

AWM52

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

1/7/34

**MILITARY DISTRICTS,
COMMANDS AND LINE
OF COMMUNICATION
AREAS**

Western Command

August 1939 - December 1941, part 2



1/7/34-008A

Publicity Officer GH

WESTERN COMMAND

ROUTINE ORDERS

PART I

1941

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G.II INT

NOT TO BE PUBLISHED.

AUSTRALIAN MILITARY FORCES - WESTERN COMMAND.

ROUTINE ORDER PART I.

BY

MAJOR-GENERAL R.E. JACKSON. C.M.G., D.S.O.

GENERAL OFFICER COMMANDING, WESTERN COMMAND.

No. 188

Headquarters,
Swan Barracks,
Francis Street,
Perth.
30 Dec. 41.

W.C.R.Os. Nos. 185, 186 and 187 were not generally distributed.

1. ANNUAL RETURN OF SECRET DOCUMENTS. (C.C.R.65/1/165)

Branches, Formations and Units having on issue to them documents and publications which are to be accounted for annually, will submit completed returns to General Staff, H.Q. W.Comd., by 10 Jan. 42. Returns are to state Nomenclature and registered numbers of documents, publications, etc.

2. SPECIAL DESPATCH RIDERS - AUTHORITY TO DEMAND. (CCR.65/1/45)

Officers holding the following appointments are authorised to demand S.D.Rs. from Area Signals :-

G.S.O.I	G.S.O. (II) (O)
Col. i/c Adm.	G.S.O. (II) (I)
A.A.G.	G.S.O. (II) (T)
A.Q.M.G.	Chief Clerk.
D.A.Q.M.G. (H & Q)	

R.O. 2
1/42 — *Duty officer H.Q. W. Comd*

Other officers requiring S.D.Rs. will submit requests to the head of the Branch to which they belong.

There is at present a tendency to demand S.D.Rs. excessively. In the interest of efficiency and petrol economy the D.R.L.S. should be used whenever possible. A S.D.R. will be demanded only in the case of urgent important messages.

3. TRAINING OF TRADESMEN. (C.C.R.108/1/23)

Some instances have occurred of men nominated and accepted for Tradesmen's Courses being withheld from attendance, either temporarily or permanently, by C.O's or O's.C. Units. As this interferes seriously with the benefit to be obtained from such training, the practice is to cease forthwith. Other arrangements must be made to overcome any inconvenience caused by the absence of such men.

4. RECRUITING MILITIA, A.I.F., R.A.A.F. (C.C.R.241/19/87)

Further to W.C.R.O. 181/41 para. 1 -

It has been pointed out that in some cases release of air crew reservists has been refused.

The instruction contained in W.C.R.O. mentioned above was intended to refer to new applications for enlistment in R.A.A.F. only and any agreed upon transfers were to be effected as and when required. New applications for enlistment in R.A.A.F. were to be dealt with as previously directed.

5. TELEPHONE TRUNK LINE CALLS : CONCESSION RATES. (CCR.170/1/14)

Reference is made to W.C.R.O.123/41 para. 7 -

It has been brought to notice that on occasions difficulty has been experienced by service personnel in production of identification satisfactory to the Postmaster-General's Department.

It is indicated that in some cases members of the forces who are absent from Camps, Ships or other establishments, have not been in possession of leave passes or paybooks.

In order to permit of eligibility to make such calls at concession rates, the Postmaster-General's Department has agreed, that, in cases where there is no reasonable doubt that a caller in uniform belongs to the forces, a trunk line call should be permitted at the concession rates without the production of some form of identification.

6. AMENDMENT A.203 - APPLICATION FOR ENLISTMENT A.I.F. (CCR.32/1/246)

The abovementioned form is to be amended by inserting in centre of line after Question 3 (Date of Birth) the words "Place of Birth".

Reprint of amended form will be delayed until stocks in stationery depots are exhausted and, pending receipt of amended form, the words "Place of Birth" are to be written in before the form is handed to the applicant.

7. A.A. FORM MOB. 31. (C.C.R.32/1/240)

The use of the abovementioned form is to be discontinued.

Stocks of A.A. Form Mob. 31 as are held at area offices, Drill Halls, and Formations, will be returned to and held by District Stationery Depots, forthwith.

8. EXTRA DUTY : CIVIL STAFF. (C.C.R.150/1/12)

Adverting to previous notification advising that the Government has directed that the duty now performed on the "free" night be done on the Saturday in future, the Commonwealth Public Service Board has now advised that the normal hours of duty of office staffs are to be as follows :-

All States:

Monday to Friday	-	8.45 a.m. to 5.15 p.m.
Saturday	-	8.45 a.m. to 12 noon.

The foregoing is to apply forthwith and until further notice.

9. LEAVE OF ABSENCE IN CASE OF DEATH OF IMMEDIATE RELATIVE AS RESULT OF WAR SERVICE : CIVIL STAFF. (C.C.R.129/2/107)

For information and guidance, the appended copy of a memorandum issued by the Commonwealth Public Service Board on the above subject is published :-

9. (Contd.)

"I am directed to inform you it has been decided that where an officer requires leave of absence because of the death of an immediate member of his family as a result of War Service, and the grant of sick leave is not considered appropriate, special leave on full pay up to a maximum of 3 days (not to affect leave credits or overtime payments) may be allowed apart from leave granted for other causes under Public Service Regulation 50.

The foregoing might be applied to any cases of the kind referred to which have already occurred."

A similar procedure should be followed in respect of civil staff employed under the Defence Act.

10. DISTRICT COURT MARTIAL.

NX.10177 Pte. Alfred LONG. DISTRICT COURT MARTIAL held at Swan Barracks Perth W.A. on 12 Dec. 41. (2/3 Reinf. 8 Div. Prov. Coy. A.I.F.)

CHARGE: Deserting His Majesty's Service in that he at Fremantle W.A. absented himself from H.M.A.T. "F.F." from 2359 hours on the 8th day of August 1941 until apprehended by the Military Police at 1100 hrs. on the 18th day of November, 1941 at Forrest Place Perth, W.A. at which time he was wearing Civilian Clothes. A.A.12(1)(a).

Found guilty. Sentenced to One Hundred and Eighty days (180 days) Detention. Promulgated 15 Dec. 41. Confirmed by G.O.C. Western Command 15 Dec. 41.

TX.4979 Pte. Rex Leslie GITTUS (2/43 Bn.) DISTRICT COURT MARTIAL held at Swan Barracks, Perth W.A. on 11th day of December 1941.

CHARGE: Deserting His Majesty's Service in that he at Fremantle W.A. at 1100 hrs. on 8 Nov. 41 absented himself from H.M.A.T. "KK" (whilst proceeding to a theatre of Active Service) until apprehended by the Civil Police at Merredin W.A. at 0030 hrs. on 11 Nov. 41 at which time he was not wearing his colour patches. A.A.12(1)(a).

Found Guilty. Sentenced to forty-eight days Detention commencing 11 Dec. 41. Promulgated 15 Dec. 41. Confirmed by G.O.C. Western Command 15 Dec. 41.

TX.5645 Pte. Mervyn LEWIS (2/43 Bn.) DISTRICT COURT MARTIAL held at Swan Barracks, Perth W.A. on 11 Dec. 41.

CHARGE: Deserting His Majesty's Service in that he at Fremantle, W.A. at 1100 hrs. on 8 Nov. 41 absented himself from H.M.A.T. "K.K." (whilst proceeding to a theatre of Active Service) until apprehended by the Civil Police at Merredin W.A. at 0030 hrs. on 11 Nov. 41 at which time he was not wearing his colour patches A.A.12(1)(a).

Found Guilty. Sentenced to 48 days detention commencing 11 Dec. 41. Promulgated 15 Dec. 41. Confirmed by G.O.C. Western Command 15 Dec. 41.

11. 110 GEN. HCSP. - A.A.F.D.11, & A.A.F. A.2(b) PRESENTED AT.
(C.C.R.65/1/235)

In order to expedite the completion of A.A.F.D.11 (Report of an injury) and A.A.F. A.2(b) (Medical Evidence at Court of Inquiry) for soldiers who are, or have been patients in 110 General Hospital, it is necessary that such forms be sent by post or D.R. to H.Q. 110 General Hospital, Hollywood.

On arrival they are registered. Medical documents (collected from D.R.C. where necessary) with forms for completion are presented to the Medical Officer who dealt with the case.

Without such medical documents the M.O. cannot be expected to furnish a complete medical report. Hence units endeavouring to deal direct with M.Os. or alternatively detailing a representative to call at H.Q. 110 G.H. expecting the M.O. to be immediately available for this purpose, do; in the majority of cases delay the desired action.

12. DRESSING FIELD. (C.C.R.215/8/55)

O.C.'s Units will take requisite action to ensure that Dressings Field are immediately issued to all ranks.

Requisitions A.A. Form F.20 are to be submitted to A.D.O.S. Western Command.

Quantities demanded are to include personnel detached for duty with other Units.

Steps will also be taken to see that such personnel are also immediately issued.

13. LOCALLY MANUFACTURED BREN GUNS - REPORTS ON. (CCR.106/4/81)

Further to Western Command R.O. No. 174 para. I, Units concerned are informed that details of only those guns which are not functioning correctly, and a statement of the number of guns held, which are functioning correctly, are to be included in future reports.

All reports to be rendered in duplicate and marked "For attention S.O.M.E."

14. CIVILIAN CLOTHING F.T.D. PERSONNEL. (C.C.R.51/1/124)

In future F.T.D. personnel passing through Western Command General Details Camp for clothing issues, will retain all civilian clothing and personal effects.

These will be held by personnel and returned by them to their private addresses at the first convenient opportunity, without expense to the Department of Defence.

This cancels instructions contained in W.C.R.O. No. 98/41.

15. AUTHORITY TO SIGN RAILWAY CONSIGNMENT NOTES. (CCR.181/2/2)

Mr. J.C. McMahon, Storeholder, Ammunition Depot, Guildford, is authorised to issue and sign A.A.F. T.2 - Railway Consignment Note.

16. F.3. REPAIR REQUISITIONS. (C.C.R.138/1/756)

Attention is drawn to W.C.R.O. No. 92/41 para. 7 -

The instructions as contained in this R.O. are not being carried out. Units will ensure that quarterly Repair Requisitions (F.3 in quadruplicate) are submitted to S.O.M.E. prior to commencement of quarterly periods, i.e. 1st January, 1st April, 1st July, 1st October.

17. OFFICERS CERTIFYING TO PAYMENT OF ACCOUNTS. (C.C.R.62/1/175)

The list of names appearing in W.C.R.O. Part I, 90/41 para. 1 as amended by W.C.R.Os. Part I, 94/41 para.8, 95/41, 125/41 para. 13 and 133/41 para. 1 is cancelled, and the list hereunder is substituted.

The following Officers of Western Command have authority to sign certificates on Form T.S. 4 affecting payment of accounts :-

Colonel 1/c Administration Colonel O.V. Hoad

General Staff

G.S.O. I	Lt.-Col. J.R. Wolfenden
G.S.O. II	Major M.H. Becher
G.S.O. III	G.D.Capt. C.L.D. Chase
G.S.O. II M.I.	Lt.-Col. H.D. Moseley
W.C. I.S.	Major R. Black
G.S.O. III	
M.I.	Capt. H.A. Ellis

"A" Branch

A.A.G.	Lt.-Col. H. Walker
D.A.A.G.	Major C.B. Gibson
S.O., R.C.	Lieut. W.H. Hackfath
S.O., V.D.C.	Capt. L.G.R. Challen

"Q" Branch

A.Q.M.G.	Lt.-Col. R. Summerhayes
A.Q.M.G. (M)	Major L.H. Lewington
D.A.Q.M.G.	
(M'ce)	Major J.E. Saunders
D.A.Q.M.G.	
(M'ce)	Major H. Buck

Engineer Services

D.C.E.	Lt.-Col. J.H. Napier
A.D.E. Services	Major K.C. Duncan
D.A.D.E.S.	Capt. S.E. Evans
D.A.D.Hirings	Capt. J.H.O. Hargreaves

Supply & Transport

A.D.S. & T	Major E. Isaachsen
D.A.D.S.	Capt. W. Launder

*See R.O. 2. 7/1/42
Para 26.*

Medical Services

D.D.M.S.	Colonel D.M. McWhae
D.A.D.M.S. (Pharm)	Major N.A. Parry

Ordnance

A.D.O.S.	Lt.-Col. A.J. Cloirec
D.A.D.O.S.	Capt. J.Y. Plank
S.O. to A.D.O.S.	Capt. A.E. Arkell
Control Officer	Lieut. D.T. Smith
	(Claims £100 and under)
O.i/c Provisions & Accounts Section	Lieut. W.H. Campbell
	(Claims £ 10 and under)
S.O.M.E.	Major R. Simonsen

17. (Contd.)

Signals

S.S.O.
O.C. W. Comd.
Area Signals

Major G. West
Capt. O.R. Videan

Fortress Engineers

E.Q. Coy.
5th Fort. Coy.

Major A.W. Mell
Lieut. C.J. Fonceca

P. & S. Services

A/Stationary
Officer

Lieut. P.H. Gray.

[Handwritten Signature]

Colonel *[Signature]* c Administration, Western Command.

(O.V. HOAD)

NOTICES.

TELEPHONES : YORKSHIRE HOUSE.

Calls to Yorkshire House may now be made on the following numbers :

B.1014, B.1444, B.5983, B.6630
B.6595, B.6802, B.6804, B.6811
B.6812, B.6816,

and Extensions 221, 365, and 366 from Swan Barracks.

NO. 1 GEOMETRIC SMC. A.E.C. SVY. COY. - TRANSFER OF H.Q.

From and after 26 Dec. 41 this Unit will be located at Karrazatta Camp.

[Handwritten notes and signatures]

A4/RO

AUSTRALIAN MILITARY FORCES - WESTERN COMMAND.

C.C.R. 73/1/113

ROUTINE ORDERS - PART I.

No.187

ORDER

for the assembly of a

DISTRICT COURT-MARTIAL.

Orders by Major-General R.E.JACKSON C.M.G., D.S.O.,
General Officer Commanding Western Command under
delegation by the Governor-General.

Perth. 27/12/41.

WX.12515

Spr. GILES L.N.
F.T.D., A.I.F.

The Officers mentioned below will assemble at
Swan Barracks, Perth on the second day of
January 1942 at 1000 hrs m, for the purpose of
trying by DISTRICT COURT MARTIAL the accused person
named in the margin.

PRESIDENT.

Lt-Col.J.Angell, D.S.O., M.C., C.O. 4 Tng Bn. R.T.D.
is appointed President.

MEMBERS.

Capt. J. R. Henderson, 3 Tng Bn)
R.T.D.) are appointed
Capt. T.M.Phillips, 28 Bn (M)) members.

WAITING MEMBERS.

Capt. H.J.H. Tozer, M.C., M.M.)
4 Tng Bn., R.T.D.) are appointed
Capt. H.J.Bowra, S.O.I. & R.S.) waiting members.

JUDGE-ADVOCATE.

Capt. L.W. de Morley, L.S.O., 13 Inf Bde.
is hereby appointed Judge-Advocate.

Prosecutor: Capt.W.Harvey M.C., D.A.P.M., H.Q. W.Comd is appointed
prosecutor.

The accused will be warned and all witnesses duly
required to attend.

The Proceedings will be forwarded to the undersigned.

SIGNED this 27th day of December 1941.

(Sgd.) R.E.JACKSON Major-General
General Officer Commanding Western Command.

Distribution:-

G.O.C.
C ol.i/c Adm.
G.S.O.
A.A.G.
A.Q.M.G.
D.A.Q.M.G.(2)
C.C.R.
D.R.O.(2)
D.A.P.M.
Det.Hqs.(2)

Camp Comdt.
D.F.C.
W.Comd Tng Depots (4)
13 Inf Bde (3)
E.T.D.
L.S.O.
President
Members (4)
Publicity

Spares (4)

Colonel i/c Administration Western Command.

A4/R0

AUSTRALIAN MILITARY FORCES - WESTERN COMMAND.

C.C.R. 67/1/52

No.186

ROUTINE ORDERS - PART I.

ORDER

for the assembly of a
DISTRICT COURT - MARTIAL.

Orders by Major-General R.E.Jackson, C.M.G., D.S.O.,
General Officer Commanding Western Command under
delegation by the Governor-General.

Perth. 27/12/41.

W.25521.

Pte. Rogers, M.R.
44 Bn.

The Officers mentioned below will assemble at
Swan Barracks, Perth on the second day of January
1942 at 1000 hrs. m. for the purpose of trying by
DISTRICT COURT MARTIAL the accused person named
in the margin.

PRESIDENT.

Lt-Col. J. Angell, D.S.O., M.C., C.O. 4 Tng Bn. R.T.D.
is appointed President.

MEMBERS.

Capt. H.J.H. Tozer, M.C., M.M. }
4 Tng Bn. R.T.D. } are appointed
Capt. T.M. Phillips, 28 Bn (M) } members.

WAITING MEMBERS.

Capt. J.R. Henderson, 3 Tng Bn. }
R.T.D. } are appointed
Capt. H.J. Bowra, S.O.I. & R.S. } waiting members.
W. Comd. }

JUDGE ADVOCATE.

Capt. K.E. Drake-Brockman; L.S.O., H.Q. W. Comd.
is hereby appointed Judge-Advocate.

Prosecutor:-

Capt. W. Harvey, M.C. D.A.P.M., H.Q. W. Comd
is appointed prosecutor.

The Proceedings will be forwarded to the undersigned.

SIGNED this 27 day of December 1941.

(Sgd.) R.E. JACKSON. Major-General
General Officer Commanding Western Command.



Distribution:-

Colonel i/c Administration Western Command.
(O.V. ROAD.)

3.O.C.
Col. i/c Adm.
3.3.O.
A.A.G.
A.Q.M.G.
D.A.Q.M.G. (2)
C.C.R.

D.R.O. (2)
D.A.P.M.
Det. Bks (2)
Camp Comd.
D.P.O.
W. Comd Tng Depots (4)
15 Inf Bde (3)
L.S.O.
President
Members (4)
Publicity
Spares (4)

NOT TO BE PUBLISHED.AUSTRALIAN MILITARY FORCES - WESTERN COMMAND.ROUTINE ORDER PART I.

BY

MAJOR-GENERAL R.E. JACKSON, C.M.G., D.S.O.GENERAL OFFICER COMMANDING, WESTERN COMMAND.

No. 184

Headquarters,
Swan Barracks,
Francis Street,
Perth.
23 Dec. 41.

W.C.R.O. No. 183/41, dealing with a District Court Martial, was not generally distributed.

1. FOREST AREAS - USE OF ROAD AND TRACKS THROUGH. (C.C.R.138/1/752)

In cases where it is intended to use these roads and tracks for motor transport, C.Os. and O.S.C. concerned will advise the Divisional Forest Officer.

It must be realised that -

- (a) A number of men in the forest are a potential source of outbreaks of fire, and lookout men can be advised of the possibility of picking up camp fires in certain localities.
- (b) There is a danger that, on these narrow roads, the Forestry Department's fire trucks would be blocked and seriously delayed in travelling to a bush fire to extinguish it.

In most cases units are supplied with the Department's maps and are aware of the name of the Divisional Forest Officer and his headquarters, which are all connected with the P.M.G. Department telephone system.

The Forestry Officers are willing to give Units every assistance in supplying information about the condition of roads, location of water supplies, etc., and Commanding Officers should co-operate with the Department in the way suggested.

2. TAXATION STAMPS. (C.C.R.184/1/2)

Reference is made to W.C.R.O. 179/41 para. 4 which is amended by deleting the words "Depot Paymasters are requested to obtain a supply before 19 Dec. 41."

3. V.D.C. PARADES SWANBOURNE RIFLE RANGE. (C.C.R.200/3/137)

Private cars are not to be brought on to the Rifle Range.

5 Grn. Bde. will control traffic in this area and see that M.T. is not parked in dense bodies, but is dispersed and kept clear of Range and camps.

4. ECONOMY IN THE USE OF MEDICAL STORES. (C.C.R.215/8/237)

The increased issues of medical stores to units by no means indicate any slackening in the need for rigid economy.

(Continued on Back)

5. MEDICAL STORES. (C.C.R.215/8/269.

Item 788 - Procain Solution Tablets.

It is desired to point out that for a variety of reasons tablets of varying size and strength are supplied under this item number. The onus is upon the Medical Officer using the drug to ascertain the facts of composition disclosed by the label, and to act in accordance with these.

This notification is issued in order to avoid any possible confusion which might arise from citing by item number only.

6. 285 L.A.D. - LOCATION.

From 22 Dec. 41 until further notice, 285 L.A.D. will be attached to W.Comd. Recce. Bn., Bunbury.

7. D.R.L.S. CHRISTMAS AND NEW YEAR PERIOD.

On Christmas Day, Boxing Day and New Years Day, one delivery only (morning delivery) will be made to all camps.

Area Signals will arrange for two D.Rs. to be available at W.Comd. H.Q. during these days.

8. H.Q. - BRANCHES - DUTY SATURDAY AFTERNOON AND SUNDAYS, ETC.
(C.C.R.161/1/24)

As from 20 Dec. 41 an Officer of each Branch will remain on duty during Saturday afternoons, Sundays and all public holidays between the following hours :

Saturdays. ,1200 hrs. to 1700 hrs.
Sundays and all Holidays 0900 hrs. to 1700 hrs.

9. CEREBRO-SPINAL MENINGITIS - MILITARY FORCES. (C.C.R.241/9/95)

A review of C.S.M. in Australia over the past 16 months which has recently been made shows a very favourable position in regard to the military camps.

In 80 per cent of the camps attacked the number of cases which have occurred over the whole period of 16 months does not exceed two per camp . In only 4 camps has it exceeded 7.

The case mortality rate in the Military Forces up to mid October, 1941 was 2.8 per cent, and for the twelve months ended 18 Oct. 41 was only 1.5 per cent. This compares very favourably with the civilian case mortality rate of rather more than 20 per cent.

It is recognised that these results are largely due to the vigilance and care of the Medical Officers in the camps and it is desired that they be advised of the results, and of the appreciation of their efforts.

10. LEAVE FROM TRAINING - GOLD MINING INDUSTRY. (C.C.R.194/5/424A)

Personnel engaged in Gold Mining Industry (Officers and N.C.Os. excepted) normally exempt by virtue of the list of Reserved Occupations at varying ages 25 years up to and including 30 years are not to be called up for P.T.D. pending further instructions. Such personnel other than Officers and N.C.Os. are temporarily to be "returned to Area" under the heading 'training deferred'.

11. H.Q. NORTHAM. (C.C.R-12/1/63)

H.Q., R.T.D. Northam Camp has ceased to exist.

H.Q., Northam Camp is now known as H.Q. W.Comd.
Tng. Depots and all correspondence should be addressed -

Commandant,
W.Comd. Tng. Depots,
NORTHAM.

12. CHRISTMAS DINNER - DONATIONS TOWARDS SUPPLY OF EXTRA AMENITIES.

Reference is made to W.C.R.O. 181/41 para. 6.

Alterations have been made and advise has been received that in addition to one shilling granted for supplementary rations, Units may draw from canteens goods to the value of one shilling per man for all other ranks on ration strength on Christmas Day and sixpence per man for all O/Rs. on ration strength on New Years Day. Funds for this purpose are provided by Canteen Services. Arrangement previously promulgated concerning Army personnel and M.R.B. personnel on the E.W.Road stand.

13. W.COMD. TRADES TNG. CENTRE.

This unit is established at Claremont (O.C. Capt. J.V. Pascoe). Although the relative W.E. (V/1940/62C/1) refers to a "M.V. Trades Tng. Centre" the correct designation in accordance with the Order of Battle is as above, and must be strictly adhered to in all correspondence etc.

The unit was previously referred to as W.Comd. Trades M.T. Tng. School.

W.Comd. Army Trades Tng. Depot (O.C. Capt. E. Wicks, M.C. M.M.) is not on the Order of Battle, but is also functioning at Claremont in accordance with W.E.V/63C/1.

14. DISCS, IDENTITY.

Discs, Identity, are to be issued to all ranks. Requisite action will be taken by those responsible to arrange the issue of same in accordance with Mob.Order No. 3, Para. 3 of 15 Dec. 41.

15. WORKING DRESS ISSUED TO UNITS BY CAMP QUARTERMASTERS.

All Working Dress issued by Camp Quartermasters on A.A.F. F.1 is to be transferred to the respective units on A.A.F. F.6 and credit given on A.A.F. F.1.

Units are to obtain signatures for articles of Working Dress on A.A.F. F.200 and submit Write Off Voucher to A.D.O.S. This applies to issues of all articles of Working Dress, irrespective of whether supplies have been received through Camp Quartermasters or direct from A.A.O.D.

16. MECHANICAL VEHICLES - PUBLICATIONS. (C.C.R.178/1/530A)

Attention of Units is drawn to the fact that at present no workshop manuals are available for W.D. vehicles now being issued. Handbooks however, are included in the V.O.L. of the vehicle.

Periodical inspections of V.O.Ls. to ensure that these Handbooks are, at all times, with the vehicles for use of personnel concerned, will be carried out by Transport Officers.

16. MECHANICAL VEHICLES - PUBLICATIONS. (Contd.)

It is to be noted, also, that these Handbooks are bordering on a workshop manual and that, in some instances, are to be used in conjunction with the present workshop manual.

17. CHRISTMAS HOLIDAY. (C.C.R.129/1/174)

Reference W.C.R.O. 182/41 -

Under no circumstances must there be less than 50% of Officers and O/Rs. in camp.

There will be no all-night leave.

Colonel i/c Administration, Western Command.
(O.V.HOAD)

NOTICE.

Telephone Directory.

A.B.M. and Man Power Office - Ext. 367.

A.4/T

CCR 67/1/51.

No.183.

AUSTRALIAN MILITARY FORCES - WESTERN COMMAND.

ROUTINE ORDERS - PART I.

ORDER

for the assembly of a
DISTRICT COURT-MARTIAL

Orders by Major-General R.E. Jackson, C.M.G., D.S.O.,
General Officer Commanding, Western Command, under
delegation by the Governor-General.

Perth.
19/12/41.

W.12413
Pte. BRYAN R.E.
44 Bn.

The Officers mentioned below will assemble at
Swan Barracks, Perth, on the 23rd day of December,
1941, at 1200 hrs. for the purpose of trying by
DISTRICT COURT MARTIAL the accused person named
in the margin.

PRESIDENT.

Lt.-Col. J. ANGELL, D.S.O., M.C., C.O. 4 Tng. Bn. R.T.D.
is appointed President.

MEMBERS.

Capt. J.R. HENDERSON, 3 Tng. Bn. R.T.D.) are appointed
Capt. T.M. PHILLIPS, 28 Bn. (M)) members.

WAITING MEMBERS.

Capt. H.J. BOWRA, S.O.I. & R.S. W. Comd) are appointed
Maj. J.E. SAUNDERS, D.A.Q.M.G.) waiting
H.Q. W. Comd.) members

JUDGE-ADVOCATE.

Capt. K.E. DRAKE-BROCKMAN, L.S.O. H.Q.W. Comd.
is hereby appointed Judge-Advocate.

PROSECUTOR.

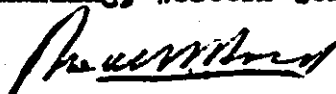
Capt. W. HARVEY, M.C., D.A.P.M., H.Q. W. Comd. is
appointed Prosecutor.

The accused will be warned and all witnesses duly
required to attend.

The Proceedings will be forwarded to the undersigned.
SIGNED this 19th day of December, 1941.

(Sgd.) ROBT. E. JACKSON

Major-General,
General Officer Commanding, Western Command.



Distribution:

G.O.C.
Col. i/c Adm.
S.O.
A.A.G.
L.Q.M.G.
D.A.Q.M.G. (2)
C.C.R.
D.R.O. (2)
D.A.P.M.
Det. Bk. (2)
Camp Comit.

D.F.O.
H.Q. Northam Camp (3)
13 Inf. Bde. (3)
L.S.O.
President.
Members (4)
Publicity.
Spares (4)

Colonel i/c Administration, Western Command.
(O.V. ROAD).

G. III 1145-

AUSTRALIAN MILITARY FORCES - WESTERN COMMAND.

ROUTINE ORDER PART I

BY

MAJOR-GENERAL R.E. JACKSON, C.M.G., D.S.O.

GENERAL OFFICER COMMANDING, WESTERN COMMAND.

No. 162

Headquarters,
Swan Barracks,
Francis Street,
Perth.
22 Dec. 41.

1. MENU "W"

Menu "W" for Harvey, Russelton and Bunbury will come into force on 30 Dec. 41.

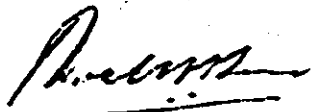
2. CHRISTMAS HOLIDAYS. (C.C.R.123/1/174)

Owing to the present situation, and in conformity with the policy of cancelling all special trains, in order to conserve coal, Christmas holidays will be restricted to the following :-

- (i) The only day to be observed as a holiday will be Christmas Day.
- (ii) (a) In Metropolitan areas, leave may be granted, providing that the use of public transport other than in the Metropolitan area is not involved.
(b) In country camps, leave may be granted, but members will not be permitted to utilise country train services.

Subject to operational requirements and such parades as may be deemed necessary for administrative purposes, the day will be observed as a holiday. Approval has been given for expenditure of 1/- per head to provide extra messing, and every effort should be made to create suitable atmosphere by brightening mess huts, etc.

Consideration should also be given to the conduct of sports in co-operation with the authorities in nearby towns trophies being provided from unit funds.



Colonel The Administration, Western Command.

(O.V. ROAD)

NOT TO BE PUBLISHED.

GTH INT-

AUSTRALIAN MILITARY FORCES - WESTERN COMMAND.

ROUTINE ORDER PART I.

BY

MAJOR-GENERAL R.E. JACKSON, C.M.G. D.S.O.

GENERAL OFFICER COMMANDING, WESTERN COMMAND.

NO. 181

Headquarters,
Swan Barracks,
Francis Street,
Perth.
18 Dec. 41.

1. RECRUITING - MILITIA, A.I.F., R.A.A.F. (C.C.R.241/19/87)

Further to W.C.R.O. 179/41 para. 3 -

Any applicants who are at present members of militia units who desire to volunteer for service with the R.A.A.F. are to be permitted to complete the R.A.A.F. application form and C.O.s. will forward that application form to the nearest R.A.A.F. Recruiting Centre, but, pending the issue of further instructions no member of a militia unit will be enlisted A.I.F. or R.A.A.F.

All members of militia units who apply for enlistment A.I.F. or R.A.A.F. are to be given a certificate in the form below, to the effect that they have volunteered for enlistment in the service nominated and that they will be called upon when required.

CERTIFICATE.

It is certified that -

No.

Name

Rank

Unit

has volunteered for enlistment in the A.I.F. - R.A.A.F.
and he will be called upon when required.

2. BAKERS AND BAKERS APPRENTICES - LEAVE FROM TRAINING.

All Bakers are to be "returned to Area" for subsequent re-allotment on receipt of specific instructions concerning them which will be issued later. This refers to Bakers only and not bread carters and other persons engaged in the baking business. Bakers Apprentices are to be exempt from training while serving their apprenticeship.

3. A.A.F. A.99 HALF YEARLY STRENGTH RETURN - PERMANENT MILITARY FORCES.

With reference to the above return for half year ending 31 Dec. 41, units will forward nominal roll of all P.M.F. personnel together with A.A.F. A.99. Return and nominal roll must be forwarded to reach these Headquarters by 5 Jan. 42.

(Continued on Back)

4. ENLISTMENT - P.M.F. (C.C.R.25/1/90)

It is advised that until further notice no further enlistments will be made to fill vacancies in the P.M.F. Annual Establishments for any P.M.F. units with the exception of A.I.C.

All such P.M.F. personnel should now be incorporated in units raised on War Establishments and those units will be maintained at their approved strength by full time duty personnel.

5. ISSUE OF TEMPORARY LEAVE PERMITS - FORM W & S-H. (C.C.R.241/11/22)

Certain Officers who have been authorised to issue Form W. & S-H to Army personnel are exceeding their authority by issuing such permits to civilians. This practice must cease.

6. CHRISTMAS DINNER - DONATION TO ARMS SUPPLY OF EXTRA AMENITIES. (C.C.R.41/1/35)

Canteens Service has agreed to provide from Canteen Funds a sum of 6d. per head for all troops in camp on Christmas day to be based on ration strengths.

2/- per head for Army personnel on the East-West Road and 6d. per head together with one pint of beer for Main Road Board personnel on the East-West road. A.D.S. & T. will supervise distribution-Unit R.Cs. copy.

7. FLYING OF FLAGS. (C.C.R.95/1/9)

It has been brought to notice that in some instances in Australia flags are being incorrectly flown at Military hospitals, Convalescent Homes, &c.

The Geneva Convention relating to sick and wounded in Armies in the field, provides that the Red Cross emblem and the National flag shall be flown over fixed establishments in which the sick and wounded are receiving attention, and the manner in which these flags should be flown is indicated in pamphlet No. 5 of the Field Service Pocket Book, namely side by side, from a yard-arm.

The National Flag of the Commonwealth of Australia is the Australian Blue Ensign, which is the flag authorised to be flown over all Commonwealth Government buildings, ~~military establishments~~. The Red Ensign is peculiar to the Mercantile Marine, and should not be flown on any military flagpoles.

Flags will be lowered at sunset.

8. RESERVED OCCUPATIONS - GRN. SMS. (RMS.)

The provisions of List of Reserved Occupations and instructions for deferment of training as in force for U.S.P. are to be applied forthwith to Reserve Garrison Battalions. Personnel already affected are to be released.

9. RIFLES .303 - DISCS MARKING. (C.C.R.198/1/29A)

It is reported that a number of rifles .303 have Unit markings stamped on discs marking, on the butt of the rifle.

All Units will immediately inspect all rifles in their possession, and any discs marking, so stamped, are to be removed by Unit armorer forthwith and forwarded to A.I.C.D. Workshops, preceded by Repair Requisition A.I. Form P.3.

RO. No 2
7/1/42

10. R.D.F. EQUIPMENT - DANGER TO PERSONNEL. (C.C.R.215/2/99)

Attention is directed to the fact that R.D.F. equipment now being introduced into the service incorporates high-tension voltages which are lethal in character. Under normal operating conditions, complete protection is provided against danger from this factor.

Switches have been fitted inside cubicles, accessible only when doors are open and which render inoperative the safety door-switches. These switches are provided for testing purposes only and are not to be operated by other than A.A.O.C. personnel.

Accidental deaths, due to contact with these voltages, have already occurred overseas and all personnel concerned are to be warned against neglect in this matter.

11. REQUISITIONS ON ORDNANCE FOR M.T. PARTS AND ACCESSORIES.
(C.C.R.138/1/196)

Much delay in fulfilling requisitions submitted by Units for M.T. Parts and Accessories is caused by neglect of the Unit to supply the correct Part No. and description. The following instructions are issued for guidance of requisitioning officers :-

Ford Parts - Parts for each model are to be shown separately and demanded in the sequence of "B": "18", "40", "48", etc., prefixes not being mixed indiscriminately.

Cvt. Parts - All part numbers are to be shown numerically in each respective group such as Group "0" Engine Parts; Group "1" Cooling and Oiling; Group "2" Electrical, etc.

Motor Cycle Parts - Each make to be shown separately and alphabetically.

12. CHECK OF STORES - SECTIONS V.1 - V.6. (C.C.R.215/15/348)

A stocktaking of all stores included in Sections V.1 to V.6 will be carried out by units as at 30 Dec. 41, and stocksheets submitted to reach A.D.O.S., Headquarters, Western Command, no later than 7 Jan. 42.

Coast and Anti-Aircraft units will show registered numbers of all fire control instruments and their statements must clearly set out the distribution of equipment as between gun stations etc.

As the abovementioned lists are required for submission to Army Headquarters, it is imperative that the stocktaking be based on a physical check of the items concerned, and that the statements rendered are accurate in every detail.

13. TRANSFER OF SALVAGED ARTICLES AND SUBSTANCES TO UNITS. (CCR.244/1/13)

Requisitions for salvaged articles and substances by Units on any Salvage Depot will be signed by the C.O. of the Unit concerned and submitted for approval of the Salvage Officer, Headquarters, Salvage Depot, Barrakatta.

The above instruction will be read in conjunction with W.Comd. Administrative Instructions for Camps of Continuous Training, Section V, para. 3 - Salvage.

Dual W.H.O.

Solonel i/c Administration, Western Command.
(C.V.H.C.A.D.)

G III INT

NOT TO BE PUBLISHED.

AUSTRALIAN MILITARY FORCES - WESTERN COMMAND.

ROUTINE ORDER PART I. BY

MAJOR-GENERAL R.E. JACKSON, C.M.G., D.S.O.

GENERAL OFFICER COMMANDING, WESTERN COMMAND.

NO. 1280

Headquarters,
Swan Barracks,
Francis Street,
Perth.
15 Dec. 41.

1. ABBREVIATIONS.

It is noted from correspondence, etc., that many incorrect abbreviations are in use. The authorised abbreviations are laid down in F.S.P.B. Pam. 2 and M.T.P.23, Pt. III. Rules for the use of abbreviations are given in the latter pamphlet and in F.S.R. Vol. II.

Whilst remembering the rule that an abbreviation must not be used where there is any possibility of the addressee being unfamiliar with it, it is desirable that the authorised abbreviations be used on all communications within the Army. This will serve to familiarise officers and clerks with the abbreviations and will effect an appreciable saving in time and paper. All officers and clerks will, therefore, practise the use of correct abbreviations in official correspondence and messages within the Service.

Abbreviations will not, however, be used in correspondence to individuals or organisations outside the Army, except in so far as abbreviations common to one or more Services are used in communications to the Navy and R.A.A.F.

2. TRAINING OF TRADESMEN - A.M.F. PERSONNEL. (C.C.R.108/1/93)

Administrative Instructions invariably lay down a time and date on which prospective Trainees are to report to the A.T.T.D., Claremont for Trade Testing. In many cases these instructions are not being adhered to, the men reporting at various times during the day and in some cases leave passes are being issued to such soldiers expiring at 0800 hrs. on the day the course is to commence at the Technical College. Any leave passes issued to such men must expire at the time they are to report to the A.T.T.D. Also instructions regarding uniform, equipment, etc. are not being adhered to, some men arriving at the A.T.T.D. without working dress or personal effects.

C.O's and O.C's Units are to take immediate steps to ensure that instructions are carried out and particularly that prospective trainees report punctually at the time stated. This will avoid considerable disorganisation of Trade Testing arrangements.

Any candidate reporting late or improperly equipped, may be returned to his unit and the vacancy will not, in such circumstances, be filled.

(Continued on Back)

3. W.A.G.R. EMPLOYEES - LEAVE FROM TRAINING.

Personnel who produce a certificate from the Railway Department that their services are essential in their duties as Railway Employees are not to be called up for duty. Units may grant temporary leave, but the applications will be forwarded for confirmation to Headquarters, Western Command.

4. MEDICAL (UNIVERSITY) STUDENTS - TRAINING.

The following Conditions have been laid down for training of University Medical Students :-

First and Second years - 70 days with Inf. Unit.
Third and Fourth years - 14 days with Fd. Amb.
Fifth year - Exempt.

5. DRESS. (C.C.R.241/1/15)

Commencing forthwith, uniform will be worn by all ranks of the Australian Military Forces who are employed on full time duty or attending camps of training, at all times except when participating in sport.

All previous instructions regarding the occasions on which uniform will be worn during the present war are hereby cancelled.

6. ENGINEER SERVICES - OFFICER POSTINGS.

As from and inclusive of 15 Dec. 41, the undermentioned officers have been posted to the following appointments :-

Lt.-Col. Napier, J.J.H. (W.237317) - A.D.E.
Services, W. Comd.

Maj. Shaw, J.D. (M.C. V.D.) (W.39185) - C.R.E.
W. Comd.

Maj. Duncan, K.C. (W.237308) - D.A.D.W. W.Comd.

7. DISTRIBUTION OF CANTEEN PROFITS.

Reference is made to W.C.R.O. 34/40 para. 5 -

Units will ensure that notification of all distribution of profits to units either in cash or in kind is promulgated in Unit Orders as instructed.

8. JURORS ENGAGED ON WAR SERVICE.

On all occasions where a member of the Forces receives a Summons to attend as a juror, the unit will forward to the Court Official issuing the Summons, a Notice in the form set out below.

The member will not, then, attend as required in the Summons.

Notice 3.

8. (Contd.)

COMMONWEALTH OF AUSTRALIA.

CERTIFICATE THAT JUROR IS ENGAGED ON WAR SERVICE.

(a) Name in full I CERTIFY that (a)
 (b) Private Address who resides at (b)
 and who has been summoned as a Juror to attend.
 (c) Name of Court the (c) Court at (d)
 (d) City or Town on (e) 194, is a member of the
 (e) Date attendance required at Citizen Forces called up for and engaged
 Court. on war service with the Military Forces.

Dated the day of 194 .

Signature

Camp Commandant

or
Adjutant.

9. ADDRESSING OF MAIL MATTER. (C.C.R.65/1/229)

To personnel staffing Hospital Ships:- The following is the standard form of addressing mail matter to personnel staffing Hospital Ships :-

No. Rank. Name

H.M.A.H.S. Wanganella
 H.M.A.H.S. Marunda
 Netherlands Hospital Ship Oranje } whichever applicable.

C/- G.P.O. (Capital of State in which mail is posted).

10. AUTHORITY TO SIGN RAIL WARRANTS, ETC. (C.C.R.181/2/02)

The R.T.O. at Kalgoorlie is authorised to sign :-

A.A.F. T.1 (Country Warrants only)
 A.A.F. T.1 (a) (Suburban Warrants)
 A.A.F. T.2 Railway Consignment Note.

11. ORDERING OFFICERS - TREASURY REGULATIONS 63 (1), ORDINANCE SERVICES.
 (C.C.R.62/1/75)

During the absence of Lieut. D.T. Smith on duty, W.O.I A.G.E. Cole is authorised to sign Official Orders, Forms T.S.3, for £100 and under.

Officers Certifying to Payment of Accounts. (C.C.R.62/1/75)

During the absence of Lieut. D.T. Smith on duty, the undermentioned are authorised to sign Certificates on Form T.S.4 as to payment of accounts :-

(a) Claims £100 and under - Lieut. H.E. Campbell
 (b) " £10 " " " - W.O.I A.G.E. Cole.

12. MISSING COMPASS. (C.C.R.215/63/21)

Prismatic Compass Mark VIII No. 49908 on charge to 9 Anti-Tank Regt. is reported missing.

All Units will institute a check of all Compasses Mk. VIII in their possession, and forward a report of the result of their search to H.Q. W.Comd. not later than 30 Dec. 41.

13. MENU "W".

General menu "W" will come into operation on 22 Dec. 41.

For Rottnest Camp, menu "W" will come into operation on 24 Dec. 41.

W.C.R.C. 181/41

Colonel i, c Administration, Western Command.

(O.V. HQAD)

GIV INT.

NOT TO BE PUBLISHED.

AUSTRALIAN MILITARY FORCES - WESTERN COMMAND.

ROUTINE ORDER PART I.

BY

MAJOR-GENERAL R.E. JACKSON, C.M.G., D.S.O.

GENERAL OFFICER COMMANDING, WESTERN COMMAND.

No. 179

Headquarters,
Swan Barracks,
Francis Street,
Perth.
11 Dec. 41.

W.C.R.Os. Nos. 176, 177 and 178, dealing with District Courts Martial, were not generally distributed.

1. LEAVE - MEMBERS OF THE FORCES.

Eight days Christmas leave has been cancelled. A.R.L. and accumulated weekend leave is suspended until further notice. Units will recall all personnel at present on leave excepting those on leave for harvesting purposes.

Weekend leave not to exceed 1200 hrs. Saturday to 2359 hrs. Sunday may be granted to personnel who can be recalled to duty within 24 hours.

2. DURATION OF CAMPS OF TRAINING.

Formations, Units or personnel now in camp will remain in camp indefinitely.

3. RELEASE OF MILITIA TO A.I.F. OR R.A.A.F.

Until further notice no members of the Militia will be released to the A.I.F. or R.A.A.F. Units will inform all applicants that their names have been recorded, and that they will be further advised in due course.

4. TAXATION STAMPS. (C.C.R.184/1/12)

As from 19 Dec. 41, every Officer or soldier receiving Taxation Stamps from Unit Paying Officer MUST place them in the Income Tax Instalment Stamp book and MUST cancel them (with ink) in the presence of the Paying Officer.

Unit Paying Officers will be instructed by C.Os. accordingly and they will be responsible for any breach thereof.

These books can be obtained from Albert & Son, booksellers, opposite G.P.O., Forrest Place, at a cost of twopence each. Depot Paymasters are requested to obtain a supply before 19 Dec. 41.

5. SPORTING MATERIALS. (C.C.R.82/1/224)

Representations have been made by the Australian Comforts Fund that it should be relieved of the expense of providing sporting materials to the A.I.F.

It has been ascertained that in Australia, amenities, sporting materials, &c., costing approximately £18,000 were distributed during the year ended 30th June, 1941, from Canteen Funds, and that cash distributions to units from the same source totalled approximately £37,000 in the same period.

(Continued on Back)

5. SPORTING MATERIALS. (Contd.)

In view of the foregoing, it would appear that any sporting materials required by units should be purchased from unit funds derived from Canteens, and the Australian Comforts Fund has been informed that, in the future, the Fund will require to provide sporting materials to units only in special cases.

6. TECHNICAL TRAINING AT TECHNICAL COLLEGES - CHRISTMAS LEAVE.

W.C.R.O. 174/41, Para. 14, is cancelled.

7. QUARTERLY AUDIT OF REGIMENTAL FUNDS. (C.C.R.25/1/32)

W.Comd. Instruction Q.250 of 4-Dec. 41 has been issued to Units. This Instruction will be treated as a supplement to W.Comd. Administrative Instructions for Camps of Continuous Training (C.C.R.38/4/84) and inserted as Appendix "C" to Section I thereof.

Units will produce such further copies as may be necessary for this purpose, in order to ensure that all copies of the above Instructions are complete.

8. USE OF TINNED BUTTER. (C.C.R.185/1/235)

Where tinned butter is issued from Q.M. Stores for consumption by troops the total contents must be removed from the tin immediately the package is opened.

Failure to do so will result in tainting and possible deterioration of contents.

Where possible Butter should be placed in a refrigerating chamber after removal from Container and before consumption.

9. REVIEW OF A.A. AND OTHER FORMS AND BOOKS. (C.C.R.32/1/210)

A Board of Examination has been convened for the purpose of examining all A.A. and other Forms and Books in use, with a view to submitting recommendations regarding the following :-

- (a) the necessity for the retention in use of each form or book;
- (b) whether any form or book can be dispensed with without affecting efficiency;
- (c) whether any form or book can be reduced in size in spacing of rulings, size of printing, etc. with a view to effecting economies;
- (d) whether the usefulness or efficiency of any form could be increased by alterations to its composition, set up, etc. or by the addition or deletion of items.

Administrative Staffs of all Camps and Units will review the various forms and books in use by them or relating to their Branch of the Service, and submit for consideration of the Board, recommendations or suggestions in accordance with the above, quoting the number of the Form, to reach these Headquarters - "Attention 'C' Branch" - not later than 22 Dec. 41.

10. EQUIPMENT FOR MEDICAL PURPOSES. (C.C.R.215/8/262).

Further to W.C.R.O. Pt. I 123/41 para. 9 -

(1) STORAGE:

- (a) Issues in accordance with Standing Orders for A.A.M.S., Appendix 30, made to all maintained Regimental Units, Field Ambulances, Field Hygiene Sections and Casualty Clearing Stations, will be held by these units either at Home Stations or in Camp as the case may be.
- (b) Equipment for non-maintained units will be held in Command and District Depots or Sub-Depots, as determined by the H.Q. of the Command.

(11) UTILISATION:

When issued, this equipment will be taken into use by units as required.

Expendable items will be replenished as necessary.

Articles which are perishable with care will be withdrawn at stated periods and returned to Command or District Depot of Medical Stores for disposal. Withdrawals of these perishables will not be effected except on the authority of the D.D.M.S. who will arrange for periodical inspections by A.D.M.S. (Pharmaceutical).

Instructions regarding the "life" of articles listed as "perishable with care" will be issued for guidance of all concerned.

(111) CARE AND PROTECTION:

The utmost care will be taken to maintain the war equipment in a serviceable condition. It must be stored under the most suitable conditions available having regard to climate and locality, in order to reduce deterioration to a minimum.

Commanding Officers will make frequent periodical inspections of contents of panniers and other containers in order to keep a close check on the contents. Deficiencies will be investigated as soon as discovered and action taken to replace the articles at once in order to maintain the authorised scale. Details of the scales are shown in A.A.M.S. Standing Orders, Appendix 30, and the appropriate Army Form I.1248.

(iv) RETURN TO STORE OF OLD EQUIPMENT:

On receipt of Mobilization Medical Equipment, units will return to Command or District Depot of Medical and Veterinary Stores all old pattern equipment on hand which is in excess of authorized scales.

(v) ACCOUNTANCY.

For the present the peace time system of accountancy will continue to operate in respect to issues of medical war equipment. If and when mobilization is ordered, a change to the Field System will be effected.

The A.D.M.S. (Pharmaceutical) will exercise strict supervision over Depot and Unit accountancy and records.

(Continued on Back)

11. MECHANICAL VEHICLES - SPLIT WHEELS - DANGER IN DISMANTLING.
(C.C.R.138/1/744)

Two fatalities have occurred recently because of failure to follow the correct procedure during the dismantling of split wheels as fitted to certain types of Ford and Chevrolet vehicles. This type of split wheel is fitted with two concentric rings of bolts. The function of the outer set is to hold together the two halves of each split wheel, while the inner or driving bolts secure the wheel as a whole to the hub in the normal manner.

On no account whatever must the outer ring of nuts be loosened or unscrewed until the tyre is completely deflated.

To remove a wheel the inner ring of nuts only are unscrewed. Having removed the wheel as a whole, the tyre must be then completely deflated before splitting the wheel by unscrewing the outer ring of nuts.

Any attempt to split a wheel while any pressure remains in the tyre may permit the pressure to blast the half wheels asunder with disastrous effects to attendant personnel.

In like manner, a tyre must not be re-inflated until the outer ring of nuts are tightly screwed home.

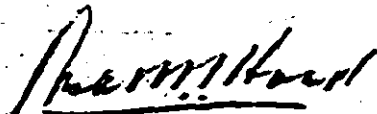
It will be noted that on Chevrolet W.D. vehicles fitted with such split wheels, the outside ring of nuts as well as the end of the bolts have been painted a bright red colour. A warning plate is fitted in a conspicuous position on the face of the wheel on all vehicles except the Ford 900 = 16 locally made.

In addition the above instructions will be read to all Transport personnel at least once per week during the ensuing three months.

Arrangements are in hand whereby all new vehicles fitted with split wheels will be conspicuously indicated as in para. VI of the above instruction. In the meantime, Units will arrange that all split wheels on vehicles not so treated will have the outside ring of nuts, as well as the ends of the bolts, painted a bright red colour.

Warning Stickers are in course of printing for attachment to the windscreen of all vehicles equipped with split wheels. Copies of the Stickers will also be handed to all M.T. personnel to be carried with A.A.F. Gall (Army Driving Licence). Units will requisition on Stationery forthwith for their requirements.

The above instruction will be treated as an addendum to W.Comd. Administrative Instructions for Camps of Continuous Training (C.C.R.38/4/84), Section IV, para.1 "Mechanical Transport", and will be inserted as sub-para. (7) thereof. Units will reproduce sufficient copies of the foregoing to ensure that all copies of such instructions are complete.



Colonel i/c Administration, Western Command.

(C.V. HCLD)

A4/MO

COR 73/1/124

No. 178

AUSTRALIAN MILITARY FORCES - WESTERN COMMAND.

ROUTINE ORDERS - PART I

ORDER
for the assembly of a
DISTRICT COURT-MARTIAL

Orders by Major-General R.E. Jackson, C.M.G., D.S.O.,
General Officer Commanding, Western Command, under
delegation by the Governor-General.

Perth, 8/12/41.

TX 5645

Pte LEWIS, M.

2/43 Bn.A.I.F.

The Officers mentioned below will assemble at
Swan Barracks, Perth, on the 11th day of December, 1941,
at 0930 hrs. for the purpose of trying by DISTRICT COURT
MARTIAL the accused person named in the margin.

PRESIDENT.

Lt.-Col. J. ANGELL, D.S.O., M.C. C.O. 4 Tng. Bn. R.T.D.
is appointed President.

MEMBERS.

Lieut. H. COLVIN, Area Officer 16D }
Capt. J.R. HENDERSON, 3 Tng. Bn. R.T.D. } are appointed
members.

WAITING MEMBERS.

Capt. H.J.H. TOZER, M.C., M.M. 4 Tng. Bn. }
Capt. T.M. PHILLIPS, 28 Bn. (M) R.T.D. } are appointed
waiting
members.

JUDGE ADVOCATE.

Capt. K.E. DRAKE-BROCKMAN, L.S.O. W.Comd.
is hereby appointed Judge-Advocate.

PROSECUTOR.

Capt. W. Harvey, M.C., D.A.P.M., H.Q. W.Comd. is
appointed prosecutor.

The accused will be warned and all witnesses
duly required to attend.

The Proceedings will be forwarded to the under-
signed.

SIGNED this eighth day of December, 1941.

(Sgd.) Robt. E. JACKSON, Major-General
General Officer Commanding, Western Command.

O. V. HOAD.

Colonel i/c Administration, Western Command.
(O.V. Hoad)

DISTRIBUTION:-

G.O.C.
Col. i/c Adm.

G.S.O.
A.A.G.
A.Q.M.G.
D.A.Q.M.G. (2)

C.C.R.
D.R.O. (2)

D.A.P.M.
Det. Hk. (2)

Camp Comdt.

D.F.O.

H.Q. Northam Camp (3)

E.S.B.
A.B.M.
13 Inf. Bde. (2)
L.S.O.
President
Members (4)
Publicity
Spares (4)

10 DEC 1941

A4/MO
CCR.73/1/120
No.177.

AUSTRALIAN MILITARY FORCES - WESTERN COMMAND

ROUTINE ORDERS - Part I.

ORDER

for the assembly of a

DISTRICT COURT-MARTIAL.

Orders by Major-General R.E. Jackson, C.M.G., D.S.O.,
General Officer Commanding, Western Command, under delegation
by the Governor-General.

Perth.

8/12/41

NX 10177
Pte LONG, A.
2/3 Reinf.
8 Div.Prov.

The Officers mentioned below will assemble at
Swan Barracks, Perth, on the 12th day of
December, 1941, at 0930 hrs. for the purpose of
trying by DISTRICT COURT MARTIAL the accused
person named in the margin.

PRESIDENT.

Lt.-Colonel J. ANGELL, D.S.O., M.C., C.O. 4 Tng.
Bn., R.T.D. is appointed President.

MEMBERS.

Lieut. H. COLVIN, Area Officer 16D)
Capt. H.J.H. TOZER, M.C., M.M.,) are appointed
4 Tng. Bn. R.T.D.) members.

WAITING MEMBERS.

Capt. J.R. HENDERSON, 3 Tng. Bn.,) are appointed
R.T.D.) waiting members.
Capt. T.M. PHILLIPS, 28 Bn.(M))

JUDGE ADVOCATE.

Capt. K.E. DRAKE-BROCKMAN, L.S.O., W.Comd.
is hereby appointed Judge-Advocate.

PROSECUTOR.

Capt. W.HARVEY, M.C., D.A.P.M. H.Q. W.Comd. is
appointed prosecutor.

Distribution:-

G.O.C.
Col. i/c Adm.
G.S.O.
A.A.G.
A.Q.M.G.
D.A.Q.M.G. (2) E.S.B.
C.C.R. A.B.M.
D.R.O. (2) 13 Inf.Bde (2)
D.A.P.M. L.S.O.
Det. Bk. (2) President
Camp Comdt. Members (4)
D.F.O. - Publicity
H.Q. Northam Camp (3)
Spares (4)

The accused will be warned and all witnesses
duly required to attend.

The Proceedings will be forwarded to the
undersigned.

SIGNED this eighth day of December 1941.

(Sgd.) Robt. E. JACKSON, Major-General
General Officer Commanding, Western Command.

O.V. HOAD.

Colonel i/c Administration, Western Command
(O.V. Hoad)

44/NO

73/1/118

No.176.

AUSTRALIAN MILITARY FORCES - WESTERN COMMAND

ROUTINE ORDER - PART I

ORDER
for the assembly of a

DISTRICT COURT-MARTIAL

Orders by Major-General R.E. Jackson, C.M.G., D.S.O.,
General Officer Commanding, Western Command, under delegation
by the Governor-General.

Perth

8/12/41

TK 4979
Pte GITTUS, R.L.
2/43 Bn. A.I.F.

The Officers mentioned below will assemble at
Swan Barracks, Perth, on the 11th day of December,
1941, at 0930 hrs. for the purpose of trying by
DISTRICT COURT MARTIAL the accused person named
in the margin.

PRESIDENT.

Lt.-Col. J. ANGELL, D.S.O., M.C. C.O. 4 Tng. Bn.
R.T.D.
is appointed President.

MEMBERS.

Lieut. H. COLVIN, Area Officer 16D } are
Capt. J.R. HENDERSON, 3 Tng Bn?R.T.D.) appointed
members.

WAITING MEMBERS.

Capt. H.J.H. TOZER, M.C., M.M., } are appointed
4 Tng. Bn. R.T.D. } waiting
Capt. T.M. PHILLIPS, 28 Bn. (M) } members.

JUDGE ADVOCATE.

Capt. K.E. DRAKE-BROCKMAN, L.S.O. W. Comd.
is hereby appointed Judge-Advocate.

PROSECUTOR.

Capt. W. HARVEY, M.C., D.A.P.M., H.Q. W. Comd. is
appointed prosecutor.

The accused will be warned and all witnesses
duly required to attend.

The Proceedings will be forwarded to the
undersigned.

SIGNED this eighth day of December, 1941.

(Sgd.) Robt. E. JACKSON Major-General
General Officer Commanding, Western Command.

O. V. HOAD.

Colonel 1/c Administration, Western Command.
(O.V. Hoad)

DISTRIBUTION:-

B.O.C.
Col. 1/c Adm.
C.S.O.
A.I.G.
A.Q.M.G.
D.A.C.M.G.(2)
C.C.R.
D.R.O.(2)
D.A.P.M.
Det. Bk.(2)
Camp Comdt.
D.F.O.
H.C. Northam Camp(3)
A.B.M.
13 Inf. Bde.(2)
L.S.O.
President

Members(4)
Publicity
Spares(4)
E.S.B.

10 --- 1941

NOT TO BE PUBLISHED.

G. III INT.

AUSTRALIAN MILITARY FORCES - WESTERN COMMAND.

ROUTINE ORDER PART I.

BY

MAJOR-GENERAL R.D. JACKSON. C.M.G.. D.S.O.

GENERAL OFFICER COMMANDING, WESTERN COMMAND.

No. 175

Headquarters,
Swan Barracks,
Francis Street,
Perth.
9 Dec. 41.

1. DRILL - INFANTRY. (C.C.R.227/1/219)

Details of a simple drill for Infantry units will be published in A.T.M. (Australia) No. 6 for Jan. 42. It is issued as a provisional drill and will be taken into use on the publication of the A.T.M. referred to above.

Units may improve on it, but will on no account make the drill less simple nor may other drill movements be added to it.

2. CORRESPONDENCE INCORRECTLY OR INSUFFICIENTLY ADDRESSED.
(C.C.R.65/1/45)

Several instances have been noted of complaints being made concerning the D.R.L.S., in that certain letters, etc., have failed to reach their destination within a period of several days after despatch.

It has usually been found that the non-arrival of mail at its proper destination has been due to incorrect or insufficient addressing, resulting in delivery at a wrong address, where it may be mislaid or forgotten. Many of the communications which pass through the signal office at these headquarters are addressed in a manner which is likely to send them astray.

3. TECHNICAL TRAINING AT TECHNICAL COLLEGES - CHRISTMAS LEAVE.
(C.C.R.129/1/165)

Attention is drawn to W.C.R.O. No. 174/41 para. 14 -

In view of the fact that the Technical College will be closed for Christmas holidays over the period 20-29 Dec. 41 incl., the dates for completion of all courses current over the above period will consequently be extended one week.

4. W.C.O.D. BASE AND FIELD POSTAL UNITS. (C.C.R.194/5/771)

The recruit stage of camp period for this Unit will commence on 5 Jan. 42 in lieu of 5 Dec. 41.

5. DISCHARGES, A.M.F. (C.C.R.75/1/92)

When an application is made for discharge of a member of the A.M.F., it must be accompanied by Proceedings on Discharge (A.45) and No Claim certificate on discharge (A.30)

Lately certain cases have arisen where this necessity has been overlooked and in future, unless the completed forms are attached, discharge will not be approved. Attention is drawn to A.M.R. & C. 272.

(Continued on Back)

6. DENTAL TREATMENT FULL TIME DUTY - GARRISON BATTALION AND A.I.F. PERSONNEL. (C.C.R.140/2/140)

(i) In accordance with A.H.Q. instructions all full time duty personnel are to be dentally examined and a Dental Treatment Card A.F. I.5033, is to be made out for each man.

(ii) In camps where a Dental Officer is stationed or is within easy access, these cards are to be forwarded to, and held by him, while the man concerned is in the camp.

(iii) In other cases, these cards should be held by Unit Orderly Rooms.

(iv) When full time duty personnel report for dental treatment, the patient's card, if not already held by the Dental Officer, should be sent to him by the Unit at the same time as the patient.

(v) When full time duty personnel are transferred to another location or unit, their Dental Treatment Cards should be forwarded by the unit with their documents to the new location or unit, the cards being obtained, if necessary, from the Dental Officer.

(vi) When full time duty personnel march into a camp or unit, their cards should be either forwarded to the Dental Officer, if in the camp or easily accessible, or held by Unit Orderly Room.

(vii) The above procedure with dental cards will be carried out also in connection with A.I.F. and Garrison Battalion personnel.

(viii) For all full-time duty Garrison Battalion and A.I.F. personnel sent to hospital or convalescent depots, dental cards should similarly be transferred.

7. U.S.P. - MEDICALLY UNFIT FOR SERVICE. (C.C.R.227/4/309)

The correct procedure to be taken when a U.S.P. becomes medically unfit for service after allotment to a Unit is not being followed in all cases.

Attention is drawn to A.M.R. & O. 267 which prescribes the correct procedure. This procedure must be followed.

8. CERTIFICATE OF MILITARY SERVICE RENDERED.

Forms A.A.F. W.A. A.35 have been or are being issued to all Units. Units will see that a Certificate is issued to all members on their marching out of camps of continuous training. Each Form issued must be signed by both the Member and the Adjutant.

9. UNIT CASUALTY RETURNS.

Reference is made to W.C.R.O. 161/41 para. 13 -

Cases have occurred where units have not been prompt in issuing Casualty Returns.

10. UNIT CASUALTY RETURNS. (Contd.)

All movements of personnel particularly when marching out on leave without pay must be forwarded promptly to D.R.O.

Entries in Casualty Returns concerning P.M.F. personnel released to W.E. appointments must show to what Unit they are released and the number of the W.E.

11. PURCHASE OF SPARE M.T. PARTS BY UNITS. (C.C.R.138/1/196)

The practice has developed of units holding M.T. to make purchases direct from retailers of spare parts required for the repair of vehicles. This practice is to cease forthwith, except by C.C. M.T. Depot and where vehicles are operating in areas distant from Perth, and it is essential that the repairs be carried out expeditiously. In these latter cases only the following action will be taken -

- (a) At least one quotation for the necessary work and/or spare parts will be obtained from a reputable garage, preferably an agent for the make of vehicle, and if the C.C. is satisfied that it is reasonable, and the cost does not exceed £3, he will endorse his authority for the repair on the Accident or Detective Vehicle Report.
- (b) A.A.F. F.59 will be completed in duplicate, one copy being left with the firm concerned, and the other copy forwarded to D.A.D.O.S., together with -
 - (i) Firm's invoices.
 - (ii) F.S.4, correctly prepared, signed by the firm as claimant, and endorsed by the C.C. with a certificate relating to the service or receipt of stores concerned.
 - (iii) Certificate Receipt Voucher (A.A.F. F.22) in duplicate, correctly prepared for stores received.

Attention is directed to S.Os for Operation and Maintenance of M.T. Vehicles, para. 114.

In all other cases, repair of M.T. vehicles on unit charge will be carried out in accordance with paragraphs 103 and 104 of S.Gs for Operation and Maintenance of M.T. Vehicles.

12. COMPASSES, PRISMATIC, MK. IX. (C.C.R.215/18/48)

It has been ascertained that certain Compasses, Prismatic, Mk. IX, manufactured by Messrs. J.W. Handley & Sons, are defective, and units to whom these Compasses have been issued are to submit A.A.F. F.2 (Return to Store Voucher) and A.A.F. F.2C for replacement, to A.D.C.S. without delay.

13. OFFICERS, S.D. CLOTH, UNIFORMS - MADE TO MEASURE. (CCR.51/4/74)

Attention is drawn to the existence of a period contract let with the National Clothing Coy. Ltd., King St., Perth, for the supply of Jackets and Trousers, Service Dress Officers, (cloth made to measure.

Any Officer desiring to take advantage of this contract should arrange for his unit to submit A.A.F. F.2G to A.D.O.S.

(Continued on Back)

14. SUPPLY OF PETROL. (C.C.R.138/1/40)

Attention is drawn to Circular memo. of 24 Oct. 41 concerning accounting for Petrol.

As from 1 Dec. 41 all units in the metropolitan area will be supplied with Petrol delivered in 4 gallon drums. The instructions relating to the supply of petrol in 4 gallon drums as referred to in the above order will come into operation.

Units will estimate for daily requirements and indent for same on A.B. 55(a), which requisition will be forwarded in the same means as Indent for Nations A.B. 55. Delivery of Petrol will be made by Western Command Petrol Coy. the afternoon of the day after submission of indent.

Four gallon drums are returnable containers and will be recorded as such. Drums banga will be charged if not returned.

The attention of Commanding Officers is drawn to the Certificate which must accompany the unit A.A.F. F.115.

The foregoing instruction re supply of petrol in 4 gallon drums will not apply to :-

Swan Barracks Perth.
R.A.A. Barracks, Fremantle.
M.T. Depot. Karrakatta.
A.A.C.C. Workshops, Murray St., Perth.

which will continue to draw in Bulk, into K.S.P. tanks, or to units at Rottnest which will draw through Supply Depot, Rottnest.

Petrol pumps installed at the Camps or Workshops listed in para. 6 are for the use of transport attached to those Camps and are not intended to be used as a general service refilling station.

15. W.COMD. ADMINISTRATIVE INSTRUCTIONS FOR CAMPS OF CONTINUOUS TRAINING. (C.C.R.39/1/31)

W.Comd. Administrative Instructions will shortly be issued for the guidance of Units prior to entering, during and on completion of camps of continuous training and as a basis for facilitating camp administration throughout the Command.

The various sections into which the Instructions have been divided have been compiled from existing Regulations, Standing Orders, Military Board Instructions and W.C.R.O.'s and Instructions up to 1 Nov. 41. The Instructions will be read in conjunction with the references to authorities quoted.

Amendments to these Instructions will be promulgated in W.C.R.O. Part I, as requisite, stating sections and paras. affected.

The contents of the above Instructions will be brought constantly under the notice of all personnel engaged in any form of administration in Camps.

16. ACCOMMODATION AND RATIONING OF CIVILIANS IN CAMPS.
(C.C.R.185/1/248)

Approval has been given for the issue of rations to civilians in camp on payment at the rate prescribed in M.F.R. & I. 84 as amended by Serial 13 A.A.O. 102/41 (15/10 weekly), or by future amendments.

If accommodation is provided by the Department for civilians, charges for accommodation shall be made at the rate prescribed by M.F.R. & I. 86 amended by Serial 13, A.A.O. 102/41 (2/9 weekly), or by future amendments.

The issue of rations to civilians is limited strictly to persons who are employed in camp for the benefit of troops and who are unable to make arrangements for suitable accommodation elsewhere.

Camp Commandants will submit forthwith to the D.F.C. and Camp Paymaster concerned, a list of all civilian personnel issued with rations and/or accommodation and will notify them of all amendments or additions to that list on occurrence.

The above authority does not apply to any members of authorised philanthropic organisations resident in Camps.

Dual M. Mond

Colonel i/c Administration, Western Command.

(O.V. HQAD)

N O T I C E.

PUBLICATIONS AND JOURNALS - W.COMD. LIBRARY.

The undermentioned publications and journals have been added to W.Comd. Library during the month of Nov. 41 :-

JOURNALS

Royal United Service Institution No.	541	Feb. 41.
do.	542	May 41
do.	543	Aug. 41
The Fighting Forces No.	6	Feb. 41.
do.	No. 1	Apr. 41
do.	No. 2	Jun. 41
do.	No. 3	Aug. 41
Fire Protection No.	20	Aug. 41
Cavalry Journal		Aug. 41
Army Quarterly Vol.	XXI No. 2	Jan. 41
do.	Vol. XXII No. 1	Apr. 41
do.	Vol. XXIII No. 2	Jul. 41
Army List	Jul.	41.

(Continued on Back)

NOTICE.

PUBLICATIONS AND JOURNALS - W.COMD. LIBRARY. (Contd.)

The undermentioned publications and journals have been added to W.Comd. Library during the month of Nov. 41 :-

<u>Accession No.</u>	<u>Title</u>
3705	Field Ambulance Notes.
3706	Light Horse Manual.
3707	Notes for Subordinate Leaders.
3708	Sir John Franch's Despatches.
3709	The Battle of Tsushima.
3710	The British Campaign in France and Flanders
3711	Regimental Standing Orders R.A.S.C.
3712	Some Notes on Artillery
3713	Common Chinese-Japanese Characters.
3714	Ciltes Buch fur den Unterricht in den neueren Sprachen.
3715	Trade Unionism in Australia 1915.
3716	The Growth of the British Empire.
3717	Waziristan 1919/20.
3718	A Progressive Course of Comparative Geography.
3719	The Ground Work of British History.
3720	The History of the Australian Colonies.
3721	A Short History of British Colonial Policy
3722	Economic History - Part I.
3723	do. Part II.
3724	Telegraphy, Vol. I.
3725	do. Vol. II.
3726	Our Money and the State.
3727	The signs of Wealth.
3728	Conservatism.
3729	Congressional Government.
3730	The Evolution of Modern Capitalism.
3731	The Colonisation of Australia.
3732	The State.
3733	International Finance.
3734	International Relations.
3735	On Representative Government.
3736	The Great State.
3737	The Prevention and Control of Monopolies.
3738	Randwick to Hargicourt
3739	The Industrial Revolution.
3740	Social and Industrial History of England.
3741	Short History of Australia.
3742	Clinical Diagnosis.
3743	Manual of Tropical Medicine.
3744	Dr. Smith's Dictionary - Latin-English.
3745	Jane's Fighting Ships 1913.
3746	do. 1914.
3747	I.C.S. Reference Library - Part I.
3748	do. " II.
3749	Critical Study of the Campaign in Mesopotamia and Maps.
3750	Handbook of Mesopotamia - Vol. I.
3751	Manual of Petrol Motors and Motor Cars.
3752	The Battle for Peace.
3753	Manual of War Training for the new Armies and Volunteers.
3754	Bookkeeping and Accounts.

GTH INT.

NOT TO BE PUBLISHED.

AUSTRALIAN MILITARY FORCES - WESTERN COMMAND.

ROUTINE ORDER PART I.

BY

MAJOR-GENERAL R.E. JACKSON, C.M.G., D.S.O.

GENERAL OFFICER COMMANDING, WESTERN COMMAND.

No. 174

Headquarters.
Swan Barracks,
Francis Street,
Perth.
3 Dec. 41.

1. LOCALLY MANUFACTURED BREN GUNS - REPORTS ON. (CCR.106/4/81)

All units to which locally manufactured Bren Guns have been issued or are issued in future will submit a report each month on the behaviour and functioning of these weapons.

Reports are to reach these Headquarters by the 4th of each month. Each weapon will be reported upon individually, the number of the gun being quoted.

2. AMENDMENT - P.A.G. PAMPHLET NO. 2 (RESPIRATORS)

Amendment No. 2 (May 41) to the abovementioned publication has recently been issued. It will be found that the page numbers given in the amendments do not correspond with the relevant subject matter in the pamphlet.

Correct references may be obtained by deducting 8 from the page number in the amendment, e.g. the fifth amendment refers to p.17 but should be inserted on p.9. References to Secs., paras., etc., are correct.

Units will ensure that the foregoing is made known to all personnel in possession of P.A.G. Pam. 2.

3. MILITARY BOOKS - BOOKS ON LOAN FROM DEFENCE, COMMAND OR DISTRICT BASE LIBRARIES. (C.C.R.137/1/27)

Commanding Officers will arrange that members of the Military Forces, before proceeding abroad with the A.I.F. or for instruction abroad or on interstate transfer, are to produce a clearance from the local Defence Librarian, indicating that no library books are on issue to them.

Failure to comply with these instructions will cause the borrower to be debited with the cost of the publication should it not be returned prior to his departure from the State. A.A.O. 173/1927 is cancelled.

4. GUMMED ECONOMY LABELS FOR USE ON ENVELOPES. (C.C.R.214/1/179)

Attention is drawn to W.C.R.O. 137/41 para. 10 -

It is noticed that many Branches, Services and Units are not using economy labels with envelopes.

Such labels are to be used wherever practicable as supplies of envelopes and paper for making envelopes are getting scarce.

(Continued on Back)

LEAVE TO OFFICERS WHO ARE MEMBERS OF THE VOLUNTEER DEFENCE CORPS. (C.C.R.129/1/03)

Appended is a copy of a circular memorandum, dated 10 Nov.41, received from the Secretary, Commonwealth Public Service Board :-

"I am directed to inform you that it has been decided that the provisions of Commonwealth Public Service Regulation 51 (payment of difference between military and Public Service rates of pay for sixteen calendar days), and advices issued in connection therewith, should apply to officers and employees who are granted leave of absence for the purpose of attending training or courses of instruction as members of the Volunteer Defence Corps. Leave in such cases (unless taken as recreation leave) is granted in accordance with Section 72 of the Commonwealth Public Service Act and is without pay, but, under the decision now given as to the application of Regulation 51, if the pay or allowance received by an officer or employee as a member of the Corps is less than his Public Service rate of pay, he will, in respect of the first sixteen calendar days of such leave be paid by his Department an amount equal to the difference.

The foregoing should be applied to any cases of officers or employees who have already undertaken training with the Volunteer Defence Corps."

A similar procedure will be followed in respect of civil officers and employees under the Defence Act, who undertake such training.

6. TRESPASSING ON PRIVATE PROPERTY. (C.C.R.54/1/95)

Complaints have been received of troops unlawfully trespassing on Orchard and other private properties - particularly Roleystone Area.

Units on bivouac or in camp in this or other areas must ensure that civilian property is protected from unauthorised trespass.

7. SUMMER DRESS, ETC.

Attention is drawn to W.C.R.O. 124/41 para. 7 and to W.C.R.O. 171/41 para. 3.

These instructions will be observed.

8. ENLISTMENT PROCEDURE - ISSUE OF PAYBOOKS. (CCR.187/1/169)

Personnel reporting to W.Comd. Gen. Details Camp for enlistment must be shown on Form A.A.F. Mob. certified copies of which should be handed to the Depot Paymaster before paybooks can be issued. Such personnel should report to the Pay Office to complete the necessary pay documents and receive paybook.

Attention is drawn to W.C.R.O. 125/41 para. 11, - The practice of showing on A.A.F. Mob. II Militia personnel called up for a further period of training, or called up for full time duty, must cease. A member's name should appear once only on A.A.F. Mob. II in respect to "W" Service.

9. AUTHORITY TO SIGN RAIL WARRANTS, ETC.

D.A.A.G. (Ednc.) is authorised to sign freight Vouchers in connection with material sent out to and returned from Discussion Groups.

10. TELEPHONE SERVICE - WASTING TIME.

A good deal of time is being wasted and strain placed on the telephone service to Swan Barracks by the habit of some members of the staff making extended conversation where a short and snappy conversation would answer the purpose. No member of the staff should waste time in unnecessary conversations under existing circumstances and those who do should remember that other busy officers are being delayed in their duties by such action.

A copy of this order is to be placed on the notice board of all branches and units.

11. FULL TIME DUTY - STAFF REDUCTION. (C.C.R.213/1/16)

(i) A searching investigation is to be initiated forthwith, having for its object, the disposal of surplus full time duty personnel, irrespective of rank.

(ii) All Camp Commandants, Commanding Officers and/or Officers Commanding will detail a senior officer to thoroughly investigate the necessity for the retention of any member of the unit or staff who is not actually fully employed on training.

(iii) Whilst Administration must not be allowed to suffer through full time duty staff reduction, it is confidently anticipated that an examination of duties being performed by various personnel will disclose the fact that some are not fully employed.

(iv) Every Officer, W. and N.C.O. must render full value for rank held and rate of pay received, to ensure which additional duties will be allotted to those not fully occupied.

(v) This problem is to be conscientiously approached with the following aims in view :-

(a) The eradication of monetary and manpower waste;

(b) The assistance of industry by release of dispensables;

(c) Re-allocation of duties as to permit the release of personnel fit and eligible to enlist in the A.I.F.

(vi) Full time duty cadres will not be affected by the foregoing, except as to administrative and camp maintenance staffs.

(vii) Every unit must submit a full and complete report to these Headquarters by 15 Dec. 41 setting out in detail the result of the investigation and forwarding a nominal roll of personnel it has been found possible to release.

12. CHRISTMAS LEAVE FOR TROOPS IN AUSTRALIA.

With reference to W.C.R.O.171/41 Para. 5 -

A.I.F. and P.T.D. personnel who are granted 8 days Christmas Leave will not receive ordinary 4 and 6 days leave during January.

13. S.O's CAMP FIRE ORDERS - CAMP FIRE PIQUET ORDERS. (CCR.99/1/2C)

Attention of all Units is directed to Standing Orders issued 1 May 41 -

These Orders are to be strictly observed.

14. TECHNICAL TRAINING AT TECHNICAL COLLEGES - CHRISTMAS LEAVE.
(C.C.R.129/1/165)

All Army Trainees attending Technical Colleges will be granted leave over the period 20 Dec. 41 - 29 Dec. 41, both dates inclusive.

They will report back at Army Trade Training Depot on 29 Dec. 41, and re-commence training on 30 Dec. 41. In this regard the first day of January 1942 will not be observed as a holiday.

15. RECLAMATION OF USED LUBRICATING OILS. (CCR.204/1/19)

Containers for used Engine Oil - Suitable empty drums will be requisitioned from A.A.O.C. as required, but any such requisitions will be authorised by the A.D.S. & T. in each Command and District before being fulfilled. Suitable empty clean drums held as salvage stock by the Command or District L. of C. Salvage H.Q. Depots will be available for transfer to supplement requirements of A.A.O.C. through the authority of A.D.S. & T. Such transfers will be effected on A.A.F. Form 16, and recorded in the usual manner as a "No Charge" Transfer by the Salvage Service.

It will be the responsibility of A.A.O.C. to ensure that all drums, before issue to M.T. Units, are branded by stencil on the head of drum as follows :-

D↑D

Used Engine Oil only. Do not put
flushing gear or rear axle oils
herein.

It is essential that no used oil drums be issued until the above branding has been effected and all other markings on drums obliterated.

This amendment affects "W.Comd. Administrative Instructions for Camps of Continuous Training" (CCR.38/4/84) Section V, para. 3 (Salvage) sub-para. 7. (Reclamation of used Engine Oil)".

16. TRADESMEN - CLASSIFICATION, TRADE GROUPING AND CERTIFICATES.
(C.C.R.164/8/215)

School trained tradesmen, after satisfactory completion of their prescribed courses will in future be issued with trade certificates endorsed with their full trade classification and trade group rate, but qualified with the word "Probationary".

Such tradesmen, after being allotted, will serve a probationary period of three months as unit tradesmen. At the end of this period they will be trade tested by an O.M.E. and their trade classification confirmed, reduced, or cancelled accordingly. Unit C.O's will arrange with the O.M.E. attached or with the S.O.M.E. for such trade tests and further endorsement of certificates. The full trade group rate of pay endorsed on certificates will be paid throughout the probationary period, provided of course, personnel are serving in an appointment provided for on Establishments.

The C.I.W.Comd. Trades Training Centre is authorized to sign and issue probationary certificates.

17. ARMY WATER VEHICLES - FILTRATION AND STERILIZATION OF WATER.
(C.C.R.239/1/21)

Truck

The Army Water Tank/and Water Tank Trailer are fitted with a Mellinite filter which is adapted to filter water from any source, however muddy, in one process without pre-flocculation.

For this purpose the necessary chemicals are carried on the water vehicle, and also filter earth to form the filter pack.

It is pointed out, however, that many waters can be pumped direct into the tank without filtration and can be satisfactorily sterilized by super-chlorination and subsequent dechlorination in the tank.

The filter earth and chemicals should not be used needlessly, and medical officers are to be instructed that filtration should be carried out only when deemed necessary. The instructions issued with the water vehicles describe how water may be pumped direct into the tank without passing through the filters, and this procedure is to be followed except where the medical officer is of opinion that the water should be filtered as well as sterilised.

O.V. Road

Colonel i/c Administration, Western Command.
(O.V.ROAD)

N O T I C E S.

TELEPHONE DIRECTORY.

The following amendments to Telephone Directory are notified :-

Capt Stone	Previously	290	now	334
" Ferstat	"	334	"	269
Lieut. Woolcott	"	269	"	360
W.O.II Bulbeck	"	268	"	359
S/Sgt. Anderson	"	268	"	359
Sgt. Roberts	"	290	"	334
Lieut. C.H. Milbank)				
S/Sgt. E.W. Putland)	Now extension			363

COY. H.Q. - 4 COMD. FD. SVY COY. R.A.E.

This unit will vacate present quarters in Claremont Camp on 3 Dec. 41 and will move into new H.Q. at Karrakatta Camp.

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G. III INT.

NOT TO BE PUBLISHED.

AUSTRALIAN MILITARY FORCES - WESTERN COMMAND.

ROUTINE ORDER PART I.

BY

MAJOR-GENERAL R.E. JACKSON, C.M.G.. D.S.O.

GENERAL OFFICER COMMANDING, WESTERN COMMAND.

NO . 173

Headquarters,
Swan Barracks,
Francis Street,
Perth.
30 Nov. 41.

1. PERSONNEL FOR TRAINING IN REMEDIAL P. & R.T.

Vacancies will, from time to time, be occurring at the Army School of P. & R.T., Frankston, for the training of personnel suitable for the performance of Remedial P. & R.T.

In order that preliminary training may be given and a proper selection made, units will submit to these Headquarters details of suitable personnel on strength. Nominees must be Class II but not over the age of 45 years, and should be of a type suitable for training as P. & R.T. Instructors.

Personnel who qualify at the Army School will be returned to units but may be called on for duty at Convalescent Depots when required.

2. H.Q., W.COMD. ENGINEERS. (C.C.R.85/2/5)

During the absence of Lt.-Col. J.H.H. Napier, W.237317 at the Senior Officers School from the 17 Nov. 41 to 19 Dec. 41, Capt. W.C. Bennett, W.62 will act as C.R.E.

3. CAMP COMMANDANT, BUSHMEAD. (C.C.R.157/2/92)

Capt. M.E. Donegan will be Acting Camp Commandant in lieu of Lieut. J. Shilken pending the return of Lieut. G.W. MacPherson now absent at an A.A.O.C. School, 3rd M.D.

4. TASMANIAN GENERAL ELECTIONS - VOTING BY SOLDIERS SERVING OUTSIDE TASMANIA. (C.C.R.145/1/23)

(1) The Tasmanian House of Assembly General Election is to be held on Saturday, 13 Dec. 41 and facilities are to be provided for members of the Military Forces enlisted in Tasmania, but serving in other parts of Australia, to record their vote by post.

(ii) To give effect to this the following arrangements have been made :-

(a) A member of the Forces enlisted in Tasmania but serving in Western Command, if duly enrolled as an elector for any Division in the State of Tasmania, may claim the right to vote by post at this election. Facilities are to be made available at a place within the camp or other area to be designated.

(b) Posters with reference to this Election are to be displayed in such camps as receive them with this R.C.

(c)/

4. (Contd.)

- (c) A supply of postal vote application forms are held at Headquarters of -

W.Comd.
Northam Camp
Claremont Camp
Narrogin Camp
Ascot Camp

and are to be issued on request of members of the Forces and on completion (signature to this application form may be witnessed by any other soldier) to be forwarded by the Officer referred to in para. (iii) to H.Q. W.Comd. for despatch to the Chief Electoral Officer, Hobart, in envelopes provided for the purpose. These may be forwarded at any time - in batches or as found convenient, but always having regard to the time factor. If envelopes for the purpose have not been provided in sufficient time, other envelopes sealed and suitably marked to identify the contents, may be used.

- (d) The soldier having received subsequently from the Electoral Office, Hobart, his postal ballot paper and envelope, should have his signature attested by an officer and is to be permitted to hand in the postal vote envelope, sealed and containing the ballot paper, to an office to be provided or designated in each camp, to be forwarded to H.Q. for transmission to Hobart

- (e) The completed postal vote envelope is to reach Hobart not later than Saturday, 13th December, as votes received after that day cannot be admitted.

- (iii) A supply of envelopes will be forwarded to camp when received by H.Q. W.Comd.

In each camp, etc., affected, an officer is to be specially detailed to ensure the satisfactory working of these arrangements. Units will advise H.Q. of name of Officer appointed.

Capt. J. Smith "A" Branch will act as postal vote officer at H.Q. W.Comd. and will attend to the transmission of applications and votes to Chief Electoral Officer Hobart.

- (iv) Every care is to be taken to ensure that applications for postal votes and subsequently the postal votes are forwarded immediately to H.Q. W.Comd.

5. O.C. 56th FIELD PARK COY. (C.C.R.53/1/50)

During the absence of Capt. A. Bennett at Senior Officers School at W.C.T.S. Lieut. P.W. Rogers will act as O.C. 56th Field Park Coy.

6. A.I.P. RETIRFS. (S.53/10/18)

- (i) In view of the fact that instructions have been received regarding the proportionate allocation of newly enlisted personnel, all such personnel will in future, be first drafted direct to Infantry Bns. at R.T.D. Northam.

6. (Contd.)

(ii) When other units desire to have an allotment of some of these personnel they will first communicate with H.Q. W.Comd. stating their requirements.

7. RETURN OF STORES TO A.A.O.D. (C.C.R.215/1/494)

(i) For the information of units the following extract from paragraph 177 of Standing Orders for Australian Army Ordnance Services is reprinted.-

"When stores are actually handed over at an Ordnance Depot the unit representative will be furnished with a temporary acknowledgment on the quadruplicate copy of A.A.F. F.2 (Return to Store Voucher). This temporary acknowledgment will be confirmed in due course by the receipted duplicate copy of the voucher. In both cases the receipt will be for total numbers and quantities only, without reference to the condition of the stores."

(ii) In future, whenever unit Quartermasters return stores to A.A.O.D. other than by rail they will ensure that :-

(a) The quadruplicate copy of the Return to Store Voucher is taken with the Stores to A.A.O.D. for receipt by the receiving Storeman.

(b) Sufficient checkers are sent with every consignment to complete the check-in at A.A.O.D. the same day.

(c) The Stores arrive at A.A.O.D. as early as possible during the day.

(d) Stores are correctly packed to facilitate the inward check of same e.g. Jackets, trousers, etc., must be in bundles of ten, and similarly with other articles of clothing or equipment which can be tied in bundles each containing the same quantity.

(iii) The Ordnance Officer will ensure that :-

(a) No unnecessary delay occurs in commencing the check of returned Stores upon the arrival of same with the unit representative.

(b) Agreement is reached between the receiving Storeman and the unit checker, and the quadruplicate copy of the A.A.F. F.2 acquitted for the actual quantities received.

(c) The three copies of the A.A.F. F.2 held by the Storeholder are also entered up with the quantities received, and called over with the units quadruplicate copy at completion of the check.

8. DIESEL ELECTRIC RAIL CARS - TROOP TRAVEL RESTRICTIONS.
(C.C.R.181/1/112)

Owing to the limited carrying capacity of diesel electric rail cars, all movement of troops should be by ordinary trains except in cases of emergency. This restriction applies to both duty and leave personnel.

(Continued on Back)

9. MONTHLY RETURN OF MOTOR VEHICLES ON STRENGTH.

(C.C.R.138/1/740)

(i) All Units with motor vehicles on charge will render to Headquarters Western Command, a return monthly, in duplicate, on A.A.F. G.23. (Revised April 40) of :-

(a) All Departmental motor vehicles on permanent ledger charge (A.A.F. F.7).

(b) All Hired motor vehicles allotted for training purposes.

(ii) Departmental Motor vehicles will be grouped "A", "B", or "A.S.C." on the return, and each group will be segregated into the service designations and order asset out on A.A.F.G.24 (Revised July 40).

(iii) The return will be completed as for the last day of each month, commencing on 30 Nov. 41, and will reach those Headquarters not later than the tenth day of each succeeding month.

(iv) The necessary A.A.F. G. series forms are obtainable by requisition (on A.A.F. L.9) from A.D.S. & T., W.Comd., and not from W.Comd. Stationary Depot.

10. CLOTHING ISSUES - PERSONNEL TRANSFERRED TO RESERVE.

(C.C.R.51/3/154)

When personnel are transferred to a UNIT RESERVE, all personal issues of clothing will be retained by the soldier and public clothing withdrawn.

The soldier must be advised that this clothing is to be maintained in good condition and fit for service in event of his being called up to rejoin his Unit.

On being transferred to AREA RESERVE all issues of clothing, both personal and public, will be withdrawn by the Unit.

In all cases, Units will ensure that arms and equipment are withdrawn prior to transfer.

11. BELTS WAIST BE. LEATHER. (C.C.R.51/3/143)

Approval is given for the issue of one belt waist, B.E. leather, to each member of Administrative Staffs, other than Officers, for wear with Jackets, Drill Khaki.

12. A.A. FORMS F.6 - TRANSFER REQUISITIONS. (C.C.R.215/1/495)

Considerable difficulty is being experienced in maintaining correct records of Unit Store Accounts through failure or delay on the part of Units to submit A.A. Forms F.6 (Transfer Requisitions), covering transfer of stores between Units. In many instances these vouchers have not reached Ordnance Headquarters until several months after the transaction.

The attention of C.Os. and Os.C Units is directed to E.S.Os. Part I, Vol. I, Para. 100, and instructions on lower left corner of A.A. Form F.6, which require that Stores are not to be transferred until the approval of the Command A.D.O.S. has been received.

In future, prior to transferring stores, A.A. Forms F.6 (Transfer Requisition), in quadruplicate, must be forwarded to A.D.O.S. by Officer transferring.

13. AMBULANCE - 4-BERTH EQUIPMENT. (C.C.R.215/8/218)

The following amendment is made to W.C.R.O.
Pt.1 No. 118/41, para. 12 -

For Basins Dressing Kidney shaped 10-in	1
<u>substitute -</u>	
Basins, Dressing, Kidney " 12-in	1
Splints, Thomas knee - <u>delete</u> 2 and <u>insert</u>	
(Set of 3) set	1
Splints Thomas knee, metal sliding frame	
<u>delete</u> 2 and <u>insert</u>	3

14. AUTHORITY TO SIGN DOCUMENTS ETC. (C.C.R.62/1/175)

Lieut. R. Horton is authorised to sign
Financial, etc. documents "for S.O.M.E." during the
absence of S.O.M.E. from 26 Nov. 41 to 24 Dec. 41.

15. MEMORANDA OF EXAMINATION - EXTRA COPY OF VOUCHER FOR S.O.M.E.
(C.C.R.10/3/5)

The attention of all units concerned is directed
to Amendment No. 1 (Sep. 1941) of Care and Preservation of
Equipment, Pamphlet No. 1, 1941. Units will forward direct
to S.O.M.E., Western Command, the extra copy of the transfer
or return voucher, mentioned in the amendment when submitting
the remaining copies of vouchers to A.D.O.S.

16. SPECIFIC DRUGS SUCH AS ATHERIN, EMETINE, QUININE ETC.
(C.C.R.215/8/250)

The attention of all concerned is drawn to the
necessity of reserving the use of these drugs for cases
in which their specific action is essential. World
supplies are short and every effort must be made to prevent
the leakage of available stock.

Robert H. Hoad

Colonel i/c Administration, Western Command.
(O.V.HOAD)

N O T I C E S.

No. 1 GEODETIC SECTION, A.H.Q. SURVEY COY. - TRANSFER OF H.Q.

As from 28 Nov. 41 the address of H.Q. of the above
unit will be :-

No. 1 Geodetic Section,
A.H.Q. Survey Coy.,
Marine Drive,
ALBANY. W.A.

A.B.M. and Staff will, in future, be located at
16 Bn. Drill Hall, Bazaar Terrace. Telephone No. B.3804.

5TH FORTRESS COY., A.A.M.C. - CHANGE OF LOCATION.

As from 24 Nov. 41 the abovementioned unit's
headquarters will be situated at Camp Hospital R.A.A. Barracks,
Fremantle.

G-III INT.

NOT TO BE PUBLISHED.

AUSTRALIAN MILITARY FORCES - WESTERN COMMAND.

ROUTINE ORDER PART I

BY

MAJOR-GENERAL R. E. JACKSON, C.M.G., D.S.O.

GENERAL OFFICER COMMANDING, WESTERN COMMAND.

NO. 172

Headquarters,
Swan Barracks,
Francis Street,
Perth.
22 Nov. 41.

1. RECRUITING A.I.F. AND R.A.A.F. (C.C.R.187/1/153)

Commanding Officers of all A.M.F. units will immediately establish and keep maintained a register (as per pro forma set out below) showing the names of all members of their units who are volunteers for enlistment in A.I.F. and/or R.A.A.F.

The maintenance of this register and compliance with the instructions hereunder is of the utmost importance and Brigade and higher Commanders will personally ensure that they are strictly adhered to.

D.A.A.G. (Rec.) will personally examine these registers not less often than once per quarter and take requisite action in any case when :-

- (a) the register is not maintained upto date;
- (b) the reasons given on the register for the non release of any applicant are not considered sufficient to justify his retention.

Since it is the policy that members of the Forces must be released to the A.I.F. and R.A.A.F. unless they are "indispensable" to their units, Commanding Officers will be held personally responsible that their reasons for withholding approval are in every individual case adequate to justify that classification. It cannot be justified on the grounds of inconvenience nor to excuse the making of no effort to train a replacement for the individual concerned. There is, on the other hand, no intention that all members who volunteer should necessarily be released at the same time but a progressive flow from each unit should be aimed at.

An N.C.O. or specialist who applies for enlistment in A.I.F. and/or R.A.A.F., and who at the date of his original application is deemed by the Commanding Officer to be "indispensable", is not to be informed that his enlistment is refused. On the other hand the Commanding Officer will (if not already arranged) take immediate action to train a replacement and the member will be given an approximate date when he is likely to be released. This date is to be recorded in the register.

The specific instructions contained in W.C.R.O. 133/41 para. 5 regarding actual release of any personnel applying for enlistment in A.I.F. and/or R.A.A.F. will be followed.

1. RECRUITING A.I.F. AND R.A.A.F. (Contd.)

Pro Forma:

No.	Rank	Name	Date of application for enlistment		Action taken (with reasons)	C.O's Initials
			A.I.F.	R.A.A.F.	Immediate Subsequent	

2. SALUTING. (C.C.R.203/1/2)

The following amendment of Australian Military Regulations, has been approved and will be issued shortly.

A.M.R. 693 is amended by omitting sub-regulation (1) and inserting in its stead the following sub-regulation:-

"(1) W.C.'s, N.C.O.'s and private soldiers in uniform at all times -

(a) when about to address, or upon being addressed by an officer whom they know to be such, and at the conclusion of that address; and

(b) on parade (except during an exercise in the field, or when under the immediate control of a superior, or when precluded by the nature of their duties from so doing), when passing or being passed by an officer whom they are able to recognise as such,

shall salute that officer.

(1)(A) For the purposes of the last preceding sub-regulation 'an officer' means a commissioned officer (whether in uniform or not) belonging to any of His Majesty's Naval, Military or Air Forces."

A.M.R. 692 remains unaltered, and in this connection, a degree of laxity has been remarked in this respect. Action is to be taken to bring to the notice of all officers the requirements of this regulation.

3. KOOJEDDA RAILWAY SIDING: (C.C.R.181/1/142)

To all troops passing through Koojeddah Railway siding by train under Army control all land outside the railway reserve is declared "out of bounds".

Units concerned will arrange necessary picketing to assure that no troops leave the railway property while trains are stationary at this siding.

4. TRADESMEN AND SPECIALISTS.

Following on action taken pursuant to W.C.R.O. Pt.I No. 118/41 para. 9, information as to the present position is now required.

Such A.M.F. Units as are entitled to Tradesmen or Specialists on War Establishments will forward to H.Q.

4. TRADESMEN AND SPECIALISTS. (Contd.)

W.Comd. by 1 Dec. 41 a memo. stating shortly the position in the Unit regarding surplus or shortages of Tradesmen and Specialists as at 22 Nov. 41.

5. FINES, FORFEITURES. LEAVE WITHOUT PAY. (C.C.R.164/8/227)

Fines and Forfeitures: It is the responsibility of the officer awarding a punishment to ensure, that the entry for a fine and/or forfeiture of pay is made in the paybook of the soldier immediately the award is made.

Leave without Pay: No soldier is to be permitted to march out on leave without pay until the necessary entry has been made in the member's paybook by the Camp Paymaster or Pay Sergeant.

Any overpayments caused through officers failing to carry out the above instructions will be viewed most seriously.

6. REINFORCEMENTS - A.I.F. (C.C.R.241/4/93)

The following matters affecting A.I.F. reinforcements have been brought to notice :-

- (a) Ranks: Notwithstanding the provisions of para. 34, S.C., A.I.F., the ranks of reinforcement R.C.O's have been promulgated as though they were substantive.
- (b) Trade Classifications: It has been stated that considerable difficulty has been experienced in adjusting trade classifications incorrectly promulgated in Australia, and also that a trade classification had been applied in certain instances to M.T. drivers who are not classified as tradesmen.

Action is to be taken to prevent such occurrences in future.

7. ENGINEER SERVICES - EMERGENCY CONTROL. (C.C.R.85/2/5).

During the absence of Lt.-Col. J.H. Napier at the Senior Officers' Course from 17 Nov. 41 to 19 Dec. 41, Major K.C. Duncan, will be acting A.D.E. Serv. and Capt. G.V. Chisholm, Staff Officer Engineer Services, will be acting D.A.D.F.

Telephone Numbers: Major Duncan will use extension 251, and Capt. Chisholm will use Extension 257.

8. CLOTHING NECESSARIES AND EQUIPMENT. (C.C.R.241/7/40)

In future, colour patches will be issued immediately men are allotted to a reinforcement, vide Standing Orders, A.I.F., 1940, Chapter IX, para. 214, which reads as follows :-

"When a recruit is posted from a Recruit Reception Depot to a unit or reinforcement, he will be issued with the additional articles of clothing, etc., as per para. 210 (b) above."

9. W. COMD. AREA SIGS. (C.C.R.62/1/175)

Officer certifying to payment of accounts: Capt. O.R. Vidan is authorised to sign Forms T.S.1 and T.S.4 for W.Comd. Area Sigs.

(Continued on Back)

10. W.COMD. TNG. SCH. - COMD. (C.C.R.108/4/143)

From 17 Nov. 41 to 19 Dec. 41, Command of this Sch. will be administered by Capt. R. Earl, (U.29066)

11. CABLES - ROTTNESST ISLAND. (C.C.R.93/5/237)

On account of the network of buried cables, no Camp, building, field works of any nature is to be commenced on Rottneest Island without first obtaining permission of the Camp Commandant, Rottneest.

12. MECHANICAL VEHICLES - SPARE PARTS - RECLAMATION OF USED COMPONENTS. (C.C.R.138/1/460)

Units having M.T. on charge are to take every precaution to ensure that damaged or replaced components are not discarded as unfit for further use owing to the difficulty of obtaining supplies of replacements, every effort is being made to reclaim worn or damaged parts.

It is felt that in some instances, parts (e.g. Distributor points) may have been discarded and replaced with too generous a hand and without due consideration having been given at the time to their possible immediate repair.

Commanding Officers are to see that waste or loss does not occur to parts so removed.

13. SALVAGE & RECOVERY SERVICE. (C.C.R.204/1/8)

Attention is directed to W.C.R.O. Part I, No. 7/41, headed "Returnable Containers - Empty Bottles etc".

Units must see that this instruction is strictly adhered to.

14. AUTHORITY TO SIGN RAILWAY CONSIGNMENT NOTES: (C.C.R.181/2/02)

Mr. W.J. Kemp, Storeholder, Clothing Store, Claremont Show Grounds, is authorised to issue and sign A.A.F. T.2 - Railway Consignment Note.



Colonel i/c Administration, Western Command.
(O.V. HOAD)

NOTICE.

The extension numbers of the following have been altered to :-

BEAGNEY, W.C.	...	254
HEPWORTH, W.O.	...	339

G-TH INT.

NOT TO BE PUBLISHED.

AUSTRALIAN MILITARY FORCES - WESTERN COMMAND.

ROUTINE ORDER PART I.

BY

MAJOR-GENERAL R.E. JACKSON, C.M.G., D.S.O.

GENERAL OFFICER COMMANDING, WESTERN COMMAND.

NO. 171

Headquarters,
Swan Barracks,
Francis Street,
Perth.
19 Nov. 41.

W.Comd. R.Os. Pt. I Nos. 169 and 170, dealing with Unit Marches, were not generally distributed.

1. AMENDMENT TO S.A.T.VOL. I. PAMPHLET NO. 4 L.M.G. BREN, 1937.
(C.C.R.178/1/437)

Local Amendment No. 2 to the abovementioned publication is as follows :-

Amendment Local No. 2

Page 10, lesson 2, para. 2, sub-para. 1.

- (a) "Loading" after "there". in last line add

"Open ejection opening cover and ensure that the catch is engaged in the open position."

- (b) Page 21, para. 1 Fig. 9 "Barrell Nut"
delete "Safety lug."

- (c) Page 26, delete the whole of para. 5.

Units will ensure that this amendment is made immediately in all copies of the Pamphlet which are held by the unit. This is a matter of urgency as instances of explosions resulting from failure to observe the drill movement have been reported.

The amendment will be issued in the ordinary way at a later date.

2. N.Z.E.F. PERSONNEL - FINES AND PUNISHMENTS. (C.C.R.241/18/50)

The Army Board of N.Z. has placed at the disposal of the military authorities of Australia all members of the military forces of His Majesty raised in N.Z. and present at any time in the Commonwealth of Australia whilst on shore in that country. The Military Board has attached to the Australian Military Forces those members of the military forces of His Majesty raised in N.Z. so placed at its disposal.

While any member of the N.Z.E.F. is on shore he may be dealt with summarily for any offence against the A.A., the D.A., or any regulations made thereunder. Maj. F.E. Webster (W.237555) V.D. is appointed C.O. of N.Z. Ips. in the W.Comd. with the necessary powers.

3. SHORTS AND SHIRTS. (C.C.R.51/3/164)

Shorts and shirts have been issued to personnel of militia units for use as an alternative working dress, but permission is granted for their use as walking out dress.

(Continued on Back)

4. R.T.O. NORTHAM. (C.C.R.194/4/166)

During the absence of Lieut. W.J. Slater (W.9) on A.R.L. commencing 26 Nov. 41, Lieut. H.M. Sweeney (W.29036) will be acting R.T.O.

5. CHRISTMAS LEAVE FOR TROOPS IN AUSTRALIA. (C.C.R.129/1/151)

It is advised that 8 days' Christmas Leave may be granted to members of the Military Forces in camp. Accumulated week-end leave will not be granted in addition to Christmas Leave unless it is necessary to ensure that the member will have at least four clear days at his home. Leave in excess of statutory holidays granted to members of the C.M.F. on full time duty and members of the P.M.F. will be deducted from A.R.L.

Where pre-embarkation leave is due or would be taken in the near future, it is to be granted in lieu of Christmas Leave.

There is every indication that the strain on transportation will be very great this year and for this reason it is desired that the actual days of departure and return be determined in consultation with the railway authorities. Units will ensure that a return showing personnel to be granted leave, destination, etc., is in the hands of the D.A.M.G. (M & Q) by 1 Dec. 41.

6. DISTINGUISHING FLAGS. (C.C.R.93/1/1)

Certain units, training establishments, &c., make a practice of flying unit flags.

The only distinguishing flags permitted to be flown are those shown in Field Service Pocket Book, Pamphlet No. 5, which contains a plate of flags which are authorised to be flown as means of ready identification of H.Q., etc., in the field.

Sufficient identification of units, training establishments, etc., can be provided by notice boards placed at the entrances thereof. The flying of unauthorized flags will, therefore, be discontinued.

7. LEAVE - STUDENTS - SCHOOL OF FORESTRY. (C.C.R.194/5/514)

Students attending Schools of Forestry will be released from camp training for the period necessary to permit their attending final examinations when such release is applied for by the individual or on his behalf by the Principals of Schools of Forestry.

8. TRADE GROUPING OF TRADESMEN. (C.C.R.164/8/215)

Some Units when transferring Tradesmen Trade Group I, II, or III, through Routine Orders Part II from Part-Time to F.T.D., neglect to quote the Trade Group to which the man is entitled. This results in the D.F.O. refusing to pay the men the Trade Group margin.

Units will see that in all cases the Trade Grouping is quoted.

9. DISTRICT COURT MARTIAL.

NX.17252 Pte. Roper Victor HOOPER, 2/30 Bn., A.I.F.
District Court Martial held at Swan Barracks, Perth, W.A. on 1 Nov. 41.

Charge/

9. (Contd.)

CHARGE: Deserting His Majesty's Service, in that he at Fremantle, W.A. at 2359 hrs. on 26 Sep. 41, absented himself from HMAT "JJ" (whilst proceeding to a theatre of active service) until apprehended by Civil Police at Cunderdin, W.A., at 2100 hrs. on 8 Oct. 41, he then being dressed in civilian clothes A.A.12(1)(a).

Finding - Guilty of Desertion. Sentenced to thirty-five days Detention, commencing 1 Nov. 41. Confirmed by G.O.C. Western Command, 6 Nov. 41. Promulgated 6 Nov. 41.

10. "M" GRN. COY. INTERNMENT CAMPS - COMMAND.

During the temporary absence of Maj. W.L. Owen, (W.237333), command of this Unit will be administered by Capt. J. Sauter (W.242887) M.C.

11. 7 A. TPS. COY. - COMMAND.

During the time Major G.D. Shaw (W.39185) will be attending W.Comd. Tng. Sch. Course 17 Nov. 41 to 19 Dec. 41, command of this unit and E.T.D. will be administered by Capt. M.P. McRae (W.34187).

12. 16 BN. - COMMAND. (C.C.R.51/3/41)

During the absence of Lt.-Col. W.L. Sanderson, (W.9622) O.B.E., M.C., 17 Nov. 41 to 19 Dec. 41, command of this unit will be administered by Major K.A. Barker (W.9604).

13. 10 GRN. BN. - COMMAND.

Maj. S.N. McKenzie (W.242885) will administer command of this unit during the absence of Major R. Skinner (W.237697) from 17 Nov. 41 to 19 Dec. 41.

For that period Maj. McKenzie will also be Camp Comdt. Rottnest.

14. 10 L.R. REGT. - COMMAND. (C.C.R.53/1/07)

During the absence of Lt.-Col. P. Tweedie (W.34772) at W.Comd. Tng. Sch. Course 17 Nov. 41 to 19 Dec. 41, command of this unit will be administered by Capt. R.L. Curtia, (W.34772).

15. SALVAGE - REFUSE SEGREGATION IN CAMPS. (C.C.R.204/1/52)

Attention is drawn to W.Comd. R.O. Part I, No. 23/40, para. 6, providing for the segregation of refuse and the labelling of garbage bins, and to W.Comd. R.O. Pt. I No. 22/40, para. 10, requiring correct fitting of refuse bins lids. As a result of action taken thereunder, the monetary value of the refuse has been enhanced, and a marked improvement has been shown in cleanliness and hygiene of the bins.

It is noted, however, that empty tins and bottles are being placed in their respective bins without being washed or rinsed, and so attract flies to the vicinity of the cookhouse.

In future, tins and bottles, after being emptied will be well rinsed out before being deposited in the containers provided for them, and adequate supervision of kitchen fatigues will be provided by Units to ensure satisfactory compliance with this instruction.

(Continued on Back)

16. MARKING OF STEERING WHEELS OF M.T. AS AN AID TO DRIVING IN SAND. (C.C.R.138/1/724)

Tests recently carried out have shown that the marking of the steering wheels of M.T. Vehicles, so that the mark is at top centre when the front wheels are lined straight ahead, is of great assistance when driving through heavy sand.

Approval is given for the painting of half-inch marks in white Dulux in the appropriate position on the steering wheels of all M.T. Vehicles, as soon as is practicable.

The work will be done as:-

- (a) Vehicles (other than A.A.S.C. Vehicles) - by L.A.Ds. or by Units in cases where no L.A.D. is attached.
- (b) A.A.S.C. Vehicles - by A.A.S.C. M.T. Depot, Karrakatta.

17. CARRIERS M.G. L.P. Nos. 2 & 2A - FAILURE OF PUSH RODS. (C.C.R.106/4/80)

The attention of units having Carriers M.G. on charge is drawn to the following:

(i) Push rod fractures have occurred in the 95 H.P.V8 Ford engines installed in these vehicles. Fractures usually develop from cracks running from an end of the slot and eventually cause the push rod to collapse and seize in the block. In all cases reported the mileage of the vehicle has been below 100.

(ii) If this seizure takes place with the valve not fully open a loud "tappet knock" will be heard from the engine and serious damage may result to the cam shaft. Seizure with the valve in the fully open position will reduce the power from the cylinder concerned to zero, and may cause "pop-back" in the induction manifold or merely result in the symptoms of a mis-fire.

(iii) Any vehicle suspected of having defective push rods due to the above symptoms or for other reasons is to be immediately "grounded", and the following information sent without delay to the S.O.M.E.

Carrier Army Number.
Carrier Serial Number.
Engine Number.
Date when failure was first suspected.
Approx. mileage when failure was first suspected.

(iv) Attention is also drawn to M.B.I. O.39/41 dealing with maximum permissible speeds of vehicles.

18. BOARD OF SURVEY - UNSERVICEABLE CLOTHING AND BLANKETS. (C.C.R.51/1/12)

W.C. R.O. Part 1, No. 30/41 Para. 8 is cancelled.

The following will constitute a Standing Bd. of Svy. to report upon blankets and items of clothing considered by Ord. as no longer fit for Army use.

President	Capt. W.R. Gillespie	" " Branch.
Member	Lieut. G.P. McKenna	Ord. Representative.

W.Comd. R.O. Pt. I No. 171/41. (Contd.)

Revised

Colonel I/s Administration, Western Command.
(C.V. HEAD)

NOTICES.

MOTOR SPIRIT RATION TICKETS.

Notice is given that personnel desirous of making application to Liquid Fuel Control Board for Motor Spirit Consumers Licences must do so on business days other than Saturday.

TELEPHONE DIRECTORY.

Captain Herbert - Now Extension 205.

6.11.11
NOT TO BE PUBLISHED.

AUSTRALIAN MILITARY FORCES - WESTERN COMMAND.

ROUTINE ORDER PART I.

BY

MAJOR-GENERAL R.E. JACKSON, C.M.G., D.S.O.

GENERAL OFFICER COMMANDING, WESTERN COMMAND.

NO. 168

Headquarters,
Swan Barracks,
Francis Street,
Perth.
14 Nov. 41.

1. Menu "v" comes into operation 20 Nov. 41.
2. CONFIDENTIAL TREATMENT OF SOLDIER'S RECORDS. (CCR.241/8/39)

Reference is made to Western Command Routine Order Part I, No. 118/41 para. 10 -

A.M.R. 30. 1561 directs that orders of a unit will be posted in every orderly room, drill hall and other places considered by the C.O. to be suitable for the purpose.

The purpose of this order is to enable members of a unit to know the contents of such orders. It is considered necessary that members of a unit should be able to acquaint themselves with the contents of both Part I and Part II Orders, but information contained in such Orders should not be imparted to the public.

Accordingly orders should be posted on notice boards and military premises in camps of training, but they should not be posted in messes, canteens and other places to which members of the public have access and on occasions when the camp is open to visitors they should be removed.

3. CIVIL OFFENCES BY SOLDIERS. (C.C.R.54/1/91)

Complaints have been received of troops committing a nuisance in public places and particularly in the vicinity of Cathedral Avenue, Perth, when on leave. This conduct renders the offender liable to immediate arrest by Civil Police and several convictions have recently been recorded against soldiers in the Perth Police Court for this offence.

The Penalty is a Fine of £10. (Unit R.Os. copy).

- See R.O. 2 para 5. 7/1/42*
4. A.A.F. D.1 - USE OF IN CASE OF RE-ENLISTMENT OF DISCHARGED PERSONNEL. (C.C.R.32/1/218)

In the case of re-enlistment of personnel who have previously been discharged as medically unfit, a new A.A.F. D.1 is to be used as re-enlistment is a new enlistment.

In all cases of re-enlistment the separate A.A.F.'s D.1 are to be compared as soon as possible by District Record Officers and any apparent discrepancies immediately brought to notice of Command Headquarters.

5. UNIT FATIGUES.

Personnel from Labour Coy., will not be supplied to carry out fatigues necessary in internal maintenance of a Unit.

(Continued on Back)

6. ROTTNEST ISLAND - VISITING OFFICERS - ACCOMMODATION FOR.
(C.C.R.98/5/233)

A furnished cottage in close proximity to the settlement Hospital, has been made available for the accommodation of a maximum of six Officers visiting the Island.

Officers requiring accommodation will notify the Commandant, Rottneest Island, as early as possible prior to departure from the mainland, of the period of the proposed visit, and ascertain the accommodation allotted.

The following will be supplied for visiting Officers by the 10 Grn. Bn. -

- (a) Rations at Officers' Mess.
- (b) Orderlies or batmen as requisite.
- (c) Blankets as requisite.

7. RIFLES REPORTED MISSING. (C.C.R.215/16/77)

The following rifles are reported missing :-

No. 5743 On charge to 10 Light Horse Regt.
No.12481 " " " 3 Lly. Bde.

All Units will institute a check of all rifles in their possession, and forward a report of the result of their search, to reach these Headquarters not later than 8 Dec. 41.

Nil return (A.A. Form A.87) will be submitted if no trace of the rifles can be found.

8. DISTRICT COURT MARTIAL.

E.2858 L/Sgt. Joseph EATT. District Court Martial held at Swan Barracks Perth, W.A. on 28 Oct. 41.

CHARGE: (1) Neglecting to obey standing orders, in that he at Narrogin on 4 Oct. 41, removed a vehicle from the H.T. Lines without being in possession of A.A.F. G.2 approved by a responsible officer and unlawfully assumed control of the vehicle, C.16016 for a purpose other than training contrary to Narrogin Camp Standing Orders para. 24 Sub. Para. (B) and (C) dated August, 1941. A.A. (11)

CHARGE: (2) Absent without leave in that he at Narrogin absented himself without leave from 2359 hrs. on 4 Oct. 41 until apprehended by the Provost Corps at 1230 hrs. on 5 Oct. 41. A.A.15 (1)

CHARGE: (3) Stealing Public property in that he at Narrogin on 4 Oct. 41 stole 8 Gallons of Petrol valued at eleven shillings and fourpence the property of the Dept. of the Army, A.A. 18 (4). Alternative -

CHARGE: (4) Receiving, knowing it to have been stolen, property belonging to the Public, in that he at Narrogin on 4 Oct. 41, did receive 8 gallons of petrol, the property of the said Dept. of the Army which he, (the accused), knew to have been stolen.

FINDING: Guilty of Charges (1)(2) (4). Not guilty of Charge (3)

8. DISTRICT COURT MARTIAL. (Contd.)

SENTENCE: To be reduced to the rank of Gunner and to a fine of ten pounds (£10) and a stoppage in the sum of Five Shillings and Eight Pence (5/8) 28 Oct. 41. (A.A. 138). Confirmed by G.O.C. Western Command 31 Oct. 41.

W.2209 L/Sgt. Ronald James RODD. District Court Martial held at Swan Barracks Perth W.A. on 28 Oct. 41.

CHARGE: (1) Neglecting to obey standing orders, in that he at Narrogin on 4 Oct. 41, removed a vehicle from the M.T. Lines without being in possession of A.A.F. G.2 approved by a responsible officer and unlawfully assumed control of the vehicle C.16016 for a purpose other than training contrary to Narrogin Camp standing orders para 24, sub. para. (B) and (c) dated August 1941. A.A. (11)

CHARGE: (2) Absent without leave in that he at Narrogin absented himself without leave from 2359 hrs. on 4 Oct. 41 until apprehended by the Military Provost Corps at 1230 hrs. on 5 Oct. 41. A.A. 15 (1)

CHARGE: (3) Stealing public property in that he at Narrogin on 4 Oct. 41 stole 8 gallons of petrol valued at eleven shillings and fourpence the property of the Dept. of the Army. A.A. 18 (4). Alternative

CHARGE: (4) Receiving, knowing it to have been stolen property belonging to the public, in that he at Narrogin on 4 Oct. 41, did receive 8 gallons of petrol, the property of the said Dept. of the Army, which he, (the accused) knew to have been stolen. Found Guilty of charges (1) (2) (4). Not guilty of charge (3). Sentence: To be reduced to the rank of Gunner and to a fine of Ten Pounds (£10) and a stoppage in the sum of Five Shillings & Eight Pence (5/8) 28 Oct. 41. (A.A.138). Confirmed by G.O.C. Western Command 31 Oct. 41. Promulgated 1 Nov. 41.

W.32857 Pte. Robert MEIKLE. District Court Martial held at Swan Barracks Perth, W.A. on 30 and 31 Oct. 41.

CHARGE: (1) Striking his superior officer in that he at Subiaco on 1 Oct. 41 struck with his fist in the face, W.O.II Western, G.C., A.A.S.C. Training Depot, A.I.F. AA.8/(1).

CHARGE: (2) Using insubordinate language to his superior officer, in that he at Claremont on 1 Oct. 41 when ordered to leave the Sgts. Mess used insubordinate language to W.O. II T. Carlin. A.A. 8 (2).

CHARGE: (3) Striking his Superior Officer in that he at Claremont on 1 Oct. 41 struck with his fist in the face Sgt. L. Sayers, 9 Aux. Horse Transport A.A.S.C. Claremont. A.A. 8 (2). Finding - Not guilty on all charges. The finding of the Court was pronounced in open Court, 31 Oct. 41.

W.37802 Pte. ALLISON, David Samuel, 5 Grn. Bn. Deserting His Majesty's Service, in that he at Swanbourne, W.A. on the 9th October, 1941 absented himself from his Battalion until apprehended at Kalgoorlie, W.A. on 14 October, 1941, he then being dressed in plain clothes. A.A.12(1). Findings: Not Guilty of Desertion, but guilty of absenting himself without leave. Sentenced to five days detention, commencing 5 Nov. 41. Confirmed by G.O.C. Western Command 6 Nov. 41. Promulgated 6 Nov. 41.

NX.72107 Sig. George Edward O'DRISCOLL, 8 Div.Sigs. A.I.F. District Court Martial held at Swan Barracks, Perth, W.A. on 1 Nov. 41.

(Continued on Back)

8. DISTRICT COURT MARTIAL. (Contd.)

CHARGE: Deserting His Majesty's Service in that he at Fremantle, W.A., at 2359 hrs. on 26 Sep. 41, absented himself from HMAT "JJ" (whilst proceeding to a theatre of active service) until apprehended by Civil Police at Cunderdin, W.A., at 2100 hrs. on 8 Oct. 41, he then being dressed in civilian clothes, A.A.12(1) (a). Found Guilty. Sentenced to twenty days detention, commencing 1 Nov. 41. Confirmed by G.O.C. Western Command 6 Nov. 41. Promulgated 6 Nov. 41.

OX.18426 Pte. Reginald Clifton Thomas GRACE
2/12 Bn., A.I.F. District Court Martial held at Swan Barracks, Perth, W.A. on 6 Nov. 41.

CHARGE: Deserting His Majesty's Service in that he at Fremantle, W.A., at 2359 hrs. on 26 Sep. 41 absented himself from HMAT "II" (whilst proceeding to a theatre of active service) until apprehended by Civil Police at Kalgoorlie, W.A. at 1030 hrs. on 2 Oct. 41 at a time when he was not wearing his colour patches, A.A.12(1)(a). Finding - Guilty. Sentenced to fourteen days detention, commencing 6 Nov. 41. Confirmed by G.O.C. Western Command 6 Nov. 41. Promulgated 6 Nov. 41.

OX.13653 Pte. Nicholas LAWSON, 2/26 Bn., A.I.F.
District Court Martial held at Swan Barracks, Perth, W.A. on 30 Oct. 41.

CHARGE: (1) Conduct to the prejudice of good order and Military discipline in that he at the City Ballroom, Hay Street, Perth, at 2140 hrs. on 11 Oct. 41, did create a disturbance by refusing to leave when asked to do so by the doorkeeper and using obscene language, A.A. 40. (

(2) When in confinement escaping in that he at 2245 hrs. on 11 Oct. 41, when in confinement in the cell at Headquarters, Provost Coy., Perth, escaped, A.A.22.

(3) Resisting an escort whose duty it was to apprehend him in that he at 2330 hrs. on 11 October, 41, in Barrack Street, Perth, resisted re-arrest by kicking and struggling, A.A.10(3).

FINDING: Not guilty of the first charge.
Guilty of the second charge.
Guilty of the third charge.

The finding of the Court in respect to the first charge was pronounced in open Court. Sentenced to thirty days detention, commencing 30 Oct. 41. Confirmed by G.O.C., Western Command, 6 Nov. 41. Promulgated 6 Nov. 41.

SX.11866 Pte. John Maxwell SCHUTZ, 2/10 Bn. A.I.F.
District Court Martial held at Swan Barracks, Perth, W.A. on 31 Oct. 41.

CHARGE: Deserting His Majesty's Service, in that he at Fremantle, W.A. at 2359 hrs. on 26 Sep. 41, absented himself from HMAT "II" (whilst proceeding to a theatre of active service) until apprehended by Civil Police at Kollerberrin, W.A., at 1630 hrs. 29 Sep. 41, at which time he was not wearing the colour patches of his Unit. A.A.12(1)(a). Found guilty. Sentenced to fifty days detention, commencing 31 Oct. 41. Confirmed by G.O.C. Western Command 6 Nov. 41. Promulgated 6 Nov. 41.

G. DISTRICT COURT MARTIAL. (Contd.)

WX.15063 Pte. Walter Stephen CURLEY - 9 Reinf.
2/28 Bn. District Court Martial held at Swan Barracks
Perth, W.A. on 3 Nov. 41.

FIRST CHARGE: Breaking out of camp in that he at Northam on the 26th day of September 1941 broke out of camp when his duty required him to be in camp A.A.10(4).

SECOND CHARGE: Striking his superior ^{Officer} who was at the time engaged in the execution of his office, in that he at Northam Camp on the 26th September, 41 struck with his fist and kicked Sgt's. Baxter and Day of the 4th Tng. Bn. R.T.D. whose duty it was at the time to place him under arrest for creating a disturbance in the Battalion lines. A.A.8(1).

THIRD CHARGE: Conduct to the prejudice of good order and Military Discipline in that he did use abusive and insulting language to his superior officers on 26 Sep. 41. A.A. 40.

FOURTH CHARGE: Conduct to the prejudice of good order and Military Discipline in that he was disorderly and created a disturbance whilst at the Camp Guard House A.A.40.

FIFTH CHARGE: Whilst in confinement, escaping, in that at Northam on the 26 Sep. 41, whilst confined at the Guard House, escaped at about 1900 hrs. and remained absent until reporting himself at 2010 hrs. A.A.22.

FINDING - Guilty of all five charges. Sentenced to sixty days detention, commencing 3 Nov. 41. Confirmed by G.O.C. Western Command 6 Nov. 41. Promulgated 6 Nov. 41.

WX.13369 Pte. Kevin Joshua NICHOLLS - (8 Reinf. 2/28 Bn.)
District Court Martial held at Swan Barracks, W.A. on 4 Nov. 41.

FIRST CHARGE: Absenting himself without leave in that he at Northam, being warned for draft did break out of camp and remained absent from 1130 hrs. till 1330 hrs. on the 26 Sep. 41 when his duty required him to be in camp. A.A.15(1).

SECOND CHARGE: Striking his superior officer who was at the time engaged in the execution of his office in that he at Northam Camp on the 26 Sep. 41 struck with his fists and kicked Sgts. Day, Baxter and Tozer of the 4th Tng. Bn. R.T.D. whose duty it was at the time to place him under arrest for creating a disturbance in the Battalion Lines. A.A.8(1).

THIRD CHARGE: Conduct to the prejudice of good order and Military Discipline in that he did use abusive and insulting language to superior officers on 26 Sep. 41. A.A.40.

FOURTH CHARGE: Conduct to the prejudice of good order and Military Discipline in that he was disorderly and created a disturbance whilst in the Camp Guard House. A.A.40.

FIFTH CHARGE: Conduct to the prejudice of good order and Military Discipline in that he damaged Government Property A.A. 40.

SIXTH CHARGE: Whilst in confinement escaping in that at Northam 26 Sep. 41 whilst confined at the Guard House escaped at about 1900 hrs. and remained absent until reported himself at 2010 hrs. A.A.22. Found Guilty of all six charges. Sentenced to sixty days detention, commencing 4 Nov. 41. Confirmed by G.O.C. Western Command 6 Nov. 41. Promulgated 6 Nov. 41.

VX.28071 Cnr. George Sture HUDSON - 4 A.Tk. Regt. A.I.F.
District Court Martial held at Swan Barracks, Perth, W.A.
on 24 Oct. 41.

8. DISTRICT COURT MARTIAL: (Contd.)

CHARGE: Deserting His Majesty's Service in that he at Fremantle, W.A., at 2359 hrs. 26 Sep. 41, absented himself from HMAT "JJ" (whilst proceeding to a theatre of active service) until surrendering himself to Military Police at Fremantle, W.A., at 1000 hrs. on 28 Sep. 41, after the Transport had sailed A.A.12(1)(a). Firing - Not guilty of Desertion, but guilty of being absent without leave. Sentenced to fortyfive days detention commencing 24 Oct. 41. Confirmed by G.O.C. Western Command, 30 Oct. 41. Promulgated 5 Nov. 41.



Colonel I/c Administration, Western Command.

(O.V. ROAD)

N O T I C E.

It is advised that the undermentioned Units are now located at the Ascot Race-course.

Correspondence is to be addressed accordingly.

8 C.C.S.
Motor Amb. Convoy
10 Amb. Train
14 Amb. Train

9. II INT.

NOT TO BE PUBLISHED.

AUSTRALIAN MILITARY FORCES - WESTERN COMMAND.

ROUTINE ORDER PART I.

BY

MAJOR-GENERAL R.E. JACKSON, C.M.G., D.S.O.

GENERAL C FICER COMMANDING, WESTERN COMMAND.

No. 167

HEADQUARTERS,
Swan Barracks,
Francis Street,
Perth.
11 Nov. 41.

Western Command Routine Order Part I No. 166,
dealing with Unit March, was not generally distributed.

1. BREECH MECHANISMS FOR Q.F. GUNS : PRECAUTIONS TO BE OBSERVED
WHEN USED FOR DRILL OR TRAINING. (C.C.R.106/1/10)

Army Council Instruction No. 363 reproduced hereunder
is to be brought to the notice of all concerned. It is
desired that units make copies of this instruction to be
inserted in Drill Books and that every care be taken to
ensure that the instruction is obeyed.

"In order to reduce damage and wear to a minimum,
the following precautions will be observed when the breech
mechanisms of Q.F. equipments are used for drill and training :-

- (a) The striker of firing case complete will be removed,
the only exception being the Q.F., 3-in., 20-cwt.,
Mks. I to IB guns, from which the following parts
will be removed :-

Cover, striker; Spring, main and Striker, body.

- (b) Service main springs which have been weakened by
annealing or shortening will not in any way be used.

- (c) In the case of semi-automatic mechanisms, the tension
on the spring actuating breech block will be reduced
as much as possible. The tension must be invariably
replaced after drill.

- (d) After drill, the mechanism will be stripped, cleaned
and lubricated."

2. TRAINING OF UNIVERSITY STUDENTS. (C.C.R.227/4/63)

University students liable for training in accordance
with M.B. memo. 64197 of 29 Aug. 41 will attend camps of
continuous training for 70 days from 24 Nov. 41 to 2 Feb. 42 incl.

Trainees will be attached to units for training (super-
numerary to unit establishments) on the following basis :-

- (a) Civil engineering, mining, and architectural students
and other engineering students not attached to A.A.O.C.
in accordance with M.B. memo. 41415 of 30 Jun. 41 will
be attached to 13 Pd. Coy.
- (b) Students other than those abovementioned will be
attached to 3 Pd. Regt., W.Comd. Sigs. and 16 Bn.
Preferences expressed by students will be given con-
sideration when making allotments.

(Continued on Back)

3. 110 PERTH MILITARY HOSPITAL - R.A.E. MAINTENANCE DETAIL.

(C.C.R.85/1/126)

R.A.E. Detail attached (reference W.E.IV/1940/65e/2), shall be an R.A.E. Unit, under the Command of Lieut. Peet.

The Unit will be enlisted F.T.D. as from 1 Nov. 41.

Tools and equipment required for the use of Maintenance Detail R.A.E. will be requisitioned for by C.O., 110 Perth Military Hospital and such tools and equipment will be taken on Hospital charge.

Materials and stores for repairs and maintenance and minor new works will be made available by A.D.E. Services on demand by O.C., Maintenance Detail, such demand being endorsed by C.O. Hospital.

4. MOVEMENT CONTROL - R.T.O., KALGOORLIE. (C.C.R.85/2/25)

Lieut. G.G. Inkpen (W.237409), Area Staff, is appointed Acting R.T.O., Kalgoorlie, as from 1 Nov. 41 in addition to his present duties.

5. WEARING OF COLOUR PATCHES - SUMMER DRESS.

Over the period during which Summer Dress is to be worn, Colour Patches may be worn on the right side of hats.

Hats will be worn turned up - reference is made to R.O. Pt. I No. 97/41 para. 12.

6. W. COMD. SIGS. - COMMAND.

T/Capt. J.A. Brown has been appointed to administer Command of W.Comd. Sigs. to date 14 Oct. 41 incl.

W.Comd. Area Sigs. - Command -

T/Capt. O.R. Videan has been appointed to administer Command of W.Comd. Area Sigs. to date 14 Oct. 41 incl.

7. 9 A. TK. REGT. - COMMAND. (C.C.R.53/1/17)

Reference is made to R.O. Pt. I No. 161/41 para. 9 -

During the absence of Major C.B. McLeod (W.35281) between 17 Nov. 41 and 18 Dec. 41; both incl., Command of this Regt will be administered by Capt. W.J. Masel (W.43).

8. DISTRICT COURT MARTIAL.

VX.51425 Pte. Geoffrey WOODS, 2/7 Bn. District Court Martial held at Swan Barracks Perth, W.A., 23 Oct. 41.

CHARGE: Deserting His Majesty's Service in that he at Fremantle, W.A., at 2359 hrs. on 26 Sep. 41, absented himself from HMAT "II" (whilst proceeding to a theatre of active service) until apprehended by Civil Police at Norseman, W.A., at 1700 hrs. on 3 Oct. 41, A.A.12(1)(a). Finding - Guilty. Sentence, Twenty days detention commencing 23 Oct. 41.

CONFIRMATION: Confirmed by G.O.C., Western Command 28 Oct. 41. Promulgated 29 Oct. 41.

SX.13615 Pte. Arthur Stanley CHESSON, 2/27 Bn. District Court Martial held at Swan Barracks Perth, W.A., 23 Oct. 41.

8. (Contd.)

CHARGE: Deserting His Majesty's Service in that he at Fremantle, W.A. at 2359 hrs. 26 Sep. 41, absented himself from HMAT "II" (whilst proceeding to a theatre of active service) until apprehended by Civil Police at Mundaring, W.A. at 1730 hrs. on 6 Oct. 41, dressed in plain clothes, A.A.12(1)(a). Finding - Guilty. Sentenced to seventy days detention, commencing 23 Oct. 41. Confirmed by G.O.C. Western Command, 28 Oct. 41. Promulgated 29 Oct. 41.

VX.53275 Pte. MacPH. RCON SMITH, 2/7 Bn. District Court Martial held at Swan Barracks, Perth, W.A. 23 Oct. 41.

CHARGE: Deserting His Majesty's Service in that he at Fremantle, W.A., at 2359 hrs. on 26 Sep. 41, absented himself from HMAT "II" (whilst proceeding to a theatre of active service) until apprehended by Civil Police at Kalgoorlie, W.A. at 1830 hrs., 28 Sep. 41. A.A.12(1)(a). Finding - Guilty. Sentenced to seventy-five days detention commencing 23 Oct. 41. Confirmed by G.O.C. Western Command, 28 Oct. 41. Promulgated 29 Oct. 41.

SX.12150 Pte. Claude KAPPLER, 2/10 Bn. District Court Martial held at Swan Barracks, Perth, W.A., on 27 Oct. 41.

CHARGE: Deserting His Majesty's Service in that he at Fremantle, W.A., at 2359 hrs. 26 Sep. 41 absented himself from HMAT "II" (whilst proceeding to a theatre of active service) until apprehended by Civil Police at Kellerberrin, W.A., at 16 30 hrs., 29 Sep. 41. A.A.12(1)(a). Finding - Guilty. Sentenced to thirty days detention commencing 27 Oct. 41. Confirmed by G.O.C. Western Command, 30 Oct. 41. Promulgated 1 Nov. 41.

VX.51415 Pte. John Francis LEVER, 2/7 Bn. District Court Martial held at Swan Barracks, Perth, W.A., on 27 Oct. 41.

CHARGE: Deserting His Majesty's Service in that he at Fremantle, W.A. at 2359 hrs. 26 Sep. 41, absented himself from HMAT "II" (whilst proceeding to a theatre of active service) until apprehended by Civil Police at Norseman, W.A., at 1700 hrs. 3 Oct. 41. A.A.12(1)(a). Finding - Guilty. Sentenced to thirty days detention commencing 27 Oct. 41. Confirmed by G.O.C., Western Command, 30 Oct. 41. Promulgated 1 Nov. 41.

SX.12397 Pte. Thomas Basil HASSETT, 2/27 Bn. District Court Martial held at Swan Barracks, Perth, W.A. on 24 Oct. 41.

CHARGE: Deserting His Majesty's Service in that he at Fremantle, W.A., at 2359 hrs. 26 Sep. 41, absented himself from HMAT "II" until he surrendered himself to the Military Police at Perth, W.A. at 1930 hrs. on 7 Oct. 41. Finding - Not guilty of Desertion, but guilty of being absent without leave. Sentenced to thirty days Detention commencing 24 Oct. 41. Confirmed by G.O.C. Western Command, 30 Oct. 41. Promulgated 1 Nov. 41.

VX.53767 Pte. Norman Francis Edward SHORT, 2/7 Bn. District Court Martial held at Swan Barracks, Perth, W.A. 29 Oct. 41.

CHARGE: Deserting His Majesty's Service in that he at Fremantle, W.A., at 2359 hrs. 26 Sep. 41 absented himself from HMAT "II" (while proceeding to a theatre of active service) until apprehended by Military Police at Norseman, W.A. at 1110 hrs. 29 Sep. 41. Finding - Guilty. Sentenced to Sixty days Detention, commencing 29 Oct. 41. Confirmed by G.O.C. Western Command 31 Oct. 41. Promulgated 1 Nov. 41.

(Continued on Back)

8. (Contd.) SK-12728 Pte. John Harman BROADSTOCK, 2/10 En.

CHARGE: Deserting His Majesty's Service in that he at Fremantle, W.A. at 2359 hrs. 26 Sep. 41, absented himself from RMAT "II" (while proceeding to a theatre of active service) until he surrendered himself to Military Police at Perth, W.A. at 1930 hrs. 7 Oct. 41. Finding - Not guilty of Desertion, but guilty of being absent without leave. Sentenced to thirty days Detention, commencing 24 Oct. 41. Confirmed by G.O.C. Western Command, 30 Oct. 41. Promulgated 1 Nov. 41.

Sunday, 16 Nov. 41, being the Sunday following Armistice Day, is to be set aside as a National Day of Prayer. Arrangements will be made accordingly.

Page 22, under heading "Professional Services" -
Delete:- Students Mechanical Engineering in third
year diploma course,
and substitute:- Students Engineering and Mechanical in
second or later years of diploma course.

Camp Commandants and all Commanding Officers will take such steps as may be necessary to ensure control of all cars entering and leaving camps. Private cars and all vehicles other than Military Vehicles on duty, will be excluded from camp lines and will be restricted to controlled areas set aside for picking up, setting down and parking within the camp area. Vehicles belonging to Military personnel attending camp will not be permitted to park in camp area. Exit and entry points will be prescribed, and no vehicle will be permitted to enter or leave by any other way. Guards and picquets will be at the local camp control posts, but need record no information other than such as prescribed by the posting authority.

When forwarding call up notices to untrained recruits, times will be quoted as standard time (i.e. 8-0'c. p.m.) and not in the Continental manner (i.e. 2000 hrs.)

In order to avoid referring applicants back to Area Officers, Units will ensure that they have adequate supply of application forms. Where necessary, forms are to be requisitioned for.

13. VEHICLE LOG BOOK (WAR) A.A.B. 20 - A.B. & A.A.S.C.
VEHICLES. (C.C.R.138/1/122)

All Vehicle Log Books (A.A.B. 20) are to be immediately inspected and checked with a view to ensuring that all entries therein are up to date, and that all information appearing on page 5 is accurate and in accordance with current instructions.

Particular attention is drawn to those entries referring to the types of lubricant to be used in Army vehicles. In many cases, the information given here is not only misleading, but inaccurate. The entries should conform, not only to the specifications, but to the nomenclature in Mechanisation Circular No. 97 dated 18/6/41. For example, the entries in a Log Book of a "Lorry, 3-ton, Ford" should read -

Engine:	D D engine oil 40.
Gear Box:	D D engine oil 60.
Back Axle:	D D hypoid F.D.90.

Unit transport Officers (if necessary under the guidance of S.O.M.E. or L.A.Ds.) will personally check A.A.B. 20s., and make any necessary entries or amendments.

M.T. Inspectors will also inspect all Log Books during the course of their inspections, and ensure all entries are correct, and, if not, they will amend them.

14. PERSONNEL FOR RADIO LOCATION.

Personnel are required to fill appointments as Fire Control Instructors (Officers) and Fire Control Instructors Assistants (W. and N.C.Os) to carry out instructional work and operational duties in connection with radio location.

Courses of from three to four months duration are being run by Army Schools to train these instructors and applications are called from personnel who have passed the Leaving Examination in Physics.

Units will call for applications through Unit orders and will submit them to reach these Headquarters by 15 Nov. 41.

Applications must state the applicant's Unit, Number, Name, Rank, Age, civil occupation and date on which he passed the Leaving Examination in Physics. Nominees must be Lieutenants or W. and N.C.Os. who are considered to be potential officers.

The first course will commence on 1 Dec. 41, at Sydney.

Personnel who qualify will be eligible for allotment as F.C.I's or F.C.IA's to Fixed Defences in their respective Commands.



Colonel i/c Administration, Western Command.

(O.V. HQ D)

(Continued on Back)

NOTICES.PUBLICATIONS AND JOURNALS - W. COMD. LIBRARY.

The undermentioned publications and journals have been added to W.Comd. Library during the month of October, 1941 :-

<u>Accession No.</u>	<u>Title</u>	<u>Author</u>
3684	Chemicals in War	A.M. Prentiss.
3685	Official Year Book of the Commonwealth of Australia, 1940.	

Journals.

Royal Army Medical Corps	Jul. 41	2 copies
do.	Aug. 41	2 copies
do.	Jan. to Jun. 41	1 copy each.
Indian Army List	Jul. 41	
Blackwood's Magazine	Aug. 41.	
do.	Sep. 41	
Royal Artillery Journal	Jan. 41 No. 1	
do.	Apr. 41 No. 2	
do.	Jul. 41 No. 3	
Royal United Service Journal	- Aug. 41	
Royal Engineers Journal	- Sep. 41	

5 VET. HOSP. - CHANGE OF ADDRESS.

This Unit has now returned to the Remount Depot, and all correspondence is to be sent to that address.

NOT TO BE PUBLISHED.

AUSTRALIAN MILITARY FORCES - WESTERN COMMAND.

ROUTINE ORDER PART I.

IX

MAJOR-GENERAL R.E. JACKSON, C.M.G., D.S.O.

GENERAL OFFICER COMMANDING, WESTERN COMMAND.

NO. 165

Headquarters,
Svan Barracks,
Francis Street,
Perth.
4 Nov. 41.

Western Command Routine Orders Part I Nos. 163 and 164 dealt with District Courts Martial, and were not generally distributed.

1. AIR PHOTOGRAPHS AND CAMOUFLAGE. (C.C.R.156/1/8C)

Demands by units for Air Photographs, for whatever purpose, and made in accordance with the instructions laid down in "The Employment of Air Forces with the Army in the Field" (Pages 48 et seq and 77), will be submitted to General Staff, H.Q. W.Comd., for action.

Units will not make direct demands to R.A.A.F.

Air photographs will not be supplied for camouflage purposes. Provision of air photographs for this purpose is made only to the Defence State Camouflage Committee, who are responsible, under the direction of the Defence Central Camouflage Committee, for the preparation and approval of all camouflage schemes.

2. CAMOUFLAGE PROJECTS. (C.C.R.11/1/46)

Under the National Security (Camouflage) Regulations the supervision of the camouflage of places of national or military importance in W. Comd. is the duty of the Defence State Camouflage Committee.

The Committee includes a representative of the Army.

Considerable duplication and, therefore, waste has occurred through independent planning by Army Establishments and the Camouflage Committee.

Camouflage projects for Army establishments will be dealt with by the Comd. Camouflage Officer, Lieut. G.C. Beason, who is Liaison Officer to the State Camouflage Committee. Units will, therefore, submit all projected schemes and queries regarding camouflage to these Headquarters for the attention of the Comd. Camouflage Officer.

3. FUTURE TRAINING OF MILITIA FORCES - W.COMD. ORD. DEPOT. (CCR.2274/224)

With reference to W.Comd. Instruction G.169 of 5 Sep. 41, approval is given for the Recruit Period of training for W.Comd. Ordnance Depot to commence on 11 Nov. 41. On that date 50 U.S.P. will march in for 180 days' continuous training, terminating on 9 May 42.

(Continued on Back)

4. CORRESPONDENCE.

Attention is directed to A.M.R. & O. 1576 (b).

A practice which is becoming common of including more than one subject in a letter is to be discontinued. It will be realised that such a practice creates difficulties and delays in registration of, and action in connection with letters which include several subjects which have to be dealt with by different Branches or Services at Command Headquarters.

5. DISTRICT COURT MARTIAL.

S X.13306 Pte. Abe Thomas McDonald (2/27 Bn. A.I.F.)

DISTRICT COURT MARTIAL held at Swan Barracks, Perth, W.A., on 20 October, 41.

CHARGE: Deserting His Majesty's Service in that he at Fremantle, W.A., at 2359 hrs. on 26 Sep. 41, absented himself from HMAT "II" (whilst proceeding to a theatre of active service) until apprehended by the Civil Police at Mandarinn, W.A., at 1730 hrs. on 6 Oct. 41, dressed in plain clothes. A.A.12(1)(a). FINDING: - Guilty.

SENTENCE: Thirty days detention commencing 20 Oct. 41.

CONFIRMATION: Confirmed by G.O.C. Western Command, 23 Oct. 41. PROMULGATION: Promulgated 23 Oct. 41.

SX.10430 Pte. Arthur Edward WOOD (2/48 Bn. A.I.F.)

DISTRICT COURT MARTIAL held at Swan Barracks, Perth, W.A., on 20 Oct. 41.

CHARGE: Deserting His Majesty's Service in that he at Fremantle, W.A., at 2359 hrs. 26 Sep. 41, absented himself from HMAT "II" (whilst proceeding to a theatre of active service) until he surrendered himself at Detention Barracks, Fremantle, at 1115 hrs. on 30 Sep. 41. A.A.12 (1)(a).

FINDING: Guilty.

SENTENCE: Forty-five days detention commencing 20 Oct. 41.

CONFIRMATION: Confirmed by G.O.C. Western Command, 23 Oct. 41.

PROMULGATION: Promulgated 23 Oct. 41.

CX.22558 Pte. Robert Francis DCHANAN (2/12 Bn. A.I.F.)

DISTRICT COURT MARTIAL held at Swan Barracks, Perth, W.A., on 21 Oct. 41.

CHARGE: Deserting His Majesty's Service in that he at Fremantle, W.A. at 2359 hrs. 26 Sep. 41, absented himself from HMAT "II" (whilst proceeding to a theatre of active service) until apprehended by the Civil Police at Kalgoorlie, W.A., at 1050 hrs. on 2 Oct. 41, at which time he was not wearing his colour patches. A.A.12(1)(a).

FINDING: Guilty.

SENTENCE: Forty-five days detention commencing 21 Oct. 41.

CONFIRMATION: Confirmed by G.O.C. W.Comd. 23 Oct. 41.

PROMULGATION: Promulgated 23 Oct. 41.

5. (Contd.)

OX.22453 Pte. Eric Roger AUSTIN (2/12 Bn. A.I.F.)

DISTRICT COURT MARTIAL held at Swan Barracks, Perth, W.A. on 31 Oct. 41.

CHARGE: Deserting His Majesty's Service in that he at Fremantle, W.A. at 2352 hrs. on 30 Sep. 41 absented himself from HMAT "II" (whilst proceeding to a theatre of active service) until apprehended by the Civil Police at Kalgoorlie, W.A. at 1030 hrs. 2 Oct. 41, at which time he was not wearing his colour patches. A.A.12(1)(a).

FINDING: Guilty.

SENTENCE: Fifty days detention, commencing 21 Oct. 41.

CONFIRMATION: Confirmed by G.O.C., Western Command, 25 Oct. 41.

PROMULGATION: Promulgated 23 Oct. 41.

6. POTENTIAL OR PROVISIONAL OFFICERS - QUALIFYING.

All potential or provisional officers will qualify at an Army School either prior to or within twelve months of their promotion to commissioned rank.

7. FREE TRAVEL BY MEMBERS OF DEFENCE FORCES OVER PRIVATE RAILWAY SYSTEMS. (C.C.R.181/2/98)

All P.L.I. Books issued to units will in future be retained in use until completed and upon completion they will be returned to D.F.O.

8. ENTERTAINMENT FOR TROOPS - INSTRUCTIONS AS TO THE PROVISION OF:
(C.C.R.82/1/224)

The following instructions with regard to the provision of entertainment for the troops are promulgated -

It is the function of Command Headquarters to co-ordinate all entertainment and sporting activities, and to maintain liaison with philanthropic bodies who assist in this respect. This, however, does not relieve Commanding Officers of their responsibility in the organisation of sport and entertainment within their units. The organisation of these activities is one of the normal duties of all unit officers.

Some misapprehension appears to exist as to the provision of funds for sporting and entertainment purposes. It is not intended that such expenditure should be provided at public expense. A considerable amount of assistance in these matters is given by philanthropic organisations. Any further funds required should be provided from canteen sources. In some cases, Canteen Services have made available lump sums for entertainment purposes, but apart from such grants, unit welfare and betterment funds, which are supplemented by periodical contributions from canteen profits, should be utilised for purposes of this nature. Cases have been brought to notice of units that have accumulated large credits in these funds. This practice is undesirable as such funds are intended for the benefit of the men whose dealings with the canteens have contributed to the profit made, and therefore should be expended while these men are likely to benefit by the result. The following are some of the items of expenditure which should be met from these sources :-

8. (Contd.)

(a) Transport of concert parties and hospitality provided for them in Officers' and Sergeants' messes.

(b) Provision of costumes, properties, wigs, and make-up requisites for unit and formation concert parties comprising military personnel.

(c) Provision of prizes and trophies for inter-unit sporting competitions.

(d) Provision of sporting equipment.

Officers of the Education Staff will assist in the formation of orchestras, choral societies, serious drama and the like, but they are not available to assist in the organisation of purely recreational activities.

9. CANTEEN PROFITS AND SALVAGE - QUARTERLY RETURNS.

(C.C.R. 82/1/224)

Within 7 days of expiration of each of the quarterly periods mentioned below, Units will forward to these Headquarters a return showing -

- (a) Amount of Canteen profits and salvage credited each month;
- (b) Amount expended each month and nature of expenditure;
- (c) Unexpended balance at end of quarterly period;
- (d) Any expenditure incurred during the quarterly period on account of this fund, but not paid, and which should accordingly be paid out of unexpended balance.

Quarterly periods :-

1 Sep. to 30 Nov.
1 Dec. to last day of Feb.
1 Mar. to 31 May.
1 Jun. to 31 Aug.

10. OFFENCES BY SOLDIERS - CUSTODY AWAITING TRIAL.

(C.C.R. 67/1/19)

Attention of all C.Os. is drawn to A.M.S. 20. 353 and 359.

Accused soldiers are not to be kept in custody awaiting trial unless the nature of the charge warrants it.

11. M.D. & V. STORES, ACCOUNTING PROCEDURE. (CCR.215/8/251)

(Issued 1 Jul. 41)

Section III paragraph 2 (b) page 3 of the above Instructions is amended to read :-

- (b) Claims resulting from local purchases will be certified by Ordering Officer (A.D.M.S. (Pharm)).

Shawcross

12. DISTRICT COURT MARTIAL.

Held at Swan Barracks Perth W.A. on 25 Oct. 41.

W.26309 Pte. Sydney MARTIN.

CHARGE: Being a soldier, acting as a Sentinel, slept at his Post; in that he at Harvey on 11 Oct. 41, having been regularly posted as a Sentinel, on No. 5 Post, at 2000 hrs. did at 2115 hrs. sleep at his Post. A.A. 6(2)(e).

FINDING: Not Guilty. The finding was pronounced in open Court, 25 Oct. 41.

13. COMMAND. A.A.S.C. : TNG. DEPOT A.A.S.C., A.I.F.

During the absence of Major H.W. Ennis, command of A.A.S.C. will be administered by Major C.A. Kendall, and command of W.Comd. Tng. Depot A.A.S.C., A.I.F. will be administered by Capt. R.A. Jackson.

14. IMPROVISED FORMS AND INSTALLATION OF INDEX SYSTEMS.

(C.C.R.32/1/213)

In order to eliminate waste and duplication, attention is again drawn to R.O. Pt. I No. 99/41 para. 7.

In the case of improvised forms, prior approval by these Headquarters will not be given unless the necessity for such introduction is fully established. The approval of Army Headquarters is necessary for the installation and purchase of office index system equipment.

[Handwritten signature]

Colonel i/c Administration, Western Command.

(O.V. HOAD)

NOTICE.

CHANGE OF TELEPHONE NUMBERS. (C.C.R.2251/243A)

The Ford Motor Coy., of Australia have advised the following changes in its telephone numbers.

New numbers -

L.1051
L.1052
L.1053

replace - -

L.1357
L.1358
L.1359

respectively.

5. III INT.

NOT TO BE PUBLISHED.

AUSTRALIAN MILITARY FORCES - WESTERN COMMAND.

ROUTINE ORDER PART I.

BY

MAJOR-GENERAL R.E. JACKSON, C.M.G., D.S.O.

GENERAL OFFICER COMMANDING, WESTERN COMMAND.

NO. 182

Headquarters,
Swan Barracks,
Francis Street,
Perth.
1 Nov. 41.

1. TRAINING FILMS. (C.C.R.215/43/22)

All units will submit a complete list of training films actually held by them on 31 Oct. 41, furnishing the following particulars :-

Title
Serial No.
No. of Reels
No. of Films
Size of Films

Strip Films will be included. The return will reach these Headquarters by 6 Nov. 41.

2. CONTROL OF MOVEMENT - HOME LEAVE TRAVEL. (CCR.181/2/98)

A very heavy volume of traffic has arisen in connection with the concession of free travel once a month from camps to the homes of all members of the Forces and difficulty is being experienced by the various Railway systems in meeting the many demands for transport.

In order, therefore, to avoid congestion and inconvenience, it is stated that "Home Leave" travel from and to camps in each Command and District must be carefully planned in advance and spread over the period of training as evenly as circumstances and training requirements permit. Last minute decisions to grant general leave must be avoided.

An instance of unjustifiable extravagance occurred recently in connection with certain units undergoing training for a period of 3 months, which were granted general home leave for the third time a week prior to expiry of the training period, returning only two days before breaking camp. Each of these movements necessitated the running of a number of special trains for long distances. This was a case in which the training period should have been terminated a few days earlier rather than incur a great deal of unnecessary travelling for the sake of granting leave due.

The general principle to be observed in providing free travel between camps and members' homes once a month is that where continuous training is of three months' duration, free travel should normally not be granted on more than two occasions and, similarly, in the case of a camp of six months' duration, the number of such journeys should not exceed five.

Furthermore, arrangements for the provision of special leave trains must in all cases be made through the local

(Continued on Back)

2. (Contd.)

Movement Control Staff to whom demands for transport will be submitted by the various Camp or Formation Headquarters. In this connection attention is drawn to the fact that R.T.Os., who are located at railheads serving large camp areas, are the channel between Movement Control Officer at Command.

3. ISSUE OF WARRANTS FOR TRAVEL - ACCUMULATED HOME LEAVE AND PRE-EMBARKATION LEAVE. (C.C.R.129/4/07)

Where a member of the Military Forces is granted pre-concentration or pre-embarkation leave and such leave is deducted from whatever accumulated recreation leave may then be due to the member, the leave actually granted shall be treated, for purposes of free travel from camp to the soldier's home, as "Home Leave".

In all such cases, therefore, "Home Leave" travel warrants are to be issued.

4. COMBINED HOME LEAVE PASSES AND RAIL TICKETS - H.L. 1 & 2.
(C.C.R.181/2/38)

Routine Order, Part I, No. 102 of 2 Jul. 41 and Pamphlet No. 1 referred to therein, were circulated to all units and clearly set out the conditions of issue of these documents.

It was necessary, in R.O. 123/41, to draw attention to a number of irregularities.

These irregularities are still occurring and O's. C. Units will take the necessary action to ensure the conditions of issue are rigidly adhered to.

Some of the irregularities found are :-

- (a) Passes contain alterations.
- (b) Indelible pencil and double sided carbon are not used.
- (c) Passes are not signed by the authorised Officer.
- (d) The Unit rubber stamp is not used.
- (e) All details are not filled in.
- (f) Passes are issued to stations other than the Home Town of the individual.
- (g) The procedure regarding cancelled passes, safe custody, and the return of books is not being carried out.

Units will take disciplinary action in the event of the unauthorized use of or alteration to any pass.

Railways have been requested to decline to accept any Pass containing an alteration and not made out, completed, and signed, in accordance with Pamphlet 1 issued with R.O. No. 102.

C.O's Units will take the necessary steps to have all books in their possession examined and discrepancies adjusted prior to 31 Oct. 41.

5. COMMAND - 5 GRN. BN. (C.C.R.53/1/45)

The period during which Major O'Neill will administer Command of 5 Grn. Bn. is extended during such time as Lt.-Col. Wilson is absent on special duties and A.R.L.

6. VISITORS - 11 INTERNMENT CAMP, HARVEY.

In future NO OFFICER WILL BE ADMITTED TO NO. 11 INTERNMENT CAMP, HARVEY, UNLESS IN POSSESSION OF THE NECESSARY AUTHORITY.

Any Officer having occasion to visit the camp must make application to I.S.G.S. for the requisite pass.

This instruction does not apply to G.O.C. and party, Col. i/c Administration and party, or H.Q. Staff 5 Grn. Bde.

7. RESERVED OCCUPATIONS.

An amendment to the list of Reserved Occupations adds :-

"Farm Hands singly employed from twenty one years to eighteen years."

8. RETURNABLE CONTAINERS. (C.C.R.215/9/139)

Reference R.O. Part I No. 93/41 para. 11, it is again advised that units will submit a statement showing all Returnable Containers on hand as at the 31st October, 1941, both in use and waiting to be returned.

The Supply Officer in each Depot will forward to A.D.S.T., Statement showing Returnable Containers held by Units and Returnable Containers held in Store. The Unit Statement of stocks held will be signed by the C.O. as a certification of its correctness and will comprise articles as shown below :-

Macaroni Cases and Bags	S.R. Flour Bags
Egg Crates and Fillers	Bags, coal
Crates, (small and large)	" coke
Biscuit tins "	" charcoal
Cake cases	Drums, Fly-tox
Fergie bags	Spinach crates.

9. TELEPHONE CALLS - DELAY OF. (C.C.R.225/1/140)

Delay and inconvenience are being occasioned by operators requesting callers to hold the line until the extension called clears, and by callers leaving the telephone immediately after booking the number required.

These practices are to cease forthwith, and the following will be adhered to :-

- (a) When an incoming call is received for an extension which is already engaged, the switchboard attendant will ask the person calling to ring again.
- (b) A caller, having originated a call from an extension, will not leave the telephone whilst waiting for the switchboard attendant to advise the called party is on the line.

[Handwritten signature]

Colonel i/c Administration, Western Command.

(C.V. HOAD)

NOTICES.

TELEPHONE DIRECTORY.

The extension numbers of the following Officers have now been altered to -

Major E.T. Doncon	287
Capt. J.E. Virtue	277
Capt. W. Edwards	261
S/Sgt. A.A. Anderson	334
Cpl. W.D. Clark	268
109 Con. Depot	L.1541
	L.1380

D.R.L.S. SCHEDULE.

CLAREMONT - FREMANTLE SCHEDULE.

AMENDED FROM 1 NOV. 41

TIME DEP.	UNIT	ADDRESS
1000	E.S.O.	"E" Shed, Fremantle Wharf.
1005	D.N.O.	Cliff St., Fremantle.
1010	C.C.D.	Burt St., "
1025	5 Grn. Bde.	Swanbourne
1035	A.O. 44 A	Stirling H/Way, Claremont.
1040	110 A.G.H.	" " "
1055	W.Comd. G.D.C.	Claremont Showgrounds.
1100	D.R.D.	" "
1105	D.P.M.	" "
1110	W.Comd. A.A.S.C.	" "
1115	9 Aux. H.T. Coy.	" "
1120	A.A.S.C. (A.I.F.)	" "
1125	Ord. Sub. Depot	" "
1135	Camp H.Q. Karrakatta	Karrakatta.
1140	Hobbs Arty. Park	"
1145	I.D.H.	West Subiaco.
1150	44 Bn.	Nicholson Rd., Subiaco.
1200	A.O. 11A	Vincent St., Leederville.
1215 Arr.	H.Q. W.Comd.	Swan Barracks, Perth.
1330 Dep.	H.Q. W.Comd.	Swan Barracks, Perth.
1340	A. O. 11A	Vincent St., Leederville
1350	44 Bn.	Nicholson Rd., Subiaco.
1355	I.D.H.	West Subiaco.
1400	Hobbs Arty. Park	Karrakatta.
1410	Camp H.Q. Karrakatta	"
1420	Ord. Sub. Depot	Claremont Showgrounds
1425	A.A.S.C. (A.I.F.)	" "
1430	9 Aux. H.T. Coy.	" "
1435	W.Comd. A.A.S.C.	" "
1440	D.P.M.	" "
1445	D.R.D.	" "
1450	W.Comd. G.D.C.	" "
1455	110 A.G.H.	Stirling H/Way, Claremont.
1500	A.O. 44A	" "
1510	5 Grn. Bde.	Swanbourne.
1525	C.C.D.	Burt St., Fremantle.
1530	Dental Clinic	Attwell Arcade, Fremantle.
1535	D.N.O.	Cliff St., Fremantle.
1540 Arr.	E.S.O.	"E" Shed, Fremantle Wharf.

D.R.L.S. SCHEDULE.

MELVILLE - NAVAL BASE SCHEDULE.

AMENDED AS FROM 1 NCV.41.

TIME DEP.	UNIT	ADDRESS
1010	Detention Qrs.)	South Terrace, Fremantle.
	W.Cmd. Prov.Coy.)	
1025	109 Con. Depot	Naval Base.
1040	13 Inf.Bde.	Melville.
1050	9 Anti-Tank Regt.	Point Walter.
1110	A.O. 16A	State St., Victoria Park.
1120	11 Bn.	Wellington St., Perth.
1130	A.H.Q. Svy.	Observatory, Perth.
1135	Ord. W/Chops M.T.	Murray St., Perth.
1140	Med. & Vet. Stores	" "
1145	Engineers	108 Murray St., Perth.
1155	A.O. 28A.	Lord St., East Perth.
1200	28 Bn.	" "
1205	8 C.C.S.	Wright St., "
1215 Arr.	H.Q. W.Cmd.	Swan Barracks, Perth.
1345 Dep.	H.Q. W.Cmd.	Swan Barracks, Perth.
1355	(A.O. 28A	Lord St., East Perth.
	(28 Bn.	" "
1400	8 C.C.S.	Wright St., "
1410	A.H.Q. Svy.	Observatory, Perth.
1415	Ord. W/Chops M.T.	Murray St., Perth.
1420	Med. & Vet. Stores	" "
1425	Engineers	108 Murray St., Perth.
1430	11 Bn.	Wellington St., Perth.
1440	A.O. 16A	State St., Victoria Park
1500	9 Anti-Tank Regt.	Point Walter.
1510	13 Inf. Bde.	Melville
1525	109 Con. Depot	Naval Base
1540	Detention Qrs.)	South Terrace, Fremantle.
	W.Cmd. Prov.Coy.)	

G. III INT.

NOT TO BE PUBLISHED.

AUSTRALIAN MILITARY FORCES - WESTERN COMMAND.

ROUTINE ORDER PART I.

BY

MAJOR-GENERAL R.E. JACKSON, C.M.G., D.S.O.

GENERAL OFFICER COMMANDING, WESTERN COMMAND.

No. 161

Headquarters,
Swan Barracks,
Francis Street,
Perth.
30 Oct. 41.

1. Western Command Routine Orders Part I Nos. 156 - 160 incl., dealing with District Courts Martial, were not generally distributed.

2. SECURITY OF INFORMATION - PAY BOOKS.

A number of paybooks showing the unit of the soldier are still in use.

In the event of the soldier being taken prisoner this information would pass to the enemy.

Blotting out or other methods of obliteration are ineffective against scientific means of discovery.

Excision in the case of articles likely to fall into enemy hands is the surest means of denying identification and particular attention is to be given to paybooks.

Units will assess the number of paybooks to be treated and advise the D.F.O., who has agreed to make available an officer of the A.A.P.C. to attend a muster parade for the excision of unit markings and transfer of paybook entries affected by excisions so made.

3. MODIFICATION OF ARMY FORM C2128 (MESSAGE FORM) AND CONSEQUENTIAL AMENDMENTS TO PROCEDURE. (C.C.R.227/1/208)

The existing arrangement of A.F. C2128 makes no provision for degrees of security of a message. A message may be sent either in clear by any means, or must be enciphered if liable to interception by the enemy, even though the possibility of such interception is remote.

The wording of the two signature spaces at the foot of the message form will therefore be amended to read as follows :-

(Left-hand space)

(Right-hand space)

"This message may be sent
AS WRITTEN by any means

"This message must be sent in
cipher if liable to interception
or to fall into enemy hands.

"
(except) wireless
(.....)

Signature.....

Signature.....

"
Originator may delete
'except' and insert
'including'.

(Continued on Back)

3. (Contd.)

(iii) To cover these amendments the following "Procedure Signals" will be introduced for use over military circuits.

When signed in	Procedure Signal	Meaning
Left hand space with "except" deleted and "including" substituted.	-	That the message may be sent in clear by any means.
Left hand space - AS WRITTEN except wireless	BWC	That the message must be enciphered only if sent by wireless.
Right hand space	LIC	That the message must be enciphered if sent by any method liable to interception.

(iv) "BWC" and "LIC" will be entered in the call and instructions space and will be signalled.

(v) "LIC" replaces "ICW" and the use of this signal will be discontinued forthwith.

(vi) The use of "NOTWT" will be retained in interservice working only, with the meaning that messages so marked must not be sent by wireless.

(vii) Pending the issue of amended forms the words "except" or "including" should be inserted by the originator when signing. In cases where this is not done and originator is not available for confirmation it will be understood that "except wireless" is meant.

(viii) Units will ensure that these modifications and amendments are made known to and acted upon by all concerned.

4. SIGNAL UNITS - CORRESPONDENCE, etc.

Correspondence, etc., should now be addressed to separate units concerned and not to W.Comd. Sigs. except where shown below :-

<u>Unit</u>	<u>Address</u>
(a) W.Comd. Sigs.	No. 5 Camp, Melville
(b) W.Comd. Area Sigs.	102 Beaufort Street, Perth.
(c) Frt. Sigs. (Fremantle)	Arty. Barracks, Fremantle.
(d) Frt. Sigs. (Albany)	Frt. Sigs. Albany.
(e) 5 Grn. Bde. Sig. Tp. }	Correspondence, etc. to W.Comd. Sigs.
(f) 25 M.G.SIG. Tp. }	

The Senior Signal Officer (Major G. West) No. 5 Camp Melville will be included on distribution lists of all matters, other than routine.

5. AREA 16B. (C.C.R.24/1/01)

As from 20 Oct. 41, Area 16B will be divided into 2 Areas, 16B and 16E. The Northern portion down to but excluding Cranbrook will be Area 16B.

5. (Contd.)

The Southern portion up to and including Cranbrook will be Area 16E. Area 16B will be administered by Capt. M.U. Hubbe, M.C. with Area Office at Katanning.

Area 16E will be administered by Lieut. A.P. Ford, M.M. with Area Office at Albany.

6. ALLOTMENT OF TAILORS TO UNITS. (C.C.R.85/1/136)

Approval has been given for the provision of regimental tailors for units on the following scale :-

Strength of Unit	Number of tailors to be allotted.
From 150 to 300	1 Corporal
From 301 to 600	1 Sergeant 1 Corporal
From 601 upwards	1 Staff-Sergeant 1 Sergeant 1 Corporal

7. COLOUR PATCHES A.M.F. A. TK. UNITS. (C.C.R.51/3/189)

It has been brought under notice that certain students attending recent courses of instruction at S. of A. Tk. wear the colour patch of the Div. Arty. with metal letters "A.T." superimposed thereon.

The wearing of such letter is not authorized and will be discontinued.

8. SUB-DIVISION - FREMANTLE FIXED DEFENCES. (C.C.R.215/20/42)

The Frt. Engrs. Fremantle Fixed Defences will, for accounting purposes only, be subdivided as under :-

H.Q. and Frt. Coy. - One Store account (No. 36)
H.Q. Coy. - One Store account (No. 38)

This sub-division is due to the geographical situation and does not alter the fact that Frt. Engrs. Fremantle Fixed Defences are one unit based on W.E. VI/1940/155/2.

9. ADMINISTRATION OF THE 9 A.TK. REGT. (C.C.R.53/1/17)

Authority is granted for the 2 i/c, W.35281 Major C.B. McLeod, to administer the Command of 9 Anti-Tank Regt. R.A.A. (M) during the absence of the C.O. W.35542 Lt.-Col. A.T. Watts.

10. FUTURE TRAINING OF MILITIA FORCES - LEAVE HARVESTING.
(C.C.R.194/5/70C)

With the approach of the harvesting season and in the interests of rural industries it is considered necessary to release those members of the Militia who are required for harvesting activities.

(Continued on Back)

10. (Contd.)

Every consideration is to be given to requests from employers for the release of such personnel. Commanding Officers will grant leave without pay for the appropriate periods in all cases, subject to the soldier concerned agreeing with the application made. Commanding Officers will refer applications for verification only in cases of great doubt.

Fares from and to camps in connection with leave granted for the harvesting period will not be borne at departmental expense.

In view of the duties members of Garrison Battalions and A.I.F. are called on to perform and the difficulty of replacements, leave for harvesting periods will not be approved.

An amendment to M.B.I. G.112 para. 3 (b) of 31st October, 1941, in reference to the foregoing will be effected at an early date.

The period of leave without pay will not count towards period of training which must be completed subsequently.

11. STAFF OFFICER - CANTEENS SERVICE. (C.C.R.41/1/49)

Lieut. A.J.A. Stubbs has been appointed Acting Staff Officer Canteens Service from 11 Nov. 41 to 6 Dec. 41 incl.

12. ARMISTICE DAY - WEARING OF POPPIES.

Authority is given for the wearing of poppies on Armistice Day by all ranks when on duty should they so desire, provided that when so worn the poppies are of reasonable dimensions.

13. INSTRUCTIONS TO ALL MILITIA UNITS - WESTERN COMMAND.

Commanding Officers of all Militia Units will take particular note of the following instructions and have Orderly Room Staff's instructed accordingly :-

- (a) When groups of Militia personnel are marching into Camps for training, D.R.O. must be notified within 24 hours after movement. This information will be rendered on the correct casualty returns, and sent by D.R. or special messenger.
- (b) Upon termination of camp period and personnel marching out of camp, D.R.O. must be notified at least 24 hours ahead of the movement. Action will be as in para. (a)
- (c) When personnel are called up for full time duty, action will be as in para. (a).
- (d) An Officer from D.R.O. will attend Units on days when personnel march into Camp to offer any assistance necessary in rendering casualty returns correctly. C.O's or O's. C. will make available all information required by D.R.O. representative.

14. MEDICAL ATTENDANCE - MILITIA FORCES. (C.C.R.140/2/140)

Members of the Citizen Military Forces attending camp who are injured or contract disease whilst on leave are not eligible for Medical or Hospital expenses, and the attention of all concerned should be drawn to this ruling.

14. (Contd.)

(11) Instances are continually occurring where members of the A.M.F. report sick whilst on leave, and visit or call in a Medical Officer and the claim for such is disallowed by the D.F.O. Such cases should be covered by A.A.F. D.II and Court of Inquiry, and unless the illness was contracted on duty, the individual will be held personally responsible for the expense incurred.

15. AUTHORITY TO SIGN RAIL WARRANTS, ETC. (C.C.R.181/2/02)

Officers holding appointments of :-

2 1/3 H.L. 4 Comd. Fd. Svy. Coy., R.A.E.

O.C. and 2 1/c No.1 Svy. Section 4 Comd. Fd. Svy.Coy.

O.C. and 2 1/c No.2 " " "

O.C. and 2 1/c No.3 " " "

are authorised, whilst on duty at country centres, to issue and sign -

(a) A.A.F. T.1 (Country Rail Travel only)

(b) A.A.F. T.2 (Railway Consignment Notes)

16. COMPILATION AND TRANSMISSION OF A.B. 55's. (C.C.R.185/1/23)

Reference W.Comd. Instruction Q.126/40 it is the responsibility of Unit Quartermasters to ensure that all the indents for rations, A.B. 55's are compiled correctly with regard to Ration Strength (W.3809) and substitutions required.

Unless all particulars are shown, as to Commodity, Price and quantity of goods not required and goods substituted for, Supply Officers have been instructed that only straight rations will be issued.

As from the 1st November, 1941, Units will submit at the end of every week, a comparison of Ration Strength and Rations drawn (W.3810), with all copies of A.B. 55's signed by the Supply Officer as having been issued. The triplicate copy of A.B. 55 only will be retained by the Unit after the week's transaction.

It will be the responsibility of the Supply Officer in each District, personally to check the attached Unit copies of A.B. 55 submitted, with figures shown on "B" of W.3810 and certify if figures shown are correct.

Attention is also drawn to W.Comd. Instruction Q.126, para. 7, which states that Quartermasters will present the completed W.3810, supporting indents and W.3809's to the Commanding Officer for his perusal and signature on W.3810.

17. REPLACEMENT OF UNIFORM. (C.C.R.51/3/246)

Attention is drawn to the prevalence of personnel walking out in shabby uniform. Commanding Officers will exercise their discretion in respect of powers of replacement, to ensure that an efficient standard is maintained in each Unit.

Sufficient copies of Standing Orders for Clothing 1935 Part II being unavailable for issue to all A.M.F. Units para. 43 is published hereunder for information.

(Continued on Back)

43. Replacement of Uniform.

(a) When the article has been in wear not less than the periods mentioned in paras. 21-39 and is unserviceable through fair wear. Articles will be considered as "in wear" during the whole time they are on issue.

In cases where the Unit Commander is not able to make personal inspection the Adjutant may make the replacement issue, but in each case he must first obtain the Unit Commander's approval in writing and file the document for Audit purposes.

In these cases the approval of the D.F.O. (or Army Headquarters where the amount involved exceeds £20) must be obtained to write off greatcoats, leggings; kit bags, spurs, and, in addition, the value of any personal clothing issued in replacement of garments lost or rendered prematurely unserviceable.

Colonel i/c Administration, Western Command.

(O.V. HEAD)

S. III / NT

AUSTRALIAN MILITARY FORCES - WESTERN COMMAND

G.2/RF.

C.C.R. 227/1/205

Headquarters,
Swan Barracks,
Francis Street,
PERTH, W.A.
25 Oct. 41.

WESTERN COMMAND INSTRUCTION G.217

LECTURE: "Q" WITHIN THE UNIT

Major J. E. Saunders, D.A.Q.M.G. (M'tee.), E. J. W. Comd., will deliver a lecture on the abovementioned subject, under the auspices of the U.S.I. of W.A., at the Assembly Hall, 10 Pier Street, Perth, on Wednesday, 29 Oct. 41, at 2000 hrs.

The President of the U.S.I. has intimated that Officers who are not members of the Institution will be permitted to attend this lecture.

As the subject is one which is of considerable importance it is desired that as many Officers as possible attend.

W. E. Saunders
G.S. J. Comd. Lt.-Col.,

Distribution:

G.O.C.	10 L.H.	13 Fd. Amb.
A.D.C.	25 M.G.	6 Fd. Hyg. Sec.
Col. i/c. A.Cm.	3 Fd. Regt.	8 C.C.S.
C.F.D. (2)	9 A.Tk. Regt.	109 Con. Depot
C.F.E. (3)	5 A.A. Bty.	W. Comd. Ord. Depot
G.S.O.	55 A.A. Coy.	" " Workshop.
C.S. Branch (6)	66 A.A. Coy.	3 Rent. Sqn.
I.S.G.G.	13 Fd. Coy.	5 Vet. Hosp.
C.R.E.	22 A. Fd. Coy.	W. Comd. Eng. School
S.O.M.E.	7 A. Tps. Coy.	10 Amtd. Regt.
A.D.S.T.	56 Fd. Pk. Coy.	H. J. Northam Camp (5)
D.D.M.S.	7 W. & P. Coy.	H. J. R.T.D. Northam (5)
A.A.G.	W. Comd. Signals	5 L. of C. Pro. Coy.
D.A.A.G. (P. & E.)	H. J. 13 Inf. Bde.	W. Comd. A. Trades
D.A.A.G. (M. & R.)	B.L.	Eng. Depot
D.A.A.G. (R.)	11 Bn.	O.C. W. Comd. Labour Coy.
A. J. H.G.	28 Bn.	War Diary
D.A.C.M.G. (M. & Q.)	5 Grn. Bde.	S.C. Mess
D.A. J.M.G. (M'tee.)	5 Grn. Bn.	U.S.I.
A.D.U.	10 Grn. Bn.	C.C.R.
A.D.E. Serv.	19 Grn. Bn.	
D.A.D. Survey	W. Comd. A.A.S.C.	
A.D.O.S.	122 Res. M.T. Coy.	
D.A.P.H.	8 Sup. Per. Coy.	
D.A.D. Posts	9 Aux. H.T. Coy.	

G. III INT.

NOT TO BE PUBLISHED.

AUSTRALIAN MILITARY FORCES - WESTERN COMMAND.

ROUTINE ORDER PART I

BY

MAJOR-GENERAL R.E. JACKSON. C.M.G.. D.S.O.

GENERAL OFFICER COMMANDING, WESTERN COMMAND.

No. 155

Headquarters,
Swan Barracks,
Francis Street,
Perth.
25 Oct. 41.

1. AMMUNITION FAILURES AT PRACTICE - ACTION AND REPORTS ON.
(C.C.R.10/1/218)

Reports in connection with Ammunition Failures are not being submitted to these Headquarters in accordance with instructions contained in M.B.I. Q.17/1933.

This M.B.I. is therefore promulgated hereunder for necessary action by all concerned.

M.B.I. Q.17/1933.

In connection with ammunition failures occurring during practice with all natures of mobile guns and howitzers, complete reports are necessary in order that information as to deterioration or short comings in design of existing stocks may be recorded.

When practices have been completed, reports to cover all blinds and/or prematures will be furnished in accordance with pro forma given hereunder :-

RECORD OF BLINDS AND PREMATURES.

Date	Gun	Fuse Mark & Lot No.	Charge	Elevation	Nature & condition of ground	Approximate angle of arrival	Rounds in series	Blinds Certain	Blinds Probable	Premature
1	2	3	4	5	6	7	8	9	10	11

- Note: (a) Columns 4 to 7 are not required when Fuzes T. and P. are used.
- (b) The following information is to be entered on the back of the report :-
- (1) Located blinds - Date of destruction. Rank and name of supervising officer.
 - (ii) Unlocated blinds - Map reference of probable position.

(Continued on Back)

1. AMMUNITION FAILURES AT PRACTICE - ACTION AND REPORTS ON. (Contd.)

3. For safety and economy, every effort will be made to locate and destroy all blinds at the conclusion of practice. The issue of necessary stores, including explosives for this purpose will be arranged in districts to suit local conditions. (See para. 4 Pamphlet No. 4 R.A.O.S. Part II).

4. The destruction of blind shell found on artillery ranges must always be carried out by personnel who have qualified at any of the following courses :-

Military College of Science - P.A.C., O., Laboratory Foreman's Course.

Artillery Schools of Instruction

- Gunnery Staff, Master Gunners', Short, and Qualifying Field Artillery Courses.

Local I.O.Os. Course.

5. While the existing regulations laid down in Magazine Regulations, Regulations for Army Ordnance Services, Part II, and Instructions for Practice, Field Army Artillery, regarding the handling or movement of blind shells are to be rigidly observed, the following information, if it can be obtained without contravening the above regulations, should be furnished in all cases:-

SHELL:- Calibre, mark, method of filling, manufacturer and date of manufacture, general condition of driving band and body, with special reference to groove marking.

FUZE:- Nature, mark, lot number, date of filling and filler. The general condition of the fuze as far as it can be ascertained, e.g. with No.106 type, tape still in position.

6. The report called for in paras. 2 to 5 above will be prepared in triplicate and distributed through the usual channels to :-

- (1) Secretary Military Board.
- (2) District Base Headquarters.
- (3) I.O.O. of Area.

7. The following M.B.Is. are cancelled :-

- Q. 68 of 1924.
- Q. 46 of 1926.
- Q.122 of 1926.
- Q. 79 of 1930.

2. USE OF SWANBOURNE RIFLE RANGE. (C.C.R.200/3/135)

In view of the extensive use by Units of Swanbourne Rifle Range, the following instructions are issued :-

Preliminary Arrangements:

- (a) Range accommodation will be allotted by General Staff. No more than 160 firing personnel will be on the range on any one day.

2. USE OF SWANBOURNE RIFLE RANGE. (Contd.)

- (b) Requisitions on A.A.F. F.20 for supply of S.A.A., to be made available at the Range, will be submitted, in triplicate, at least 14 days before it is required, accompanied by a list showing how the quantities demanded have been made up, vide M.B. memo. 49345 of 14 Jul. 41 and W.Comd. Instruction G.123 of 24 Jul. 41.
- (c) At least four days before proceeding to the Range, the Unit will inform the Range Supt. of :-
 - (i) number of targets required
 - (ii) practices to be fired
 - (iii) total number of personnel to attend.

Movement to Range:

Personnel in camp at Melville, Karrakatta and Claremont will march to and from the Range. M.T. will be used only for transport of Adv. Parties, rations and stores.

Range Buildings and Facilities:

- (a) Responsibility:
The Range Supt. has charge of, and is responsible for the supervision and custody of buildings and all other facilities on the Range (vide Instructions for Works Services 1924 para. 227 (7)).

He is responsible for the allotment of all building accommodation on the Range, to all Units, whether in continuous or temporary occupation, and may, as the occasion demands, re-allot such accommodation from time to time.

Mess hut accommodation will be allotted on the basis of 200 per mess hut.

Where Units visit the Range for target practice or other purpose, and require quarters, an Inspection Party, consisting of the following, will be formed in each case :-

- (i) Range Supt.
- (ii) Representative of Units in continuous occupation.
- (iii) Representative of visiting Unit or Units.

The functions of the representative (ii) above will be limited to buildings on charge to the Units in continuous occupation.

- (a) Taking over.

On arrival of the Adv. Party of the visiting Unit at the Range, the Inspection Party will carry out an inspection of the buildings allotted to the visiting Unit, for use as Sleeping quarters, stores, kitchens and mess huts.

The representative of the visiting Unit will give the Range Supt. a certificate of condition of the buildings, in duplicate, and a receipt for keys, E.L. Globes and any other stores taken over.

The duplicate copy of such certificate will be handed to the representative of the Units in continuous occupation.

(Continued on Back)

(c) Maintenance.

Buildings and kitchens must be kept clean at all times, and a daily inspection will be made by the Inspection Party.

Electric light globes must not be removed.

Breakages and damage to buildings, fences or other property must be notified by Unit to Range Supt. immediately.

As the latrines are connected to a septic tank, toilet paper only will be used.

No alteration to buildings may be effected without prior authority being obtained by Range Supt. from Engineer Services.

(d) Marching out.

At least 24 hours' notice will be given by the visiting Unit to the Range Supt. of the proposed time of marching out.

Before the Unit marches out, the Inspection Party will make a final inspection of the buildings and area occupied by the visiting Unit, and the Range Supt. will give to such Unit representative a certificate as to the condition of the buildings, and a copy thereof to the representative of the Units in continuous occupation.

Return of keys and check of E.L. globes and other stores will be effected.

Vehicle Park:

All vehicles will be parked in the area in front of Range Supt's., quarters, and no vehicle will enter the Camp building area unless carrying rations or heavy stores.

Routine:

The following will be strictly adhered to, except by arrangement with the Range Superintendent :-

(1) Firing times - 0830 to 1630 hours.

(ii) Meal hours (for visiting Units - to permit other Units to use Mess Huts)

Breakfast	-	0700 hours
Lunch	-	1130 "
Dinner	-	1700 "

Stores:

(a) Unit Stores.

Units will bring to the Range all stores required by them, including Soyers Stoves, axes, shovels, tables, forms, lanterns, refuse bins, firewood, sandbags, toilet paper.

(b) Ammunition and Range Stores:

S.A.A., portable telephones, paste brushes, and danger flags will be drawn from the Range Supt. at 0800hrs. daily, and will be returned after completion of practice daily. Range telephones must be handled and attended to carefully.

(c) Butt Stores.

Butt parties will draw targets, paste and patching paper, from the Range Assistants in the butts.

(d) Produce.

The following will be returned to the Range Supt:-
Empty S.A.A. Boxes, cartridge cases, clips charger, bandoliers, and paper cartons.

(e) Sandbags.

Sandbags will be filled only from the hill upon which the flag pole is erected, to the left of "A" group, 100 yards mound, and they will be emptied in front of mounds in holes on completion of practices.

Discipline:

(a) Safety Precautions:

Strict Range Discipline will be observed, vide S.A.T. Vol. 1, pam. 1 (paras.41, 45), and all ranks will be informed of safety precautions, immediately after arrival on the Range.

(b) Non-firers.

Parties not firing must keep 10 yards in rear of the firers.

(c) Routes.

Firing parties will move to 600 yards mound and then move down the gravel paths to their respective groups as allotted, and they will return by the same route.

(d) General Conduct.

On arrival at the Range, all ranks will be informed :-

- (i) quarters to which they are allotted, and the need of tidiness.
- (ii) that toilet paper only is to be used in latrines.
- (iii) that water must not be wasted.
- (iv) that obscene language, and unnecessary noise at night, owing to closeness of Range Supt's quarters, is prohibited.
- (v) that lawns and flower beds are out of bounds and must not be walked on.

(e) Responsibility.

The Officer Commanding the Unit party on the Range will be responsible for compliance with these instructions.

[Signature]

Colonel 1, c Administration, Western Command.

N O T I C E.

ORDERLY CORPORAL FOR STAFF D.A.A.G. (EDUC.)

Applications are called for the position of Orderly Corporal on the Staff of the D.A.A.G. (Education), Western Command, Headquarters.

Applications which will close on 3 Nov. 41, should be addressed to H.Q. W.Comd., marked "for attention, D.A.A.G. (Educ.)".

This Notice will be promulgated in all Camp R.0s.

9. III INT.

NOT TO BE PUBLISHED.

AUSTRALIAN MILITARY FORCES - WESTERN COMMAND.

ROUTINE ORDER PART I

BY

MAJOR-GENERAL R.E. JACKSON, C.M.G., D.S.O.

No. 154

Headquarters,
Swan Barracks,
Francis Street,
Perth.
23 Oct. 41.

1. Western Command Routine Orders Part I, Nos. 138 - 153 incl. dealt with Courts Martial, and were not generally distributed.

2. RECEIPTS FOR SECRET DOCUMENTS. (C.C.R.65/1/61)

It is noted that many units fail to properly use A.A.F. A.57 - Receipt for SECRET Documents. The most common fault is that units neglect to strike out, when necessary, Note 3, which requires that the recipient of the document account for it annually on the Return of Secret Documents. Such accounting is required only in respect of certain documents of a permanent or semi-permanent nature which are specifically marked.

The attention of Officers and Office staffs is to be drawn to the necessity for proper care in the filling in of A.A.F. A.57.

3. EQUIPMENT FOR MEDICAL PURPOSES. (C.C.R.17/1/230)

Attention is drawn to R.O. Part I, No. 123/41, para. 9 -

Some Units have not complied with this instruction and requisitions must be forwarded at once to M. & V. Stores.

4. DISTRICT COURT MARTIAL - WX.11925 PTE. WILLIAM MANNIX McBREARTY (7Reinfo. 2/28 Bn.)

District Court Martial - held at Swan Barracks, Perth, W.A. on 15 Oct. 41.

Charge: When on War Service deserting His Majesty's Forces in that he at Northam Camp, Western Australia, on the fourth day of July, 1941, absented himself without leave from the 13 Tng. Bn. R.T.D. Northam from 1400 hrs. on 4 Jul. 41, until apprehended by the Military Police at the intersection of James and Fitzgerald Streets, Perth at 1430 hrs. on 27 Jul. 41, he being then dressed in civilian clothes, A.A. 12 (1) (a).

Findings: Guilty of Desertion.

Sentence: Sixty days detention commencing 14 Oct. 41.

Confirmation: Confirmed by G.O.C. Western Command, 15 Oct. 41.

Promulgated 16 Oct. 41.

(Continued on Back)

5. A.A.F. MOB. 31 - NOTICE TO RECRUITS. (C.C.R.32/1/214)

The abovementioned form is to be amended by the deletion of the words "for a period of three months", when present stocks are exhausted. Pending reprint, Officers responsible for issuing the form as notice to recruits will delete the words abovementioned.

6. INCREMENTS P.M.F. PERSONNEL SERVING WITH A.I.F. (CCR.164/4/34)

A careful check will be kept to ensure that all recommendations for the payment of increments to members of the P.M.F. at present serving with the A.I.F. are submitted when due. These payments are not to be considered as automatic as approval from the Formation etc. Commander is still necessary in each case.

7. SOLDIERS CHARGED WITH CIVIL OFFENCES.

Attention is again drawn to R.O. Part I No. 31/41 para. 3.

In all cases brought to notice of the Unit, an officer must be present at the hearing.

8. UNIT ACCOUNT NUMBERS OF VOUCHERS. (C.C.R.215/1/465)

The attention of Accounting Officers for Unit Store Accounts is drawn to previous instructions, vide Routine Order Part I No. 103/41 para. 8, regarding the endorsing of Vouchers submitted to A.A.O.D. with the Unit Account number. This instruction is not being observed by all Units and it is desired that close attention be paid to this matter to ensure that all vouchers submitted to A.A.O.D. are conspicuously endorsed with the Unit Account number.

9. CARE AND MAINTENANCE OF BICYCLES. (C.C.R.215/1/376)

Attention of Units having bicycles on charge is drawn to S.O's for Equipment Part I. General Vol. 4, paras. 60 to 68 inclusive, covering care and preservation of bicycles.

Failure to lubricate this equipment, and the lack of proper maintenance, is resulting in undue wear and, consequently, unnecessary repairs. Delay in forwarding repairable bicycles to Armoury or Camp Armourer causes further damage, particularly if used in this condition.

Using bicycles with under inflated tyres is resulting in a high proportion of damaged wheels, tyres and tubes. Units will institute proper maintenance to correct this fault.

Personnel must not be carried on bicycle carriers.

10. TRAVELLING. (C.C.R.230/1/141)

The following instructions are issued regarding travel to centres where Camps or Barracks are situated :-

(1) Perth -

(a) Officers on official visits to Command Headquarters will be entitled to travelling allowance for a visit up to 48 hours. For longer periods, they will apply for quartering when submitting A.A.F.B.2.

(b) Personnel attending short courses at University, etc., will be quartered in Camps to be arranged by Unit with Command Headquarters.

10. TRAVELLING. (Contd.)

- (c) In all cases where T.A. is claimed (except as in (a) for short visits to Command Headquarters) certificate is to be submitted that no quarters were available, or prior approval on A.A.F. B.2 is obtained for the payment of T.A.

(ii) Country Centres -

Personnel visiting Country Centres will be quartered in Camps if accommodation is available. A.A.F. B.2 will state in all instances whether -

- (a) Quartering in camp has been arranged.
(b) Quartering in camp is required.
(c) No accommodation is available.

T.A. will not be paid except in special circumstances if quartering is available.

(iii) A.A.F. B.2 -

This form, in triplicate, will be forwarded to Command Headquarters before travelling is commenced (M.F.R. & I. 130).

In cases where instructions to travel do not permit of this being done, approval will be obtained by telephone and A.A.F. B.2 forwarded immediately.

(iv) Method of Travel -

All travelling will be by normal means unless permission for the use of M.T. is previously authorised.

11. DELIVERY OF M.T. VEHICLES. (C.C.R.138/1/621).

Future deliveries of M.T. vehicles at Ordnance Depot, Midland Junction, will be made only to personnel of units in possession of signed authorities from the C.O. or O.C. of the unit concerned.

12. UNAUTHORISED DISMANTLING OF EQUIPMENT. (C.C.R.215/1/485)

The following instructions are to be promulgated to all personnel in order to prevent unnecessary stripping of equipment and to avoid damage thereto by unauthorised dismantlings:-

- (i) Several instances have come to notice where service equipment has been damaged, sometimes seriously, or put out of adjustment as a result of unauthorised dismantling.

(ii) The idea appears to have developed that operators of equipment must be "instructed" in the "details" of construction. This is often quite unnecessary and leads to the unauthorised dismantling referred to above. It is normally sufficient to teach the principles affecting the operation of equipment.

(iii) Certain components (e.g. breech mechanisms etc.) require to be dismantled by Unit personnel for cleaning, lubrication etc. Instruction in these operations should be given by a qualified instructor only and should be confined to the details and instructions set down in the respective Drill Books etc. It must be realised that, whilst the hand-books give more or less detailed information on constructional

12. UNAUTHORISED DISMANTLING OF EQUIPMENT. (Contd.)

(iii) (Contd.)

features, the dismantling of equipment beyond the limits prescribed for cleaning and replacement of minor spares carried by the Unit is NOT within the province of Unit personnel and is strictly forbidden.

The repair of equipment is the function of the mechanical engineering staff, who should be called upon in event of doubt or where technical assistance is required.

(iv) Equipment must, at all times, be kept complete and in a fully serviceable condition.

The attention of Commanding Officers is directed to Equipment Standing Orders, Part I, Vol. 4 which defines the responsibilities of Unit Officers in respect to the care of their equipment. They will take steps to see that unauthorised dismantling is not permitted.

13. AUTHORITY TO SIGN RAIL WARRANTS, ETC. (C.C.R.181/2/02)

The Officer holding the appointment of O.C., Western Command Provost Coy., Fremantle, is authorised to issue -

A.A.F. T.1 (A) Suburban Warrants only.

Paul M. Hoad

Colonel i/c Administration, Western Command.

(O.V.HOAD)

NOTICE.

TELEPHONE DIRECTORY

The extension numbers of the following Officers have now been altered to -

Major Becher	...	286
Capt. Chase	...	277
Capt. Stewart	...	277

S. III INT

NOT TO BE PUBLISHED.

AUSTRALIAN MILITARY FORCES - WESTERN COMMAND.

ROUTINE ORDER PART I

BY

MAJOR-GENERAL R.E. JACKSON, C.M.G., D.S.O.

GENERAL OFFICER COMMANDING, WESTERN COMMAND.

NO. 137

Headquarters,
Swan Barracks,
Francis Street,
Perth.
18 Oct. 41.

1. Western Command Routine Orders Part I Nos. 134 and 135, dealing with Courts Martial, were not generally distributed. Routine Order No. 136 dealing with Reinforcements march was also not generally distributed.

2. FUNDS FOR EXPENDABLE TRAINING STORES. (CCR.227/1/192)

A limited amount of funds is available for the purchase of expendable training stores as follows :-

- (a) Material for manufacture of cloth models.
- (b) Fireworks for tactical exercises.
- (c) Expedients for gas training.
- (d) Material for trade training of fitters, mechanics and pioneers.
- (e) Direction arrows and signboards for marking H.Qs.

Units will submit to these Headquarters by 5 Nov. 41 details of their requirements under the above headings for the year ending June, 1942.

Quantities and full particulars of items should be stated as far as possible so that demands may be consolidated and bulk purchases made. Explosives will not be included in demands nor will Engineer units include items normally obtained under the Engineer Training Stores Vote.

3. LEAVE WITHOUT PAY - ILLNESS OR INJURY.

Western Command Routine Order Part I No. 124/41 para. 2 does not refer to A.I.F.

4. IMPROVEMENTS COMMITTEE.

The practice of forwarding "Nil" returns will be discontinued.

5. RETURNED SOLDIERS - DEFINITION OF: (C.C.R.241/20/9)

It is advised that members of the A.I.F. (a) returned from 7 K.D. and 8 K.D. (b) en route to battle stations but disembarked at Fremantle are not to be regarded as returned soldiers and are therefore not entitled to all the privileges of "Returned Soldiers" nor to the issue of badges.

(Continued on Back)

6. 9 A. TK. REGT.

Applications are invited from A.M.F. Officers and N.C.Os. desirous of transferring to 9 A. Tk. Regt.

Applications, which are due at these Headquarters not later than 27 Oct. 41, must be endorsed with words "agree to transfer" signed by Unit C.O.

7. CAMP COMDT. - BUSHMEAD.

Until further advised, Lieut. G.R.W. MacPherson (W.236620) is appointed Camp Comdt., Bushmead.

8. LEAVE FROM CAMP AND/OR DEFERMENT OF CALL UP FOR TRAINING
TIMBER INDUSTRY - BOX AND CASE MAKING. (CCR.194/5/796)

Leave from camps during 1941/42 (July 1st to June 30th) is to be granted to members of the C.M.F. engaged in the timber industry as indicated hereunder -

(ii) The persons affected are those employed where the following work is being performed :-

- (a) The work of and incidental to obtaining and supplying timber to sawmills whether in city, town or bush, and to buyers. This work includes felling, cutting, sawing, hewing and splitting.
- (b) The work of and incidental to sawmilling whether in the city, town or bush (including all sorts of sawing, cutting, machining, timber bending, stacking, treating preserving and all other work ordinarily done at saw mills) from the time the timber is received at the mills until it is delivered to buyers or to the job or until it is delivered to timber merchants or others for sale.
- (c) The work of and incidental to wood working industries on Defence or essential civil production (e.g. air screws, folding boats, pontoons, plywood, box and case making).

In regard to (c) the R.M.P.O. has been provided with means of verifying the authenticity of claims originating from any employer making application for relief of an employee on the grounds that the employer is engaged on defence or essential civil production.

(iii) Leave will NOT be granted to those members who are engaged in the work of and incidental to timber yards of retail merchants at which the business of saw milling is not carried on.

(iv) Personnel granted leave will be retained on the strength of units are not returned to areas. Persons not yet allotted to units will be retained by areas and not allotted prior to 30th June, 1942.

(v) As in the case of other categories of personnel who are granted extended periods of leave or deferment of call up for training the circumstances in respect of each timber worker will be reviewed every three months to ensure that such members are still engaged in the timber industry.

9. RESERVED OCCUPATIONS. (C.C.R.194/5/410)

Commanding Officers will forward full details of each claim, together with the grounds for exemption to the Area Officer of the area from which the U.S.P. was allotted. The Area Officer will investigate the claim and forward report and recommendation to the Commanding Officer.

If the exemption is recommended, the Commanding Officer in arriving at a decision will take into consideration, on the one hand, the rank and special qualifications of the applicant, the amount of military training he has received, and his value to the Army generally, and, on the other hand, the facts revealed by the Area Officer's report and recommendation.

The procedure on releasing the U.S.P. from the present series of camps who apply and are exempted under the amendments now issued, will be -

- (a) strike off the strength of the unit and transfer back to the area where the necessary action for granting the exemption and issue of A.A. F. Mob. 4A will be taken by the Area Officer;
- or (b) take action in accordance with the provisions of paragraph 2 of the Reserved Occupations Order dated 13th March, 1940, issued under National Security (General) Regulations 60 A.1.

The Order referred to reads as follows :-

Until otherwise ordered, all persons engaged in the occupations specified in the Schedule to this Order shall be exempt from service in the Citizen Forces :

Provided that where in that Schedule any age is specified opposite an occupation the exemption shall apply only to persons of or above that age :

Provided further that, if the General Officer Commanding is satisfied that it is not necessary or not desirable in the interests of the defence of the Commonwealth that the exemption of any person to whom this Order applies should continue, he may cause a notification in writing to that effect to be sent to that person, and thereupon the exemption of that person shall cease.

Amendments to List - Reserved Occupations.

The following amendments to the List of Reserved Occupations are authorised :-

Page 7 - Under Agriculture, Horticulture, Pastoral, Horses, Live Stock, Dairying and Kindred Industries -

Amend - Farm Hands (singly employed) from 25 years.
to 21 years.

Add - Leading Hands (in charge of
3 or more men) 25 years.
Farm Hands (not seasonal workers) 30 years.

9. RESERVED OCCUPATIONS. (Contd.)

Amendments to List - Reserved Occupations. (Contd.)

Page 8 - Under Asphalters, Compositions, &c. -

Add - Hand Layers (Gritless Floor) 30 years.

Page 14 - Under Food and Soft Drink Manufacture and Processing -

Add the following occupation -

Dairying Machine (Installation & Service)
Hands (Country)

Page 15 - Insert new heading and details after Gas - proof
Materials -

Gas Manufacture (Industrial) (other than Coal Gas) -

Laboratory Staffs - see page 16.

Cost Clerks, Plant Operation
Clerks, Technical
Cylinder Fillers
Cylinder Records Supervisors
Foremen
Gas Making Operators
Managers
Service-Men
Storemen

Paint Sprayers
Platform Hands
Stores Supervisors
Truck Drivers (Trade distribution only)

} 25 years.

Page 21 - Insert new heading and details after Plastic Moulding -

Plastic Moulding Powder Manufacture -

Laboratory staffs - see page 16.

Blenders and Mixers
Machine Operators
Plasticising Machine Operators
Storemen (Compounder)
Synthetic Machine Operators
Testers

Page 24 - Rubber Industry and Insulated Cable Manufacture -

Amend - Moulders from 30 years to 25 years
Bias Machine Operators (Head) from 35 years
to "no age" group.

Add - Automotive Tube Splicers - 25 years.

9. (Contd.) Amendments to List - Reserved Occupations. (Contd.)

Page 28 - Woodworkers -

Add - Linderman Joiner Operators }
Lacing Machine Operators }

10. GUMMED ECONOMY LABELS FOR USE ON ENVELOPES. (CCR.65/1/190)

Reference is made to R.O. Pt. I No. 50/41 para. 8 -

Owing to the increased difficulty in obtaining envelopes, Units will requisition on Stationery for Gummed Economy labels. These labels will be used for the enclosure of correspondence between branches and/or Units, and will be applied in accordance with the printed instructions thereon for re-use of envelopes. The address will be written on the label.

11. HOSPITALS - NORTHAM. (C.C.R.240/1/104)

R.O. Pt. I No. 114/41 para. 4 is cancelled.

The new Military Hospital at Northam (which is outside the precincts of Northam Military Camp) will be known as "NORTHAM MILITARY HOSPITAL".

The medical establishment within the camp, previously referred to as Camp Hospital, will be known as C.D.S. Northam.

12. RUBBER HEELS. (C.C.R.51/5/04)

Reference is made to R.O. Pt. I No. 133/41 para 8 e

Approval is given for Orderlies in Military Hospitals to wear rubber heels on half-heavy boots.

13. TRANSPORT MEETING ZEPHYR EX ROTTNES. (C.C.R.138/1/253)

Commencing forthwith A.D.S. & T. will supply transport and personnel to meet the Zephyr daily, in order to pick up and distribute cargo.

Units will refrain from sending individual transport to Fremantle Wharf to carry out the above service.

Colonel i/c Administration, Western Command.

(O.V.HOAD)

AUSTRALIAN MILITARY FORCES - WESTERN COMMAND.

Headquarters,
Swan Barracks,
Francis Street,
PERTH.

241 11 108.

14 Oct., 1941.

MILITARY PASSES TO ROTTNEST.

1. The following instructions concerning passes to ROTTNEST ISLAND for (i) visitors and (ii) sea-going vessels entering within the three-mile limit of the Island will come into force forthwith.

2. These instructions are intended to (i) prevent unauthorised persons visiting ROTTNEST and (ii) warn skippers of sea-going vessels that they may be fired on by the Garrison of the Island if they fail to comply with the restrictions contained in these instructions.

W. A. Hoad
Colonel i/c. Administration, Western Command.
(C.V. HOAD.)

DISTRIBUTION. (50 copies.)

COL. i/c. ADM.
G.S.O.. (2)
I.S.G.S.... (4)
A.A.G.
D.A.A.G. (P & E.).... (4).
A.Q.M.G.
D.A.Q.M.G.
D.A.Q.M.G. (M & Q.)... (6)
C.F.D.... (10)
5 Grn. Bde.... (10)
D.N.O..... (2)
Rottneest Board of Control
Spares..... (7)

ROTTNEST (1) Passes to land on the Island; and
(ii) Permits for sea-going vessels to enter within the THREE-MILE LIMIT thereof.

1. TERMS USED -

(a) CAMP COMMANDANT

The Commanding Officer and Camp Commandant, ROTTNEST ISLAND, is referred to herein as "The Camp Commandant." He is the C.O., 10 Grn. Bn., and has his headquarters at OLD GOVERNMENT HOUSE, ROTTNEST, to which address applications to visit ROTTNEST will be forwarded in writing at least fourteen days prior to the intended visit of civilians or skippers of sea-going vessels who desire to enter the three-mile limit of the Island.

(b) THE SUPERVISING OFFICER

(Continued.) on back.)

(b) THE SUPERVISING OFFICER

The supervising officers at FREMANTLE and ROTTNESST are officers who are responsible for the supervision of the loading and unloading of stores and embarkation and disembarkation of persons at FREMANTLE and ROTTNESST.

The supervising officer, or an officer delegated by him, will check all passes at place of embarkation, the place of disembarkation, or on the "ZEPHYR".

The offices of the respective Supervising Officers will be located as follows :-

AT FREMANTLE - "E" Shed, Victoria Quay, Fremantle.

AT ROTTNESST - At western end of the Military Jetty (distinguished by its overhead gantry).

(c) Civilians who are "resident on the Island" are as follows :-

- (i) Civilians resident thereon prior to 1 Sep. 40.
- (ii) Civilians engaged in works and legitimate duties on the Island and, if the O.C. Rottnest approves, the wives and families of these civilians.
- (iii) Wives and families of approved members of the Naval and Military Forces stationed on the Island.

(d) MILITARY PASS

The Military Pass referred to in these instructions is the yellow card usually folded once bearing on the outer front cover the words MILITARY and on the inside the registered number of the Pass, name of Bearer, places he is authorised to enter, period of validity, specimen signature of Bearer, Issuing officer's signature and particulars of renewals.

Military Passes for use by NAVAL PERSONNEL are stamped on the outer front cover with the D.N.O.'s official stamp.

Military Passes are issued to visitors to ROTTNESST as follows :-

Members of the R.A.N.
 " " " ARMY
 " " " R.A.A.F.
 Civilians on Army or official business.
 " " Private
 Skippers and passengers of sea-going vessels desiring to land at ROTTNESST.

(e) LEAVE PASS

All Army personnel on leave will be in possession of a leave pass (A.A.F. A.96) endorsed "Available for entry to FREMANTLE WHARVES" and signed by the following officers :-

Col. W.B. ROBINSON,	...	Cdr., 5th Grn. Bde.
D.J.M., R.D.	...	"
Major A.L. SMITH	...	D.A.A. & Q.X.G., 5th Grn. Bde.
C.C.	...	10th Grn. Bn.
Adj.	...	" " "

(continued.)

(e) LEAVE PASS (Continued.)

Asst. Adj.	...	10th Grn Bn.
C.O.	...	5th " "
Adj.	...	" " "
Asst. Adj.	...	" " "
Major J.F.T. HOGAN	...	O.C. Rottneest Sector, R.A.A.
Captain A.W. MELL	...	O.C. Hq. Coy. Fortress Engineers.
Captain A.G. IRVINE	...	S/C. C.F.D. Fremantle.
W/O. I. N.W. BAKER	...	R.S.M. Hy. Art. R.A.A.
Captain J. MARSHALL	...	O.C. Frt. Sigs Sect.
Major F.B. DURRANT	...	C.R.E. Fremantle.
Captain B. Miller	...	O.C. Bickley Bty.
Major E.W. LAMPEED	...	" Oliver's Bty.
Capt. E.W. BENPORATH	...	" 55th A.A. Coy.
Lieut. F.J. MCCARTHY)	...	122nd. Res. M.T. Coy, Karrakatta.
" E.N.C. BARNARD)		

(f) The "ZEPHYR" is the Army Ferry voyaging between FREMANTLE and ROTTNEST under Army control and Army discipline. During the voyage between FREMANTLE-ROTTNEST and vice versa, all persons on board will obey orders given by the Master of the boat. Civilians will embark on, travel by, or disembark from the "ZEPHYR" at their own risk. The Department of the Army accepts no responsibility whatsoever for the loss or damage to any personal property of any kind placed on the "ZEPHYR" other than prescribed by the Army's regulations.

2. NAVAL PERSONNEL VISITING ROTTNEST OR RETURNING THEREFROM

The District Naval Staff has concurred in the following procedure :-

(a) Naval personnel and their wives and families, if authorised to reside on the Island, will obtain Military Passes from the D.N.O.'s office. These passes will bear the Naval stamp on the front outside cover and will admit bearers to the FREMANTLE Wharves and to the "ZEPHYR."

(b) These passes will be shown on demand.

(c) The "Bearer" will comply with the instruction to sign a specimen signature at any time when passes are being checked.

(d) Passes issued by the Navy will not be collected by Army personnel except in those cases where irregularities are revealed concerning signature or other particulars on the pass. In these irregular cases, the pass and holder will be taken to O.C. ROTTNEST or to the NAVAL STAFF OFFICE, FREMANTLE, and handed over to those respective authorities.

(e) Each day on which a pass or passes are issued, the D.N.O.'s staff will submit a list (in triplicate) of pass(es) issued that day, giving the following particulars :-

(i) Serial numbers of MILITARY PASSES.

(ii) Names of the persons to whom they are issued.

(iii) Reason for issue.

These three copies will be posted to I.S.G.S., W. Comd, 1st Floor, Yorkshire House, Perth, without undue delay.

No returns are not required.

I.S.G.S. will send one copy to Camp Comdt., ROTTNEST, and to D.A.Q.M.G. (M & Q.) and retain one copy.

(continued on back.)

3. CIVILIANS VISITING THE ISLAND ON ARMY OR OFFICIAL BUSINESS

Civilians desirous of visiting ROTTNESST on Army or Official business will apply to I.S.G.S. for a Pass. These Passes will be issued for a specified period, the initial date being the date of intended transit to the island. On arrival at ROTTNESST, this Pass will be collected and on the day "holder" intends returning to the mainland application will be made to Camp Comdt., who will issue a white, flimsy "Temporary Permit" entitling holder to travel to the mainland on s.s. "ZEPHYR". This Permit will be collected from the holder by a Harbour Trust Official at Cliff Street Gate.

4. CIVILIANS VISITING THE ISLAND FOR PERSONAL REASONS

(1) All civilians desirous of visiting the Island for personal reasons will in every case make application to the Camp Comdt. and such application will contain the following information :-

(a) Name of applicant or applicants, indicating sex of each (Mr., Mrs. or Miss.) In the case of families, the ages of sons and/or daughters will be given.

(b) Reason for intended visit to the Island will be explained.

(c) Duration of visit, giving inclusive dates.

(d) The name and address of host or hostess, or particulars/otherwise arranged of accommodation

(ii) The Camp Comdt., if he approves of the application, will forward it to the General Staff Branch, H.Q. W.Comd., for checking and issue of pass; if he disapproves, the applicant(s) will be notified accordingly by him.

(iii) If the Camp Comdt.'s approval of the application is confirmed by "G" Branch, a pass showing date of transit for ROTTNESST will be issued by I.S.G.S., 1st Floor, Yorkshire House, Perth. The applicant will be instructed to collect the pass in person from I.S.G.S.

(iv) Army personnel will check the pass of every civilian at FREMANTLE before the civilian is permitted to board the "ZEPHYR" (i.e., check date for which pass is valid and signature of holder of the pass.) On arrival at ROTTNESST all civilian passes will be collected and held by the Camp Comdt. or an officer delegated for this duty by him.

(v) When a civilian wishes to return to the mainland, he will report to the Camp Comdt.'s Headquarters for his pass, and he will be issued with a white flimsy "Temporary Permit" entitling him to travel to the mainland on s.s. "ZEPHYR". This Permit will be collected from the holder by a Harbour Trust Official at Wharf Gates.

5. (1) Civilians who are resident on the Island wishing to visit the mainland will obtain their passes from the Camp Comdt. In this case the pass will show the date of journey to the mainland and the date of return to the Island. This "Return Journey" pass will be retained by the holder on arrival at FREMANTLE.

(continued.)

5. (continuation)

(ii) Any alteration to date of return will be made by I.S.G.S. at G.E.O., Perth, or D.A.Q.M.G. (I.M. & Q.), Embarkation Staff Office, Victoria Quay, Fremantle, who will endorse the pass accordingly.

(iii) On return to the Island, the pass will be collected and held by the Camp Comdt.

6. Periodically passholders' signatures will be checked by supervising officers.

SEA-GOING VESSELS (Launches, yachts, fishing boats, etc.)

(a) Applications for civilian launches to visit ROTTNEST or to enter within the three-mile limit thereof will be made in writing to the Camp Comdt. by the skipper of the boat at least fourteen days prior to the intended visit to ROTTNEST.

(b) If the Camp Comdt. approves of the application, he will forward approval in duplicate to I.S.G.S. for confirmation.

(c) If I.S.G.S. is or is not satisfied with the application, the Camp Comdt., the applicant, and the Embarkation Staff Office, FREMANTLE, will be notified accordingly. In the former case, the applicant will be requested to call in person for his permit.

(d) The skipper of the boat to whom a ROTTNEST permit is granted will report during the hours of 9 a.m. and 5 p.m. to the Army Embarkation Staff Office, Victoria Quay ("E" Shed), FREMANTLE, immediately prior to leaving FREMANTLE in order to enable a check to be made of particulars contained in the application, i.e.,

Name,	address,	sex	of	owner	(if	present)
"	"	"	"	skipper		
"	"	"	"	each	passenger.	

(e) The skipper will also comply with the naval instructions in force.

(f) The skipper will proceed direct to the Military Jetty Thompson's Bay and report to the Camp Comdt. at ROTTNEST prior to visiting any part of the coast of the Island or within three miles thereof (except THOMPSON'S BAY). On arrival in THOMPSON'S BAY, no undue delay will occur before reporting to the Camp Comdt. the intended course(s) to be followed.

(g) Failure to report to the Camp Comdt., or any diversion from the course(s) agreed upon within the three-mile limit will render the craft liable to be fired upon by the garrison of the Island.

(h) No sea-going vessel will leave or arrive at or cruise within three miles of ROTTNEST ISLAND between the hours of sunset of one day and sunrise of the next. The garrison of the Island has orders to fire on any vessel which arouses its suspicion at any time.

(i) The foregoing conditions covering launches shall not apply to the Naval or Army launches.

A4/T

AUSTRALIAN MILITARY FORCES - WESTERN COMMAND.

CCR 67/1/31.

ROUTINE ORDER - PART I.

No. 141.

ORDER

for the assembly of a
DISTRICT COURT-MARTIAL.

Orders by Major-General R.E. JACKSON, C.M.G., D.S.O.,
General Officer Commanding, Western Command, under
delegation by the Governor-General.

Perth.
17/10/41.

SX 13306
Pte. McDONALD A.T.
2/27 Bn. A.I.F.

The Officers mentioned below will assemble at
Swan Barracks, Perth, on the 20th day of October,
1941, at 1000 hrs. for the purpose of trying by
DISTRICT COURT-MARTIAL the accused person named
in the margin.

PRESIDENT.

Lt.-Col. H. WILSON, V.D., 5 Grn.Bn.
is appointed President.

MEMBERS.

Capt. C.W.A. STANWELL, 28 Bn.(M)) are appointed
Lieut. H. COLVIN, Area Officer,)
16 D) members.

WAITING MEMBERS.

Capt. H.R. KORMER, R.A.E. H.Q.)
W.Comd.) are appointed
Capt. A.G. HERBERT, Staff Capt.)
"A" Branch) waiting members.

JUDGE-ADVOCATE.

Capt. K.E. DRAKE-BROCKMAN, L.S.O. W.Comd.
is hereby appointed Judge-Advocate.

PROSECUTOR.

Capt. W. HARVEY, M.C., D.A.P.M. H.Q. W.Comd.
is appointed prosecutor.

The accused will be warned and all witnesses duly
required to attend.

The Proceedings will be forwarded to the undersigned.

SIGNED this Seventeenth day of October, 1941.

(Sgd.) R.E. JACKSON Major-General.
General Officer Commanding, Western Command.

Colonel i/c Administration, Western Command.
(O.V. HQAF).

Distribution:

G.O.C.	5 Grn.Bde.
Col. i/c Adm.	D.P.O.
G.S.O.	H.Q. Northam
A.A.G.	Camp (2)
D.A.L.G. (5)	L.S.O.
C.C.R.	13 Inf.Bde.
D.L.O. (C)	I.D.M.
D.A.P.M.	C.R.C.
Det.Bk. (2)	Publicity
Camp Cdt.	President.
	Members (4)
	Spares (4)

A4/T

AUSTRALIAN MILITARY FORCES - WESTERN COMMAND.

CCR 67/1/29.

ROUTINE ORDER - PART I.

No.140.

O R D E R

for the assembly of a
DISTRICT COURT-MARTIAL.

Orders by Major-General R.E.JACKSON, C.M.G., D.S.O.,
General Officer Commanding, Western Command, under
delegation by the Governor-General.

Perth.
17/10/41.

SX 10489
Pte. WOOD A.E.
2/48 Bn. A.I.F.

The Officers mentioned below will assemble at
Swan Barracks, Perth, on the 20th day of October,
1941 at 1000 hrs. for the purpose of trying by
DISTRICT COURT-MARTIAL the accused person named
in the margin.

PRESIDENT.

Lt.-Col. H. WILSON, V.D., 5 Grn.Bn.
is appointed President.

MEMBERS.

Capt. C.F.A.STANWELL, 28 Bn.(M) } are appointed
Lieut. H. COLVIN, Area Officer, }
16 D } members.

WAITING MEMBERS.

Capt. H.R.KORNER, R.A.E. H.Q.W.Comd. } are appointed
Capt. A.G.HERBERT, Staff Capt. }
"A" Branch } waiting members.

JUDGE-ADVOCATE.

Capt. K.E.DRAKE-BROCKMAN, L.S.O. W.Comd.
is hereby appointed Judge-Advocate.

PROSECUTOR.

Capt. W. HARVEY, M.C., D.A.P.M. H.Q. W.Comd.
is appointed prosecutor.

The accused will be warned and all witnesses duly
required to attend.

The Proceedings will be forwarded to the undersigned.

SIGNED this Seventeenth day of October, 1941.

(Sgd.) R.E. JACKSON Major-General.
General Officer Commanding, Western Command.

Distribution:

G.O.C.	D.F.O.
Col. i/c Adm.	H.Q. Northam
G.S.O.	Camp (2)
A.A.G.	L.S.O.
D.A.A.G. (3)	13 Inf.Bde.
C.C.R.	A.B.M.
D.R.O. (2)	C.R.E.
D.A.P.M.	Publicity
Det. Bk. (2)	President
Camp Cdt.	Members (4)
Comm. Bde.	8 pages (1)

Colonel i/c Administration, Western Command.
(O.V.HOAD).

A4/RC

AUSTRALIAN MILITARY FORCES - WESTERN COMMAND.

No.139

ROUTINE ORDER - PART I.

C.C.R.67/1/32

ORDER
for the assembly of a
DISTRICT COURT-MARTIAL.

Orders by Major-General R.E.Jackson, C.M.G., D.S.O.,
General Officer Commanding, Western Command, under
delegation by the Governor-General.

Perth 17/10/41.

QX.22452
Pto.AUSTIN E.R.
2/12 Bn A.I.F.

The Officers mentioned below will assemble at
Swan Barracks, Perth, on the 21st day of
October, 1941, at 1000 hrs. for the purpose of
trying by DISTRICT COURT-MARTIAL the accused
person named in the margin.

PRESIDENT.

Lt.-Col. H. Wilson, V.D. 5 Grn Bn.
is appointed President.

MEMBERS.

Capt. C.W.A. STANWELL, 28 Bn (M) }
Lieut. H. COLVIN, Area Officer, } are appointed
16 D. } members.

WAITING MEMBERS.

Capt. H.R. KOZNER, R.A.E., H.Q. J. Comd) are
Capt. A.G. HERBERT, Staff Capt: } appointed
"A" Branch. } waiting
} members.

JUDGE ADVOCATE.

Capt. K.E. DRAKE-BROCKMAN, L.S.O., W. Comd.
is hereby appointed Judge-Advocate.

Prosecutor - Capt. W. HARVEY, M.C., D.A.P.M.
H.Q. W. Comd. is appointed
prosecutor.

The accused will be warned and all
witnesses duly required to attend.

The Proceedings will be forwarded to the
undersigned.

SIGNED this Seventeenth day of October 1941.

Distribution:-

(Sgd) R.E. Jackson, Major-General
General Officer Commanding, Western Command.

G.O.C.	D.F.O.
Col. i/c Adm	H.Q. Northam
C.S.O.	Camp (2)
A.A.G.	L.S.O.
D.A.A.G. (3)	13 Inf Bde
C.C.R.	A.B.K.
D.R.C. (2)	C.R.E.
D.A.P.M.	Publicity
DET BRG (2)	President
Camp Comd.	Members (4)

R.E. Jackson
Colonel i/c Administration Western Command.
(O.V. ROAD.)

5 Grn Bde
Spares (4)

A4/RC

AUSTRALIAN MILITARY FORCES - WESTERN COMMAND.

No.138

ROUTINE ORDER - PART I.

C.C.R. 67/1/30.

ORDER.
for the assembly of a
DISTRICT COURT-MARTIAL.

Order by Major-General R.E.Jackson, C.M.G. D.S.O.
General Officer Commanding Western Command, under
delegation by the Governor-General.

Perth 17/10/41.

QX.22558
Pte. Bohanan R.F.
2/12 Bn A.I.F.

The Officers mentioned below will assemble at
Swan Barracks, Perth, on the 21st day of
October, 1941, at 1000 hrs. for the purpose of
trying by DISTRICT COURT-MARTIAL the accused
person named in the margin.

PRESIDENT.

Lt-Col. H. Wilson, V.D., S Grn in
is appointed President.

MEMBERS.

Capt. C.W.A. STANWELL, 28 Bn (M) }
Lieut. H. COLVIN, Area Officer, } are appointed
16 D. } ed members.

WAITING MEMBERS.

Capt. H.R. KORNER, R.A.E., H.Q. W. Comd) are
Capt. A.G. HERBERT, Staff Capt.) appointed
"A" Branch.) waiting
members.

JUDGE ADVOCATE.

Capt. K.E. DRAKE-BROCKMAN, L.S.O., W. Comd.
is hereby appointed Judge-Advocate.

Prosecutor - Capte W. HARVEY, M.C., D.A.P.M.
H.Q. W. Comd is appointed
prosecutor.

The accused will be warned and all
witnesses duly required to attend.

The Proceedings will be forwarded to the
undersigned.

SIGNED this SEVENTEENTH day of OCTOBER 1941.

Distribution: -

G.O.C.
Col. 1/c Adm
G.S.O.
A.A.G.
D.A.A.G. (3)
C.C.R.
D.R.O. (2)
D.A.P.M.
DEP. EK. (2)
Camp Comdt
S Grn Bde

(Sgd) R.E. Jackson Major-General
General Officer Commanding Western Command

Colonel 1/c Administration Western Command.
(O.V. ROAD.)

D.F.O. A.B.N. Members (4)
H.Q. Northam Camp (2) C.R.E. Spares (4)
L.S.O. Publicity
13 Inf Bde President

A4/MO

AUSTRALIAN MILITARY FORCES - WESTERN COMMAND.

No.134

ROUTINE ORDER - PART 1.

C.C.R. 67/1/25

ORDER
for the assembly of a
DISTRICT COURT-MARTIAL.

Orders by Major-General R.E. Jackson, C.M.G., D.S.O.,
General Officer Commanding, Western Command, under
delegation by the Governor-General.

Perth.

15/10/41.

WX.15063
Pte. CURLEY, W.S.
9 Reinf. 2/28 Bn.
A.I.F.

The Officers mentioned below will assemble at
Swan Barracks, Perth, on the 22nd day of
October, 1941, at 1000 hrs. for the purpose of
trying by DISTRICT COURT-MARTIAL the accused
person named in the margin.

PRESIDENT.

Major F.I. WEBSTER, V.D. Camp Commandant,
General Details Camp,
is appointed President.

MEMBERS.

Capt. C.W.A. STANWELL, 28 Bn.(M)) are
Lieut. H. COLVIN, Area officer, 16D.) appointed
members.

WAITING MEMBERS.

Capt. H.R. KORNER, R.A.E. H.Q. W.Comd.) are
Capt. A.G. HERBERT, Staff Capt. "A" Branch) appointed
waiting
members.

JUDGE-ADVOCATE.

Capt. K.E. DRAKE-BROCKMAN, L.S.O. W.Comd.
is hereby appointed Judge-Advocate.

Prosecutor - Capt. W. HARVEY, M.C., D.A.P.M.,
H.Q., W.Comd. is appointed
prosecutor.

The accused will be warned and all witness-
es duly required to attend.

Distribution:-

G.O.C.	D.F.O.
Col. i/c Adm.	H.Q. Northam
G.S.O.	Camp(2)
A.A.G.	L.S.O.
D.A.A.G.(3)	13 Inf.Bde.
C.C.R.	A.B.M.
D.R.O.	C.R.E.
D.A.P.M.	Publicity
DET. BK.(2)	President
Camp Cdt.	Members(4)
	Spares(4)

The Proceedings will be forwarded to the
undersigned.

SIGNED this 15th day of October 1941.

(Sgd.) R.E. Jackson, Major-General
General Officer Commanding, Western Command.

[Signature]
Colonel i/c Administration, Western Command.
(O.V. Road)

A4/T

CCR 67/1/24. AUSTRALIAN MILITARY FORCES - WESTERN COMMAND.

ROUTINE ORDER - PART I.

No. 135.

O R D E R

for the assembly of a
DISTRICT COURT-MARTIAL.

Orders by Major-General R.E. Jackson, C.M.G., D.S.O.,
General Officer Commanding, Western Command, under
delegation by the Governor-General.

Perth.
15/10/41.

WX 13369

Pte. NICHOLLS, K.J. Swan Barracks, Perth on the 22nd day of October,
8 Reinf. 2/28 Bn. 1941, at 1000 hrs. for the purpose of trying by
A.I.F. DISTRICT COURT-MARTIAL the accused person named
in the margin.

PRESIDENT.

Maj. F.I. WEBSTER, V.D. Camp Commandant,
General Details Camp,
is appointed President.

MEMBERS.

Capt. C.W.A. STANWELL, 28 Bn. (M) } are appointed
Lieut. H. COLVIN, Area Officer, }
16 D. } members.

WAITING MEMBERS.

Capt. H.R. KOPNER, R.A.E., H.Q. W. Comd. } are appointed
Capt. A.G. HERBERT, Staff Capt. } waiting
"A" Branch } members.

JUDGE-ADVOCATE.

Capt. K.E. DRAKE-BROCKMAN, L.S.O., T. Comd.
is hereby appointed Judge-Advocate.

PROSECUTOR.

Capt. W. HARVEY, M.C., D.A.P.F., H.Q. W. Comd.
is appointed prosecutor.

The accused will be warned and all witnesses duly
required to attend.

The Proceedings will be forwarded to the undersigned.

SIGNED this 15th day of October, 1941.

(Sgd.) R.E. JACKSON Major-General.
General Officer Commanding, Western Command.

Donald H. Hoad

Colonel i/c Administration, Western Command.
(O.V. HOAD).

DISTRIBUTION:

G.O.C.	D.F.O.
Col. i/c Adm.	H.Q. Northam Camp (2)
G.S.O.	L.S.O.
A.A.G.	13 Inf. Bde.
D.A.P.F. (3)	A.B.H.
C.C.R.	C.R.E.
D.R.O.	Publicity
D.A.P.F.	President.
Det. Bk. (2)	Members (4)
Camp. Cdt.	Spares (4)

5-S.O. III INT

NOT TO BE PUBLISHED.

AUSTRALIAN MILITARY FORCES - WESTERN COMMAND.

ROUTINE ORDER PART I

BY

MAJOR-GENERAL R.E. JACKSON, C.M.G., D.S.O.

GENERAL OFFICER COMMANDING, WESTERN COMMAND.

No. 133

Headquarters,
Swan Barracks,
Francis Street,
Perth.
16 Oct. 41.

1. OFFICERS CERTIFYING TO PAYMENT OF ACCOUNTS. (CCR.62/1/175)

The name of Lt.-Col. C.W. Huxtable is deleted from the list of Officers authorised to sign certificates on A.A.F. T.S.4 as to payment of accounts and the name of Lt.-Col. J. R. Wolfenden is inserted in lieu.

2. APPRENTICES ATTENDING TECHNICAL COLLEGE WHILST IN MILITARY CAMPS. (CCR.129/1/117)

The attendance of above personnel is unsatisfactory and Unit Commanders are instructed to ascertain the names of those men in their respective commands who should attend and will issue instructions that their attendance is to be regular and punctual. Leave passes issued to such men are to provide a certificate, to be signed by the Technical College Instructor, to the effect that the man concerned duly attended his class and a proper check is to be maintained by Unit Orderly Rooms when such passes are returned.

3. STANDING ORDERS FOR DRIVERS.

Units are advised that copies of this publication are available from the Stationery Office. Units will requisition for sufficient copies to issue one to each Driver provided on the War Establishment, plus 20% spare. In order to ensure that these Standing Orders are not lost or wasted, units will withdraw copies issued to Drivers prior to their marching out of Camp, and will hold them for re-issue. A.I.F. Training Depots will requisition for sufficient copies for the training of A.I.F. Reinforcements. Copies of Standing Orders for Drivers will not be taken abroad by Reinforcement Drivers.

4. RECEPTION OF CONCERT PARTIES. (CCR.82/2/116)

On all occasions there must be at least one Officer present at Camp Concerts, and particularly one who can propose vote of thanks at the end of the performance.

4. ENLISTMENT - A.I.F. - PERSONNEL, 19 YEARS OF AGE. (CCR.241/19/78)

Although personnel may be enlisted in the A.I.F. at 19 years of age they will not be embarked for service overseas before they reach the age of 19 years and 6 months.

The condition that men below the age of 21 years must obtain their parents' consent before being accepted for enlistment in the A.I.F. is re-affirmed.

(Continued on Back)

5. RECRUITING - ARMY AND AIR FORCE. (CCR.26/2/38)

(i) Some confusion exists regarding the implementation of the instructions issued from time to time regarding the recruitment for the R.A.A.F. of Army personnel and those liable for service under D.A. Part IV.

(ii) In order to overcome this and for the purpose of securing uniformity the following instructions are promulgated for the guidance of, and necessary action by, all concerned.

(iii) (a) Permanent Military Forces - As a general rule members of the Permanent Military Forces (i.e. those enlisted on P.M.F. Annual Establishments) will not be released for service in the R.A.A.F. except in very special cases, where it is established that the services of the individual will be of greater value to the Air Force than to the Army. In such cases the approval of the G.O.C. Western Command must be obtained.

(b) Full-time duty Personnel - The release for service in the R.A.A.F. of personnel called up for full-time duty for the duration of the war will be governed by similar conditions to the above. In the special cases where release is considered the decision will be made by the G.O.C. Western Command to whom applications will be submitted by the Commanding Officers of the applicants.

(iv) Citizen Forces - (a) Universal Service Personnel who have enrolled for service under the Defence Act but have not been allotted to a Citizen Force unit will not be so allotted if, in the meantime, they have been enrolled in the R.A.A.F. Reserve. Similarly, if allotted to a Citizen Force unit, but not at the time taken on the strength of a unit, any such personnel accepted for the R.A.A.F. Reserve, are to be released. They will be required to produce evidence of such enrolment to the Area Officer of the Area in which they reside to secure release from their liability for Universal Military Service.

(b) Soldiers serving with the Active Citizen Forces (other than on F.T.D.) may apply, on the prescribed Air Force Form for enlistment in the R.A.A.F. to their Commanding Officers, who may approve of the release of those who are not indispensable to the Army.

In cases where such applicants are accepted for enrolment in the R.A.A.F. Reserve they will be struck off the strength of the Citizen Force Unit.

(c) When members of Citizen Force Units that are not in camp apply for enlistment in the R.A.A.F., such applications will be forwarded to the C.O. of the Citizen Force Unit concerned for his consideration and decision. This is necessary so that all concerned may be advised and the necessary unit adjustments made, and to prevent the soldier being called upon to perform any further military camp training.

(v) A.I.F. - (a) Persons enrolled in the R.A.A.F. Reserve will not be enlisted in the A.I.F., except as shown in para. 8.

(b) Members of the A.I.F. will not be released or permitted to apply for enlistment in the R.A.A.F.

(vi) Inter-Service Transfers - The practice of R.A.A.F. recruiting officers visiting military camps for the purpose of selection of volunteers has been discontinued.

5. (Contd.)

(vi) Contd.

Arrangements will be made by Headquarters, with the local R.A.A.F. recruiting authorities for a supply of R.A.A.F. application forms to be forwarded to all local units of the Australian Military Forces. Each applicant for enlistment in the R.A.A.F. will fill in a form and forward it to his Commanding Officer, who will ensure that (except as stated in the next sub-para.) it is forwarded direct to the nearest R.A.A.F. Recruiting Centre in Western Command.

The original application forms of soldiers who are definitely indispensable and whose release therefore cannot be approved will not be forwarded to the R.A.A.F. A copy of the application, endorsed with the action taken, will be forwarded to the R.A.A.F. Recruiting Officer in the District for filing. This action will enable a check to be made by the R.A.A.F. if the soldier subsequently presents himself direct to that Office.

Commanding Officers will ensure that no soldier is struck off strength until advice is received that the applicant has been accepted by the R.A.A.F. and the approval of the appropriate military authority has been obtained.

(vii) It is desired that all concerned should be fully informed of the conditions under which releases to the R.A.A.F. will be permitted. To this end relevant extracts from these instructions will be promulgated in all Camp and Unit Orders, and the availability of R.A.A.F. Recruiting Forms is to be brought to notice in unit orders once monthly. Area Officers will take steps to ensure that publicity is given to the instructions relating to unallotted Universal Service Personnel.

(viii) In special cases serving members of the R.A.A.F., who may desire to enlist in the A.I.F. will be given consideration, each case on its merits. In order that this may be done, the rank, name and station of applicants will be forwarded by the A.I.F. Recruiting Office direct to the Director of Recruiting and Mobilisation, Army Headquarters, who will hand the applications to the appropriate officer at Air Force Headquarters.

(ix) Instances have been brought to notice where the instructions regarding the release of personnel to the R.A.A.F. have been administered in a manner calculated to cause inconvenience and friction between the two services, e.g., it has been reported that cases have occurred where, after a notification had been made that a soldier obviously not indispensable would be released, a later decision stated that it was impossible to release him.

It is stressed that every endeavour must be made to ensure full co-operation by all concerned in order that the best results to both services will be obtained.

(x) The Weekly Return of enlistments in R.A.A.F. will continue.

6. A.A.M.C. TRAINING CADRES.

Further to W.Comd. Instruction A.158 -

Full time duty cadres for "training only" have been fixed as follows :-

6. A.A.M.C. TRAINING CADRES. (Contd.)13 Fd. Amb.

Officers	-	5
W.O's.	-	2
Sgts.	-	13
Cpls.	-	15
Ptes.	-	31

6 Fd. Hyg. Sec.

Officers	-	1
Sgts.	-	4
Cpls.	-	4
Ptes.	-	10

B C.C.S.

Officers	-	5
W.O's.	-	2
Sgts.	-	9
Cpls.	-	6
Ptes.	-	20

Actual full time employment of the number of Medical Officers concerned to be arranged at the discretion of D.D.M.S.

7. ARMY EDUCATION - STAFF CAPTAIN.

Applications are invited for the position of Staff Captain (Education) at Western Command Headquarters.

The Officer appointed will serve on the staff of H.Q., W.Comd. assigned to D.A.A.G. (Education) and will be particularly concerned with the organization of hobbies and related activities of the Army Education Service in Western Command.

Some experience in, or special knowledge of technical education or manual training is desired.

Applications should reach Western Command Headquarters by 3 Nov. 41 marked "For attention D.A.A.G. (Educ.)".

8. WEARING OF BOOTS - RUBBER HEELS.

Unless otherwise specially authorised, boots will be worn as issued.

9. P.M.F. OFFICERS - RECORDS.

All P.M.F. Officers serving in Western Command on and from 1 Jul. 41 will immediately forward to D.R.O. completed Mob. 1.

10. BATHING. (C.C.R.54/1/83)

Personnel of the Military Forces bathing at beaches without correct bathing suits will be punished.

C.Os. are to ensure that no personnel over whom they have control offend in this direction.

11. COMMAND - 44 BN.

During the absence of the Commanding Officer at A.F.V. School, command will be administered by Lieut. T/Maj. (W.12165) A.E. Sander, M.C.

11. ECONOMY IN USE OF PETROL. (CCR.138/1/630)

In view of the necessity to reduce the consumption of petrol wherever possible, action should be taken to see that petrol is not used for cleaning purposes in Workshops except in those cases of delicate mechanisms which require meticulous cleaning. As far as practicable, economy should also be exercised in the use of kerosene.

12. WORKING DRESS - ACCOUNTING FOR. (C.C.R.51/3/215)

Working dress including Blue Denim Suits, and shirts and shorts issued to F.T.D. personnel in lieu of working dress will be accounted for on A.A.F. F.200 and written off ledger charge.

Where working dress is issued for periods of camps of training, and for temporary issues, signatures will be obtained on A.A.F. F.12. Working dress issued in this manner will not be written off ledger charge.

13. ORDNANCE STORES - RE-ORGANIZATION OF STORE GROUPS.

(C.C.R.157/1/21)

Para. 13 of Routine Order No. 53/41 is cancelled as from 31 Oct. 41 and the following re-arrangement of Ordnance Store Groups will take effect from 1 Nov. 41 :-

<u>Group</u>	<u>Sections comprised in Group</u>
"A"	G, R, S, T, U.
"B"	J, K, Mobilisation Equipment, Sealed Patterns.
"C"	All clothing Sections.
"MGS"	F, G, H, L, M, N, O, P, V, W, X, Y, Z.
"MT"	All M.T. and L.V. Sections, including vehicles and spare parts.
"PT"	A, B, C, D, E, Rifle Range Stores.

Accounting Officers for Unit Store Accounts will ensure that each requisition (A.A.F. F.20 or A.A.F. F.1) and return to Store Voucher (A.A.F. F.2) submitted is confined to Stores contained in one Ordnance Group only.

Stores requisitioned for must be described strictly in accordance with the authorised nomenclature. Stocks on hand and total quantities authorised must be shown, and in every case the authority for the issue is to be quoted.

Stores for the issue of which there is no authority must be demanded on separate A.A.F. F.20's, accompanied by a statement explaining the need for the stores.

14. OXYGEN AND GAS CYLINDERS - MEDICAL. (CCR.215/29/26)

Reference is made to S.O.R. Part I, No. 112/41 Para. 15 and No. 135/41, Para. 16.

The shortage of Gas Cylinders applies to Medical as well as to Industrial Gases.

(Continued on Back)

15. OXYGEN AND GAS CYLINDERS - MEDICAL. (Contd.)

All cylinders when emptied or not required, must be promptly returned.

When issued from Western Command Depot, M. & V. Stores, however, they must be returned to that Depot, and not to Western Oxygen Co., direct.

16. LOSS OR DAMAGE TO GOVERNMENT PROPERTY. (CCR.215/1/451)

Cases have occurred in which suspected thefts of Government property have not been reported to the Civil or Military Police, or reporting has been delayed so long that effective action is impossible.

Attention is directed to A.M.R. & O. para. 693 (3) which reads :-

"Losses of Government Property suspected to be due to theft will be reported to the Civil and Military Police".

C.O.'s will ensure that in future prompt action is taken in accordance with this regulation.

Robert Hoad

Colonel i/c Administration, Western Command.

(O.V. HOAD)

NOTICES.

CORRIGENDA - LOCAL TELEPHONE-DIRECTORY.

CHAPMAN, W.O.	For 299	substitute	344
AUDIT OFFICE	" 334	"	306
McKAY, S/Sgt.	" 318	"	346
THOMAS, Sgt.	" 262	"	352
MURPHY, S/Sgt.	" 264	"	341
MAXWELL, W.O.	" 321	"	342
FERSTAT, Lieut.	" 306	"	334

and add the following :-

MORLEY, Mr. (Eng. Stores A/c.)	No. 345
TURNBULL, S/Sgt.	" 262

13 FD. AMB. : 5 FRT. COY. A.A.M.C.

The Headquarters of these Units are now situated at No. 4 Camp Melville.

YOUNG AUSTRALIA LEAGUE INC.

Personnel of A.I.F. or A.N.P. who are members of this Association may attend in uniform at the Annual Memorial Ceremony being conducted on Sunday, 19 Oct. 41.

G.S.O. III INT.

NOT TO BE PUBLISHED.

~~AUSTRALIAN MILITARY FORCES - WESTERN COMMAND~~

ROUTINE-ORDER PART I

MAJOR-GENERAL R. E. JACKSON, C.M.G., D.S.O.

GENERAL OFFICER COMMANDING, WESTERN COMMAND.

No. 132

Headquarters,
Swan Barracks,
Francis Street,
Perth. 14 Oct. 41.

1. Western Command Routine Order Part I No. 151/41
order for District Court Martial of WX.11935 Pte. W.M.
McBrearty, 7. Reinf. 2/28 Bn. A.I.F., was not generally
distributed.

2. UNIT SUPPLEMENTARY RESERVE.

Attention is drawn to R.O. Pt. I No. 2740 dated 2-1-42 and particularly to the copy circular attached thereto. This circular is to be given serious consideration in view of the present industrial and military needs, and reads as follows :-

Organisation of the Citizen Forces - Supplementary Reserve.

- (i) In the general public interests it is necessary to conserve essential man power required for industrial purposes provided that military needs in men of particular trades are fulfilled to a reasonable degree.
- (ii) In the case of many units there is need for men of particular trades and callings in war but there are not the occasions during ordinary camp training when the services of such men can be utilised continuously.
- (iii) On the other hand it is not advisable to take men on the ordering of mobilisation from their civil avocations and expect them to take their part in a unit without their having some military training.
- (iv) To provide for a minimum of dislocation in the production of munitions and yet to give preliminary training to men of the types referred to, the immediate creation of a unit Supplementary Reserve has been authorised and may incorporate men of the following categories up to the number within the unit war establishments whether they are Voluntarily Enlisted or Universal Service Personnel. :-

Electrical Fitters.

Fitters and Turners.

Instrument Makers and Repairers

Machinists.

Pattern Makers

Politicians

- (v) For 1943-4, the annual training of the Supplementary Reserve will consist of -

12 days' camp.

(Continued on Back).

(v) Contd.

Home Training -

Officers 6 days) As laid down for Citizen
N.C.Os. 4 days) Forces, or in Workshops, as
Men 3 days) may be arranged locally.

(vi) Rates of pay and issues of clothing are to be the same as for other men of the unit except that underclothing will not be issued.

(vii) The Supplementary Reserve is to form part of the unit war establishment, and will make no addition to the establishments at present authorised.

(viii) To maintain the numerical strengths of units, personnel such as motor mechanics may be enlisted in lieu of the authorised tradesmen, subject to the preceding paragraph as regards total establishment.

(ix) In this event, such alternative personnel must not be of higher military trade groupings than the tradesmen they replace. Alternative tradesmen are to be paid in accordance with their respective trade groupings.

(x) The Supplementary Reserve will, therefore, consist of tradesmen who are essential in their respective units in war and who cannot be replaced by alternative personnel.

(xi) These provisions may also apply to officers and N.C.Os., provided that the officers and N.C.Os. who will be available for training the unit as a whole will be sufficient for the purpose.

(xii) As a result of this provision, it will now be possible to avoid transferring to areas certain of the personnel referred to in last section of para. 9 (a) of M.B.I. A.73/1940.

Personnel on Unit Supplementary Reserve do form part of the Unit strength and must be shown on Strength Returns. In that, they differ from personnel placed on Regimental Reserve.

REGIMENTAL RESERVES.

Personnel transferred to Regimental Reserves comprise -

- (a) Married men with families
- (b) Colliery Employees
- (c) Such other personnel concerning whom instructions have or may in future, be given for transfer to a Regimental Reserve.

As to (a) attention is drawn to R.O. Pt. I No.56/41 Para. 5, which reads as follows :-

"Leave from military training is to be granted to all married members of the Citizen Forces with families who apply for it.

Members who are granted leave will be struck off the strength of the unit and will be transferred to a Regimental Reserve List which will be maintained by the unit. Such members will not be required to perform any training, but will be absorbed in the unit on mobilization."

Regimental Reserves. (Contd.)

and to R.O. Pt. I No. 117/41 para. 4, which reads as follows :-

"Married personnel who are granted leave and struck off the strength of the unit, are to be recorded by the unit on a list, with details of rank, and service, and address, but are not to be included on the strength of a unit in the weekly return in any manner.

Certain units are showing in the weekly strength return, a number on Regimental Reserve which, it is assumed, represents the married men granted leave.

Units should, from time to time, check over the list of married men granted leave to ensure that the recorded address is correct."

As to (b), attention is drawn to R.O. Pt. I, No. 120/41 para. 7 reading as follows :-

"Colliery Employees - Deferment of Military Training.

Pending consideration by the Man Power Priorities Board of what action should be taken in regard to colliery employees in the List of Reserved Occupations, personnel so employed and who are liable for military training will be dealt with as follows :-

(a) Those at present in Camp.

To be released on leave to their civil employment unless they desire to continue to train in camp, and they provide a certificate of permission to do so from their employers and also from their lodge or union officials to the effect that the men are not engaged on essential work in the colliery.

(b) Those liable to be allotted for training.

Men being enlisted who are colliery employees are to be enlisted, medically examined, but to be regarded as unavailable for allotment, and their training will be deferred until such time as a decision concerning the whole occupation in the list of Reserved Occupations is made.

(c) Personnel released vide para. (a) will not be transferred to area, but struck off strength and transferred to a regimental reserve list which will be maintained by the unit. Such personnel must not be included in any strength returns."

As to (c) Units are to be careful to ascertain from all instructions of this nature, whether personnel are to be placed on a Regimental Reserve or dealt with otherwise.

Attention is again drawn to the instruction that personnel placed on Regimental Reserve are struck off strength and do not appear in Strength Returns.

W. A. H. H. H.

Colonel in Charge Administration, Western Command.

(O.V. HQAD)

9.5.0. III / NT

NOT TO BE PUBLISHED.

AUSTRALIAN MILITARY FORCES - WESTERN COMMAND.

ROUTINE ORDER PART I

BY

MAJOR-GENERAL R.E. JACKSON, C.M.G., D.S.O.

GENERAL OFFICER COMMANDING, WESTERN COMMAND.

NO. 130

Headquarters,
Swan Barracks,
Francis Street,
Perth.
10 Oct. 41.

1. CAMPS OF CONTINUOUS TRAINING. (C.C.R.227/4/224)

With reference to W.Comd. Instruction.G.169 of 5 Sep. 41, Appendix B, page 3, the following amendments are advised :-

13 Fd. Amb. (b)) Delete "1 Oct. 41" under column headed
6 Fd. Hyg. Sec.) "Initial Cadre" and substitute "9 Oct. 41"

in the case of each unit mentioned.

2. DYSENTERY - RECORDING OF. (C.C.R.241/9/145)

In completing any record forms, Medical Officers should limit the use of the term "Dysentery" to cases in which there is reasonable ground to suspect that some type of dysentery organism is involved.

In the absence of any such evidence the term "Gastro Enteritis or Diarrhoea" could be used in recording and notifying cases.

3. ACCOUNTING OFFICERS FOR MEDICAL & VETERINARY STORES.

All Units will appoint immediately an officer to act as Ordering and Accounting Officer for Medical etc., Stores, and submit his name and specimen signature to W.Comd. Depot, M. & V. Stores, before 17 Oct. 41.

All requisition, return, repair vouchers, etc. will be approved by Unit Medical Officer (if on establishment), and be signed by the ordering and accounting officer only. Requisitions may be returned failing compliance with this instruction.

4. MEDICAL SUPPLIES - CORKS. (C.C.R.215/8/246)

The supply of Corks of all sizes is extremely short.

In view of this it is desired that all units retain corks when containers are emptied and that they be returned periodically when sufficient numbers have been accumulated, to Western Command Depot of Medical & Veterinary Stores.

5. CLEANSING OF COOKING UTENSILS. (C.C.R.215/9/15)

(1) Cooking utensils and mess tins are frequently returned in a filthy condition from units in camp to A.A.O.D. A large proportion of these stores are returned as unserviceable, but after thorough cleansing it is found they can be re-issued in a serviceable condition. In other cases, the stores are rendered unserviceable by units' failure to remove grease etc., resulting in a rapid deterioration of the tinning in the utensils.

(Continued On Back)

5. CLEANING OF COOKING UTENSILS. (Contd.)

(11) Messing Officers and Quartermasters are to ensure that all tinware is thoroughly cleansed after use. When these stores are returned to A.A.O.D. or to Camp Quartermasters they must make a personal inspection to see that the articles are being returned in a thoroughly clean condition.

6. MONTHLY REPORT BY ARMOURERS. (C.C.R.20/1/21)

Commencing on 15 Oct. 41, C.O's will instruct Armourers attached to their units to submit on 15th of each month, a report on the condition of small arms.

The report will be submitted in duplicate, through the unit concerned, to these Headquarters marked "For Attention S.O.M.E."

Attention is also directed to para. 14, R.O. Part I, No. 123/41.

7. POLISHING OF METAL WORK ON M.T. VEHICLES. (C.C.R.138/2/16)

It has been noted that on many army vehicles, metal parts such as door handles, radiator grilles, and caps etc., have had the paintwork removed and the chromium polished.

Attention is also drawn to instructions issued in R.O. Part I No. 95/41 para. 6, concerning the polishing of the paintwork of M.T. Units are again reminded that Army vehicles are to be a matt finish.

Commanding Officers will inspect M.T. within their commands, and where necessary, make arrangements to have the chrome work repainted and the paint work, if polished, re-converted to a matt finish. Where the vehicles are "B" vehicles an F.3 will be submitted to S.O.M.E. in accordance with R.O. 78 of 24 Dec. 40.

In the case of A.S.C. vehicles A.A.F. G.31 will be submitted direct to the V.R.D. Kurrakatta.

All necessary action is to be taken without delay.

8. RESPIRATORS ANTI-GAS TRAINING POOL. (C.C.R.227/3/103)

Reference Western Command Instruction G.188, the following procedure will be adopted -

(a) Units not now included in Appendix attached to the above instruction and who hold stocks of Respirators for training and units holding stocks in excess of present allocation will submit A.A. Form F.2 to A.D.O.S. Western Command, preparatory to returning to Ordnance Stores.

(b) Units allocated quantities in excess of present stocks, and Units to which respirators were not previously allocated, will forward requisition A.A. Form F.20 to A.D.O.S. Western Command.

9. AUTHORITY TO SIGN RAIL FARE NOTES, ETC. (C.C.R.151/2/02)

Officers holding the appointment of C.O. and Adj., 9 Anti-Tank Regt., are authorised to issue and sign -

(a) A.A.F. F.1 - (Country travel only).

(b) A.A.F. F.2 - Railway Conignment Notes.

10. INSPECTION OF SUPPLIES. (C.C.R.185/1/41)

Unit Ration Boards formed for the purpose of examining and reporting on supplies adjudged unfit for human consumption will, before disposing of the supplies so condemned, advise A.D.S. & T. Western Command Headquarters by telephone or telegram to enable the Department to inspect and lodge a claim against the responsible contractor.

Attention is directed to M.B.I. Q.25/41.

11. PURCHASE OF PETROL. (C.C.R.138/1/351)

Commencing forthwith all petrol for use in Army Vehicles hitherto acquired from non-Military sources (i.e. from country re-sellers) will be drawn from "A" Class Depots of the Oil Companies as per the following list :-

(Note: S = Shell; V = Vacuum; C = C.O.R., CX = Caltex.)

<u>T own.</u>	<u>"A" Class Depots.</u>			
Morawa	S	V		
Geraldton	S	V		
Meekatharra	S			
Wiluna	S	V		
Moora	S	V		
Carnamah	S	V		
Northam	S	V	C	CX
Goomalling	S	V		
Ballidu	S	V		
Wyalkatchem	S	V		
Bencubbin	S	V		
Merredin	S	V	C	CX
Southern Cross	S	V		
Kellerberrin	S	V		
Bruce Rock	S	V		
Quairading	S	V		
York	S	V		
Narembeen	S	V		
Kalgoorlie	S	V		
Leonora	S			
Albany	S	V		
Katanning	S	V	C	
Narrogin	S	V		
Lake Grace	S	V		
Corrigin	S	V		
Bunbury	S	V	CX	
Collie	S	V		
Bridgetown	S	V		

(ii) The Officer authorising the journey contemplated will ensure that drivers concerned are instructed to fill in the relative A.A.F. F.59, with the following information :-

- Letter and number of the vehicle or vehicles.
- The Command number of the ration tickets and their denomination.
- Duty on which the vehicle is employed.
- Advice as to where the claim for payment will be forwarded.

(iii) The A.A.F. F.59, together with Petrol Ration Tickets overprinted "D" will be presented to the superintendent of the Oil Company's Depot concerned.

(Continued on Back)

11. PURCHASE OF PETROL. (Contd.)

(iv) Only in cases of extreme urgency will petrol be drawn from retail petrol sellers, and in those circumstances must be paid for in cash. The reasons for such purchase must be fully explained.

(v) When convoys of vehicles are authorised, arrangements are to be made to carry sufficient petrol to prevent the necessity of purchase en route.

11/11/41
Colonel i/c Administration, Western Command.

(O.V.HCAD)

CORRIGENDUM.

Routine Order No. 125 Part I, para. 16 -
"Board of Survey" line 3, reads D.A.D.S. - should read
D.A.D. Survey.

NOTICE.

LOCAL TELEPHONE DIRECTORY - ALTERATIONS ETC.

Add -

C.F.D.	201
Capt. Herbert	206
Education	
(Records)	284

Amend -

Goff, Mr. from 284
to 282 (Room 25)

A4/T

AUSTRALIAN MILITARY FORCES - WESTERN COMMAND.

CCR 67/1/23.

No.131.

ROUTINE ORDERS PART I.

ORDER

for the assembly of a
DISTRICT COURT-MARTIAL.

Orders by Major-General R.E. Jackson, C.M.G., D.S.O.,
General Officer Commanding, Western Command, under
delegation by the Governor-General.

Perth.
7/10/41.

11925
Pte. McBREARTY, W.M.
7 Reinf. 2/28 Bn.
A.I.F.

The Officers mentioned below will assemble at
Swan Barracks, Perth, on the 14th day of October,
1941, at 1000 hrs. for the purpose of trying by
DISTRICT COURT-MARTIAL the accused person named
in the margin.

PRESIDENT.

Lt.-Col. H. WILSON, V.D., 5 Grn.Bn.
is appointed President.

MEMBERS.

Capt. C. A. STANWELL, 28 BN. (E)) are appointed
Lieut. H. COLVIN, Area Officer, 16D) members.

WAITING MEMBERS.

Capt. H. R. KORMER, R.A.E. H.Q.W.Comd. } are appointed
Capt. H. J. BOWRA, S.O.I. & R.S. } waiting members.
H.Q. W.Comd. }

JUDGE-ADVOCATE.

Capt. K. E. DRAKE-BROCKMAN, L.S.O. W.Comd.
is hereby appointed Judge-Advocate.

PROSECUTOR.

Capt. W. HARVEY, M.C., D.A.P.M. H.Q. W.Comd.
is appointed Prosecutor.

The accused will be warned and all witnesses duly
required to attend.

The Proceedings will be forwarded to the undersigned.

SIGNED this Seventh day of October, 1941.

R. E. JACKSON Major-General.
General Officer Commanding, Western Command.

DISTRIBUTION:

G.O.C.
Col. i/c Adm.
G.S.O.
A.A.G.
D.A.A.G. (3)
C.C.R.
D.R.O.
S Grn.Bde. (2)
D.A.P.M.
Det.Bk. (2)
Camp Cdt.
D.P.O.
H.Q. Northern Camp (2)

L.S.O.
13 Inf.Bde. (2)
A.B.M. (2)
C.R.E. (2)
Publicity.
Spares (4)
President
Members (4).

Colonel i/c Administration, Western Command.

8 OCT 1941

NOT TO BE PUBLISHED.

AUSTRALIAN MILITARY FORCES - WESTERN COMMAND.

ROUTINE ORDER PART I.

BY

MAJOR-GENERAL R.E. JACKSON, C.M.G., D.S.O

GENERAL OFFICER COMMANDING, WESTERN COMMAND.

NO. 128.

Headquarters,
Swan Barracks,
Francis Street,
Perth.
2 Oct. 41.

MARCH THROUGH CITY OF PERTH - 10 ARMD. REGT.

1. The 10 Armd. Regt. will march through the City on Thursday 9 Oct. 41.

Saluting
Base.

2. His Excellency the Lieutenant-Governor will take the salute outside Government House.

Command.

3. Lt.-Col. M.A. Hall will Command the parade.

Lunch.

4. The Citizen's Reception Committee are generously providing lunch which will be served through the courtesy of the Brothers in the grounds of Christian Bros. College.

Bands.

5. The following bands will take part :-

H.Q. Western Command
A.A.S.C.
7 W. & P. Coy.

H.Q. Western Command Band will march at the head of the column until saluting base is reached, where it will take up position near saluting base and play column past.

The Command S.M. will be responsible to see that bands take up correct position.

Bands will report at place of assembly at 1115 hrs.

Movement
Time Table

6. Inwards:

Depart Northam - 0840 hrs.
Arrive Perth - 1130 hrs.

Outwards:

Depart Perth - 1430 hrs.
Arrive Northam - 1715 hrs.

Place of
Assembly.

7. In front of Station with head of column at West end of Station

Dress.

8. S.D. Gaiters and Beret, plus equipment if available.

March
Formation.

9. Column of route in threes.

Starting
Time.

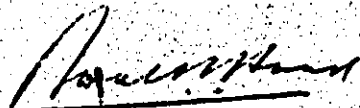
10. 1115 hrs

Route.

11. Perth Railway Station, Wellington St., William Murray Barrack St., Hay St., William St., St. George's Ter., Victoria Avenue, C.B.C. Grounds, where lunch will be served.

- Return 12. At 1345 hrs. Unit will return to Perth Station, Via Riverside Drive, Barrack St., Wellington St., through Cloak Room entrance Perth Railway Station.
13. Head of column will pass Saluting Base at 1215 hrs.
- Administrative arrangements. 14. (i) "G" Branch will arrange necessary publicity for the march.
- (ii) "A" Branch will arrange :-
- (a) Invitations to Guests.
 - (b) Liaison with Traffic Branch regarding control of traffic
 - (c) Supervision of arrangements place of assembly.
 - (d) Supervision of arrangements and detail of Military Police at Saluting Base.
 - (e) Traffic Control in C.B.C. grounds during lunch.
 - (f) 4 W.O.'s for duty at Saluting Base.
 - (g) 2 Dvrs. A.A.S.C.(P) W/lances and pennants.
- (iii) "Q" Branch will arrange :-
- (a) Special train from Northam to Perth and return.
 - (b) Necessary co-operation with Citizens' Reception Committee for lunch arrangements at C.B.C. Grounds.
 - (c) Transport of H.Q. W.Comd. , A.A.S.C. and 7 W. & P. Coy. Bands to Perth Railway Station by 1115 hrs. and for their return to Camp at completion of march at 1415 hrs.
- (iv) 7 Workshop and Park Coy. will arrange :-
- (a) Necessary transport to carry sufficient posts and barrier rails to cover 100 yds. on either side of Saluting Base on both sides of Terrace with necessary spacing for band opposite the dais, together with dais and flag, flagpole and halyards to the Saluting Base by 1030 hrs. and return of these articles at the conclusion of parade.
 - (b) 1 Working Party to unload and erect barriers, dais and flagpole by 1130 hrs. at the place indicated by "A" Branch and to reload them on lorries at conclusion of parade.
 - (c) To provide a small dais (suitably draped) with rear steps, together with flagpole and halyards.
 - (d) W. Comd. Labour Coy. Karrakatta, will arrange for working party of 10 to report to Mrs. Dean at C.B.C. grounds from 0830 hrs. until 1600 hrs. for the purpose of assisting the Citizens' Reception Committee and cleaning up grounds.

- (v) Camp Commandant W. Comd. H.Q. will provide Union Flag with toggles. Comd. S.M. will draw this and be responsible for return.



Colonel i/c Administration, Western Command.

(O.V. HOAD)

DISTRIBUTION:

G.O.C.
Col. i/c Adm.
Gen. Staff (2)
A.A.G.
D.A.A.G. (Rec.) (3)
A.C.M.G.
D.A.C.M.G. (M & Q) (3)
A.D.W.
Camp Comdt. H.Q. W. Comd.
7 W. & P. Coy.
5 Grn. Bde. (2)
11 Remount Depot
D.A.P.M.
Private Secretary, G. ovt. House.
Comd. S.M.
Camp H.Q. Northam
~~Publicity Officer~~ - 2 307 1347
War Diary
C.C.R.
R.T.O. Perth
R.T.O. Northam
Police Traffic Branch (2)
Citizens' Reception Committee (2)
C/o G. Nelson, 667 Hay St., Perth.
W. Comd. Labour Coy.
10 Armd. Regt.
Spares (4)
Town Clerk

15/T

NOT TO BE PUBLISHED.

AUSTRALIAN MILITARY FORCES - WESTERN COMMAND.

ROUTINE ORDER PART I.

BY

MAJOR-GENERAL R.E. JACKSON, C.M.G., D.S.O.,

GENERAL OFFICER COMMANDING, WESTERN COMMAND.

No. 136.

Headquarters,
Sean Barracks,
Francis Street,
Perth.

17 Oct. 41.

MARCH THROUGH CITY OF PERTH, 1,500 A.I.F.
REINFORCEMENTS.

The following A.I.F. Reinforcements will march through the City on Friday, 24 Oct. 41.

2/3 Fd. Regt.	15, 16, 17 and 18 Reinf'ts.	
2/11 Bn.	15, 16 and 17.	"
2/16 Bn.	10, 11, 12 and 13	"
2/28 Bn.	9, 10, 11 and 12	"
2/32 Bn.	10, 11, 12 and 13	"
A.A.S.C.	Groups 22 and 23.	
25 V.A.Ds.	A.I.F. ex Northam.	
A.A.M.C.	Group 20.	

Saluting
Base.

2. Major-General R.E. Jackson, C.M.G., D.S.O., General Officer Commanding, will take the salute opposite Anzac House.

Command.

3. Major H.S. Parker, D.S.O., V.D. will command the parade.

Lunch.

4. The Citizens' Reception Committee are generously providing lunch which will be served through the courtesy of the Brothers in the grounds of Christian Bros. College.

Bands.

5. The following bands will take part :-

H.Q. Western Command.
A.I.S.C.
7 W. & P. Coy.
Camp H.Q. Northam.
44 Bn.

H.Q. Western Command Band will march at the head of the column until saluting base is reached, where it will take up position near saluting base and play column past. Camp H.Q. Northam Band will also take up position and play alternately with W. Comd. H.Q. Band.

The Comd. S.K. will be responsible to see that bands take up correct position.

Bands will report at place of assembly at 1115 hrs.

Movement
Time Table

6.	<u>Inward</u>	1st Train Depart Northam	0820 hrs.
		Arrive Perth	1110 "
		2nd Train Depart Northam	0840 hrs.
		Arrive Perth	1130 "

Continued on back.

Movement
Time Table

6. (Contd.)

Outward 1st Train Depart Perth 1430 hrs.
Arrive Northam 1715 "

2nd Train Depart Perth 1450 hrs.
Arrive Northam 1735 "

Movement troops from Narrogin:

Inward Depart Narrogin 0151 hrs.
Arrive Perth 0910 "

Outward Depart Perth 1640 hrs.
Arrive Narrogin 2359 "

Movement troops from Claremont ordinary Passenger Train:

Inward Depart Claremont 1120 hrs.
Arrive Perth 1140 "

Outward Depart Perth 1435 hrs.
Arrive Claremont 1455 "

Place of Assembly. 7. In front of Station with head of column at West end of Station. All units will furnish parade state to Staff Officer "A" Branch.

Dress. 8. Shorts, Shirts, Steel Helmets and Gaiters.

March Formation. 9. Column of route in Sixes.

Order of March. 10. 2/3 Fd. Regt. 15, 16, 17 and 18 Reinf'ts.
2/11 Bn. 15, 16 and 17 "
2/16 Bn. 10, 11, 12 and 13 "
2/28 Bn. 9, 10, 11 and 12 "
2/32 Bn. 10, 11, 12 and 13 "
A.A.S.C. Groups 22 and 23.
25 V.A.Ds. A.I.F. ex Northam
A.A.M.C. Group 20.

Starting Time. 11. 1155 hrs.

Route. 12. Perth Railway Station, Wellington St., William, Murray, Barrack Sts., Hay St., William St., St. George's Ter., Victoria Ave., C.B.C. Grounds where lunch will be served.

Return. 13. At 1345 hrs. units will return to Perth Station, Via Riverside Drive, Barrack St., Wellington St., through Cloak Room entrance Perth Railway Station.

14. Head of column will pass Saluting Base at 1215 hrs.

Administrative arrangements. 15. (1) "G" Branch will arrange necessary publicity for the march.

(11) "A" Branch will arrange :-

(a) Invitations to Guests.

(b) Liaison with Traffic Branch regarding control of traffic.

(c) Supervision of arrangements place of assembly.

(d) Supervision of arrangements and detail of Military Police at Saluting Base.

(e) Traffic Control in C.B.C. Grounds during lunch.

Administrative arrangements.

15. (ii) (Contd.)

(f) 4 W.Os. for duty at Saluting Base.

(g) 2 Dvrs. A.A.S.C. (P) W/lances and pennants.

(iii) "Q" Branch will arrange :-

(a) Special trains from Northam to Perth and return. Trains ex Narrogin and Claremont.

(b) Necessary co-operation with Citizens' Reception Committee for lunch arrangements at C.B.C. Grounds.

(c) Transport of H.Q. W.Comd., A.A.S.C. and 7 W. & P. Coy. Bands to Perth Railway Station by 1115 hrs. and for their return to Camp at completion of march at 1415 hrs.

(iv) 7 Workshop and Park Coy. will arrange :-

(a) Necessary transport to carry sufficient posts and barrier rails to cover 100 yds. on either side of Saluting Base on both sides of Terrace with necessary spacing for band opposite the dais, together with dais and flag, flagpole and halyards to the Saluting Base by 1030 hrs. and return of these articles at the conclusion of parade.

(b) 1 Working Party to unload and erect barriers, dais and flagpole by 1130 hrs. at the place indicated by "A" Branch, and to reload them on lorries at conclusion of parade.

(c) To provide a small dais (suitably draped) with rear steps, together with flagpole and halyards.

(d) W.Comd. Labour Coy. Karrakatta, will arrange for working party of 12 to report to Mrs. Dean at C.B.C. grounds from 0830 hrs. until 1600 hrs. for the purpose of assisting the Citizens' Reception Committee and cleaning up grounds.

(v) Camp Commandant, W.Comd. H.Q. will provide Australia Flag with toggles. Ccmd. S.H. will draw this and be responsible for return.

W. Comd. H.Q.

DISTRIBUTION:

G.C.C.
Col. i/c Adm.
Gen. Staff (2)
A.A.G.
D.A.A.G. (Rec) (3)
A.Q.M.G.
D.A.Q.M.G. (M&Q) (3)
A.D.W.
Camp Comdt. H.Q. W.Comd.
7 W. & P. Coy.
5 Gm. Bde. (2)
11 Remt. Depot.
D.A.P.M. (2)
Ccmd. S.H.
Camp H.Q. Northam (2)
A.A.S.C.

Colonel i/c Administration, Western Command.
(O.V. ROAD).

Publicity Officers

War Diary.
C.C.R.
R.T.O. Perth.
R.T.O. Northam.
Police Traffic Branch (2)
Citizens' Reception Committee (2)
c/o G. Kelson, 367 Hay St. Perth.
W.Comd. Labour Coy.
Spares (2)
Town Clerk, Perth.
H.Q. R.T.D. Northam (3)
A.A.S.C. A.I.F. Tug. Depot.
Fd. Arty. R.T.D. (2)
13 Inf. Bde. (2)
D.D.K.S.

A4/MO

AUSTRALIAN MILITARY FORCES - WESTERN COMMAND.
C.C.R.67/1/19

ROUTINE ORDER Pt. 1 No.120.

for the assembly of a

DISTRICT COURT-MARTIAL.

Orders by Major-General R.E. JACKSON, C.M.G., D.S.O.,
General Officer Commanding, Western Command, under
delegation by the Governor-General.
WX.10195
Pte. HUME, Allan. 3rd Tng. Bn.
Reinf. Tng. Depot
A.I.F.
Perth. 4/9/41.

The Officers mentioned below will assemble at
Swan Barracks, Perth, on the 10th day of
September, 1941, at 1000 hrs., for the purpose
of trying by DISTRICT COURT-MARTIAL the accused
person named in the margin.

DISTRIBUTION:-

Sec. Mil. Bd. (3)

Col. i/c Adm.

D.A.A.G. (3)

5 Grn. Bde.

Det. Bks.

Publicity

C.C.R.

D.R.O.

D.F.O.

C.L.O.

L.S.O.

A.B.M. (2)

D.A.P.M.

R.A.E. (M)

C.R.E.

H.Q. Northam Camp (2)

R.O. Pt. 1

Spares 4

PRESIDENT.

Lt.-Col. H. Wilson, V.D., 5 Grn. Bn. is
appointed President.

MEMBERS.

Capt. F.E. Scheffield, 11 Bn. (M) are appointed
Capt. A.K. Cameron, R.A.A. (M) members.

WAITING MEMBERS.

Lieut. H. Colvin, Area Officer) are appointed
16D) waiting
Capt. H.R. Korner, R.A.E., H.Q.) members.
W. Comd.

JUDGE-ADVOCATE.

Capt. K.E. Drake-Brockman, Staff Captain
"A" Branch H.Q., W. Comd., is hereby appointed
Judge-Advocate.

PROSECUTOR.

Capt. K.A. Burton, A.A.L.D., is appointed
Prosecutor.

The accused will be warned and all witnesses
duly required to attend.

The Proceedings will be forwarded to the
undersigned.

SIGNED this Fourth day of September, 1941.

ROBT. E. JACKSON Major-General
General Officer Commanding, Western Command.

Robert E. Jackson

NOT TO BE PUBLISHED.

AUSTRALIAN MILITARY FORCES - WESTERN COMMAND.

ROUTINE ORDER PART I

BY

MAJOR-GENERAL R.E. JACKSON, C.M.G., D.S.O.

GENERAL OFFICER COMMANDING, WESTERN COMMAND.

NO. 129

Headquarters,
Swan Barracks,
Francis Street,
Perth.
7 Oct. 41.

1. Western Command Routine Orders Part I, Nos. 127, dealing with Menu "U" which will operate from 8 Oct. 41, and issued by Catering Supervisor, and 128 dealing with a Unit March, were not generally distributed.

2. GUARDS AND PIQUETS. (CCR.119/1/34)

(i) Through reports coming to hand from officers visiting camps and from the recent inspection of guards and piquets carried out by the S.O. Adm., it is very apparent that sufficient supervision and instruction is not being given to personnel performing guard and piquet duties at camps.

(ii) A big improvement could be achieved if the provisions of A.M.R. & O. 1548 and 1549 were strictly adhered to. In this regard in future, officers visiting camps are requested to report irregularities to Camp E.Q. which will take immediate corrective measures in order that the lesson can be brought home to the guard or piquet concerned.

(iii) The attention of all is drawn to A.M.R. & O. 1172 to 1178 and 1544 to 1557 which cover compliments paid by guards and orders for guards and piquets.

(iv) As regards movement of vehicles in and out of camps or Depots the following procedure will be adhered to by all guards and piquets concerned:

(a) Civilian Vehicles.

All civilian vehicles unless impressed civilian vehicles, carrying D+D or Army Number Plates, will be halted by sentries both going into, and proceeding from camps or depots.

Civilian vehicles will not be allowed in camps or depots unless the driver is in possession of a pass (to be obtained from I.S.G.S.).

The sentries will examine contents of vehicle both going and coming if there are suspicious circumstances.

(b) Army Vehicles.

The Camp Commandant may, at his discretion, instruct the same procedure to be adopted for Army vehicles (which include impressed civilian vehicles carrying D+D or Army Number plates).

Whatever is decided will be laid down clearly in the orders for the Guard and the orders for the sentry post concerned.

(Continued on Back)

2. GUARDS AND PIQUETS. (Contd.)

(v) Sample Orders for Guard Commanders and Sentries have been sent to all Camp Commandant for information and necessary action.

3. PUBLICATIONS AND JOURNALS - W. COMD. LIBRARY. (CCR.137/1/27)

The undermentioned publications and journals have been added to the W. Comd. Library during the month of September, 1941 :-

<u>Accession No.</u>	<u>Title</u>	<u>Author</u>
3660	Mansons Tropical Diseases	P.M. Baker
3661	Textbook of Medicine	J.J. Conybieri
3662	Field Surgery in Total War	D.W. Jolly
3663	Rose & Carless' Manual of Surgery Vol. I.	Wakeley & Hunter
3664	do. Vol. II.	
3665	Introduction to Dermatology	Molesworth.
3666	Official Year Book No.31, 1938	
3667	Gould's Pocket Pronouncing Medical Dictionary.	
3668	do.	
3669/73	The Nautical Almanac 1942.	
3674/6	Mechanical World Year Book 1941.	
3677/9	Fowler's Mechanics and Mechanists Pocket Book 1941.	
3680/2	Tacheometric Tables.	

JOURNALS

Royal Army Medical Corps, June 1941.
 Royal Artillery Journal, July, 1941.
 Royal United Service Institution Journal, May 1941.
 Army Quarterly, July 1941.
 Journal of the United Service Institution of India, July 1941.
 The Fighting Forces, August 1941.
 Fire Protection, June, 1941.
 Journal of Royal Army Veterinary Corps, August 1941.

4. ENLISTMENTS - A.I.F.

No further selection of personnel for A.I.F. will be made at Claremont by any Unit.

In future, all selections must be made at Northam.

5. COMMAND - 13 INF. BDE.

Lt.-Col. T.S. Louch, M.C., ceased to administer command 13 Inf. Bde. 28 Sep. 41.

Col. E.G.H. McKenzie, M.C., E.D. resumed command 29 Sep. 41.

6. LEAVE FROM MILITARY TRAINING - MARRIED MEN WITH FAMILIES.
 (CCR.194/5/430)

Units will furnish a return showing numbers (as at 15 Oct. 41) of all personnel who have been granted leave from Military training on the grounds of being married men with families.

Returns will be submitted in the form set out in para. 10 of R.C. No. 83 dated 7 May 41. These will be marked "Attention D.A.A.G." and are to reach these H.. Not later than 15 Oct. 41.

7. COLLIERY EMPLOYEES - DEFERMENT OF MILITARY TRAINING.
(C.C.R.194/5/754)

Pending consideration by the Man Power Priorities Board of what action should be taken in regard to colliery employees in the List of Reserved Occupations, personnel so employed and who are liable for military training will be dealt with as follows :-

(a) THOSE AT PRESENT IN CAMP.

To be released on leave to their civil employment unless they desire to continue to train in camp, and they provide a certificate of permission to do so from their employers and also from their lodge or union officials to the effect that the men are not engaged on essential work in the colliery.

(b) THOSE LIABLE TO BE ALLOTTED FOR TRAINING.

Men being enlisted who are colliery employees are to be enlisted, medically examined, but to be regarded as unavailable for allotment, and their training will be deferred until such time as a decision concerning the whole occupation in the list of Reserved Occupations is made.

(c) Personnel released vide para. (a) will Not be transferred to area, but struck off strength and transferred to a regimental reserve list which will be maintained by the unit. Such personnel must not be included in any strength returns.

8. ABSENCE WITHOUT LEAVE - COURTS OF INQUIRY. (CCR.166/1/44)

Attention is drawn to regulation 54 of the War Financial (Military Forces) Regulations which provides for continuance of payments to allottees for thirty days after the receipt of notification of the finding of a Court of Inquiry. Consequently any delay in holding Courts of Inquiry may result in considerable and unnecessary over-payments, which in some instances may prove irrecoverable.

9. APPOINTMENT TO COMMISSIONED RANK. (CCR.56/1/13)

In order to mark the occasion of the appointment of a member of a unit to Commissioned rank, arrangements will be made for the Formation Commander, Brigade Commander or, if the attendance of either of these is not practicable, the Commanding Officer, formally to congratulate the member concerned on the first suitable parade after gazettal of the appointment. No elaborate ceremonial is to be introduced and stars will not be inserted in the officer's shoulder straps, but they may be presented if so desired.

10. CONFIRMATION OF APPOINTMENTS.

In submitting recommendation for confirmation of probationary or provisional appointments, Units must include the following information:-

1. Rank, (provisional) or (on probation).
2. Regimental Number.
3. Date of appointment.
4. Gazette Number.
5. Full time duty service - Nil or otherwise.
6. Camps of continuous training attended.
7. Schools and Courses attended - Nil or otherwise, and state result (passed or failed).
8. Complementary remarks of O.C.

(Continued on Back)

11. HOME LEAVE - TRAVEL OVER GOVERNMENT RAILWAY SYSTEMS.

(C.C.R.181/2/98)

Full details of the concession for travel over the Commonwealth and State Railway systems are set out in printed Pamphlet No. 1 of 18/6/41 (Reference R.O. Part I No. 102/41).

The attention of all Commanding Officers is specially directed to paragraph 7 (v) of Pamphlet No. 1 regarding the arrangements which must be made for travel between the Eastern States and Western Australia. Reservations for both forward and return journeys must be completed before commencement of travel.

12. HOME LEAVE - TRAVEL BY MIDLAND RAILWAY.

Units are still failing to complete form P.L.1 when travel is over the Midland Railway Company Line.

This is required in all such cases in addition to the "Home Leave" Pass H.L.2.

13. A.R.L. - APPLICATION FOR (C.C.R.32/1/209)

Attention of all Units is drawn to the following:-

(i) Where revised form A.A.F. A.88 (Revised July 41), is used, only one form is required. The perforated bottom portion of the form will be returned to Units and takes the place of a duplicate.

(ii) Where other editions of A.A.F. A.88 are used, those will be submitted in duplicate. Supplies of these forms on hand will be used before requisitioning for the revised form.

14. SERVICE OVERSEAS - RECORD OF VOLUNTEERS OF PERMANENT MILITARY FORCES. (C.C.R.241/4/15)

Attention is drawn to M.B.I.A.31/1940.

Members of the P.M.F. who wish their names to be recorded as having volunteered unreservedly for service overseas (although they have not been permitted to so serve), and who have not already offered to so serve and received an acknowledgement of such offer in writing, should notify their desire to do such service. A list of all such volunteers will be maintained at W. Comd. Headquarters.

This notification is to be published in orders of all P.M.F. Units.

[Handwritten signature]

Colonel i/c Administration, Western Command.
(O.V.HOAG)

NOTICE.

CHANGE OF ADDRESS - W.COMD. AREA SIGNALS:

This Unit has vacated the Rooms at No. 7 Museum St., Perth, and now occupies premises at 102 Beaufort St., Perth.

G.S.O. III INT

NOT TO BE PUBLISHED.

AUSTRALIAN MILITARY FORCES - WESTERN COMMAND.

ROUTINE ORDER PART I

BY

MAJOR-GENERAL R.E. JACKSON, C.M.G., D.S.O.

GENERAL OFFICER COMMANDING, WESTERN COMMAND.

NO. 126/41

Headquarters,
Swan Barracks,
Francis Street,
Perth.
30 Sep. 41.

1. A.A.O.C. - SHORTAGE OF PROFESSIONAL ENGINEERS AND
TRADESMEN. (C.C.R.157/2/39)

The attention of all concerned is directed to the urgent need for professional engineers and tradesmen in the A.A.O.C.

It must be realised by every officer and member of the Forces that the maintenance of equipment in the Army depends on an adequate establishment of trained specialists, and it is essential that any personnel suitable for such work should be released by their unit, even though temporary difficulties may be caused.

Every avenue is to be explored, with a view to ensuring that priority is given to the employment of engineers in their skilled capacity. Apart from serving members who are available for transfer, members should bring this urgent need before any of their friends who may be suitable for appointment.

Trained engineers with suitable experience are eligible for consideration for appointment as Ordnance Mechanical Engineers.

Journeyman fitters and turners are eligible for training for appointment as Armament Artificers. Skilled tradesmen of various trades are eligible for appointment as artisans with rank according to ability.

Applications with a summary of training and experience should be submitted, without delay, through the Commanding Officer to the Senior Ordnance Mechanical Engineer at Command Headquarters, from whom further particulars can be obtained.

2. A.R.L. - MILITIA.

Militia personnel entitled to A.R.L. prior to 30 Sep. 41, will, when submitting application for same, deduct such special leave as may have been taken under the authority of R.O. Pt. I No. 63/40 para. 2.

In every instance where no deduction of leave is shown on A.A.F. 88's, Commanding Officers will certify that the applicant did not participate in such special leave.

(Continued on Back)

3. MISSING SOLDIERS.

All enquiries referred by units to Provost staffs, when soldiers are A.W.L. or have failed to return clothing and equipment on demand, must show the following particulars :-

- (1) Names - Christian names in full.
- (2) Regimental Number, Rank, and prefix (V.E. or U.S.P.)
- (3) Name of Unit and state if called up for F.T.D.
- (4) Address - Last known.
- (5) Next-of-Kin - Names and address in full.
- (6) Trade or occupation and name and address of last employer.

Inquiries relative to U.S. Personnel will be addressed direct to A.O. for investigation by Area Provost S.M.

V.E. and F.T.D. enquiries to Provost S.M. W.Comd. H.Q.

4. CAMP COMMANDANT, ASCOT. (C.C.R.93/1/168)

As from 1 Oct. 41, Major V.L. Steffanoni, 13 Fd. Coy., R.A.E. will take over the duties of Camp Commandant, Ascot.

5. CHANGE OF ADDRESS.

The attention of all Officers and O/Rs. attached to H.Q., W. Comd. is drawn to the necessity of notifying D.R.O. immediately of any change of address of themselves or next-of-kin.

6. EXEMPTIONS FROM MILITARY SERVICE. (CCR.194/5/761)

In submitting applications for exemption from military service, Units must observe the following procedure :-

- (a) All exemptions must be submitted on the proper forms, namely -

A.A.F. Mob. 9	9
" " 37	37
" " 38	38
" " 39	39
" " 40	40

In all cases A.A.F.'s Mob. 9 and Mob. 39 will be completed, and the other forms where applicable.

- (b) The following information must be given -

Name in full

Reg. No. Rank, Unit and prefix
(V.E. or U.S.P.)

7. TRANSFER OF H.Q. - 4 COMD. FD. SVY. COY. R.A.E.

The Headquarters of 4 Command Field Survey Coy. R.A.E. has now been moved from Room 6, Swan Barracks, to Showgrounds, Claremont.

8. LEAVE A.M.F. "LONG" & "SHORT" WEEKENDS.

Wherever the terms "Long Weekend" and "Short Weekend" occur with regard to leave -

- (a) "Long Weekend" means leave from 1700 hrs. on the Friday (or the normal finishing time of the afternoon syllabus) until 2400 hrs. on the following Sunday.
- (b) "Short Weekend" means leave from 1200 hrs. on the Saturday (or the normal finishing time of the morning syllabus) until 2400 hrs. on the following Sunday.

On other weekends, leave to those personnel not required for normal duties, may be granted in the evenings or after Church Parade on Sundays at the discretion of Commanding Officers.

9. SUPPLY OF LIQUOR TO INMATES OF A MILITARY HOSPITAL.

(C.C.R.168/1/184)

Attention is again drawn to the provisions of A.M.R. & O. Reg. 1351, which are being strictly enforced :-

"Any person, whether a patient or otherwise, who, without the permission of the Officer-in-Charge of the hospital, is in possession of intoxicating or spirituous liquors, within the boundaries of a Military Hospital, or any person who, without similar permission, knowingly supplies or sells intoxicating or spirituous liquor to any inmate of a Military Hospital shall be guilty of an offence, and on conviction shall be liable to a penalty not exceeding twenty pounds or imprisonment not exceeding three months."

Any breach of this regulation should be reported immediately to the D.A.P.M. for necessary action.

10. PACKING OF WIRELESS SETS. (C.C.R.241/7/282)

When Wireless Sets No. 108 are being packed for shipment overseas, the batteries are to be removed and forwarded in separate packages.

Complaints received from overseas indicate that sufficient packing material is not always used in order to protect the equipment from damage in transit.

Action will be taken by units concerned to ensure that when equipments of this nature are being cased for transport sufficient quantities of packing materials are used to prevent the articles from being chafed or knocked against the interior sides of the cases or crates whilst in transit.

11. RETURNABLE CONTAINERS. (C.C.R.215/9/139)

Attention is again directed to R.O. 97, para. 16 of 19 Jan. 41, which forbids the use of Biscuit tins as Containers for various commodities in unit Q.M. Stores.

Biscuit tins are charged out at 2/9d. each and credit will not be allowed unless returned promptly and in good clean condition.

(Continued on Back)

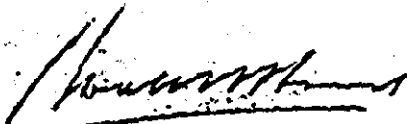
12. MARKING OF BAGS, KIT, UNIVERSAL. (C.C.R.51/3/215)

Instructions regarding the correct manner of marking kitbags by the use of linen tabs, as prescribed in S.O's for Clothing, Part 11, Para. 63, are not being observed, and large numbers of kitbags are being returned to A.A.O.D. defaced with indelible marks showing Regimental number, name and unit.

In future, action is to be taken to charge soldiers responsible for such action with the value of the kitbags, in accordance with Para. 64 of S.O's. for Clothing, Part 11.

Accounting for Bags, Kit, Universal.

Western Command Instruction Q.68 directed that articles of public clothing, viz., Greatcoats, Kitbags, Leggings and Spurs, should be written off ledger charge on issue. When these articles are returned by members to regimental store, however, only Greatcoats will be taken on charge as partworn; Kitbags, Leggings and Spurs will be taken on charge as new, and not returned to A.A.O.D. unless the items are unfit for re-issue.



Colonel i/c Administration, Western Command.

(O.V.HOAD)

CORRIGENDUM.

WARRANT OFFICERS - WEARING OF BELTS.

Reference is made to R.O. Pt. I No. 93/41
Para. 5 - and W. Comd. Instruction, A.177.

Insert a fresh sub.-para. (iv) :-

(iv) All W.Os. (I) and (II) other than P.M.F. and members of A.I.C. specified in sub-para (iii) will wear Belt - waist, brown, leather.

F.T.D. PERSONNEL - MOB. 2's.

Reference is made to R.O. Pt. I No. 125/41
Para. 11 -

Wherever necessary, insert "Mob. 2's" in lieu of "Mob. 11's".

9 III 9m7

NOT TO BE PUBLISHED.

AUSTRALIAN MILITARY FORCES - WESTERN COMMAND.

ROUTINE ORDER PART I.

BY

MAJOR-GENERAL R.E. JACKSON, C.M.G. D.S.O.

GENERAL OFFICER COMMANDING, WESTERN COMMAND.

No. 125

Headquarters,
Swan Barracks,
Francis Street,
Perth.
23 Sep. 41.

1. CAMPS OF CONTINUOUS TRAINING. (C.C.R.227/4/224)

With reference to W. Comd. Instruction G.169 of 5 Sep. 41, the following amendments are advised :-

W. Comd. Base Postal Unit }
W. Comd. Field Postal Unit } - Delete Camp Dates as shown
and substitute :-

90 day Camp to be held or concluded	Initial Cadre	Recruit	Unit	Cadre
ends 13 Oct. 41. (50%)	14 Oct. 41 to 4 Dec. 41	5 Dec. 41 to 4 Mar. 42	5 Mar. 42 to 2 Jun. 42	3 Jun. 42 to 31 Aug. 42

(11) 122 Res. M.T. Coy.

As this unit now has only "C" and "D" Sections on a Militia basis, Camp attendance is amended as follows :-

Recruit period - Delete Recruit "B" Section.

First Unit stage will be attended only by "C" Section.

Second Unit stage will be attended only by "D" Section.

The remainder of this unit is on full time duty.

2. ARMY TRAINING MEMORANDUM (WAR) (AUSTRALIA). (CCR.178/1/322)

All officers should receive a copy of the above monthly publication of which Nos. 1 and 2 have been issued.

Units and establishments are to ascertain that the number of copies received are sufficient for all officers on strength and, where necessary, apply to Stationery Officer for amendment to Distribution List.

Branches of H.Q. W. Comd. will advise the General Staff of their requirements.

(Continued on Back)

3. POINTER STAFF, Mk. I (L.P.). (C.C.R.227/1/150)

Supplies of the above equipment are now to hand.

M.B.I. G.149 of 31 Dec. 40 provided for an issue to every Officer, Warrant Officer and Sgt. in combatant Units.

Units accordingly will submit A.A.Fs. F.20 immediately.

4. FIRST APPOINTMENTS TO COMMISSIONED RANK IN THE AUSTRALIAN MILITARY FORCES. (C.C.R.151/1/23)

(i) As from 1 Oct. 41 A.A.Fs. A.22 need not be submitted for the first appointments of officers from the ranks of the Australian Military Forces. Instead, a memorandum in the form of the pro forma attached to this Routine Order and giving the information therein called for should be submitted in duplicate.

(ii) Recommendations will, as at present, be initiated by unit commanders and will pass through the usual channels, the initial recommendations being forwarded to Army Headquarters endorsed by Brigade and Divisional Commanders, and after notation by Command Headquarters.

(iii) In cases of first appointment of officers other than from the ranks, including appointment of officers from the Reserve of Officers to the Active List, A.A.Fs. A.22 are still to be submitted.

(iv) A.A.Fs. A.33 will continue to be used in recommendations for promotion, with a certificate with reference to W. Comd. Instruction G.27, para. 4 endorsed in the margin. (R.O. Pt. I No. 12/41, para. 4.

(v) It is essential that the recommendation should contain a certificate to the effect that the proposed appointment is within the authorised establishment, and the war establishment affected in each case should be quoted.

5. DEPUTY DIRECTOR OF VOLUNTARY SERVICE. (C.C.R.187/2/737)

Col. W.O. Mansbridge, D.S.O., has been appointed Deputy Director of Voluntary Service for the state of Western Australia.

The Office of the Deputy Director of Voluntary Service will now be located at Swan Barracks, Perth.

6. CASUALTY REPORTS.

From October 1st, 1941, a member of D.R.O. Staff will be on continuous twenty-four hours duty, and all Casualty reports from Militia and other sources should be notified direct to D.R.O. (extension 317).

This will obviate the necessity of casualties being reported to the Night Duty Officer at Headquarters.

7. DISTRICT COURT MARTIAL.

WX.10195 Pte. ALLAN HUME. District Court Martial held at Swan Barracks, Perth, W.A. on the 11 day of Sep. 41.

First Charge: Attempting to desert His Majesty's Service in that he at Northam Camp, Western Australia, on the 31st day of May 1941, absented himself without leave from the

8. DISTRICT COURT MARTIAL. (Contd.)

First Charge (Contd.)

13th Eng. Bn. until surrendering himself at Northam Camp on the 4th day of August, 1941. AA.12(1)(a).

Second Charge: Losing by neglect his clothing and regimental necessities issued to him, to the value of 8/10rd.

Finding: Guilty of Absence without leave and losing by neglect his clothing and regimental necessities to the value of eight shillings and tenpence halfpenny (8/10rd.)

Sentence: Thirty days detention, commencing 11 Sep. 41, and stoppages in the sum of eight shillings and tenpence halfpenny (8/10rd) A.A. 13 8(4)

Confirmation: Confirmed by G.O.C. Western Command, 16 Sep. 41.

Promulgated 17 Sep. 41.

8. DISTRICT COURT MARTIAL.

WX.7533 Gnr. ALEXANDER LEE. District Court Martial held at Swan Barracks, Perth, W.A., on 8 Sep. 41.

First Charge: Deserting His Majesty's Service in that he at Narrogin Camp, Western Australia, on the 21st day of January, 1941, absented himself without leave from the 2/3 Field Regiment Reinfts. Eng. Depot, A.I.F. until apprehended by the Civil Power at Tuckanarra, Western Australia on the 30th day of July, 1941, dressed in plain clothes, A.A. 12 (1) (a).

Second Charge: Losing by neglect his equipments, clothing and regimental necessities to the value of £6/14/5d.

Finding: Guilty of (1) Desertion, (2) Losing by neglect his equipment, clothing and regimental necessities.

Sentence: 180 days detention commencing 8 Sep. 41, and stoppages in the sum of six pounds fourteen shillings and fivepence (£6/14/5d.)

Confirmation: Period of detention reduced from one hundred and eighty days to ninety days and as so varied, confirmed by G.O.C. Western Command, 15 Sep. 41.

Promulgated 15 Sep. 41.

9. CORRESPONDENCE (1) (C.C.R.65/1/29)

With reference to para. 5 of R.O. Pt. I No. 121/10 Sep. 41, approval has been given for a separate correspondence registry to be opened by the D.A.A.G. (Education), W. Comd. for correspondence for his section. Approval is therefore given for correspondence for the D.A.A.G. (Education), W. Comd. to be addressed direct to that officer and for that officer to address correspondence direct to Camp and Unit Education Officers.

CORRESPONDENCE (2) Reference is made to R.O. Pt. I No. 122/41 para. 5.

Where applicable it must also be stated whether P.M.P., P.T.O., V.E., or U.S.P. etc.

10. WEARING OF UNIFORM BY MILITIAMEN. (C.C.R.51/3/242)

It has been reported that some militiamen particularly in outlying country towns, are wearing their uniforms whilst not on duty or leave.

The uniform is being treated as a spare suit, particularly on a Saturday or Sunday. This practice is to cease, and Units are to give clear instructions on the matter.

11. F.T.D. PERSONNEL - MOB.IIs. (C.C.R.76/1/23)

Several instances have been noted of Mob.II's being submitted for 90 day personnel who are called up for Full Time Duty.

Personnel should only appear on a Mob. II once for Home Service, and in no case where members are already on paybooks should they appear again on a Mob. II for "W" Service.

All that is necessary in such cases is an entry in Routine Orders Part II showing the members called up for Full Time Duty.

12. ENLISTMENTS R.A.A.F.

Before offering himself for enlistment in the R.A.A.F. an officer must obtain permission so to do from these Headquarters through his C.O. An N.C.O. or soldier must first obtain the permission of his C.C.

13. OFFICERS CERTIFYING TO PAYMENT OF ACCOUNTS. (CCR.62/1/175)

Routine Order No. 90, para. 1, dated 29 May 41, is amended as follows :-

Delete -

D.A.D.O.S.	-	Mr. A.J. Cloirec
A/Ordnance Officer	-	Mr. J.W. Plank
A/Senior Clerk	-	Mr. A.E. Arkell
(Claims £100 and under),		
Mr. A.E. Arkell will also sign F.S.4		
claims in excess of £100 during the		
absence of D.A.D.O.S.		
A/Clerk i/c Provisions	-	Mr. A.G.H. Cole
and Accounts	-	
(Claims under £10)		

Insert -

A.D.O.S.	-	Lt.-Col. A.J. Cloirec
D.A.D.C.S.	-	Capt. J.W. Plank
Staff Officer to		
A.D.O.S.	-	Capt. A.E. Arkell
Control Officer	-	Lieut. D.T. Smith
(Claims £100 and under)		
O. i/c Provision and		
Accounts Section	-	Lieut. W.H. Campbell
(Claims £10 and under)		

The following officers of Ordnance Branch are authorised to sign Forms F.S.3 (Official Orders).

13. OFFICERS CERTIFYING TO PAYMENT OF ACCOUNTS.

A.D.O.S.	Lt.-Col. A.J. Cloirec
D.A.D.O.S.	Capt. J.E. Plank
Staff Officer to	
A.D.O.S.	" A.E. Arkoll
Control Officer	Lieut. D.T. Smith
O. i/c Provision	
and Accounts	
Section	" W.H. Campbell
(Orders £100 and under).	

14. RAIL WARRANTS & CONSIGNMENT NOTES. (CCR.181/2/02)

The Officer holding the appointment of S/Capt.(M) "Q" Branch, Headquarters, is authorised to sign -

A.A.F. T.1 for Interstate Rail Travel.

15. RIFLE RANGE - BUSHMEAD. (C.C.R.200/4/20)

Units using Bushmead Rifle Range will ensure that the Target Shed and environs are left in a tidy condition before leaving the Range.

Due to the condition of the gravel roadways, motor vehicles over 15 cwt. will not enter the Range, without permission of O.C. Rifle Range. The roadway from the butts to the 400 yards mound is closed to all vehicular traffic.

16. BOARD OF VALUATION. (C.C.R.215/17/37)

A Board of Valuation, consisting of the following :-

President:	D.A.D.S.
Member:	O.M.E.
Member:	Mr. C.H. Finlay - Lands Department, Perth.

will assemble at such times and places as shall be arranged by the President to examine, report upon and value the following articles offered for sale by private individuals :-

Theodolites.
Binoculars.
Prismatic Compasses.

The proceedings of the Board will be submitted to Command Headquarters.

17. MONTHLY FREE HOME LEAVE PASS AND RAIL TICKET. (CCR.181/2/98)

All used books of vouchers P.L. 1 which have been in use must be returned to D.F.O. by the 7th of each month and requisitions for further requirements must be made through Camp Commandants, etc.

18. OXYGEN SUPPLIES. (C.C.R.215/1/476)

Reference is made to R.O. Pt. I No. 112/41 para. 15 -

Units have been instructed to ensure that emptied oxygen cylinders are returned promptly to the Western Oxygen Coy. Cylinders not returned within one month are subject to a hire charge of 1/6 per month.

It is the responsibility of Commanding Officers to see that hire charges are not incurred on cylinders which have been emptied.

Acquittances must be obtained from Western Oxygen Coy., for all cylinders returned.

Donald M. Hoard

Colonel i/c Administration, Western Command.

(O.V.HOARD)

N O T I C E.

CHANGE OF TELEPHONE NUMBERS.

On and from 22 Sep. 41 the telephone number for Western Command General Details Camp, Claremont, will be changed to F.1551 (5 lines).

AUSTRALIAN MILITARY FORCES - WESTERN COMMAND.

H.Q.

Bn.

No.

Camp.

1941.

H.Q.

Bde.

APPLICATION FOR COMMISSION IN

BN.

It is recommended that the undermentioned applicant
be appointed a _____ in _____ Bn.
with seniority next after _____

Particulars:

Army No.

Name in full Surname

(in Block): Christian Names.

Age and Date of Birth:

Unit to which to be
appointed (vide (C.O. to certify by initialling here)
A.M.R. & O.103):

Posting to Sub Unit:

Is proposed appointment
within authorised
Establishment:

No. of War Establishment:

Complementary Remarks -
(if any, including
nationality)

Certificate as to W.Comd.
Instruction G.27 para. 4:

Commanding Officer

Bn.

Recommended - Candidate has been interviewed and is
considered suitable.

Place _____ Date _____

Commanding

Bde.

Recommended:

Date _____

Command.

AUSTRALIAN MILITARY FORCES - WESTERN COMMAND.

ROUTINE ORDERS PART I

BY

MAJOR-GENERAL R.E. JACKSON, C.M.G., D.S.O.

GENERAL OFFICER COMMANDING, WESTERN COMMAND.

NO. 124

Headquarters,
Swan Barracks,
Francis Street,
Perth.
18 Sep. 41.

1. STATE AIR RAID PRECAUTIONS - RESPONSIBILITIES OF MEMBERS OF THE MILITARY FORCES. (C.C.R.227/3/98)

It is desired that all ranks be reminded of their obligations and responsibilities as individual citizens in connection with any local Air Raid Precautions regulations or exercises. Personnel more directly concerned are those whose military duties do not require them to live permanently in camps or barracks.

When State A.R.P. authorities issue directions or regulations calling on citizens of particular areas to take certain preparatory or precautionary action, it is the duty of all members of the Military Forces to comply cheerfully and set an example to fellow citizens. By this means the task of producing efficient A.R.P. Schemes will be materially assisted.

2. LEAVE WITHOUT PAY - ILLNESS OR INJURY.

Where special leave without pay has been granted units will ensure that the following words are endorsed on leave pass and also included in the publication contained in Unit Routine Orders Part II.

"The Department of the Army is not responsible for any illness or injury sustained by Pte during the period of this leave."

3. PROMOTION OF OFFICERS.

Where officers have been appointed "Provisionally" or "On Probation" it is necessary that the C.Os. recommendation for confirmation of the appointment should precede or accompany A.33s. if submitted.

4. COURTS OF INQUIRY.

Para. 8 R.C. Pt. I No. 12/41 is cancelled and the following is substituted :-

"Q" Branch will continue to prepare proceedings and reports of Courts of Inquiry for submission to Col. 1/c Adm. on all matters subject of "Q" Branch control. Where, however, such proceedings or reports disclose :-

- (a) Injuries to Army personnel;
- (b) Necessity for disciplinary action

the proceedings will be submitted to Col. 1/c Adm. through the L.S.O.

(Continued on Back)

5. 10 GRN. BN. - COMMAND.

From 15 Sep. 41 Major R. Skinner, (W.237697) will administer Command of 10 Grn. Bn. in which posting he is also appointed Camp Comdt., Rottneest Island.

W. Comd. Tng. Sch. - Command.

Capt. E.H.A. Graham (W.6669) is appointed to administer Command of W.Comd. Tng. Sch. from 15 Sep.41 incl.

6. LEAVE FROM MILITARY SERVICE - MARRIED MEN WITH FAMILIES.

(C.C.R.194/5/430)

Reference is made to W. Comd. R.O. Part I, No. 56 of 1941, Para. 5. This refers to V.E. personnel only and not U.S.P. who have married after the Proclamation was issued.

When applications are received by Units from married U.S.P. for exemption they will be referred to Area Brigade Major for thorough investigation. Leave under this heading will only be granted in very special cases.

7. SUMMER DRESS.

On and after 1 Oct. 41 summer dress will be worn.

8. POSTAL ADDRESS - ARMY HEADQUARTERS - (AUSTRALIA) 2nd ECHELON.

(C.C.R. 12/1/49)

On and after Monday 15 Sep. 41, the address of the abovementioned unit will be as follows :-

Craig's Buildings,
1st Floor,
Elizabeth Street,
MELBOURNE. C.1.

All mail matter should be addressed to :-

Box No. 2807AA,
Post Office,
Elizabeth Street,
MELBOURNE. C.1.

9. HOME LEAVE - MEMBERS OF DEFENCE FORCES.

Reference is made to R.O. Part I, No. 122/41 -

The instructions therein contained do not apply to personnel attached to branches of W.Comd. H.Q. whose leave will be arranged on the basis heretofore existing.

In all cases where "Four days leave" or "accumulation of leave" is taken, it will commence on a Friday, (except W. training staff in A.I.F. Camps).

A.R.L. due to personnel at 1 Oct. 41 may be applied for, but in each case a certificate must be forwarded signed by the J.O. and showing that the leave was due prior to 1 Oct. 41.

When such accumulated A.R.L. is taken personnel will not be given "four days leave" for the month or months during which or during part of which they are absent on A.R.L.

10. EDUCATIONAL FACILITIES FOR MEMBERS OF THE MILITARY FORCES.

Certain expenditure has been authorised for Educational facilities.

The expenditure is intended to cover a wide variety of items such as the purchase of tools, gardening implements, timber, seeds, plants, raffia, cane, wood, drawing boards and paper, pencils, charcoal, music, facilities for dramatic performances, etc.

Commanding Officers will submit in triplicate requisitions for their requirements of materials and equipment on A.A.F. F.20 to Command Headquarters, (D.A.A.G. (EDUC.)) for approval and in order that approved purchases may be affected.

Requisitions for facilities may be made at the rate of 3/2 per each member F.T.D. or P.M.F. and 8d. per each member A.I.F. or Militia.

11. RAIL WARRANTS AND CONSIGNMENT NOTES. (C.C.R.181/2/02)

The Officer holding the appointment of C.O. Northern Military Hospital is authorised to issue and sign -

(a) A.A.F. T.1 (Country travel only).

(b) A.A.F. T.2 - Railway Consignment Notes.

12. WESTERN COMMAND DEPOT OF MEDICAL AND VETERINARY STORES.

(C.C.R.215/8/238)

Vocabulary of Authorised Items and Formulary for use by requisitioning Officers on W. Comd. Depot of Medical and Veterinary Stores.

(i) Copies of above have been duplicated and may be obtained on application from the Store.

(ii) The items contained in the vocabulary will be requisitioned for in alphabetical order and in accordance with the nomenclature contained therein and item numbers will be quoted.

(iii) The formulary is comprehensive and requisitions must be confined to the formulae enumerated. Should item not contained in this formulary be demanded a similar authorised item will be substituted.

(iv) In accordance with general instructions for requisitioning for Medical Stores "On hand" column must be completed on requisitions.

13. UNIFORM - A.M.F. CALLED UP FOR FULL TIME DUTY.

(C.C.R.85/2/51)

Completion of issues of clothing and necessaries to personnel of A.M.F. called up for Full Time Duty will be a unit responsibility. Scale of issue will be in accordance with C.C.R.51/3/143 of 31 Jan. 41 "Uniform - Personnel of Garrison Battalions and Citizen Military Forces called up for Full Time Duty", and requisitions

(Continued on Back)

13. UNIFORM - A.M.F. CALLED UP FOR FULL TIME DUTY. (Contd.)

(A.A. Form F.20) for requirements to complete issues are to be submitted by Units concerned to A.D.O.S., W. Comd. When making issues, clothing and necessaries already in possession of the soldier will be taken into account.

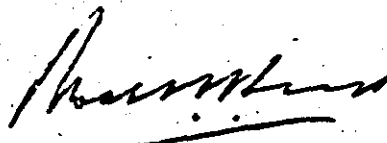
14. WESTERN COMMAND M.T. TRAINING SCHOOLS - INSTRUCTORS.

(C.C.R.108/4/125)

Vacancies exist for Instructors at above School.

Preference will be given to personnel medically Class IIA or over age for A.I.F. enlistment. Applicants must have served at least three years as Motor Mechanics in a recognised motor repair establishment or have operated their own businesses for a similar period. Selected personnel will be called up on Full Time Duty. Opportunities for promotion of suitable personnel to rank of Sergeant exist, on qualification.

Applications, stating name, age, medical classification and particulars of commercial and army experience are to be forwarded through Units, direct to O.C. W.Comd. M.T.Training School (Capt. J.V. Pascoe) Claremont, as early as possible but not later than 30 Sep. 41.



Colonel i/c Administration, Western Command.

(O.V.HOAD)

S. 5. 0. III INT.

NOT TO BE PUBLISHED.

AUSTRALIA MILITARY FORCES - WESTERN COMMAND.

ROUTINE ORDER PART I

BY

MAJOR-GENERAL R.E. JACKSON, C.M.G., D.S.O.

GENERAL OFFICER COMMANDING, WESTERN COMMAND.

NO. 115

Headquarters,
Swan Barracks,
Francis Street,
Perth.
21 Aug. 41.

C.C.R.214/1/46.

ECONOMY IN OFFICE PRACTICE - STATIONERY, ETC.

1. Letter paper and White paper for carbon copies, etc. -
The need for economy in paper is particularly stressed as future supplies are uncertain and prices have substantially increased.

Considerable savings can be effected in the use of paper by careful supervision on the part of senior officers and by the co-operation of typistes and other office staff.

- (a) Quarto paper must be used in lieu of foolscap in all cases where practicable. This will reduce the size of paper by one-third.
- (b) For all printed forms and typewriting work where up to 4 copies are required, white printing paper of Australian manufacture must be used instead of imported paper (known as Bank paper). The printing paper is sufficiently thin to take the original and 3 legible carbons - 4 copies, and it is suitable therefore, for the bulk of the ordinary office typewriting.
- (c) Where more than 4 and up to 5 and 7 copies are required, Bank paper may be used, but owing to limited quantities available its use must be restricted to occasions when this number of copies is necessary.
- (d) Where more than 6 or 7 copies are essential and where it has been the practice to use the thin Manifolding paper and take the required number of copies in operation, owing to present shortage of this paper it will be necessary to use the Bank paper and type the matter twice. It is appreciated that this expedient is not satisfactory, but until supplies of extra-thin Manifolding paper can be obtained there is no alternative, unless stencil and duplicator be used.
- (e) Coat of Arms and embossing on note-paper are to be discontinued except in special cases.
- (f) The number of copies must not be in excess of actual requirements and it will be the responsibility of officers controlling staff to ensure that practices which involve an unnecessary number of copies are eliminated.

2. Typing -

- (a) Letters, etc. are to be typed in single space except between paragraphs.

(Continued on Back)

2. Typing - (Contd.)

- (b) Except for Ministerial letters and others of great importance both sides of paper must be used.
- (c) As indicated in para. 1(a) above, quarto letter paper is to be used whenever practicable. If necessary this will be achieved by reducing margins and reducing the space between the address and commencement of the letter.
- (d) Where revision and alteration is likely to be necessary waste can be avoided by having a draft letter typed on plain cheap paper (without carbon copies).

3. Scribbling pads -

- (a) When available, obsolete forms, spare copies of circulars, etc. are to be used for scribbling paper. On no account must forms in current use or letter paper be used for scribbling.
- (b) Where obsolete forms, etc., are not available for scribbling paper, small scribbling blocks are to be used wherever possible. Where large sheets are used they should be folded and torn and the unused part retained. It will be found that some of the paper now thrown into the waste paper basket has been used on one side only and is quite suitable to be saved and used for scribbling.

4. Carbon Paper -

Carbon paper is to be used economically and not discarded while it is capable of producing clear copies.

5. Duplicating -

Waste on duplicating machines is to be avoided, and the number of copies struck off restricted to actual requirements. (See also para. 9 below).

6. Envelopes -

- (a) Small and cheap envelopes are to be used wherever possible and letters for one address should be placed in one envelope instead of one for each enclosure. The use of cloth-lined envelopes is to be discontinued except in very special cases.
- (b) For delivery by hand the cheapest form of envelope is to be used and the same envelope used several times.

7. Forms -

- (a) Strict economy is to be observed in the use of printed forms and sizes of forms are to be reduced wherever possible. Care is to be exercised in ordering forms so as to avoid excess stocks which may become obsolete.

8. Purchase of newspapers, etc.

Supply of newspapers, books, calendars, diaries and the like should be reviewed to obviate unnecessary expenditure.

9. Distribution lists -

The distribution list of statutes, circulars and other publications should be reduced, if possible.

9. Distribution lists - (Contd.)

The number of copies of circulars retained as "Sparos" is to be kept at an absolute minimum, consistent with possible future requirements.

10. Telegrams & Telephone calls -

- (a) Telegrams and cablegrams are to be avoided or shortened wherever possible.
- (b) Local and trunk line telephone calls are to be reduced to a minimum. Officers in charge must take precautions to ensure that only authorised officers are permitted to use trunk lines and that a record of such calls is maintained by the switchboard attendant and regularly checked by the Finance Branch.
- (c) Air mail should be used in preference to telegraph whenever this means will suffice as not only is it cheaper but it enables information to be transmitted in greater detail than by telegram.

11. Electric Light, etc. -

Use of electric light and power should be closely regulated to eliminate waste. Lights and electric radiators should be switched off when rooms are vacated for other than very brief periods.

12. Overtime -

Although it is not always possible to avoid overtime altogether the officer-in-charge by strict observance of instructions regarding supervision of this important item of expense, will be able to ensure that overtime payment is only incurred where it is not possible to avoid it. Clerical and certain other civil officers may, under the regulations be required to work where necessary . . . up to 83 hours per fortnight without overtime payment being involved.

13. Travelling Expenditure -

Travelling expenditure should be reduced to a minimum in all cases. Authorisation of use of motor cars for official purposes should be very closely watched and the use of cheaper methods of transport (train, tram, etc.), should be availed of whenever possible.

14. Furniture and Office Equipment -

The purchase of all furniture and office equipment should be reduced to an absolute minimum. Where it is necessary to purchase furniture for employees on temporary or war duties, it should be done as economically as possible.

15. Stores -

Strict economy should be observed in use of all stores. These should be used to the utmost before being replaced. Re-issues should not be made without satisfactory evidence of the legitimate use of the previous issues.

16. Requisitions -

In each office the requisitioning and custody of stationery and stores should be in charge of an

16. Requisitions - (Contd.)

experienced officer and not entrusted to a junior member of the staff or messenger. All requisitions must be perused and authorised by the supervising officer who will be responsible for satisfying himself that the items on the requisition are necessary.

(ii) The Department of Trade and Customs has sought the co-operation of all sections of the paper industry in the implementation of the National Security (Metal Foil and Paper) Regulations, and a committee designated the "Paper Industry Wartime Advisory Committee" has been formed to advise the Government on questions relating to the control of the use of paper.

(iii) The Committee has from time to time brought under the notice of the Customs authorities various instances of wasteful use of paper by Government Departments and it is of course difficult for the Government to impose restrictions involving hardship on the trading community if commercial interests can point to instances of waste of paper by administrative Departments.

(iv) Instances of departmental lack of economy which have been brought under notice by the Committee include the use of paper and envelopes of larger sizes than are necessary, and the transmission of letters in several envelopes to the one addressee when one envelope would have sufficed. The points raised by the Committee are merely examples and there are many other directions in which there is wasteful use of paper.

(v) The restrictions which have been placed on the trading community are instanced in an Order issued by the Minister for Trade and Customs under the abovementioned Regulations governing the use of paper for the production of exercise books, writing tablets, scribbling blocks, envelopes, letter-heads and other such lines which are widely used.

(vi) Restrictions in the use of paper are prompted, not only by general considerations of war-time economy in expenditure, but even more by the urgent necessity to conserve our reduced supplies of paper. A great deal can be done by the insistence of responsible officers and the interest of staffs generally, and the co-operation of all concerned in preventing wastage is urgently necessary.

17. (i) Owing to scarcity and cost of spring steel involved in their manufacture, Springback Binders will not be available for future use and will, therefore, not be requisitioned for.

(ii) Requisitions for items of Stationery which may be regarded as extravagant under existing conditions of national emergency will not be approved of in future.

Walter Wood

Colonel i/c Administration, Western Command.
(C. V. ROAD.)

G.S.O. III INT.

NOT TO BE PUBLISHED.

AUSTRALIAN MILITARY FORCES - WESTERN COMMAND.

ROUTINE ORDER PART I.

BY

MAJOR-GENERAL R.E. JACKSON, C.M.G., D.S.O.

GENERAL OFFICER COMMANDING, WESTERN COMMAND.

NO. 123

Headquarters,
Swan Barracks,
Francis Street,
Perth.
11 Sep. 41.

1. APPOINTMENTS AND PROMOTIONS.

Reference was made to this subject in R.O. Pt. I,
No. 121/41 para. 4 -

Western Command Instruction G.27 para. 4 is
promulgated below -

4. PROMOTIONS.

The suspension of promotion examinations has resulted
in the appointment and promotion of Warrant, non-commissioned
and commissioned officers who, in many cases, have not had the
qualifications necessary to enable them to perform the duties
for which they have been made responsible.

In order that efficiency may be maintained and to
ensure that personnel are properly educated, Commanding Officers
will -

- (a) In the case of Warrant and N.C.Os. see that no soldier
is appointed or promoted unless he has received proper
instruction in the subjects listed in the syllabus for
the rank concerned in "Instructions and Syllabus for
First Appointment in N.C.O. Rank and for Promotion to
W. and N.C.O. rank in the Citizen Forces", plus such
other subjects as may be necessary as the result of
the war, and that he has qualified at an examination
conducted under unit arrangements.
- (b) For First appointment to Commissioned rank,
recommend only those who have qualified at Army
Schools for potential officers, provided that,
where exceptional circumstances render it necessary,
personnel who have qualified under units arrangements
similar to those outlined under (a) above may be
recommended provided they undertake to attend an Army
qualifying course when called upon to do so.
- (c) For promotion of Officers recommend only those who
have attained the standard required as laid down in
"Examinations for First Appointment and Promotion of
Officers of the Citizen Forces." This standard
will be checked by actual examination and T.E.S.M.T.
under unit arrangements, except in the case of
promotion to Field rank. For the latter it is
required that notice of the proposed recommendation
be given by Units or Bdes. to Bde. H.Q. and by
Command tps. to this H.Q. Details of tests re-
quired will then be laid down.

(Continued on Back)

2. W. COMD. LIBRARY.

W.243095 Sgt. E.B. Jones, "G" Staff, W. Comd. has been appointed Librarian, W. Comd. Library.

3. DETAILS DISCHARGE DEPOT.

As from 1 Oct. 41, Details Discharge Depot will be known as D. & R.D. and all correspondence will be addressed as such.

4. SIGS. - REAR DIV. H.Q. TP. - H.Q. SQN. - 1 ARMD. DIV.(A.I.F.)

Units will again call for applications from personnel desirous of being enlisted in this Troop. All applications, whether recommended or not, will be forwarded by units to these Headquarters before 18 Sep. 41, together with such recommendations as the unit desires to put forward in each case and a statement as to whether the applicants may be released.

5. TRADESMEN - TESTING. (C.C.R.164/8/215)

All units who have tradesmen on their establishments, must ensure that personnel to fill these vacancies have been trade tested by the S.O.M.E. or his accredited officer. The results of the trade test, and the recommendation of trade grouping, will be inserted in the soldiers' pay book, and signed by the S.O.M.E. or his representative.

Units will arrange for such tests with S.O.M.E. direct.

6. TELEPHONE SERVICES, REQUISITIONS FOR. (C.C.R. 225/1/224A)

On and from 15 Sep. 41 all requisitions for Telephone Services installations, recoveries and removals must be submitted on A.A.F. P.26 in duplicate.

These returns are to be forwarded in accordance with R.O. Pt. I No. 89/41, para. 16.

The forms abovementioned can be obtained upon requisition to the Stationery Depot.

Action will not be taken on any requisition if not on the recognised form.

All requisitions and enquiries referring to above subject will be addressed to W. Comd. Area Sigs.

7. CONCESSION RATE TELEPHONE TRUNK LINE CALLS OUTSIDE MILITARY CAMPS OR ESTABLISHMENTS. (C.C.R.225/1/243)

(i) Members of the Military Forces A.I.F. and A.M.F. in uniform may now make private telephone trunk line calls at half the normal rates, from Post Offices (official and non-official) or Telephone Offices outside Military Camps or Establishments.

(ii) The concession applies to calls within Australia and operates forthwith, conditional upon the following being strictly complied with :-

(a) A member desirous of making a private trunk line call at half the normal rates must attend personally in uniform at a Post or Telephone

(a) /

7. (Contd.)

(a) Contd.

Office and present his leave pass or pay book, in order to establish his bona fides.

(b) The applicant's number, rank and name must be given for recording by the postal official.

(c) The call must be paid for at the time of booking and must be made from the Post or Telephone Office.

(iii) Where a party of men visit any centre under the control of an Officer or N.C.O. e.g. on a route march, the senior officer may arrange with the Postmaster concerned to accept cash calls from members of the unit at reduced rates.

(iv) The above concession does not apply to civil employees of Service Departments or members of the philanthropic and other organisations operating outside Military Camps or other Defence Establishments.

8. COMBINED HOME LEAVE PASSES AND RAILWAY TICKETS (H.L.1 and 2)

(C.C.R.129/4/69)

Attention is drawn to the following irregularities disclosed in the check of books returned by Camps and Units:-

(a) The originals returned are placed "en bloc" in front of the book instead of with the duplicate copy.

(b) No explanation furnished in cases of missing vouchers.

(c) A list of missing numbers is not pasted on the outside cover as instructed.

(d) Books are not returned by 7th of succeeding month.

Issuing officers will ensure that the instructions governing Free Rail Travel are strictly adhered to.

9. EQUIPMENT FOR MEDICAL PURPOSES. (C.C.R.17/1/230)

All Field Units will check equipment, both Ordnance and Medical, required by them for medical purposes, and requisitions for any deficiencies, will be submitted immediately.

Ordnance Equipment is given in Unit War Equipment Tables and Medical Equipment is given in Appendix 30, S.O. A.A.M.S. as amended in May 1941.

If units are not in possession of this Appendix, they will obtain their authorised scale of issues from C.O. Western Command M. & V. Store, 442 Murray Street, Perth.

Action will be completed within seven days.

(Continued on Back)

10. RIFLE MISSING. (C.C.R.215/27/43)

Rifle No. 13469.

Rifle No. 13469 on charge to W. Cmd. A.A.S.C. is reported missing.

All Units will institute a check of all Rifles in their possession, and forward a report of the result of their search to reach Headquarters, W. Cmd. not later than 19 Sep. 41.

Nil returns will be submitted if no trace of the Rifle can be found.

11. CANTEENS SERVICE PROFITS - NEW METHOD OF DISTRIBUTION.
(C.C.R.41/1/35)

The previous distribution of Canteen profits (C.C.R.41/1/35) in the form of Mess amenities to Camps, is discontinued and the following method substituted :-

As from the 1 Jul. 41 the Australian Defence Canteens Board will distribute through the District Finance Officer the sum of 4d. per man per month to all Units A.I.F., Militia and Garrison, on the basis of the average daily Ration Strength of camps in which Canteens Service are operating. The above amount will be in addition to the 2½% already being distributed.

Mess amenities in future will be purchased by Units from these funds as required, and such purchases will be taken on charge and entered in Regimental property ledger.

The Mess amenities already disbursed by Canteens Service and at present on charge of Camp Headquarters as camp equipment will be distributed amongst Units in each camp pro rata, provided that in the case of Melville Camp such distribution will include all units of 13 Inf. Bde., and in the case of Northam Camp the share of such amenities as was originally issued to the 2/4 M.G. Bn. will be retained by Camp Headquarters for issue on loan to an incoming A.I.F. Unit, as may be necessary.

All amenities distributed as above will be taken on charge by Units concerned and entered in the Regimental Property Ledger.

12. COUNTRY & SUBURBAN RAIL WARRANTS. (C.C.R.381/2/02)

The officer holding the appointments of O.C. No. 1 Geodetic Section, A.H.Q. Stry. Coy. has been authorised to issue and sign -

- (a) A.A.F.T.1 - Rail Warrant (Country travel only)
- (b) A.A.F.T.1A " (Suburban Travel)
- (c) A.A.F.T.2 - Railway Consignment Notes.

The officers holding the appointments of Camp Commandant, Camp Adjutant and Quartermaster, Karrakatta, have also been authorised to issue and sign the abovementioned warrants and consignment notes.

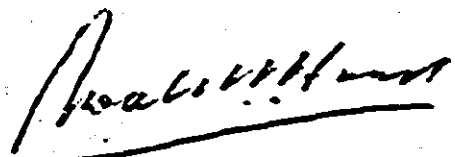
13. ARMY EDUCATION JOURNAL.

The first number of this journal will be distributed to units on 29 Sep. 41, not 15 Sep. 41 as previously advised.

14. ARMOURER'S RIFLE INSPECTION. (C.C.R.198/1/57)

As a result of the recent inspection of rifles carried out by the A.I.A. the following facts were noted. C.Os. will consider the undermentioned matters, and where necessary, take remedial measures.

- (a) Insufficient attention is paid by personnel to cleanliness of arms and, in many cases, there are not sufficient regular inspections to ensure that the necessary attention is given.
- (b) It appears that many officers, N.C.Os., and other ranks have received insufficient instruction in the care and cleaning of small arms.
- (c) Suitable workshop conditions are not provided in some cases with the result that the proper servicing of rifles by the Unit Armourer is not possible.
- (d) Where rifles are stacked upright for any length of time, it is not sufficient that the barrels be oiled, as the oil runs down the muzzle and leaves the barrel unprotected. In such cases the barrel should be treated as per para. 7, Chap. IV "Instructions for Armourers 1931". Lubricant should also be placed under leaf back sight and on magazine to prevent rust.
- (e) Complaints were received concerning the condition of rifle barrels, and the number of two star barrels was questioned. It is pointed out that in view of instructions given the two star barrels must remain in service. Where units are in doubt as to the accuracy of such barrels an F.3 should be submitted to S.O.M.E. for Zero test (R.O. 78 of 24/12/1940)
- (f) Many units are deficient in their supplies of pull-throughs, and this causes neglect. C.Os. should instigate immediate action to rectify this deficiency.
- (g) Some Units on the Command "Order Arms" make a practice of bringing the rifle butt down hard on the ground so as to give effect. This practice must cease as it causes damage to the butts.
- (h) The insistence of some officers on dry barrels for the daily rifle inspection is unwise, as, in most cases, no action is taken after inspection to see that rifles are oiled again. Consequently personnel often leave the barrels dry ready for the next inspection, and, in damp weather, rust is introduced.



Colonel i/c Administration, Western Command.

(O.V. ROAD)

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NOT TO BE PUBLISHED.

AUSTRALIAN MILITARY FORCES - WESTERN COMMAND.

ROUTINE ORDER PART I.

BY

MAJOR-GENERAL R.E. JACKSON, C.M.G., D.S.O.

GENERAL OFFICER COMMANDING, WESTERN COMMAND.

No. 122

Headquarters,
Swan Barracks,
Francis Street,
Perth.
9 Sep. 41.

HOME LEAVE : MEMBERS OF DEFENCE FORCES

(C.C.R. 129/1/115)

As from 1 Oct. 41, and thereafter until further notice Home leave for members of the forces may be granted on the following basis.

1. A.I.F.

All A.I.F. personnel may be granted one period of six (6) days leave every month, which is to be taken by 25% commencing on the 1st, 25% on the 2nd, 25% on the 3rd and 25% on the fourth (4th) THURSDAY of each month.

2. A.M.F.

(a) U.S.P. and V.E. personnel, irrespective of district of private domicile, may be granted normal week-end leave only, which will consist of one long and one short week-end each month.

(b) In special cases, Camp Commandants or Commanding officers may permit accumulation of leave, not exceeding two (2) months.

3. F.T.D. Cadres.

(a) Leave as for A.M.F. (a) plus A.R.L.

(b) Officers' W. & N.C.Os. may, in special cases only, apply for the privilege of A.M.F. (b) but leave taken under this heading will be debited against A.R.L.

4. Garrison Battalions and Full Time duty Personnel.
(excluding Fixed Defences)

(a) These personnel will be granted four (4) days leave once per month plus normal camp leave.

(b) No A.R.L. will be granted, but Camp Commandants or Commanding officers may permit accumulation of leave, not exceeding three (3) months.

5. FIXED DEFENCES.

Commander Fixed Defences will arrange such leave for Coast Defence personnel as will ensure adequate recreation for officers, W. & N.C.Os. who are charged with the

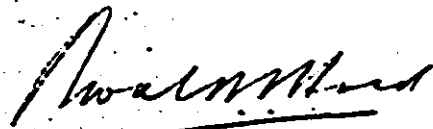
5. Contd.

responsibility of twenty-four hour manning duties, provided always, that such leave shall be consistent with the requirements of security, not exceeding the privileges as contained in para 1.

6. One free "combined Rail & Leave pass" will be allowed to all members of the forces monthly.
7. W. training staff in all A.I.F. camps will, on return from their four(4) days leave, be practiced in the requirements of the ensuing week's syllabus, pending return of A.I.F. personnel.
8. This instruction cancels "Western Command instruction A.92."
9. Attention is directed to Western Command instructions Q75 in respect of draft conducting responsibilities.
10. Misbehaviour of troops whilst travelling on Trains or Buses will lead to a withdrawal of all leave privileges.
11. (a) All leave parties are to be paraded at appropriate Headquarters for inspection by Field Officer or Orderly officer of the day.

Every man must be correctly dressed, shaved, Boots cleaned and generally be a credit to the forces before being permitted to proceed on leave.

(b) Instructions regarding the possession of intoxicating liquor by members of the forces whilst travelling on any train, vide R.O. 121/41, are to be promulgated on this parade and emphasis will also be laid on contents of previous para.



Colonel i/c Administration, Western Command
(O.V.HOAD)

950 III QV

NOT TO BE PUBLISHED.

AUSTRALIAN MILITARY FORCES - WESTERN COMMAND.

ROUTINE ORDER PART I.

BY

MAJOR-GENERAL R. E. JACKSON, C.M.G., D.S.O.

GENERAL OFFICER COMMANDING, WESTERN COMMAND.

No. 121

Headquarters,
Swan Barracks,
Francis Street,
Perth.
10 Sep. 41.

1. Western Command Routine Orders Part I, Nos. 119 & 120 dealt with District Courts Martial, and were not generally distributed.

2. ELECTRIC LIGHT FITTINGS.

Under no circumstances will electric light fittings in camps or other Military establishments be interfered with or altered except under supervision of Engineer Services.

3. TRAIN TRAVELLING - INTOXICATING LIQUOR.

(i) No member of the Military Forces when in uniform shall carry, or cause to be carried, on to any train in which he is about to travel, or have in his possession or control, or consume whilst travelling in any train, any intoxicating liquor, unless it be supplied to him as part of a normal service available in a dining car.

(ii) This instruction will be published in all Unit R.O.s.

4. APPOINTMENTS AND PROMOTIONS.

Documents in connection with appointments and promotions of officers, Warrant and N.C.O's. are still being forwarded to these Headquarters without a certificate that the provisions of W. Comd. Instruction G.27 para. 4 have been complied with.

This certificate must be forwarded in all cases.

5. CORRESPONDENCE. (C.C.R.65/1/29)

(i) Attention is again drawn to the practice which is still being sometimes adopted in branches and units of addressing correspondence to individual officers or to heads of branches direct. This practice is to cease.

All correspondence (except that for D.R.O., D.F.O.E.S.B.D.D 2.A.D.O.S. which may be addressed to them direct) for branches of Command Headquarters is to be addressed to :

Headquarters,
Western Command,
Swan Barracks,
Perth.

with an addition, if desired, of "for attention "A" etc. Branch".

(ii) Correspondence forwarded to Branches or Units through H.Q. W. Comd. must similarly be answered through these Headquarters.

(Continued on Back)

5. CORRESPONDENCE. (Contd.)

(iii) Attention is also drawn to A.M.R. & O.1591 relative to the manner of transmission of Secret and Confidential correspondence.

6. W. COMD. M.T. TRAINING SCHOOL. (C.C.R.228/1/2 4)

Further to Routine Order Part I; No. 117/41 para.10, Capt. J.V. Pascoe has been appointed Chief Instructor and Accounting Officer and Lieut. R. Dickson, G.S.O.II Tech.Tng. is relieved of the duties of administering command.

7. STAFF CAR CALLS.

For all Staff Car calls, (until further advised) -

Telephone Ext. 267 (Garage)

8. COURTS OF INQUIRY.

All proceedings of Courts of Inquiry for consideration of Col. i/c Adm. will be forwarded through Legal Staff Officer, W. Comd.

9. INFECTIOUS DISEASES HOSPITAL. (C.C.R.140/2/173)

All cases of Infectious Diseases, evacuated to I.D.B. from camps etc., will be made through 110 G.H.

Patients will be sent direct to I.D.B. and the C.O. 110 G.H. notified of the circumstances.

Personnel discharged from I.D.B. will be returned to their Units through 110 G.H.

SECURITY OF INFORMATION - SECURITY OF TELEPHONE LINES. (CCR.225/1/173)TAPPING.

(a) All telephone circuits, other than those serving internal "house" exchanges, are routed over a general cabling system and therefore, may be deliberately tapped for service purposes.

(b) Unauthorized tapping is not easy except in the case of isolated lines, especially when these are carried on overhead wires.

(c) Private direct Lines. Private direct lines, should not be regarded as 100% secure. Paragraph 3 (a) also applies, as these lines may at any time be under maintenance by civilian personnel.

(ii) "Cross-Connections".

A fault inherent in the automatic telephone system sometimes results in "cross-connections" whereby two parties are switched through to one caller. This is another potential source of leakage and cannot be avoided since these "Cross-connections" may occur at any time, although where direct automatic dialling is used, they are not frequent.

(iii) Manual Exchanges.

(a) Although inter-office calls (i.e. direct dialling) on automatic system are secure within the limits of paragraphs 1 and 2, they are far from secure when calls go through a manual exchange either P.M.G. or in other places such as hotels, clubs etc., where the

10. SECURITY OF INFORMATION - SECURITY OF TELEPHONE LINES. (Contd.)

instruments are controlled by an operator who is at liberty to listen in.

- (b) In the experience of telephone experts the operator is usually too busy to concentrate on any particular extension or call; this is not the case out of office hours, however, or in places where calls are infrequent.

(iv) Secraphones.

These and similar equipment for scrambling speech are, in practice, 100% secure. Unless the listener-in can attach a secraphone of the same design to the requisite line, he will be unable to understand what is said.

(v) Teleprinters.

Teleprinters are the most secure method for passing messages, as they can only be tapped by the introduction of a third instrument on the same line.

(vi) Conclusion - VERY IMPORTANT.

- (a) Apart from secraphones and teleprinters, no telephone line can be regarded as entirely secure.
- (b) A "Direct" or "point-to-point" line may be regarded as slightly less liable to overhearing or cross-talk than one which passes through a switch board.

11. UNAUTHORISED BADGES. (C.C.R.241/1/15)

Certain members of the Military Forces wear emblems which they are not entitled to, e.g. -

- (a) personnel returning from abroad continue to wear on shoulder straps, coloured tapes used as marks to identify medical categories on disembarkation (the provisions of A.M.F. Standing Orders, para. 298(d) and (e) apply only to the actual process of disembarkation.)
- (b) Personnel who do not belong to A.I.F. purchase and wear "Australia" shoulder titles.

Action is to be taken to ensure that members of the Military Forces do not wear badges or emblems other than such as have been authorised.

12. JEVISH HOLY DAYS. (C.C.R.129/3/24)

Leave will be granted Jewish members of the Forces on the following occasions, provided that the exigencies of the Service permits :-

NEW YEAR, First Day, from Sunday, 21st September, in time to reach home before sunset, until Monday night, 22nd September.

NEW YEAR, Second Day, from Monday evening, 22nd September, until Tuesday night, 23rd September.

DAY OF ATONEMENT from Tuesday, 30th September, in time to reach home before sunset, until Wednesday night, 1st October.

12. JEWISH HOLY DAYS. (Contd.)

FEAST OF TABERNACLES,

First Day

from Sunday, 5th October, in time to reach home before sunset, until Monday night, 6th October.

FEAST OF TABERNACLES,

Second Day

from Monday evening, 6th October until Tuesday night, 7th October

SOLEMN ASSEMBLY

from Sunday, 12th October, in time to reach home before sunset, until Monday night, 13th October.

REJOICING OF LAW

from Monday evening, 13th October, until Tuesday night, 14th October.

13. FIELD CONDUCT SHEETS - A.A.F. B.122 (adapted).

Attention of all units is again drawn to R.O. Pt. I No. 90 of 28 May 41, para. 6 relative to the use of the above form in lieu of A.A. Form A.29 which must not be used, in respect of A.I.F. personnel or personnel of the Citizen Forces called up for full time duty or for continuous training.

14. DISTRICT COURT MARTIAL.

WX.6497 A/L/Cpl. Percy Joseph WEBB, 3rd Reinf'ts.
2/6 Field Park.

District Court Martial held at Swan Barracks, W.A. on 28 Aug. 41.

Charge:

When under orders for active service deserting His Majesty's Service in that he at Claremont W.A. on the seventh day of August, 1941, when under orders for embarkation for active service, absented himself without leave from the Western Command General Details Camp, from the seventh day of August 1941, until the tenth day of August 1941 with intent to avoid such embarkation A.A.12 (1)(a).

Finding: Guilty of Desertion.

Confirmation: Confirmed by G.O.C. Western Command 2 Sep. 41.

Sentence: To be reduced to the rank of Spr. and to days detention, commencing 28 Aug. 41.
Promulgated 2 Sep. 41.

15. CORRESPONDENCE - W.C. ORDNANCE WORKSHOP - W.C. ORDNANCE DEPOT COY. BUSHMEAD. (C.C.R.65/1/194)

Considerable confusion is being caused by the delivery of correspondence for the above Units to the W.C. Ordnance Workshop (P) and W.C. Ordnance Depot Stores, Midland Junction, such correspondence is to be addressed respectively to:-

W.C. Ordnance Depot Coy., Bushmead.
W.C. Ordnance Workshop Bushmead.

16. CHANGE OF ADDRESS OF 66 A.A. COY. (C.C.R.12/1/44)

The address of 66 A.A. Coy. R.A.E. is :-

66 A.A. Company R.A.E.,
A.A. Drill Hall, KARRAKATTA.

16. CHANGE OF ADDRESS OF 66 A.A. Coy. (Contd.)

Correspondence is still being wrongly addressed to 66 Barracks, Fremantle.

17. HEAVY ARTILLERY - FREMANTLE FIXED DEFENCES. (CCR.215/4/76)

Documents and letters are still reaching these Headquarters made out to 3 Hy. Bde. and 7 Hy. Bde. These units have ceased to exist excepting for record purposes.

Documents for personnel transferred to Heavy Artillery should be made out to Hy. Arty. Fremantle Fixed Defences.

18. W.COMD. AREA SIGS. - CHANGE OF ADDRESS. (C.C.R.12/1/45)

This Unit H.Q. has marched out of No. 5 Camp Melville and the new address is No. 9 Museum St., Perth.

19. 3 FD. REGT. PRACTICE SHOOT.

3 Fd. Regt. less 7 Bty. will conduct a practice shoot at Narrogin on 16 and 17 Sep. 41, commencing at 1100 hrs. each day.

Units are to advise "G" Staff by 1400 hrs. on Friday 12 Sep. 41 the names of officers intending to visit the shoot on either day.

20. COMMAND - 13 INF. BDE. (C.C.R.241/12/1346)

Lt.-Col. T.M. Louch, M.C. is appointed to administer command of 13 Inf. Bde. as from 8 Sep. 41.

21. ABSENTEES A.I.F. - DISCHARGE. (C.C.R.241/12/1346)

Cases have come to notice where absentees A.I.F. have been discharged as "Absent without Leave".

This action is incorrect and will be discontinued.

If a member of the A.I.F. is absent without leave, action is to be taken in accordance with Division II of Part IV, A.M.R. & O., and attention is particularly drawn to A.M.R. & O. 449(1) which directs the assembly of a Court of Inquiry, subsequent to the expiry of 21 days from the date of commencement of absence.

Action is to be taken to notify in Unit Orders the names of absentees (A.M.R. & O. 450) and if subsequently declared deserters, to strike off unit strength (A.M.R. & O. 463).

The Proceedings of the Court of Inquiry held under A.M.R. & O. 449 (1) will be forwarded to the District Record Office, through W. Comd. Hqrs.

Attention is also drawn to A.M.R. & O. 474(2) which covers the case of a deserter who is apprehended or gives himself up at a place remote from his place of enlistment, and whom it is not desired to retain in custody pending trial, or to return to his place of enlistment for trial.

Sheafield

Colonel i/c Administration, Western Command.
(O.V.ROAD)

NOT TO BE PUBLISHED.

1. AUSTRALIAN MILITARY FORCES - WESTERN COMMAND.

ROUTINE ORDER PART I.

BY

MAJOR-GENERAL R.E. JACKSON, C.M.G., D.S.O.

GENERAL OFFICER COMMANDING, WESTERN COMMAND.

NO. 118

Headquarters,
Swan Barracks,
Francis Street,
Perth.
2 Sep. 41.

1. SERVICE JOURNALS - CORPS CONTINGENT ALLOWANCE - SUBSCRIPTIONS
FOR 1942. (C.C.R.137/1/49)

Orders for Service Journals required by Units for the year 1942, to be purchased in accordance with Military Financial Instruction 442, will be forwarded to H.Q., W. Comd. by 10 Sep. 41.

The cost of the Journals is as under :-

Cav.	17.	0
R.A.F. Quarterly	17.	0
R.A.O.C. Gazette	6.	6
R.A.	£1.	0. 0
R.E.	15.	4

Cheques for the amount of the order, plus exchange, will be forwarded to D.F.O., W. Comd., and the following pro forma will be used :-

Name of Journal	No. of copies	Unit	Address	Annual Subscription
	Exchange at £25. 7. 6 %			£

2. CAMPS OF CONTINUOUS TRAINING - 90 DAYS.

The following camps will be held at the periods shown :-

Serial	Unit	Place	From	To
41	66 A.A. Coy. 50%	Fremantle	15 Sep. 41	13 Dec. 41.
42	23 L. of C. Salvage Coy.	Karrakatta	18 Sep. 41	16 Dec. 41.
43	7 A. Tps. Coy.) 56 Pd. Pk. Coy.) 285 L.A.D.)	Guildford	24 Sep. 41	22 Dec. 41.

(Continued on Back)

3. PRESENTS SENT TO AND BROUGHT BACK TO AUSTRALIA BY MEMBERS OF THE A.I.F. AND OTHERS SERVING ABROAD - REMISSION OF THE CUSTOMS DUTY & SALES TAX. (C.C.R.207/1/25)

(i) Some misconception has arisen as to the nature and extent of the exemption from payment of Customs Duty granted by the Department of Trade and Customs in respect of presents and other dutiable goods sent to or brought back to Australia by members of the A.I.F. and other services abroad.

(ii) Presents and other dutiable goods may, subject to the conditions enumerated hereunder, be admitted without payment of Customs Duty and Sales Tax when forwarded to Australia or brought back to Australia by the following :-

- (a) Members of the Australian Imperial Forces;
- (b) Members of the Royal Australian Navy on service outside Australian waters;
- (c) Nurses serving with the Australian Imperial Forces;
- (d) Imperial Reservists who have been recalled from Australia by the Imperial Government for Military service;
- (e) Representatives of the Australian Red Cross Society;
- (f) Y.M.C.A. Secretaries serving overseas with the A.I.F.;
- (g) Detective Officers serving overseas with the A.I.F.;
- (h) Australians who have left Australia since the outbreak of war and are serving with the Imperial Forces;
- (i) Members of the Royal Australian Air Force and members of the Royal Australian Air Force serving with the Royal Air Force;
- (j) Representatives of the Australian Comforts Fund serving overseas;
- (k) Representatives of the Salvation Army serving overseas;
- (l) Australian soldiers serving in Papua and New Guinea.

(iii) The conditions governing relief from the payment of Customs Duty and Sales Tax are -

- (a) The concession is limited to the admission of dutiable goods to the value of £10 from any one individual in any twelve months and payment of duty is required in respect of any amount over £10.
- (b) The word "presents" or the term "other dutiable goods" is to be taken as including articles of adornment, curios, jewellery and other such articles which would ordinarily be brought back to Australia by persons returning from overseas.

(iv) Apparel sent to or brought back to Australia as a present by any of the abovementioned persons is subject to the above conditions, but, apparel which is the personal property of any of those persons and is brought back to Australia by them for their own use is regarded as personal effects and, irrespective of value, is admitted free of all duties.

4. EXEMPTIONS - RESERVED OCCUPATIONS - FROM SERVICE IN CITIZEN FORCES. (C.C.R.194/5/410)

(i) In recent months, much newspaper criticism has been levelled at the List of Reserved Occupations as adversely affecting recruiting for the A.I.F., the majority of comments illustrating that the policy regarding reserved occupations is not understood by the general public, including officers of the Citizen Forces.

(ii) The following is therefore forwarded for guidance of Man Power Officers and is information which should be conveyed by them in discussions with employers and interested civilians.

4. EXEMPTIONS - RESERVED OCCUPATIONS - FROM SERVICE IN CITIZEN FORCES. (C.C.R.194/5/410) (Contd.)

(iii) As stated in paragraph 2 of Man Power Circular Instruction No. 40, a reservation applies to individuals in two contrary directions -

- (a) service in the Citizen Forces - for the individual desirous of exemption.
- (b) service in the A.I.F. - against the individual desiring to enlist in other than his technical or trade capacity.

(iv) The following deals with the application of the List to service in Citizen Forces.

(v) Any person called up for war service in the Citizen Forces who is declared by a Man Power Officer to be in a reserved occupation, may claim exemption from military service.

(vi) Unless he is required for employment in the Citizen Forces his exemption certificate would normally be issued by the Area Officer, if recommended by the Man Power Officer.

(vii) The term "exempt" or "exemption" can only be applied to persons who, because of justifiable claim under Defence Act Section 61(1) or National Security Act Regulation 60A. are released from their statutory obligation of service under Defence Act, Section 60.

(viii) The careless use of the word "exempt" by Military and Man Power Officers where temporary release from continuous training or a postponement of call up has been approved, is the most fruitful source of misunderstanding by employers and the public.

(ix) Section 60 of the Defence Act requires a person to do two things -

- (a) to enlist;
- (b) to serve.

(x) There is no authority existent to excuse any person from reporting for enlistment and medical examination when called upon.

(xi) After reporting a person is either -

- (a) exempted; or
- (b) allotted to a unit of the Citizen Forces, where he passes from under the authority of the Area Officer to that of his Commanding Officer.

(xii) The case of a person who receives an exemption certificate because of his reserved occupation is finalised and thereafter requires no further action between Area Officer and Man Power Officer, unless it is desired to cancel the exemption for any reason.

(xiii) Border-line cases are dealt with as in Man Power Circular Instruction No. 40.

(xiv) Persons passed by Man Power Officers as not in reserved occupations and allotted to the Military Forces come under the authority of Commanding Officers, and requests by such persons or their employers for temporary release from military service are not exemptions and are dealt with in

4. (Contd.) (xiv) (Contd.)

accordance with the policy of the Military Board, which authorises (among others) either -

- (a) postponement of call up for continuous training;
- (b) Leave from continuous training;
- (c) reference to the Area Officer for reconsideration for exemption;
- (d) transfer to the Area Officer if exemption recommended.

(xv) The foregoing are "releases" of serving soldiers and in the preliminary investigation Man Power Officers, if requested by Commanding Officers or Area Officers, will assist to obtain the necessary information on which a decision can be made by the authority concerned.

(xvi) The authority for the foregoing (Para. (xv)) is the note to Section 47 of Defence Act which states -

" The issue of a proclamation under D.A. 46(1) creates a liability to be employed on war service; and members to whom the proclamation applies may be required to serve under this section (see also D.A.72), and may be ordered to attend, released from attendance, and ordered to attend again as may be considered expedient.

(xvii) In the last war the term "indispensable" was used for persons in certain occupations. Unfortunately, but incorrectly this meaning is sometimes applied to reserved occupations, particularly by some individuals who desire to avoid volunteering for active service.

(xviii) No man or occupation in the List of Reserved Occupations has been classed as indispensable. A person to whom an exemption certificate has been issued is reserved only till such time as his services may be required, either by the raising of the age referring to his occupation, or when a vacancy occurs in a unit for a person with his technical or trade qualifications he is called up and his exemption cancelled.

(xix) The possession of an exemption certificate issued for any reason does not prevent the holder from volunteering for the R.A.N., A.I.F. or R.A.A.F. in his occupational or a higher capacity.

(xx) National Service Certificates are not exemptions, but are issued to individuals (who have not yet been called up under Section 60 of the Defence Act and who therefore are not eligible for exemption certificates) to indicate that they are employed in reserved occupations.

(xxi) The application of the List of Reserved Occupations to enlistments in the R.A.N., A.I.F. and R.A.A.F. will be dealt with in a later circular.

5. FATAL ACCIDENT OR SUDDEN DEATH. (C.C.R.69/1/94)

(1) Where a soldier is killed or dies suddenly, not on active service, and the Medical Officer is unable to give a Certificate of the cause of death the procedure to be followed is :-

- (a) Civil Police to be notified immediately by Medical Officer attending or Senior Officer present.

5. FATAL ACCIDENT OR SUDDEN DEATH. (Contd.)

- (b) Fulllest particulars available concerning the deceased, No.Rank, Name, Unit, next-of-kin and the name and address of some person able to identify deceased should be supplied to Police.
- (c) Body should not moved before arrival of Civil Police except in special circumstances.
- (d) Civil Police will arrange for removal of body to the Morgue and notify the District Coroner who will give instructions re Post Mortem examination and Inquest should he consider it necessary.

6. W. COMD. LABOUR COY. - COMMAND.

As from 1 Sep. 41 Capt. A.R.E. Russell, M.C. is appointed Officer Commanding and Accounting Officer for W.Comd. Labour Coy. Lieut. W.C. Edwards will relinquish those duties and carry out the duties of his posting, as Entertainments Officer, H.Q., W. Comd.

7. HORSE TRANSPORT DRIVERS - SPECIALISTS.

Approval is granted for Drivers, Horse Transport, to be classified as Specialists and to be included in Trade Group III.

The necessary amendments to War Establishments will be promulgated at an early date.

8. D.R.L.S.

An amended schedule coming into effect on 1 Sep. 41 has been issued and distributed.

9. TRADESMEN - A.M.F. UNITS.

Attention is drawn to R.O. Pt. 1 No. 92/41 of 29 May, 41, para. 4. A further return has been called for.

All A.M.F. Units will submit to these Headquarters by 8 Sep. 41 a return on adapted form W.3009 of Tradesmen as at 1 Sep. 41. The adapted form W.3009 (which has been adapted to replace Schedule D of form W.3009) is being distributed in duplicate to the H.Q. of each Unit. Only one copy of the return is to be forwarded, the other copy being kept for Unit records. Trade tested and duly appointed tradesmen only are to be shown as "Tradesmen".

Units will insert in red ink on the left side of the name of each respective trade the number of such Tradesmen to which the unit is entitled under War Establishment.

Where the Unit is not entitled under War Establishment to any of such Tradesmen and actually has none on strength, a "Nil" return must be forwarded. In such cases it will be sufficient if the word "Nil" is written in red ink across the face of the return.

10. CONFIDENTIAL TREATMENT OF SOLDIERS' RECORDS. (C.C.R.241/8/39)

Advice has been received to the effect that Unit Routine Orders Part II are being posted in messes, canteens and other public places in camps.

10. (Contd.)

It is pointed out that these documents are of a confidential nature and should not in any circumstances be displayed in the manner abovementioned.

11. CONSIGNMENT NOTES. (C.C.R.181/2/02)

The officer holding the appointment of O.C., 5 Vct. Hosp. is authorised to issue and sign Railway consignment note - A.A. Form T.2 only.

12. AMBULANCES - 4 BERTH - EQUIPMENT. (C.C.R.215/8/218)

Following is a list of approved medical equipment for 4 Berth Ambulances :-

Designation	No. per vehicle	Source of initial supply.
<u>Section K.</u>		
Bags, blankets, waterproof	2	Ordnance
Bars, suspension	2	"
Blankets, G.S. (N.I.V.)	12	"
Stretchers, ambulance, Mark 11	4	"
<u>Section 31A. (Medical)</u>		
Bags, hot water	4	Medical
Basins, dressing, kidney shape, 10-in.	1	"
Bottles, water, medical	2	"
Haversacks, with 12 Shell dressings	1	"
Splints, Thomas -		
Knee	2	"
Metal, sliding frame	2	"
Urinals, zinc or enamel.	1	"

O.C.'s A.A.M.C. Units, Hospitals and Casualty Clearing Stations will ensure that ambulances are fully equipped before taking over.

W. H. H. H. H. H.

Colonel i/c Administration, W. Comd.

(O.V.H.Q.D)

NOTICE.

Bandsmen are required for Western Command H.Q. Band.

Applicants must first obtain consent of Commanding Officer before submitting application for transfer.

Applications, forwarded through units, will be addressed to H.Q., S. Gen. Bde.

9. III Int.
NOT TO BE PUBLISHED.

AUSTRALIAN MILITARY FORCES - WESTERN COMMAND.

ROUTINE ORDER PART I:

BY

MAJOR-GENERAL R.E. JACKSON, C.M.G., D.S.O.

GENERAL OFFICER COMMANDING. WESTERN COMMAND.

No. 117

Headquarters,
Swan Barracks,
Francis Street,
Perth.
27 Aug. 41.

1. Western Command Routine Order Part I, No. 116, dealt with a District Court Martial, and was not generally distributed.
2. NOMINATIONS FOR SCHOOLS AND COURSES. (C.C.R.108/1/78)
 - (i) Units will pay particular attention to the despatch of nominations with, in the case of Schools and Courses out of the State, the necessary particulars of next-of-kin in time to reach these Headquarters by the date required.
 - (ii) Late arrival of nominations causes much unnecessary administrative work.
3. OFFICERS - OVER AGE. (C.C.R.241/6/437)
 - (i) No officer below the rank of Lt.-Col. is to be retained on the Active List after reaching the age of 60 yrs.
 - (ii) Units will submit replacement recommendation to these Headquarters at least two months prior to the compulsory retirement of any officer affected.
4. LEAVE FROM MILITARY TRAINING - MARRIED MEN WITH FAMILIES. (C.C.R.194/5/430)

Attention is drawn to Routine Order Part I, No. 56 of 1941, para. 5 -

 - (i) Married personnel who are granted leave and struck off the strength of the unit, are to be recorded by the unit on a list, with details of rank, and service, and address, but are not to be included on the strength of a unit in the weekly return in any manner.
 - (ii) Certain units are showing in the weekly strength return, a number on Regimental Reserve which, it is assumed, represents the married men granted leave.
 - (iii) Units should, from time to time, check over the list of married men granted leave to ensure that the recorded address is correct.
5. LEAVE TO FEMALE OFFICERS AND EMPLOYEES FOR V.A.D. TRAINING. (C.C.R.17/2/195)
 - (i) Female officers and employees of the Commonwealth Public Service, who are members of Voluntary Aid Detachments, may be granted special leave up to two weeks, with full pay, without deduction from Recreation Leave, in order to undergo hospital training as part of the V.A.D. Course.

5. (Contd.)

(ii) The granting of such leave will be conditional upon the applicant furnishing satisfactory evidence that it is her intention to attend the Course.

6. LEAVE OF ABSENCE - CITIZEN FORCE PERSONNEL CALLED UP FOR CONTINUOUS FULL TIME DUTY. (C.C.R.129/3/80)

All the provisions of A.M.R. & O. Part VI, Division 6, will apply to Citizen Force personnel called up for continuous full time duty.

7. FREMANTLE FORTRESS COY., - COMMAND.

The Command of the abovementioned Coy., will be taken over by Lieut. E.J. Nogus (W.4296) R.A.E. (M) as from 31 Aug. 41, inclusive.

8. ADMINISTRATION COMMAND 25 M.G. REGT.

During the absence of Lt.-Col. J.E. Mitchell, V.D. at C. & S.S. Duntroon, Major C. Bleechmore will administer Command of 25 M.G. Regt.

9. REGIMENTAL TAILORS. (C.C.R.51/1/147)

Regimental or Unit Tailors will not make a charge for work performed on Army Clothing.

10. W. COMD. M.T. TNG. SCHOOL.

Pending the appointment of the Chief Instructor, Lieut. R. Dickson, G.S.O.II, Technical Tng., will administer Command of W. Comd. M.T. Tng. School.

11. FREMANTLE FIXED DEFENCES - HEAVY ARTILLERY - APPOINTMENT OF FIRE COMMANDER - MAINLAND FIRE COMMAND. (C.C.R.53/1/34)

Major H.C. Norris has been appointed Fire Commander, Mainland Fire Command, Fremantle Fixed Defences, Heavy Artillery, in lieu of Colonel R.R. Smith, M.C., as from 16 Aug. 41.

12. TRAVEL CONCESSIONS FOR MEMBERS OF THE FORCES - HOME LEAVE DEFINITION OF "HOME TOWN". (C.C.R.181/2/98)

Attention is drawn to R.Os. Part I, No. 38/41 of 26 Feb. 41, No. 102/41 of 2 Jul. 41, and No. 113/41 of 14 Aug. 41, para. 15 -

The term "Home Town" for the purposes of the Free travel concession once monthly to members of the Military Forces shall be interpreted to mean :-

In the case of -

"Home Town" shall be

(i) A single member -

The town in which his parents reside.

(ii) A married member -

The town in which his wife resides.

(iii) A member not coming within the provisions of (i) and (ii) -

Either -

(a) the recorded address of the member's next-of-kin; or

(b) /

12. (Contd.)

(111) (Contd.)

"Home Town" shall be

- (b) the place where he resided immediately prior to enlistment; or
- (c) a capital city or other place not further from camp than his former place of residence.

Under this provision, the member shall be required to select one of these alternatives as his "Home Town," and his choice shall be recorded in his Pay Book. The selected "Home Town" shall only be changed with the approval of the Commanding Officer, who must be satisfied there are good reasons therefore; e.g., when the soldier is transferred to a camp in another State.

13. "M" GRN. COY. INTERNMENT CAMP - HARVEY.

During the temporary absence of Major W.L. Owen (W.237333), the Command of "M" Grn. Coy., Internment Camp at Harvey will be administered by Major H.M. Pullen (WX.11101)

14. REAR DIV. H.Q. TP. - H.Q. SON. - SIGS. - 1 ARMD. DIV. (A.I.F.)

Units will call for applications from personnel desirous of being enlisted in this Troop. Applications will be forwarded by units to these Headquarters before 4 Sep. 41, together with recommendations in each case and a statement as to whether applicants may be released

Paul H. Howd
Colonel i/c Administration, Western Comm. 1.
(O.V.ROAD)

CORRIGENDUM.

Amend Routine Order Part I, No. 113/41 para. 15 as follows :-

Strike out "34 of 26 Feb. 41"

and substitute: "38 of 26 Feb. 41".

NOT TO BE PUBLISHED.

AUSTRALIAN MILITARY FORCES - WESTERN COMMAND.

ROUTINE ORDER PART I

BY

MAJOR-GENERAL R.E. JACKSON, C.M.G., D.S.O.

GENERAL OFFICER COMMANDING, WESTERN COMMAND.

NO. 114

Headquarters,
Swan Barracks,
Francis Street,
Perth.
21 Aug. 41.

1. DENTAL TREATMENT. (C.C.R.140/2/140)

Approval has been given, subject to certain terms and conditions, for the provision of full dental treatment at public expense to -

- (a) members of the Australian Imperial Force in Australia;
- (b) members of the Garrison Battalions;
- (c) other members of the Permanent Military Forces who are receiving A.I.F. rates of pay;
- (d) members of the Citizen Military Forces called up for continuous full time war service other than service for a specified period less than for the duration of the war;
- (e) members of the Australian Army Nursing Service and Masseuses who are employed on continuous full time duty.

(ii) Dental treatment will include extractions, scaling of teeth, prophylaxis, fillings (root, amalgam and cement), treatment of pyorrhea and the supply, replacement and repair of vulcanite dentures.

(iii) Dental treatment will be provided wherever practicable by A.A.M.C. (Dental) Units. Where owing to distance or by reason of urgency it is not practicable for treatment to be provided by a dental unit, such treatment will be provided by officers of the Australian Army Medical Corps (Dental Service) other than officers employed on full time duty, or by civilian practitioners when no dental officer is available.

2. TRANSFER CONTROL 8TH MILITARY DISTRICT FROM NORTHERN COMMAND TO ARMY HEADQUARTERS. (C.C.R.53/1/32)

From 11th August, 1941, 8th Military District ceased to come under control of Northern Command and came directly under the control of Army Headquarters.

3. NO. 2 PLATOON - W. COMD. LABOUR COY. (C.C.R.69/4/41)

For the purpose of dealing with petty charges, etc., Lieut. S. Wainwright has the disciplinary powers of the O.C., of a Company.

(Continued on Back)

4. CAMP HOSPITAL - NORTHAM. (C.C.R.241/9/148)

The new hospital opened at Northam is to be known as :-

Camp Hospital - Northam.

118 G.H. - Correspondence:

All correspondence etc., for 118 G.H. is to be forwarded to Drill Hall, Wright St., Perth.

5. SECURITY OF INFORMATION - MARKING OF EQUIPMENT BY MEMBERS OF A.I.F.

(S.11/8/7)

(i) Attention is drawn to the undesirable practice followed by some members of the A.I.F. in the marking of their clothing and equipment.

(ii) In many cases Regimental Number, Name, Reinforcement and Unit, appear on articles of clothing, kit-bags, etc.

(iii) The danger of revealing valuable information to the enemy when a soldier is on active service, and the possibility of leakage of information through Cloak Rooms, Parcels Offices, Laundries, etc., are apparent.

(iv) Attention is invited to para. 235 Standing Orders A.I.F. which states :-

"Immediately after the issue of clothing, provided the O.C. of the Unit is satisfied that the articles fit correctly, he should see that each article is correctly marked with the recruits enlistment number ..."

6. ENLISTMENTS IN R.A.N. AND R.A.A.F. OF MEMBERS OF A.M.F.

(i) All units are instructed to render to D.R.O. a weekly return showing the personnel of each unit enlisting in either the R.A.N. or R.A.A.F.

(ii) This return will be as at 0600 hrs. each Saturday, and must reach D.R.O. by first available D.R. or Mail.

(iii) This will cancel W.Comd. Instruction No. A.50 of 11 Jun. 1941.

7. A.I.F. PERSONNEL RETURNED FROM ACTIVE SERVICE - COLOUR PATCHES.

(C.C.R.241/7/40)

(i) Enquiries have been received from time to time as to the provision of some distinguishing badge to be worn in uniform by members of the A.I.F. who have returned from overseas and who are now serving in the A.M.F.

(ii) Consideration has been given to the question, and it has been decided that no special badges or chevrons will be issued.

(iii) It is considered that sufficient distinction will be provided by the wearing of a half size colour patch of the last A.I.F. unit with which the member served, above the colour patch of the militia unit with which he is now serving.

(iv) The amendment of para. 294 of Standing Orders for Dress to give effect to this procedure may be anticipated.

11. "WESTERN COMMAND". (Contd.)

(ii) Until recently, Commanding Officers provided to a reasonable extent the necessary news items, but it appears that some have discontinued the forwarding of monthly notes to the editor.

(iii) The magazine is of undoubted interest and value to the troops, and it is desired that Commanding Officers do everything possible to ensure continuance of its publication and the maintenance of interest in it by the troops; if necessary, one member of each unit should be especially detailed for the collating of unit information for "Western Command".

(iv) Heads of Branches and services are also advised that the "Western Command" is one means by which information which should be in the possession of all members of the Forces may be communicated to them without cost to the Department.

(v) The Editor is prepared to publish any such information as news.

(vi) Notes are not, however, to be forwarded to the Editor direct, but to the Publicity Officer, Swan Barracks, Perth, who will be responsible for their examination and approval before publishing.

12. ARMY GAS SCHOOL - APPOINTMENT OF STAFF. (C.49/1/91)

(i) Units are to submit to Headquarters by 25 Aug. 41 the names of, and recommendations concerning suitable personnel desirous of obtaining appointment to H.Q., A/G and C/W Wings, Army Gas School.

(ii) The qualifications desired are efficient military service of wide scope with qualifications in anti-gas. Information regarding age, rank, qualifications, military and civil experience and remarks supporting personal ability to instruct, organize, command and administer training programmes should be supplied.

(iii) It is desirable, but not essential, that the recommendations be confined to personnel at present serving with the A.M.F., A.I.C. or A.I.F.

(iv) Personnel should be selected to conform in rank and qualifications with the following summary:-

Chief Instructor (Major)	(a) 1 Chemist.
Adjutant (Lieutenant)	1
Instructors -	
Captains	(a) 3 Includes 1 chemist.
Lieutenants	(b) 3 Includes 1 meteorologist.
Headquarters and assistant instructors (warrant officer, Class I)	1
Headquarters and assistant instructors (warrant officer, Class II)	3
Laboratory assistant (staff-sergeant)	(c) 3 Includes 1 for meteorology
Assistant instructors (sergeants)	6
Sergeant clerk	1
Sergeant draughtsman	1
Sergeant cook	1

8. COMMAND AND ADMINISTRATION - 1 ARMD. DIV. WHILST IN AUSTRALIA. (C.C.R.83/1/33)

(i) The following procedure will be adopted as from the 15th August, 1941, in regard to the command and administration of 1 Armd. Div. while in Australia.

(ii) The local administration of each unit of 1 Armd.Div. will be the responsibility of the G.O.C. of the Command or Military District in which the unit is located.

As a general rule, the Senior Officer of 1 Armd.Div. in each Command will deal direct with Command Headquarters in all local administration matters affecting the units of 1 Armd. Div. as a whole, in the particular Command, but if any unit is separated to such an extent that liaison with the senior officer referred to will be difficult, such unit may be administered direct by Headquarters at the discretion of the G.O.C. Command concerned.

(iii) In matters of training and promotion to commissioned and warrant rank, all units will deal with Headquarters, 1 Armd. Div. through normal divisional channels.

9. FINES AND PENALTIES - NATIONAL SECURITY ACT.

(i) The branch or section which initiates a prosecution is itself responsible for bringing the prosecution to finality, and when a fine is imposed, must collect the fine (and costs, if awarded), and pay the whole amount to the D.F.O., and if the fine or costs are not paid, must cause a warrant of commitment to be issued.

(ii) Branches and sections will render to these Headquarters within seven days of the end of each month, a return (in triplicate) of prosecutions and penalties in respect of :-

- (a) every prosecution which has been dealt with by any Court during the month;
- (b) all completed prosecutions which have not been brought to finality by payment of the fine and costs, or imprisonment.

10. EXECUTION OF WILLS. (C.C.R.130/1/22)

(i) Difficulties are being experienced by Executors on application to the Court for Grant of Probate where alterations in the body of the Will have not been initialled by all signatories to the Will.

(ii) These difficulties are accentuated for the reason that witnesses to the Will in the above circumstances are required to make an affidavit, and the witnesses are not giving sufficient address to contact them.

(iii) To comply with the Law of the State, Testators and Witnesses must initial all alterations, and witnesses must sign full name, address and occupation.

(iv) It is advisable to appoint an Executor domiciled in the State.

11. "WESTERN COMMAND".

(i) It is desired to assist the publishers of the magazine "Western Command" by the supply of information of interest to the troops in the various camps.

(Continued on Back)

13. ANIT-GAS WING - COMMAND TNG. SCH. - INSTRUCTIONAL STAFF.
(C.C.R.108/4/119)

- (i) Units will submit to Headquarters by 25 Aug. 41 the names of and recommendation concerning suitable personnel desirous of obtaining appointment to Instructional Staff for Anti Gas Wing, Command Tng. Sch.
- (ii) The following details of personal records are to be submitted in accordance with the undermentioned scale.
- (iii) Particulars of name, age, rank, anti-gas training, military service, ability to instruct, organize, command and administer courses of instruction, and type of civil occupation or professional experience are to be furnished.
- (iv) The recommendations for appointment to the instructional staff, Anti-Gas Wings, Command Training Schools will be based on the following establishment :-

Captain	...	1
Lieutenant	...	1
Warrant Officer		
(Class I)		1
Warrant Officer		
(Class II)		2
Storeman	...	1

14. REPORT OF LOSSES OF MONEY, STORES, ETC., BY THEFT, (OR CASES OF SUSPECTED THEFT).

(i) The Chief Auditor for Western Australia has stated that he is not being advised in accordance with Equipment Standing Orders, Part I, General Vol. I, Para. 79, of all cases of theft or suspected theft of Departmental funds or stores.

(ii) It is the duty of Commanding Officers of Units to immediately notify these Headquarters of such cases, and heads of Branches and Services are to ensure that the necessary notices are forwarded to the Chief Auditor for Western Australia and the Commissioner of Police.

15. CHANGE OF ADDRESS - 9 A. TK. REGT. R.A.A. (M).

On and after the 25 Aug.41, the address of the above Regt. will be -

9 A. Tk. Regt. R.A.A.(M)
POINT WALTER.

16. ACCOUNTING FOR CLOTHING ISSUES - AREA STAFFS & CHAPLAINS.
(C.C.R.51/3/231)

(i) Clothing issues to Area Staffs and Chaplains stationed at country centres will in future, be accounted for by the nearest unit having a Ledger Account with A.A.O.D.

(ii) A.A.F. P.200's at present held for such personnel by the Accounting Officer, No. 1 Store Account, will be transferred to units having country centres where the officers are located.

17. EFFECTS OF GAS IN COVERED VEHICLES. (C.C.R.138/2/690)

Reports have been received concerning the effects of exhaust gases upon personnel travelling within covered vehicles. All Units will investigate this complaint, and report to the S.C.M.E. any cases of this defect.

(Continued on Back)

18. WASHING OF HOSPITAL SHEETS ETC., METROPOLITAN AREA. (CCR.62/1/162)

Units authorised to forward articles requiring washing direct to the Laundry will please note that such articles, will in future, be delivered to the Fremantle Steam Laundry, Hick St., Fremantle, and not the Monarch Laundry as hitherto. Packing notes and delivery slips will, as at present, be forwarded regularly to D.A.D.O.S., Swan Barracks, Perth.

19. LODGING OF TELEGRAMS BY MEMBERS OF THE A.I.F. (S.11/8/2)

No telegrams may be despatched by troops moving to ports of embarkation or involved in other important troop movements except for essential reasons and then only with the permission of the O.C. train.

W. H. Hoad

Colonel i/c Administration, Western Command.

(O.V.HOAD)

CORRIGENDUM.GOVERNMENT SERVANTS - SUPERANNUATION PAYMENTS.

Attention is drawn to Routine Order Part I, No.112/41, para. 7 -

Before the word "Government" wherever it appears, insert the word "State".

NOTICE.TELEPHONE DIRECTORY - ADDITIONAL EXTENSIONS.Ordnance Mechanical Engineer

Lieut. R. Horton - Extension 276

Secretary Inventions Board

Lieut. J.V. Barnes - Extension 276

9 III 9th

NOT TO BE PUBLISHED.

AUSTRALIAN MILITARY FORCES - WESTERN COMMAND.

ROUTINE ORDER PART I

BY

MAJOR-GENERAL R.E. JACKSON, C.M.G. D.S.O.

GENERAL OFFICER COMMANDING, WESTERN COMMAND.

NO. 113

Headquarters,
Swan Barracks,
Francis Street,
Perth.
14 Aug. 41.

1. DISTRICT BASE LIBRARY. (C.C.R.137/1/48)

In accordance with Instructions for Training 1933, a Committee for the control of the District Base Library 5 M.D. has been appointed. The President of the Committee is the General Officer Commanding the Western Command, Major-General R. E. Jackson, C.M.G., D.S.O., who has approved of the appointment of the following Committee :-

Captain C.C. Pearson (General Staff)
Captain C.B. Gibson ("A" Branch)
Captain H. Buck ("Q" Branch)

2. BOOKS ON LOAN FROM W. COMD. H.Q. LIBRARY. (C.C.R.137/1/27)

Cases have occurred where personnel proceeding overseas have failed to return books, issued on loan.

All personnel, before embarking for service overseas or leaving for other Commands, must ensure that any books held on loan are returned.

3. HOSPITAL TREATMENT - PRE-ENLISTMENT RETURNED SOLDIERS. (C.C.R.140/2/211)

Para. 9 of R.O. Pt. I No. 97 of 19 Jun. 41 is cancelled.

An amendment to M.F.R. & I. by omitting from para. 23d the following words -

"Special care must be taken to see that in no case is the illness or injury due to a recrudescence of war-caused disability which is a responsibility of the Repatriation Department."

may be anticipated.

Even though the illness or injury is due to a recrudescence of war-caused disability, and is the responsibility of the Repatriation Department, the necessary medical treatment will be given by the Military authorities under service conditions and at service cost.

This procedure is to be followed until advised to the contrary.

4. A.A. FORM A.12 - P.M.F. PERSONNEL ENLISTING IN A.I.F. (CCR.76/1/13)

All P.M.F. Personnel enlisting in the A.I.F. must furnish in duplicate to D.R.O. A.A. Form A.12.

(Continued on Back)

5. WEEKLY RATION STRENGTH RETURN.

A weekly Ration Strength Return is required from all Camp Headquarters, showing the actual unit strength in camp, including other attached unit personnel, in detail, as at 0600 hours each Thursday. The Return, when completed, will be forwarded to District Records Office by first available D.R. or mail. The following pro forma is provided for the guidance of each camp H.Q. This Return is additional to all returns now rendered.

WEEKLY RATION STRENGTH

.....Camp As at 0600 hrs., Thursday1941.

UNITS	A.I.F.		F.T.D.		P.M.F.		Militia		TOTAL.	
	Off.	O/R.	Off.	O/R.	Off.	O/R.	Off.	O/R.	Off.	O/R.

6. CHANNELS OF COMMUNICATION, C.F.D. (C.C.R.65/1/186A)

It is noticed that correspondence is still being addressed to O.Cs. Frt. Coys., instead of to C.F.D. Communications must go through the correct channel.

7. APPOINTMENTS - LIEUTENANT (PROV.) SENIOR CADETS. (CCR.151/4/212)

Officers provisionally appointed to rank of Lieutenant (Senior Cadets) may be confirmed in their appointments at the end of 18 months, subject to recommendation.

Lieutenants (Senior Cadets) may be appointed to the Unattached List (C.M.F.) if they have qualified at a normal course at any Army Officers' Training School.

8. ADMINISTRATION OF ESTATES OF DECEASED SOLDIERS.

The Government of W.A. has agreed that when estates of deceased soldiers are administered by the Curator of Intestate Estates, no charge will be made when the gross value of the assets does not exceed £500, and that one half of the normal fees will be charged in respect of estates, the gross value of the assets of which exceeds £500 but does not exceed £1,000.

The West Australian Trustee Executor & Agency Co. Ltd., and the Perpetual Executors Trustees & Agency Coy. (W.A.) Ltd., have both agreed to charge the following reduced rates for administering the estates of sailors, soldiers and members of the R.A.A.F. proceeding overseas and dying whilst on Military service :-

1½% on the gross value of estates not exceeding £1,000.

2½% on any income received from such estates.

9. WEARING OF HATS.

Attention is again drawn to R.O. Pt. I No. 97/41, Para. 12.

Hats will be worn with the left side hooked up.

9. WEARING OF HATS. (Contd.)

Approval may be given in exceptional cases, due to inclement weather, for hats to be worn with the brim down while the inclement weather lasts.

10. WESTERN COMMAND "IMPROVEMENTS" COMMITTEE.

Attention is drawn to R.O. Pt. I No. 98/41 Para. 7 -

In lieu of Major F.R. Higgs the "A" representative on the committee is now Capt. C.B. Gibson, D.A.A.G.

"Improvements" Suggestions.

In future each suggestion submitted for the Committee's consideration is to be put forward on a separate sheet of paper and in duplicate.

11. APPLICATION FOR D.C.M.

All applications for a D.C.M. must be accompanied by 3 copies of the summary of evidence as well as the original summary.

12. BAGS KIT UNIVERSAL - ISSUE TO OFFICERS A.M.F. (CCR.215/34/59)

Approval is given for the temporary issue of bags kit universal to Officers of Militia Units prior to proceeding to camps of continuous training.

The bags are to be returned to Ordnance Depot immediately following conclusion of the camp period.

13. OUTSTANDING ACCOUNTS. (C.C.R.47/1/226)

The following amendment to R.O. Pt. 1 No. 108/41, para. 10 is promulgated -

Delete sub-para. III, and insert in lieu thereof -

"A nil return (when applicable) will be submitted to this Headquarters on the 1st day after the close of each month".

14. COUNTRY AND SUBURBAN RAIL WARRANTS - FREIGHT VOUCHERS - AUTHORITY TO ISSUE. (C.C.R.181/2/02)

Approval has been given for the Officer holding the appointment of Secretary, District Contract Board, Perth, to issue and sign the undermentioned Rail Warrant Books, in connection with Rail Travel, Examiners, Inspection Staff - (Army).

A.A.F.T.1 (Country travel only)

A.A.F. T.1(a) (Suburban travel).

The officer holding the appointment of Adjutant, Ascot Camp is authorised to issue and sign the undermentioned -

A.A.F.T.1 (a) Suburban Warrants.

Freight Vouchers.

The officer holding the appointment of Supply Officer, Karrakatta Supply Depot has been authorised to issue and sign Freight Vouchers.

15. MIDLAND RAILWAY - TRAVEL CONCESSIONS. (C.C.R.181/2/98)

Country fare concession as detailed in R.C.,

Part I, No.34 of 26 Feb. 41, (two-thirds single fare for return journey) will apply to travel on, to, or over the Midland Railway Company's line.

Members of Defence Forces travelling on pre-concentration or pre-embarkation leave on the Midland Railway will be issued with a free ticket covering the Midland Railway portion of the travel.

Combined pre-embarkation leave pass and rail ticket will be presented to the Railway Booking Clerk at Midland Junction as authority for the issue free-of-charge of the necessary ticket.

No form of application and receipt for free ticket (P.L.1) as in the case of Home Leave travel is necessary.

16. OXYGEN SUPPLIES. (C.C.R.215/1/476)

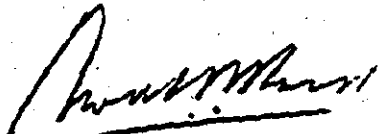
Attention is drawn to R.O. Pt. I, No. 112/41 para. 15 -

This instruction does not apply to Medical Units.

17. APPOINTMENT OF TRANSPORT OFFICERS. (C.C.R.15./1/26)

Further to R.O. Part I No. 7 of 13 Jan. 41, and in view of the fact that some difficulty is experienced in finding personnel for Transport Officers with suitable qualifications, units are advised to enlist men of the officer type from recognised civilian mechanical institutes, such as - Institute of Ave. Engineers, Institute of Automotive Mechanics, R.A.C. certificates of competency. These men could be enlisted as rank and file with the view to training them to ultimately become Transport Officers.

The S.O.M.E. will assist units in locating suitable personnel.



Colonel i/c Administration, Western Command

(O.V.HOAD)

CORRIGENDUM.

Reference is made to R.O. Pt. I No. 109/41 para. 7.

Delete "Garrison Brigade Reinforcement Training Depot", and substitute -

"13 Training Bn. No. 1 Camp, Melville."

950 III 88

NOT TO BE PUBLISHED.

AUSTRALIAN MILITARY FORCES - WESTERN COMMAND.

ROUTINE ORDER PART I

BY

MAJOR-GENERAL R.E. JACKSON, C.M.G., D.S.O.

GENERAL OFFICER COMMANDING, WESTERN COMMAND.

NO. 112

Headquarters,
Swan Barracks,
Francis Street,
Perth.
8 Aug. 41.

1. ECONOMY IN PAPER AND DRAWING MATERIALS. (CCR.214/1/46)

Many units are still failing to observe proper economy in the use of paper, particularly drawing paper, tracing linen and the like.

There is urgent need for the utmost economy in these articles. Tracing linen must not be used for any purpose other than high grade drawings which are required to be reproduced and they must be kept as small as is possible considering the purpose for which they are required. Tracing paper or butter paper should be used wherever possible. Prints from tracings must be kept to the absolute minimum of requirements.

Drawings, sketches, etc., done as a training activity will be carried out only on cheap grades of paper, cartridge paper being reserved for important matters which are required to be preserved.

The foregoing are a few only of the avenues in which economy can be practised. It is required that all officers be constantly on the watch for waste of paper and drawing materials of all kinds. Units will ensure that this order is read by all officers.

Attention is again drawn to Routine Order Part I, No. 4/41, Para. 6.

2. ANNUAL RETURNS. (CCR.227/1/86)

It is now advised that the following Annual Returns to A.H.Q. will be discontinued for the duration of the war :-

(a) Annual report on Training, vide instructions for Training 1933, Sec. XI, 1.

(b) Summary Small Arms Training (A.A. F.C.9) vide S.A.T. Vol. I Pamphlet No. 1 - Weapon Training Sec. 3, Para. 54.

Units will continue to submit to this Headquarters a report on Training at the conclusion of each camp, and an A.A.F.C. 9 or equivalent pro forma return at the conclusion of each camp or series of courses fired.

3. RECRUITING FOR ROYAL AUSTRALIAN AIR FORCE. (CCR.26/2/38)

Members serving with the active Citizen Forces may apply for enlistment in the R.A.A.F. (on the prescribed Air Force form) through their Commanding Officers who will recommend such applications when the services of the men concerned can be dispensed with.

3. RECRUITING FOR ROYAL AUSTRALIAN AIR FORCE. (Contd.)

In arriving at a decision Commanding Officers will take into consideration the rank and special qualifications of the applicant, the amount of military training he has received and his value to the Army generally.

Applicants who are recommended by their Commanding Officers and accepted by the R.A.A.F. will be struck off the strength of the Unit and their personal records returned to the Headquarters of the Areas in which they reside.

4. DISTRICT COURT MARTIAL. (CCR.67/1/17)

W.15236 - Dvr. William Kitchener JENNINGS - District Court Martial held at Swan Barracks, Perth, W.A. on 25 Jul. 41.

First Charge: Stealing Public property, in that he at Karrakatta Camp between the 4th day of July 1941, and the 6th day of July, 1941, stole one electric motor value £1.16. Od. the property of the Army. A.A. 18 (4)

Second Charge: Receiving public property in that he at Karrakatta Camp between the 4th day of July, 1941 and the 6th day of July 1941, received one electric motor, value £1.16. Od., the property of the Army, well knowing the same to have been stolen. A.A. 18 (4)

(alternative)

Findings: Not guilty of the first charge, and not guilty of the second charge.

The findings were read in open Court, and the accused was released 25 July, 1941.

5. CORRESPONDENCE, ETC. - PERSONAL PARTICULARS. (CCR.151/1/23)

In all official correspondence and records affecting officers and other ranks of the Military Forces, the number as well as the rank and name of personnel referred to must be quoted.

6. 66 A.A. COY., KARRAKATTA. (CCR.83/1/158)

66 A.A. Coy., took over the new Drill Hall at Karrakatta on 4 Aug. 41.

7. GOVERNMENT SERVANTS - SUPERANNUATION PAYMENTS. (CCR.216/1/44)

It has now been agreed by the Government that it will accept the responsibility of superannuation payments on behalf of Government officers enlisting for home service where the military pay is less than the civil pay and providing the officer concerned draws a total remuneration from the Defence Department of not more than £322. per annum.

8. MENTAL DISORDER. (CCR.140/1/93)

Mental Deficiency in Recruits.

(1) All doubtful cases will be referred to a Psychiatrist who will attend the Recruiting Depot when required.

8. MENTAL DISORDER. (Contd.)(ii) Camps.

Any men showing a tendency to mental disorder will be referred for examination by a Psychiatrist who will attend Camps when required. Arrangements for such visits will be made by D.D.M.S.

(iii) Personnel Returning from Abroad.

A psychiatrist will be detailed by D.D.M.S. to visit on arrival any ship on which mental patients are being returned to Western Command.

All patients suffering from War Neuroses and Psychoses fit for admission to a Military Hospital will be taken to the Psychiatric Ward of 110 General Hospital, and will be nursed in a special ward to be set aside for the purpose and not in a ward with patients who are not mentally ill.

Those unsuitable for admission to a Military Hospital will be retained on board ship till the remainder have been disposed of, and then will be sent to a State Mental Hospital.

Should the condition of a patient become such as to make it undesirable that he be retained in 110 General Hospital, he will be transferred to a State Mental Hospital.

It is expected that this may be done without certification in accordance with an Act which is at present under consideration.

When the patient is regarded as fit for civil life, or his condition is approaching the chronic stage, he will be examined by a Referee Medical Board which shall include a Psychiatrist and a Medical Officer of the Repatriation Commission.

9. SECOND MEDICAL EXAMINATION - UNIVERSAL SERVICE PERSONNEL.
(CCR.140/1/67)

Routine Order Part I No. 101/41 para. 9 is cancelled.

The necessary examination will, in future, be made at Claremont before issues are made.

10. TWO CHARGES FOR ONE OFFENCE.

It is noticed that the practice of laying two charges for one offence has been somewhat prevalent, particularly in regard to Breaking out of Camp and Absence Without Leave.

This practice should cease. The attention of Commanding Officers is drawn to the following :-

- (i) The offence of breaking out of barracks, camps, etc. consists in a soldier quitting barracks, at a time when he had no right to do so, either because he was on duty, or under punishment or because of some regulation or order A soldier who breaks out of barracks, etc., and remains absent for some time should, if brought to trial, be charged only with desertion or absence without leave S.12 or S.15 and if he was a defaulter at the time the fact should be stated in the particulars of the charge. Vide Note 4 to Section 10, Army Act.

- (ii) Absent without leave and failure to appear at place of parade etc; note 1 para. 3 to section 15 of the Army Act reads :-

10. TWO CHARGES FOR ONE OFFENCE. (Contd.)

(11) (Contd.)

"The absence must be from the place where it is his duty to be, and where he ought to be found if wanted."

and

Note 3 to Section 15 of the Army Act reads :-

"A soldier absent without leave is not also liable to trial for failing to attend parades, etc., during the period of his absence, but he may be tried on alternative charges for both offences. A soldier absent from parade owing drunkenness should be charged under Section 19 and not under this paragraph".

11. SECRET, SECURITY AND CONFIDENTIAL DOCUMENTS. (CCR.65/1/165)

Attention is again directed to A.M.R. & O. 1591, relative to the transmission outside the office of origin of Secret, etc., documents.

Cases are still occurring in which secret, confidential or security papers are forwarded with the words "Secret", etc. endorsed on the outer envelope.

The inner envelope, which is to be sealed with wax is to be marked "Secret", etc., but under no circumstances is the outer envelope to be wax sealed, or marked "Secret", etc.

12. CHANGE OF COMMAND - COMMAND FIXED DEFENCES. (CCR.151/3/65)

Temporary/Colonel R.R. Smith has been appointed Commander Fixed Defences, Western Command, as from 1 Aug. 41.

13. RUST PROTECTION IRON WORK. (CCR.98/5/184)

The attention of all Camp Commandants is drawn to the necessity of maintaining buildings in good condition and of ensuring that rusting and deterioration of metal work is prevented.

All hinges and other such moving parts are to be kept oiled or greased, and all other metal work will receive periodical painting to prevent rust.

14. BOOTMAKERS - CAMP WORKSHOPS, NORTHAM - REPAIR DEPOT, KARRAKATTA. (CCR.51/5/22)

In view of the shortage of Boot repairers, units will advise S.O.M.E. of any qualified men desirous of transferring to A.A.O.C. for full-time duty at Northam or Karrakatta.

15. OXYGEN SUPPLIES. (CCR.215/1/476)

Delays are taking place in the supply of oxygen owing to the fact that Army units are not returning emptied oxygen bottles. It is pointed out that these oxygen bottles can only be procured from overseas. Units will immediately take action to ascertain if any such empty bottles are within their camps, and if so, to return them to the Western Oxygen Coy. without delay.

Re. 111/11/11

Colonel i/o Administration, Western Command.

{O.V. ROAD}

950 III 921
NOT TO BE PUBLISHED.

AUSTRALIAN MILITARY FORCES - WESTERN COMMAND.

ROUTINE ORDER PART I

BY

MAJOR-GENERAL R. E. JACKSON, C.M.G., D.S.O.

GENERAL OFFICER COMMANDING, WESTERN COMMAND.

NO. 108.

Headquarters,
Swan Barracks,
Francis Street,
Perth.
21 Jul. 41.

1. Western Command Routine Orders Part I, Nos. 106 and 107 were not generally distributed.

2. ENLISTMENTS - F.T.D. PERSONNEL. (C.C.R.81/1/80)

(i) It has again come to notice that non-returned soldiers are being enlisted for full time duty without the clearance which is required by Routine Order No. 29/40 of 17 Sep. 40, to be given by the Employment Officer (Mr. O.J. Williams).

(ii) Officers enlisting personnel for full time duty are required to obtain certification from the Employment Officer that a suitable returned soldier is not available for the position before the enlistment of a non-returned soldier is completed.

(iii) Similarly, no member of the Militia (or U.S.P.) will be transferred to a full time duty appointment, except with a militia unit, until the clearance above referred to has been obtained.

3. A.I.F. SELECTION COMMITTEE.

The undermentioned officers will comprise the Committee for the purpose of interviewing all officers selected for A.I.F. appointments :-

Col. O.V. Hoad - Col. i/c Adm.
Lt.-Col. C.W. Huxtable - G.S.O.I
Major H. Walker, M.C. - A.A.G.

4. DRESS. (C.C.R.51/3/225)

While the turnout of many members of the Forces is very creditable, it is noticed that in some instances individual members are untidy and take little pride in their appearance. These men tend to bring discredit on the Army, and Unit Commanders are to use every endeavour to correct the position. It is desired that men be encouraged to clean and press their uniforms when at home on leave, and to make use of facilities provided in camps by philanthropic organizations for that purpose.

5. ASSISTANCE - CAMP COMMANDANT. (C.C.R.85/2/35)

It is advised that S.O.P.C. will, additional to existing functions, assist and generally understudy Camp Commandant as from 15 Jul. 41.

(Continued on Back)

6. MEDICAL EXAMINATION OF PERSONNEL - F.T.D. (CCR.140/1/91)

(1) Instructions have been received that personnel who are required to resume full time duty within six months of a previous period of such service, and who during such period have had no illness or injury, shall be medically examined, but if such personnel have had illness or injury within the period of six months they will be medically boarded.

(11) In all instances involving a longer break than six months between periods of full time service, a medical board shall be necessary.

(111) In either case the original documents will be retained - A.A.F. D.1 provides for subsequent medical examinations.

7. 7 HY. BDE. HEADQUARTERS. (C.C.R.85/1/92)

(1) The closing down of 7 Hy. Bde. H.Q. has been completed, and all records are now maintained at C.C.D. H.Q. Artillery Barracks, Fremantle.

(11) It is requested that all future correspondence be addressed C.C.D. and not to 7 Hy. Bde. or 3 Hy. Bde.

8. RECREATION LEAVE - MEMBERS OF THE PERMANENT MILITARY FORCES. (C.C.R.125/2/12)

(1) Action is being taken with a view to the modification of the conditions laid down in A.M.R. & O. Part VI, Division 6, relative to the carrying forward of Recreation Leave. In the meantime, authority is granted for the adoption of the following procedure :-

(1) Leave for the year 1938-39 has lapsed, except in the case of that credited in respect of service at an approved tropical or remote locality.

(2) Leave for the year 1939-40 may be carried forward, but it is to be taken before 31st December, 1941.

(3) Leave for the year 1940-41 may be carried forward, but it is to be taken prior to 30th June, 1942.

In the case of members who are relieved after service in tropical or remote localities, leave is to be granted at the earliest possible opportunity after the return of the member to his home station, or after taking up duty at the new station to which he is posted.

9. 109 CONV. ESCORT DEPOT. (C.C.R.241/9/150)

It is advised that all Mail and Correspondence for this Unit, should be addressed to Naval Base Camp as from 14 Jul. 41.

This Unit's Headquarters which has been situated at No. 4 Camp Melville, has now been transferred to the Naval Base Camp.

10. OUTSTANDING ACCOUNTS. (C.C.R. 47/1/226)

A Return is to be furnished to this Headquarters on the first day after the close of each month giving all information contained in the "Register of Accounts" (vide M.B.I. F.43/1941 and C.R.O. 35/41, para. 7) of cash Ordering Officer (vide C.R.O. No. 85/41, para. 11) in respect of all Claims which remain unpaid for more than one month after the date of their receipt from the Claimant.

10. OUTSTANDING ACCOUNTS. (C.C.R.47/1/226) (Contd.)

(ii) The Return is to contain a statement explaining the reason for delay in payment of each claim, and the correctness of the Return is to be certified by the District Finance Officer.

(iii) Although a "Nil" Return (when applicable) is not required, the Head of each Branch or Service concerned will be personally responsible for the rendition of the Return on the due date.

11. FREIGHT VOUCHERS. (C.C.R.131/2/2)

Authority is given for Officers holding the appointment of :-

(a) O.C. 4 Comd. Fd. Svy.Coy. R.A.E.

(b) O.C. No. 1 Svy. Sect. "

to issue and sign Freight Vouchers whilst on duty away from Headquarters, Western Command.

12. ECONOMY IN PETROL CONSUMPTION. (C.C.R.138/1/630)

(i) Tests recently conducted in the centre of Australia show that an appreciable saving of petrol can be effected if vehicles are operated with canopies removed.

(ii) It is desired therefore, that where vehicles can be operated advantageously without canopies, this should be done. Regard must be paid, however, to the class of goods being carried and weather conditions. For example, when transporting troops or perishable supplies, the canopies should be in position on the vehicle.

Colonel I/c Administration, W. Comd.
(O.V. HQAD)

CORRIGENDA.

Routine Order No. 103 Part I, Para. 4, Awarding of Punishment, Sub. Para. (ii) is cancelled and the following substituted in lieu thereof :-

"Stoppage of pay under D.A.119 (Absence Without Leave etc.) is automatic (A.M.R. & O. 483 (1)(c)) and should be noted on the charge sheet after the award - "Informed of forfeiture of days' pay and allowances".

Routine Order No. 94 of 10 Jun. 41, is amended as follows :-
Para. 4.

"The instruction contained in concluding sub-para. regarding locking of coaches is to be deleted."

CCR 168/1/109 AUSTRALIAN MILITARY FORCES - WESTERN COMMAND.

ROUTINE ORDERS PART I

O R D E R

No. 96

for the assembly of a

DISTRICT COURT-MARTIAL.

Orders by Major-General J.M.A. Durrant, C.M.G., D.S.O.,
General Officer Commanding, Western Command, under delegation
by the Governor-General.

Perth.
12/6/41.

WX 7787 Pte.
TRANTRUM H.,
2/4 M.G. Bn.
A.I.F.

The Officers mentioned below will assemble at
Swan Barracks, Perth on the 25th day of June,
1941, at 1000 hrs. for the purpose of trying by
DISTRICT COURT MARTIAL the accused person named
in the margin.

PRESIDENT.

Lt.-Col. H. WILSON, V.D., 5 Grn.Bn.
is appointed President.

MEMBERS.

Maj. H.C. Norris, R.A.A. } are appointed
Capt. H.J. Bowra, } members.
S.O.I. & R.S. W. Comd. }

WAITING MEMBERS.

Maj. F.B. Durrant, R.A.E. } are appointed
Capt. F.E. Schofield, 11 Bn. } waiting members.

JUDGE-ADVOCATE.

Capt. K.E. Drake-Brockman, Staff Capt. "A",
H.Q. W. Comd.
is hereby appointed Judge-Advocate.

The accused will be warned and all witnesses
duly required to attend.

The Proceedings will be forwarded to the
undersigned.

SIGNED this 12th day of June, 1941.

Distribution.

G.O.C.
Col. 1/c Adm.
A.A.G.
D.A.A.G. (3)
S.C. "A"
C.C.R.
D.R.O.
H.Q. Fortnam (4)
2/4 M.G. Bn.
D.A.P.H.
Det. Bn. (2)
Camp Cdt.
D.F.O.
C.L.O.
L.S.O.
G.S.O.
Publicity
Spares (4)

J.M.A. DURRANT Major-General
General Officer Commanding, Western Command.

[Signature]
Colonel.
Col. 1/c Adm. Western Command.
(O.V. ROAD.)

13 Inf. B de (2)
C.R.E. (2)
C.C.D. (2)

[Signature]

NOT TO BE PUBLISHED.

AUSTRALIAN MILITARY FORCES - WESTERN COMMAND.

ROUTINE ORDER PART I

BY

COLONEL O. V. HOAD

ADMINISTERING WESTERN COMMAND.

NO. 105

Headquarters,
Swan Barracks,
Francis Street,
Perth.
15 Jul. 41.

1. SENIOR SIGNAL OFFICER - W. COMD.

Major G. West, W. Comd. Signals, is called up for Full Time Duty as S.S.O. as from 14 Jul. 41.

2. ADMINISTRATIVE DIRECTORY OF H.Q. WESTERN COMMAND. (CCR.85/2/23)

It is desired to republish the Administrative Directory of H.Q. Western Command which was last issued on 1 Oct. 40.

Heads of branches and services etc. mentioned in the existing Directory will forward two copies of revised directory for their branch, service, etc. to the S.O. Adm. not later than 31 Jul. 41.

3. 109 CONVALESCENT DEPOT.

109 Convalescent Depot has been established at Naval Base Camp to receive soldiers from Hospital or Convalescent Home.

When a soldier has recovered from a wound or illness he is better out of Hospital or Convalescent Home, but he is not likely to be fit for duty until he has had an opportunity of regaining his physical strength and morale. Such cases will be sent to 109 Convalescent Depot.

Also soldiers who have recovered sufficiently to be fit for discharge from Hospital or Convalescent Home will be sent to 109 Convalescent Depot provided satisfactory arrangements can be made for their treatment.

On arrival at the Depot invalids requiring bed accommodation will enter the hospital portion where beds will be provided. They will be worked through graduated classes of training as thought advisable and recommended by the M.O. Medical examinations, with a view to placing them in a higher category, will be held once a week.

Those cases requiring supervision by a specialist will be visited once weekly by the appropriate member of the Staff of 110 Gen. Hospital.

When men are considered fit for full duty they will be returned to their unit.

Those who do not reach a higher grade in a reasonable time will be brought before a Reforce Medical Board.

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4. TELEGRAPHIC ADDRESS - "MILCOMMAND" PADDINGTON. (CCR.12/1/39)

Owing to the possibility of telegrams addressed to "Milcommand Paddington" being misrouted, this code address has been altered to "Milcommand Sydney".

5. WEEKLY RETURNS - A.I.F. and F.T.D. UNITS.

Camp Commandants and Commanding Officers of A.I.F. and F.T.D. units are to ensure that the circular dated 4 Jul. 41 issued by D.R.O. under the above heading is fully understood by all concerned.

6. DISCIPLINE.

The undermentioned personnel being found guilty of various offences were awarded the following punishments :-

Being a soldier having been warned for draft, absenting himself without leave -

WX. 8455	Ptc. Ross, S.	Forfeits 2 days pay and awarded 28 days detention. Total forfeiture - 150/-.
WX. 8476	Ptc. Shah, J.E.	Forfeits 1 days pay and awarded 7 days detention. Total forfeiture - 40/-.
WX. 8475	Ptc. Sheridan, P.L.	Forfeits 2 days pay and awarded 21 days detention. Total forfeiture - 120/-.
WX. 8474	Ptc. Lawrence, W.W.	Forfeits 3 days pay and awarded 28 days detention. Total forfeiture - 155/-.
WX. 8486	Ptc. Gordon, D.F.	Forfeits 1 days pay and awarded 28 days detention. Total forfeiture - 110/-.
WX. 6183	Ptc. Pickett, J.N.	Forfeits 3 days pay and awarded 28 days detention. Total forfeiture - 155/-.
WX. 8411	Ptc. Cornock, F.H.	Forfeits 1 days pay and awarded 21 days detention. Total forfeiture - 110/-.
WX. 7069	Ptc. Bower, E.	Forfeits 1 days pay and awarded 28 days detention. Total forfeiture - 145/-.
WX. 8421	Ptc. Fairfull, A.	Forfeits 1 days pay and awarded 21 days detention. Total forfeiture - 110/-.
WX. 8439	Ptc. Bennett, F.G.	Forfeits 1 days pay and awarded 21 days detention. Total forfeiture - 110/-.
WX. 5430	Ptc. Lamont, W.G.	Forfeits 3 days pay and awarded 28 days detention. Total forfeiture - 155/-.
WX. 8608	Ptc. Bloomer, C.G.	Forfeits 2 days pay and awarded 28 days detention. Total forfeiture - 150/-.

6. DISCIPLINE. (Contd.)

WX. 8454 Pte. Beattie, C. Forfeits 3 days pay and awarded 28 days detention.
Total forfeiture - 155/-.

WX. 8470 Pte. Patterson, J. Forfeits 1 days pay, and awarded 21 days detention.
Total forfeiture - 110/-.

WX. 7088 Pte. Wilmott, R. Forfeits 2 days pay and awarded 21 days detention.
Total forfeiture - 115/-.

Using insubordinate language to an N.C.O. on parade :-

WX. 7161 Pte. Findlay, K.N. Fined 5/-.

Being a soldier, having been warned for draft, absenting himself without leave, and conduct to the prejudice of good order and Military discipline, in that he did alter a leave pass :-

WX. 6308 Pte. Graffin, N. Forfeits 4 days pay and awarded 14 days detention in respect of the first offence, and awarded 7 days detention in respect of second offence-Period of detention to be cumulative.
Total forfeiture - 125/-.

7. CONCESSION POSTAL RATE. (C.C.R.170/1/14)

Attention is again drawn to the prevalence of posting by members of the Defence Forces, sealed letters with a penny stamp affixed, but not bearing the rubber stamp impression "Department of the Army - Concession postal Rates".

Unit Comdrs. will continually bring the above under the notice of troops, particularly U.S.P. trainees.

Units not in possession of the stamp "Department of the Army - Concession Postal Rates", will requisition immediately to the Stationary Officer, Western Command, through D.A.D. Posts, W. Comd.

8. STANDING ORDERS FOR THE OPERATION AND MAINTENANCE OF MECHANICAL VEHICLES. (C.C.R.138/1/61)

Standing Orders for the operation and maintenance of mechanical vehicles (Australia) 1940, paragraph 28, relative to drivers under instruction, will be amended to include the following instructions :-

"In all cases when Army Mechanical Vehicles are being driven by personnel undergoing instruction, the following notice will be conspicuously displayed on the tailboard or rear of the vehicle :-

WARNING - DRIVER UNDER INSTRUCTION. "

These instructions will be given effect to immediately by all concerned.

9. PLAN PRINTING MATERIALS. (C.C.R.214/1/153)

It is advised that owing to the difficulty in obtaining supplies of Ferro Gallia and Ferro Prussiate base material and chemicals from abroad to the order of the Plan Printing Section of this Department, and also to the heavy demands now being made by Defence and related Departments, it is essential that the strictest economy should be practised in their use.

In this regard, it is suggested that consideration be given to the reduction in the sizes of drawings where practicable, and that the number of prints required for any particular purpose be reduced to an absolute minimum.

10. RETURN OF EQUIPMENT. (C.C.R.215/1/470)

The attention of Commanding Officers is directed to E.S.O's Part 1, Para.52, regarding the use of A.A. Form F.37, conveying approval for the return of stores to A.A.O.D.

It has been brought to notice that repeated recalls have to be forwarded to units and in many instances correspondence entered into before the stores are returned. This causes unnecessary work and delay in finalization of vouchers.

On receipt of A.A. Form F.37 by units early action will be taken to return the stores shown on the Return to Store Voucher.

Return of Acquitted Vouchers (A.A. Form F.21)

The attention of Commanding Officers is directed to E.S.O's Part 1, General, Vol. 1, para. 37, dealing with the return of acquitted issue vouchers to the A.A.O.D.

The failure of Units to promptly receipt and return the original copy of the issue voucher is causing unnecessary work owing to the repeated recalls and preparation of certified copies found necessary.

Accounting Officers will issue such instruction that will ensure that prompt action is taken in checking stores received and the early return to A.A.O.D. of the original copy of Voucher duly receipted.

Failure on the part of units to comply with this instruction might render necessary the application of E.S.O's, Pt. 1 General, Vol. 1, Para.32, Sub.-para. 3.

11. AUTHORITY TO ISSUE FREIGHT VOUCHERS - KALGOORLIE - PORT AUGUSTA ROAD.

Authority is given for Lieut. J. Leader, Supply Officer, Norseman and Lieut. H. Boura, Supply Officer, Cocklebidy to issue Freight Vouchers as required to and from Norseman and Rawlinna respectively.

12. APPOINTMENT OF A.I.A. & O.H.E. INSTRUMENTS. (CCR.157/2/131)

Lieut. J. Shilkin A/O.H.E., A.A.O.C. has been appointed O.H.E. Instruments, and Assistant Inspector of Armourers. All units will give this Officer assistance in carrying out his duties when he is visiting units, and when requesting information relative to his office.

David H. Hoad
Colonel-in-Charge, Administration,
(O.V.ROAD) Western Command.

NCT TO BE PUBLISHED.

AUSTRALIAN MILITARY FORCES - WESTERN COMMAND.

ROUTINE ORDER PART I

BY

COLONEL O. V. ROAD.

ADMINISTERING WESTERN COMMAND.

NO. 104

Headquarters,
Swan Barracks,
Francis Street,
Perth.
14 Jul. 41.

1. NOMINATIONS FOR SCHOOLS. (C.C.R.108/1/78)

(i) Considerable delay and unnecessary correspondence is being caused as the result of units failing to include all information and documents required to be submitted when nominating students for attendance at Army and Command Schools.

(ii) Units will take action to ensure that the instructions calling for nominations are carefully read and all requirements met. The memo. forwarding nominations must be checked against the original instruction before it is despatched to ensure that all required information is included.

(iii) Action is also to be taken to ensure that nominations are despatched from units in time to reach this Headquarters by the date required.

2. WEARING OF UNIFORM BY CERTAIN PERSONNEL DURING PRESENT WAR.

(i) In the interests of national security to ensure that the wearing of military uniform is restricted to personnel in actual military service the following instructions are issued :-

During the continuance of the present time of war members of the Citizen Military Forces (including officers on the Reserve of Officers and Officers on the Unattached List) will not wear uniform unless they are -

- (a) employed on full time duty; or
- (b) attending a camp, course or authorized parade; or
- (c) attending a parade of the V.D.C.; or
- (d) attending a parade or function in connection with which authority for such members to wear uniform may be granted by the District Commandant; or
- (e) otherwise on duty as ordered.

(ii) Any permission granted as aforesaid will include proceeding to and from parades or duty and when on leave from a camp or course.

(iii) The permission granted to retired officers and other ranks to wear uniform is suspended during the present time of war except in the case of those entitled to wear uniform under the preceding paragraph.

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3. DELEGATION UNDER NATIONAL SECURITY (GENERAL) REGULATION
60 A (2)A. (C.C.R.194/5/599)

(1) By notice appearing in the Commonwealth Gazette No. 79 of 21st April, 1941, the delegations of the powers to grant exemption under the abovementioned Regulation are revoked as from 21st April, 1941.

(11) The Minister for Defence Co-ordination has delegated the powers to grant exemptions from service in The Citizen Military Forces conferred on him by the abovementioned Regulation to officers in the following appointments :-

Area Brigade Majors.
Deputy Assistant Adjutant-General,
Western Command.

(111) Area Brigade Majors will consider applications for exemptions and will grant such applications as seem to be justified. Where an application has not been granted by them or special circumstances are involved, the application will be referred for decision to D.A.A.G., Western Command.

(1v) Principles to be Observed.

In determining applications under National Security (General) Regulation 60 A (2) (a) for exemption from service in the Citizen Forces based upon the ground of great hardship to the applicant, his parents or dependants, the following principles and circumstances should be applied and taken into consideration :-

(a) Applications based upon the ground of great Hardship to the Applicant.

In determining such applications regard should be had to the circumstances in which the applicant will be placed in the event of the application being rejected and the application should be granted only -

(1) if, owing to the existence of specific circumstances, in relation to his personal affairs and requiring his personal attention, its refusal would (be likely to) cause great hardship over and above that which the calling up of men for service in due course might normally be expected to cause; or

(11) if, (where the application is based on great hardship in respect of business responsibilities and interests) the business and interests cannot be carried on in the applicant's absence unless and until alternative arrangements have been made. Applications based, on this ground should also, in appropriate cases, be considered in the light of seasonal conditions.

(b) Applications based on the ground of great hardship to the Applicant's parents or dependants.

In determining an application based on the domestic position of the applicant regard should be had to the circumstances in which members of the same household, or dependant persons living elsewhere will be placed in the event of the application being rejected rather than to the applicant's individual circumstances and such application should be granted only if the refusal to grant exemption would be likely to cause hardship to members of the household or other dependants over and above that which the calling

R.O. 104/41.

3. DELEGATION UNDER NATIONAL SECURITY (GENERAL) REGULATION
60 A (2) A. (Contd.)

(b) (Contd.)

up of men for service in due course might normally be expected to cause.

(c) The period for which exemption should be granted or renewed should as far as possible be adjusted to the time which the applicant might reasonably be expected to require in order to make alternative arrangements with respect to his domestic position or the carrying on of any business or to deal with any other relevant matter, as the case may be, but only in very exceptional circumstances should total exemption be granted.

4. AMENDMENT TO THE AUSTRALIAN SOLDIERS' REPATRIATION
REGULATIONS. (C.C.R. 241/13/2)

Allowance in respect of a member incapacitated or killed
in Australia, while on leave.

Attention is drawn to the following amendment to the Australian Soldiers' Repatriation Regulations, notified in the Commonwealth Gazette of 2 May, 41 :-

"90A. Where any member of the Forces, who, during the war which commenced on the third day of September, One thousand nine hundred and thirty-nine, is enlisted in, or appointed to, the Military Forces of the Commonwealth or the Australian Army Nursing Service, for active service outside Australia, is, before proceeding outside Australia, incapacitated or killed as a result of an accident occurring to him while travelling on leave to or from his place of employment, the Commission may grant to or in respect of that member, by way of an allowance, the same benefits as it might have granted had the incapacity or death, as the case may be, been directly attributed to his employment as a member."

In future cases in which members are injured or killed in such circumstances, the Court of Inquiry is to include in its Report a statement to that effect.

5. DRIVERS M.T. TRADE GROUP III. (C.C.R. 19/1/175)

Personnel who are classified as Drivers M.T. Trade Group III in excess of the number of specialists allowed in the relative War Establishments will revert as from 3 Jul. 41.

6. SCALE OF CAMP EQUIPMENT. (C.C.R. 215/9/141)

The following amendments have been authorised to Standing Orders for Equipment, A.M.F. and Senior Cadets, Part I General, Appendix V. -

Page 33, Section K after "Cloths, pudding" in column 1, insert :-

"Cloths, sponge" and detail in column 2 "16 per 100 strength when the duration of the camp exceeds 10 days. Replacements may be made after a period of 30 days and on production of old cloths rendered unserviceable through fair wear, 2 per cook for camps of 10 days' duration or less."

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6. SCALE OF CAMP EQUIPMENT. (Contd.)

Page 33, Section D.1, before "Collars, hand S.U." in column 1, insert,

"Chains, collar, P.G.S." and detail in column 2.

"At the discretion of the G.O.C. (or Officer appointed by him) 1 per horse when required in lieu of Ropes, head, rope, (Section J.1.)"

Page 37, Section J.1, "Ropes, picketing, 4 ft. 9 in."

for present detail in column 2, substitute -

"When required, 2 per horse and 10 per cent spare"

Delete 'or' in column 1 following "Ropes, picketing, 4 ft. 9 in."

Page 41, Section K, "Cloths, tea, add to footnote (c)-

"The tea cloths will be changed weekly".

7. TRANSFER OF LOCATION OF W.C.D. OF M. & V. STORES.

(C.C.R.12/1/37)

(1) The above unit will be moving from its present location to 432 - 6 Murray Street, in the near future.

(11) For the period 16 - 25 Jul. very urgent requisitions only will be dealt with by this unit.

Paul M. Mord

Colonel-in-Charge, Administration,
(O.V. HEAD), Western Command.