ind		
115			1548 Ind Pioneer Coy	516432	
		Labour	Aust		
116	94126		H.Q. 6 Labour Gp	545424	Under Base for Local Admin only.
		Salvage	Aust		
117			1 Aust Salvage Unit	[illegible]	
		Canteens	Aust		
118	45543		Det AA Canteens Service	535415	Includes aereated water factory and bulk canteens depot - to be re-organised.
		Graves	Brit & Ind		
119			Det Graves Registration and Enquiry Unit	545424	Under Base for Local Admin only.

Serial	W.O.Serial No.	Arm	Unit	Location	Remarks & Projected Moves
		Graves	Aust		
120	92087		27 Aust War Graves Unit	545424	Under Base for Local Admin Only.
		Amenities	Aust		
121	92929		Four Dets 1 Aust Cinema Unit	545424	
122			Det AA Amenities Service	545424	
123	47862		Det A.A.A.S. Broadcasting Coy	545424	
		Miscellaneous	Aust		
124			Det H.Q. AA Edn Service		Under Base for Local Admin only.
125	94129		34 Aust Inf Bde Reception Camp	503457	
			RAF		
126			RAF Transit Camp	514435	Under Base for Local Admin only.
127			106 Embarkation Unit RAF	514435	Under Base for Local Admin only.

Warberg

BRITISH COMMONWEALTH OCCUPATION FORCE

HQ BCOF.
G/707/Maint.
30 Apr 46.

SUBJECT : VEHICLE MAINTENANCE TASK SYSTEM.

Please amend para 4 of Appx "A" to G/707/Maint of 16 Apr as follows :-

DELETE - Publications of the above description will be demanded in the normal manner through Ordnance Depot.

INSERT - Indents for Publications of the above description will be made on 12 L of C Stationery Depot.

I M HUNTER, Lt Col
for Brigadier,
Principal Administrative Officer.

DISTRIBUTION:

34 AUST INF BDE	80 Copies.
BRIT COM BASE	100 "
BRIT COM SUB AREA	20 "
INTERNAL DISTRIBUTION -	LIST B.

War Diary

BRITISH COMMONWEALTH OCCUPATION FORCE

CONFIDENTIAL

HQ British Commonwealth Base
Ref 301.24 BASE
30 Apr 46

GENERAL STAFF INSTRUCTION No 4.

Subject:- SECURITY OF INFORMATION

1. General principles to be observed in preserving secrecy of information are given in succeeding paragraphs.

2. Hitherto the secrecy of two main classes of information has been safeguarded i.e.

(a) Short term information relating to targets, dates etc., and other projected warlike operations

(b) Long term and general information relating to the organisation and our resources for waging war.

3. Short term information

The degree of secrecy to be maintained will in future depend upon the degree of co-operation by the civil population with occupation forces and the extent to which elements of the population seek to resist the occupation forces.

This at present only necessitates security measures being taken to safeguard information relating to internal security schemes, plans of demilitarisation and disposition of the former Jap armed forces equipment and similar matters of an operational nature.

4. Long Term Information

The general and long term information regarding which secrecy must continue to be preserved differs little from that protected prior to 1939 by the Official Secrets Acts of 1911 and 1920, the Indian Official Secrets Act of 1923, to which the attention of all concerned is drawn.

5. The most important subjects regarding which secrecy must continue to be preserved are:-

(a) Details of special methods which have contributed to the winning of the 1939 - 45 war e.g. Methods of Deceiving the Enemy.

(b) (i) Organisation and methods of Intelligence and Counter Intelligence including Sabotage, Political warfare, Escape organisations and work of Secret Agents employed on Intelligence duties and with resistance movements.

(ii) Formations, personnel, locations, premises, training and equipment and system of communications used in connection with such activities.

(iii) Achievement resulting from such activites.

(c) Secret censorship and results obtained.

5. cont'd

(d) Employment of Jap informers and confidential disclosures made by officials in support of the objects of the occupation.

(e) Information concerning ciphers.

(f) Location of vital stocks of Military material other than those obvious to the public.

(g) Scientific Research and experimental establishments including the problems they are investigating.

(h) Existence of new weapons and equipment.

(i) Performance and technical details of Aircraft, weapons and equipment including their operational employment.

6. The general principle contained in existing regulations for the Classification and Handling of Protected Documents, (which are based on an agreement between British and American services) remain unchanged. The examples given of matter which will normally be graded as Top Secret, Secret, Confidential and Restricted require modification. Pending receipt of details and issue of amendments the revised examples given in Appx A will be taken as a guide.

Captain.
General Staff.
British Commonwealth Base.

DISTRIBUTION

List "A"

APPENDIX "A"
to
GENERAL STAFF INSTRUCTION No 4.

REVISED EXAMPLES FOR GUIDANCE IN GRADING OF PROTECTED DOCUMENTS

1. TOP SECRET

(a) Plans or particulars of future or special operations on major scale.

(b) Very important political documents dealing with such matters as negotiations for alliance and the like.

(c) Information of the methods used or success obtained by special Intelligence and Counter Intelligence services or which would imperil secret agents other than Japanese employed in Japan since Feb 1946.

(d) Critical information of new and important munitions of war including approved scientific and technical developments.

(e) Important particulars of Cryptography and cryptanalysis.

2. SECRET

(a) Knowledge of weapons, equipment or tactics employed by forces of foreign powers the value or which depends upon the foreign power concerned not being aware that it is known to us.

(b) Information of the methods used and the success obtained by Intelligence and Counter Intelligence organisations which would imperil agents.

3. CONFIDENTIAL

(a) Matters, investigations and Documents of a personal and disciplinary nature the knowledge of which it is desireable to safe guard for administrative reasons.

(b) Adverse reports on general morale.

(c) Alert schemes.

(d) Plans for demilitarisation including comprehensive progress reports.

4. RESTRICTED

(a) All official documents and correspondence requiring protection other than those covered by higher categories.

(b) General Military radio frequency allocations.